



## LINCOLN TOWN DEAL BOARD

**Friday, 14 March 2025**

**10.00 am**

**Committee Rooms 1 and  
2, Beaumont Fee, City  
Hall, Lincoln, LN1 1DD**

Membership: Liam Scully (Chair), Angela Andrews, Jacqui Bunce, Edward Chambers, Neil Corner, Tom Dannatt, Councillor Richard Davies, Wing Commander Gary Donnelly, Hamish Falconer MP, James Foster, Julian Free, Charlotte Goy, Nicole Hilton, Kevin Kendall, Caroline Killeavy, Ursula Lidbetter, Matt Russell, Edward Strange, Crispin Vitoria and Nick Worboys

Officers attending: Kirsty Cheetham (Senior Communications Officer), Kate Ellis (Strategic Major Developments Director), Jaclyn Gibson (Chief Finance Officer), Simon Kirk (Assistant Director, Growth and Development), Victoria Poulson (Democratic Services Officer), Michelle Smith (Development Officer) and Gill Wilson (Growth Strategy and Funding Manager)

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## AGENDA

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<b>SECTION A</b>	<b>Pages</b>
1. Welcome	
2. Apologies for Absence	
3. Declarations of Interest	
4. Minutes of the Meeting on 18 October 2024	<b>3 - 16</b>
(a) Matters Arising	
5. Investment Sub-Committee Update	
6. Towns Deal Programme Update	<b>17 - 22</b>
7. Lincoln Central Market Project	<b>Presentation</b>
8. UK Shared Prosperity Fund	<b>23 - 26</b>
9. Communications Update	<b>Presentation</b>

10. Governance **Verbal Report**  
- Youth Board Member Proposal

11. Forward Plan

12. Any Other Business

13. Date and Time of Next Meeting

**Date of Next meeting: Friday 6<sup>th</sup> June 2025 (10:00)**

14. Exclusion of the Press and Public **27 - 28**

You are asked to resolve that the press and public be excluded from the meeting during the consideration of the following item(s) because it is likely that if members of the press or public were present, there would be disclosure of 'exempt information'.

## **PART B**

15. Project Update and Risk Assessment **29 - 42**  
**[Exempt Paras 3]**

**Present:** Liam Scully (*in the Chair*), Angela Andrews (City of Lincoln Council), Jacqui Bunce (NHS), Neil Corner (Energy), Councillor Richard Davies (Lincolnshire County Council), Hamish Falconer MP (Lincoln Constituency MP), James Foster (Lincoln College), Julian Free (University of Lincoln), Charlotte Goy (Destination Lincolnshire), Ursula Lidbetter (Independent), Matthew Russell (Digital), Councillor Naomi Tweddle (City of Lincoln Council), Crispin Vitoria (The Carbon Group) and Nick Worboys (Longhurst)

**Also in Attendance:** Ginny Askham (Destination Lincolnshire), Kirsty Cheetham (Senior Communications Officer), Ibrahim Elias (Cities and Local Growth Unit - Ministry for Housing, Communities and Local Government), Jaclyn Gibson (Chief Finance Officer), Simon Kirk, (Assistant Director - Growth & Development), Heather Langdale (Ministry of Housing, Communities and Local Government), Will Mason (Head of Culture, Lincolnshire County Council), Victoria Poulson (Democratic Services Officer) and Gill Wilson (Growth Strategy and Funding Manager)

## 20. Recorded Actions from Meeting

RESOLVED that:

- 1) The Secretariate be tasked with a forensic review of amber rated projects within the Town Deal Programme, to be presented to Members at the next Board meeting, scheduled for 6 December 2024.
- 2) The Senior Communications Officer be tasked with ensuring that the website was kept updated and consideration be given to the investigation of an annual Town Deal Board report.
- 3) The Secretariate be tasked with the circulation of an invitation to Members for expressions of interest to form a working group.

## 21. Welcome

Liam Scully, Chair of the Lincoln Town Deal Board, opened the meeting and warmly welcomed Hamish Falconer MP and Councillor Naomi Tweddle to their first meeting of the Lincoln Town Deal Board.

The Chair also welcomed Ibrahim Elias, Deputy Area Lead for Greater Lincolnshire, Department for Business, Energy and Industrial Standards to his first meeting of the Lincoln Town Deal Board and offered thanks to Ibrahim's predecessor, Mick Lazarus for his hard work and contributions to the Lincoln Town Deal Board.

## 22. Apologies

Apologies for absence were received from:

- Tom Dannatt

- Wing Commander Gary Donnelly
- Nicole Hilton
- Caroline Killeavy
- Edward Strange

The Democratic Services Officer confirmed the quorum of 6 members.

### 23. **Declarations of Interest**

Angela Andrews, Chief Executive, City of Lincoln Council and Councillor Naomi Tweddle declared a Personal and Pecuniary Interest with regard to the agenda item titled 'Allocation of Uncommitted Town Fund'.

**Reason:** Sincil Bank and Greyfriars were City of Lincoln Council ran projects.

They left the meeting during the consideration of this item and took no part in the discussion or vote on the matter to be determined.

Julian Free declared a Personal and Pecuniary Interest with regard to the agenda item titled 'Allocation of Uncommitted Town Fund'.

**Reason:** In regard to Greyfriars, he was a trustee of Heritage Lincolnshire. In addition, The Barbican was a University of Lincoln ran project.

He left the meeting during the consideration of this item and took no part in the discussion or vote on the matter to be determined.

Ursula Lidbetter declared a Personal and Pecuniary Interest with regard to the agenda item titled 'Allocation of Uncommitted Town Fund'.

**Reason:** In regard to Greyfriars, she was a trustee of Heritage Lincolnshire.

In the interests of transparency, she wished it to be noted that the Barbican was a project she had worked on within her previous employment position.

She left the meeting during the consideration of this item and took no part in the discussion or vote on the matter to be determined.

Liam Scully declared a Personal and Pecuniary Interest with regard to the agenda item titled 'Allocation of Uncommitted Town Fund'.

**Reason:** In regard to 'Lincoln City Football Club (Sincil Bank Gateway), he was a trustee of Lincoln City Foundation and Chief Executive Officer of Lincoln City Football Club.

He left the meeting during the consideration of this item and took no part in the discussion or vote on the matter to be determined.

James Foster declared a Personal and Pecuniary Interest with regard to the agenda item titled 'Allocation of Uncommitted Town Fund'.

**Reason:** HEAT and Drill were Lincoln College ran projects.

He left the meeting during the consideration of this item and took no part in the discussion or vote on the matter to be determined.

Charlotte Goy declared a Personal and Pecuniary Interest with regard to the agenda item titled 'Allocation of Uncommitted Town Fund'.

**Reason:** Lincoln Connected had submitted an expression of interest for the allocation of uncommitted Town Fund.

She left the meeting during the consideration of this item and took no part in the discussion or vote on the matter to be determined.

Matthew Foster queried if his corporate director responsibilities required consideration with regard to the agenda item titled 'Allocation of Uncommitted Town Fund'.

Liam Scully, Chair of the Lincoln Town Deal Board, duly considered whether this interest was a pecuniary interest under the member code of conduct. When taking into consideration the reasonable member of the public test, as outlined in the code of conduct, it was not considered that his interest was a pecuniary interest and therefore, he would be permitted to participate in the discussion or vote on the matter to be determined.

#### **24. Minutes of the last meeting held on 2 August 2024**

RESOLVED that the minutes of the meeting held on 2 August 2024 be confirmed as a true record, subject to the amendment of members present, in order that attendance to the meeting be accurately recorded.

#### **25. Matters Arising**

Gill Wilson, Growth Strategy and Funding Manager confirmed that:

- 1) The current Lincoln Town Deal Board (LTDB) Terms of Reference allowed for the provision of a Vice-Chair. Confirmation of the criteria of a Vice-Chair's representation had been sought, prior to formal agreement and appointment, and it was proposed that Councillor Naomi Tweddle be formally appointed Vice-Chair of the Lincoln Town Deal Board
- 2) The Secretariate had been tasked with the amendment of sections 5 and 6 of the Monitoring and Evaluation Performance Report submitted to DLUHC on 28 May 2024, and the recirculation to members of the Board. The uncompleted sections had been caused by a version control error and had since been actioned. The additional outputs/outcomes that had been received from projects up to March 2024 had not been assessed and verified prior to the May submission however would be reported and included in the next submission, due in November 2024
- 3) The Secretariate had amended the capital figures in relation to the Community Bakery and had updated the UK Shared Prosperity Funding (UKSPF) programme to show both capital and revenue allocation
- 4) The Senior Communications Officer planned to provide further information on the consideration of an elevated national/regional piece and applications for future awards, under agenda item 9, entitled 'Communications'

- 5) The Democratic Services Officer had circulated the Microsoft Teams meeting link for the meeting of the Investment Sub-Committee, held on Tuesday 1 October 2024

RESOLVED that there were no outstanding actions or resolutions.

## **26. Governance and Board Membership**

Gill Wilson, Growth Strategy and Funding Manager:

- a) provided the Board with a verbal report on Governance and Board Membership matters. During consideration of the report, the following points were noted: -
- The current Lincoln Town Deal Board (LTDB) Terms of Reference allowed for the provision of a Vice-Chair. Confirmation of the criteria of a Vice-Chair's representation had been sought and it was proposed that Councillor Naomi Tweddle be formally appointed Vice-Chair of the Lincoln Town Deal Board
  - A request had been received from Bishop Grosseteste University (BGU) further to Karen Stanton's departure, that Tom Dannatt (Interim Vice Chancellor) was approved to represent BGU on the Board in the interim until such time a successor to the post was appointed
  - Gaps within the membership of the Board had been identified, particularly the digital and construction sectors. There was a seat designated for a representative from the House of Lords which was currently vacant
  - The Board was at a critical stage and as such, the retention of skills and attendance was important

- b) welcomed comments and questions from Members of the Board.

**Comment:** Tim Chambers had previously represented the digital sector however in reference to Sincil Bank, had been involved within the construction sector.

**Comment:** Nominations for replacement Board members from the construction and digital sectors were welcomed.

RESOLVED that:

1. Councillor Naomi Tweddle be formally appointed Vice-Chair of the Lincoln Town Deal Board.
2. Tom Dannatt (Interim Vice Chancellor) be formally approved to represent BGU on the Board in the interim until such time a successor was appointed.
3. Nominations for replacement Board members be submitted to the Secretariate for consideration.

## **27. Investment Sub-Committee Update**

Angela Andrews, Chair of the Investment Sub-Committee:

- a) provided the Board with a brief update following the most recent meeting of the Investment Sub-Committee, held on 1 October 2024. During consideration of the update, the following points were noted: -

- Thanks were offered to all Board members that had attended the meeting of the Investment Sub-Committee (ISC) on 1 October 2024. Members were reminded that meetings of the ISC were held remotely via Microsoft Teams and the Terms of Reference had recently been amended to allow attendance as voting Members
- Members of the Investment Sub-Committee received a presentation from Heather Frecklington, Focus Consultants with a summary document for the recommendation of reallocation of uncommitted funding, further to LSIP's withdrawal from the programme. Members supported the reallocation recommendations prior to formal approval of the Board
- Members had received a progress update on the City Centre Masterplan and a verbal update on UK Shared Prosperity Funding (UKSPF) progress

b) welcomed comments and questions from Members of the Board.

RESOLVED that the content of the update be noted with thanks.

## **28. Towns Deal Programme**

Gill Wilson, Growth Strategy and Funding:

a) provided the Board with a presentation on the programme/progress status and risk as of 1 October 2024. During consideration of the report, the following points were noted: -

- The delivery phase was complete across 5 original business case approved projects and completion of the projects represented a total level of investment of £15M into the City of which £9.113M was direct Town Fund Grant
- Key outputs/outcomes highlighted included:
  - Store of Stories - Acts Trust over reported by 250% on their targeted reduction in supporting children out of food poverty and reported 1671 new members and 25,086 visitors per quarter
  - Cornhill Market - The project won the Regeneration and Restoration Project of the Year Award at the annual East Midlands Property Awards 2024 held on the 5 September 2024 for both the building itself and the platform it had given to local, independent small and startup businesses
  - Drill - The venue continued to do well and Technical Production students had gained practical work experience by working on shows and events and had also used the facility as a live classroom on a Monday when the venue was closed to the public. Lincoln college Catering and Front of House students continued to run the kitchen and Drill café and provided a range of food and drinks
  - LCFC Community Skills and Education Hub - Lincoln City Foundation continued to use the Hub to deliver their Healthier Communities and Education and Employability Programmes which included clubs aimed at providing social activities for the elderly and mental health support programmes for the young, as well as community English conversation classes
- Minor risk had been identified in respect of reduced City Centre footfall impacting on a range of City centre-based projects which benefitted from passing trade and or visitor numbers.

- Three further projects, the Barbican, Sincil Bank Greening Project and Greyfriars (total investment value of £9.829M and Town Deal grant of £5.238M) were currently on site. The Barbican was due to be completed January 2025, the Sincil Bank Greening project by Summer 2025 and Greyfriars by Winter 2025 respectively
- Key outputs/outcomes highlighted included:
  - Barbican - Promotional activities continued to focus on developing the membership model and enquiries about studios/spaces to rent upon opening
  - Sincil Bank Greening - The highway works were progressing, and no issues had been raised so far from residents or local businesses, including the football club, regarding any disruption
  - Greyfriars - works commenced at the beginning of September 2024
- There was a number of other projects in progress and included Lincoln Be Smarter, Lincoln Connected and feasibility projects; Wigford Way and Tentercroft Street. Lincoln Town Deal Board previously agreed that the delivery and completion of Tentercroft and Wigford Way feasibility studies be aligned with the development of the City Centre Masterplan and the programmes adjusted accordingly
- In terms of programme, although there were some amber rated projects, they would be monitored quarterly and there was still time to achieve the March 2026 completion date, with no issues identified at present
- Further to the financial status at Quarter 1, there were no issues to report. The only red rated project was LSIP that had been withdrawn from the programme
- The amber projects were where profile spend was greater than the 40% ministry criteria and a claim was imminent that would boost figures. The programme was within the tolerance assurance levels set by the ministry
- Total evidenced expenditure to date was £11.4M against a profiled target of £16.1M. This was pending the October claim which was expected to include expenditure from the current 'live' project. Financial status would be updated pending the Quarter 3 claim process for reporting to MHCLG in November. The update would be reported to Members of the Board, prior to submission.

b) welcomed comments and questions from Members of the Board.

The Chair offered thanks to Gill Wilson for the update and welcomed comments and questions. Members of the Board discussed the content of the update in further detail and the following questions and comments emerged:

**Question:** The programme was approaching the end of the funding package. How much bandwidth was there in terms of slippage? Was there a good buffer of time?

**Response:** Everything was reported as being deliverable within the programme timescale. There was a claim due for projects next week and as such, further reporting would be possible at the next meeting of the Board.

**Comment:** A deep dive of the amber projects would be beneficial. It was right to update quarterly however the end of the programme was within touching distance, only approximately 15/16 months remained. If projects were amber at this stage, it was important to ensure they turned green rather than red. The project risk rating may be changed further to a formal decision regarding additional funding. A forensic review would prove a positive activity.

**Question:** The progress was great to see. What was the tolerance at present? Was the programme close to the tolerance or was there a buffer?

**Response:** The forecast figure was the basis of how the programme was measured by the Ministry. There was a 40% tolerance criteria of which the programme had to be kept within. Ongoing dialogue with the Ministry took place, slippage could be explained and assurance offered. The Investment Sub-Committee would continue to investigate and scrutinise. A full report would be presented to Members at the next meeting of the Board.

**Comment:** Lincoln Connected was amber rated however was moving towards a green rating. A full report would be welcomed.

**Comment:** The programme was trending positively which was encouraging.

**Response:** The secretariate was not aware of concerns from the Ministry.

**Question:** Had the website been updated with the positive outcomes?

**Response:** The Senior Communications Officer would ensure that the website was kept updated.

**Supplementary Comment:** Other Towns Fund Boards produced an annual report that summarised the benefits and captured progress to date which included stories from users. It would be positive for Lincoln to consider the same.

**Supplementary Response:** The Senior Communications Officer would be tasked with the investigation into the creation of an annual Town Deal Board report.

**Question:** Had the target audience been identified for communications regarding project success and therefore consideration given to the correct media to be used? There were different means of media for different audiences.

**Response:** Officers continued to work on the identification of target audiences and the correct media methods.

RESOLVED that:

- 1) The Secretariate be tasked with a forensic review of amber rated projects.
- 2) The Senior Communications Officer be tasked with ensuring that the website was kept updated and consideration be given to the investigation of an annual Town Deal Board report.
- 3) The programme/progress status and risk update be noted with thanks.

*(Note: Proceedings adjourned at 10:33)*

*(Note: Nick Worboys joined the meeting at this point in proceedings)*

## **29. Lincoln Connected Project Update**

The Board received a presentation from Charlotte Goy, Chief Executive Officer (Destination Lincolnshire). During consideration of the presentation, the following points were noted: -

- The project focussed on digitalising the visitor economy and high street through creative place making
- Destinations with a growing visitor economy tracked and responded to people's digital behaviours

- The purpose of Lincoln Connected was the destination of the growing visitor economy. Both money and visitors had returned to the City post pandemic
- Lincoln Connected was similar to a digital web and the primary focus was connecting together through digital investment as well as the capital investment
- The visitor economy was worth approximately £3billion and a great deal of work had taken place around the traditional visitor journey
- Ruddocks had been procured to refresh the Visit Lincoln brand of which the Roman heritage within Lincoln was reflected. The focus was on the 3 P's: Place, Product, People
- The new website was softly launched at the end of September 2024 and contained an important blogs and story section. Curated content was very important of which had experienced over 60K views of the 3 added on the website. The blog section had previously been hidden on a great deal of websites however it was now front and centre
- Reference was made to interactive wayfinding. A wayfinding expert that had worked in other heritage cities such as York had been commissioned
- Discussions had taken place with the Ministry for funding for international tourism for South Lincolnshire
- Thanks were offered to both the Board and the City of Lincoln Council

The Chair offered thanks to Charlotte Goy for the presentation and welcomed comments and questions. Members of the Board discussed the content of the presentation in further detail and the following questions and comments emerged:

**Comment:** Thanks were offered for the informative and detailed presentation.

**Question:** Was there a profile of the tourism within Lincoln and from that, were there any target areas that were missed?

**Response:** Yes. Visitor profiling took place and key personas and segments considered, which included the amount spent, where individuals lived and what they were interested in. Visit Lincoln was being tailored around the kind of visitor desired as opposed to who already visited. It was a huge programme of work around internationalisation. It was hoped that the £750K for Lincolnshire would help to realise some international opportunities for Lincolnshire. Resource issue was problematic.

**Question:** The work was very exciting. Had consideration been given to using some of the collateral to help attract people to come and work in Lincoln? How could firms and institutions be helped in order to use all of the information available?

**Response:** Many of the Destination assets were used to develop a microsite. The message was rather than come and visit Lincoln, come and live in Lincoln. There was a huge potential to do more than that. Digital infrastructure allowed us to work with partners in a sustainable and efficient way and to capture the data

**Question:** There was a great deal of information/data. Was it possible to use the data and have agreements in place, that things are replicated?

**Response:** The vision was to do some asset creation guidelines, Lincoln Connected had enabled the funding of an online image galley, available to businesses. The project had enabled the technology to be purchased however there was a large amount of stakeholder engagement that needed to be embarked upon in the creation of the project's legacy.

**Comment from Hamish Falconer MP:** Thanks offered to Charlotte Goy for the presentation given. It was interesting to see such a rich data set which was very

useful. It could be argued that Lincoln was a young dynamic city. Offered accounts to be a part of the work and as a Foreign Office Minister, promotion of Lincoln was desired as much as possible.

**Response:** Thanks offered to Hamish Falconer MP for his comments. He would be kept informed of progression.

**Question:** Members could help with United States connections, which would put Lincoln on the map. With the demise of the Lincolnite, was there scope to evolve the events and local news, for people not only visiting Lincoln, but people living in Lincoln also?

**Response:** The project would never become a News site as it did not have a journalist news team. It was important that the correct balance was ensured. The project received a great deal of requests to help people at a hyper local level. The project was presently in the final stages of trying to get a visitor economy journalist employed and it was important to have a channel for that. Journalistic content would be embarked upon.

**Comment:** It made sense that there had been a gap and it appeared that the work could fill the gap.

**Question:** In terms of other stakeholders, who were the people that were going to take the project from the current stage until the end?

**Response:** The procurement for the technology was the global leading supplier, Simple View. The technology being built in Lincoln rivalled any other client base that Simple View had. A number of their technical suppliers had also been secured. Much of the remaining work was carried out within the Destination Lincolnshire team; it was the technology that had been brought in.

**Comment:** Noting the Board's responsibility to Lincoln, it would be helpful to understand that the 'north star' on funding was pointing to Lincoln, not Lincolnshire.

**Response:** Lincoln was the attack brand and the 'north star' when Lincoln as a place was thought of. Visit Lincoln had ringfenced what was going on within the city. The project board comprised of City stakeholders which captured Lincoln as a place.

RESOLVED that the content of the project presentation be noted with thanks.

### 30. Communications

Kirsty Cheetham, Senior Communications Officer:

- a) provided the Board with a Communications Update presentation. During consideration of the update, the following points were noted: -
  - Cornhill Market won the Regeneration and Restoration Project of the Year Award and news of the award had been shared on City of Lincoln Council platforms. Lindum and Ruddocks created their own content regarding the award. Consideration had been given to Looking to Pineapple Awards and it was hoped that Cornhill Market may be entered in order that the project and the quality of renovation be celebrated
  - Work had continued on a successful ongoing video series that documented Greyfriars which revolved around both the history and the future of the project. The videos had been received positively and comments had been received from individuals that remembered the building fondly and looked forward to learning of the funding planned for restoration

- Reference was made to UK Shared Prosperity Funding (UKSPF). Mooreland Community Centre works were completed a couple of months ago and a video had been created that promoted the centre and the events that could now be hosted due to the funding received
- Sudbrooke Drive Community Hub – Progression had been made and a before and after video would be created that captured the extensive works carried out. Members of the centre would be interviewed and the impact on the local area highlighted
- Eulogy, an immersive event funded by Lincoln Connected, had been promoted and highlighted how vibrant the Town Deal funding was
- A video with Selina from Bubble kiss had been filmed and two members from Lincoln City Foundation would also be interviewed
- Work had taken place with Senior Communications Officers regarding a communications release in order that the success of the programme to date, be celebrated. Discussions with the Institute of Place Management had taken place regarding distribution on a national scale

b) welcomed comments and questions from Members of the Board.

The Chair offered thanked Kirsty Cheetham for the update and welcomed comments and questions. Members of the Board discussed the content of the update in further detail and the following questions and comments emerged:

**Comment:** The link between Selina and Lincoln City Foundation was positive and demonstrated how successful the Town Deal funding had been. It was a lovely story.

**Question:** How was success with communications measured? Was it only digital or had comms taken place any other ways? There was an incredible amount of positive activity taking place and it was important that the whole of Lincoln received that information.

**Response:** Information on engagement and impressions was contained within a monthly social media report. Communications took place mainly digitally however discussions would be initiated with the Communications Manager regarding print versions.

**Comment:** The intention was that a monitoring and evaluation report of the projects would be created. An interim report had been created and reported to Board in December 2023. The objective was that a final report would be created for December 2025. It may be useful that an annual update be presented to members at the next meeting of the Board in order that the outputs be pulled together and documented.

**Comment:** The programme was successful in the reporting of granular activity into the Ministry. However, it was important that the outputs, outcomes and project activity was promoted. It was important that projects were brought to life.

**Comment:** Members of the Board benefitted from significant marketing experience. It would be positive to investigate the possibility of a small project group in order that expertise be shared. Expressions of Interest were welcomed further to the meeting.

**Comment:** It was important that communications were not measured only in clicks and views. It was important to consider if individuals visited and spent money also.

**Question:** Was there a budget for digital marketing?

**Response:** A budget for digital marketing had not been given. Everything done was organic which hindered effective communications. Boosted Facebook posts were payable.

**Question:** Was there ability to use some of the funding towards digital marketing?

**Response:** There was an administrative and programme management element to the funding.

**Supplementary Question:** Was expenditure from the underspend within programme available only for capital spend?

**Supplementary Response:** The question would be investigated further to the meeting and the findings brought to the working group. There was an appetite to amplify communications.

**Comment:** It was important to acknowledge that the Board was at the stage of promotion. The Market Group put in the bid for the East Midlands Regeneration Project award and there were other bids desired in the future. Any knowledge on nomination writing from Members of the Board would be welcomed.

**Comment:** There was an extra dimension such as if the people of Lincoln felt more positive about where they lived because of the projects. It was not always about the activity that could be easily measured. It was important that the people of Lincoln were informed about the work of the projects.

**Response:** Softer benefits could be measured with social impact toolkits.

RESOLVED that:

- 1) The secretariate be tasked with the circulation of an invitation to Members for expressions of interest to form a working group.
- 2) The Communications update be noted with thanks.

### 31. UK Shared Prosperity Fund

Gill Wilson, Growth Strategy and Funding:

- a) provided the Board with a report on the UK Shared Prosperity Fund (UKSPF) programme overview. During consideration of the report, the following points were noted: -
  - Lincoln was awarded £2,810,773 of UKSPF funding to deliver evidenced based interventions to improve outcomes across the three pillars of:
    - Community & Place (C&P)
    - Supporting Local Business (SLB)
    - Community & Skills (C&S)
  - A total of £2,561,069 (89% of the total funding) had been committed, with funding agreements in place and delivery underway across all projects, a summary of which was attached at Appendix A to the report
  - As of 31 March 2024, £685,333.66 of the fund had been evidenced and paid which was 24.4% of the total funding. Monitoring and claim evidence was being collected for the October 2024 return to Government and to date, the total funding spend had increased to £1,509,917, 53.7% of the total funding
  - All spend must be made by 31 March 2025 and whilst there had been representations nationally by local authorities for an extension due to the

late start of the programme, there was no indication that there would be any extension

- All projects were on target for completion by March 2025.

b) welcomed comments and questions from Members of the Board.

The Chair offered thanks Gill Wilson for the update and welcomed comments and questions. Members of the Board discussed the content of the update in further detail and the following questions and comments emerged:

**Question:** It was positive to see the updates, in particular the pillar of 'Community and Place'. Would the pillar of 'Supporting Local Business' be improved by the next meeting of the Board in December 2024?

**Response:** Yes. Outputs would be caught up in order that they be updated within the report.

RESOLVED that the content of the report be noted with thanks.

### **32. Lincoln Town Deal Board - Forward Plan 2024/25**

Liam Scully, Chair of the Lincoln Town Deal Board:

a) presented Members with a verbal summary of the Boards forward plan which was attached at Appendix A to the report. The forward plan detailed items of business to be considered at future meetings.

b) welcomed comments and questions from Members of the Board.

RESOLVED that:

1) A forensic review of amber rated projects be presented to the Board at the next meeting, scheduled for 6 December 2024.

2) The contents of the forward plan be noted with thanks.

### **33. Any Other Business**

RESOLVED that there were no other items of business to be considered.

### **34. Date and Time of Next Meeting**

Date of Next Meeting: Friday 6 December 2024 (10:00)

*(Note: Ginny Askham left the meeting at this point in proceedings)*

### **35. Exclusion of Press and Public**

RESOLVED that the press and public be excluded from the meeting during consideration of the following item(s) of business because it is likely that if members 11 of the public were present there would be a disclosure to them of 'exempt information' as defined by Section 100I and Schedule 12A of the Local Government Act 1972.

### **36. Town Deal Risk Rated Progress Report**

The Growth Strategy and Funding Manager updated Lincoln Town Deal Board on the progress of projects and current risks associated with projects identified.

RESOLVED that the content of the update be noted with thanks.

**37. Change to Order of Business**

RESOLVED that the order of business be amended to allow the agenda item entitled 'UK Shared Prosperity Fund' to be considered as the next agenda item.

**38. UK Shared Prosperity Fund**

The Assistant Director - Growth & Development updated Lincoln Town Deal Board on the allocation, spend to date and risk assessment for each of the projects within the UKPSF programme.

RESOLVED that:

- 1) The Board approved the recommendations as detailed within the report of which would be proceeded with elected members.
- 2) The content of the update be noted with thanks.

**39. City Centre Masterplan Update**

The Assistant Director - Growth & Development presented a verbal report to update members on the City Centre Masterplan.

RESOLVED that the content of the presentation be noted with thanks.

**40. Allocation of Uncommitted Town Fund**

*(Angela Andrews, James Foster, Julian Free, Charlotte Goy, Ursula Lidbetter, Liam Scully and Councillor Naomi Tweddle left the meeting during the consideration of this item, having declared personal and pecuniary interests in the matter being debated. They took no part in the discussion or vote on the matter to be determined.)*

*(Note: Kirsty Cheetham left the meeting at this point in proceedings)*

*(Jacqui Bunce took the Chair for the consideration of the matter to be determined.)*

RESOLVED that:

- 1) The reallocation as outlined in the report be formally agreed, subject to further due diligence checks and conditions.
- 2) The final sign off of due diligence checks and consideration be delegated to the Investment Sub-Committee.
- 3) That the reserve list projects be developed further and reported to the next meeting of the Investment Sub-Committee for delegation.

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## Item 6- Towns Deal Programme Update

### 1. DHCLG Monitoring and Evaluation November 2024 update submission

1.1 The Town Board are required to submit a Monitoring and Evaluation Performance report to DHCLG (formerly MHCLG) on a six-monthly basis. The last report submission was November 2024 for the period up to September 2024. A copy has been circulated to all Board members for reference.

1.2 The key highlights of what was reported, in terms of Progress, Finances, Outputs and Risks for the period up to 30<sup>th</sup> September were as follows:

#### Progress Status

- The construction phase had been completed across five projects by September 2024, the Drill, HEAT, Store of Stories, Lincoln Central Market and LCFC Community Hub at a total estimated cost of £15 M, of which £9.113 M is Town Fund supported.
- Three projects, the Barbican, Sincil Bank Environmental improvements and Greyfriars, with a total investment value of £9.829M and Town Deal grant of £5.238M was reported as on site, with completion expected in 2025.
- Lincoln Connected Project and Lincoln Be Smarter Project were continuing with delivery, with a total value of £4.23M and town Deal support to the value of £2.77M and reported as continuing to the end of the programme.
- It was also reported that Town Board have agreed the delivery and completion of Tentercroft and Wigford Way feasibility studies be aligned with the City Centre Masterplan programme, and that Town Board were informed by the Project lead in March of the formal withdrawal of the LSIP project from the programme.

**Financial status** - Financial expenditure to September 2024 was reported as follows;

Project	Actual Spend to Sept 2024 (£)	Forecast Spend from 01 Oct 2024 (£)	Total (£)
Lincoln Connected	1,062,222	420,755	1,482,977
Lincoln Be Smarter	551,376	738,624	1,290,000
Wigford Way Feasibility	95,302	244,698	340,000
Sincil Bank	139,290	2,858,662	2,997,952
LCFC Community Hub	839,000	0	839,000
HEAT	1,120,000	0	1,120,000
Lincoln Central Market	5,900,000	0	5,900,000
Tentercroft Street Feasibility	0	340,000	340,000
Drill Hall	1,000,000	0	1,000,000
Barbican	617,268	1,082,732	1,700,000
Store of Stories	198,000	28,000	226,000
Greyfriars	0	540,000	540,000
LSIP	0	800,000	800,000
TD Programme Management	340,468	79,552	420,020

<b>Total</b>	<b>11,862,927</b>	<b>7,133,022</b>	<b>18,995,949</b>
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The expenditure as reported was within the acceptable tolerances against original approved financial profiles.

**Outputs and outcomes** - Key outputs achieved highlighted and reported to September 2024 were:

- The programme has delivered 107 temporary full-time jobs, 31 full time permanent jobs and safeguarded 2 permanent jobs.
- Supported 87 enterprises with both non-financial and grant support
- Delivered 4 new community/public facilities, two of which involved the restoration of 2 heritage buildings, one of which was derelict and one that included green retrofitting.
- Increased capacity for training purposes and improved the amount and quality of office space provision and repurposed over 300m<sup>2</sup> of floorspace.
- Over 30,000 visitors per quarter to the new community food supermarket, which has 40m new members per month and is estimated to support over 1800 children at risk of food poverty per annum.

Outputs reported to September 2024			
Indicator Name	Unit of Measurement	Total target	Total actual
<b>Mandatory</b>			
# of temporary FT jobs supported	Number	157.62	107.62
# of full-time equivalent (FTE) permanent jobs created through the project	Number of FTE jobs	68.41	31.81
# of full-time equivalent (FTE) permanent jobs safeguarded through the project	Number of FTE jobs	37	2
<b>Project-Specific - Standard</b>			
# of enterprises receiving non-financial support	Number of enterprises	80	45
# of enterprises receiving grants	Number of enterprises	42	42
Number of new community/sports centres	Number of centres	2	2
Number of public amenities/facilities created	Number of facilities	3	2
Amount of capacity of new or improved training or education facilities	Size of capacity measured in number of people	2200	100
# of heritage buildings renovated/restored	Number of buildings	4	2
Amount of public realm improved	m <sup>2</sup> of land	3436	3436
Number of non-domestic buildings with green retrofits completed	Number of buildings	1	1
Amount of floor space repurposed (residential, commercial, retail)	m <sup>2</sup> of floorspace	926.7	236.7
# of derelict buildings refurbished	Number of buildings	1	1
Amount of office space renovated/improved	m <sup>2</sup> of floorspace	85.5	85.5
<b>Project-Specific - Custom</b>			
Technical Survey & Feasibility	No of reports	2	1
New or refurbished commercial floorspace	m <sup>2</sup> of land	1836.9	1836.9
No of trees installed	No. of trees	10	10
No of visitors over the lifetime of the scheme	Number	71547	71547
Amount of quality commercial space to delivered to Town Centre	sqm	929	929
New jobs created in businesses supported	Number of FTE jobs		
480 fewer children in food poverty PA	Number of Children per annum	1896	1896
Local Businesses engaged	Number	10	10
new members	No - 40 per month	1880	1880
Visits per quarter	No per 6 mths	30102	30102

## Programme Risk

Risk assessments are to be reported to DHCLG as part of the return for both programme and individual projects. Risks are rated using a scoring matrix of between 1-24, on a pre-mitigated and mitigated basis. A score of 9 and above being deemed a 'red' RAG rating in the reporting table. It was reported that the maximum pre- mitigated score for risk was 12 and 'red' across 6 of the Projects but allowing for mitigation these scores reduced to 8 and 'dark amber' across 2 projects, with all other project mitigated risk scores being below 6 and 'green to light amber'.

For the Programme the top 3 programme risks were reported as:

- The risk of underspend resulting from LSIP being withdrawn from the programme. Mitigation of this risk through reallocation of funds across the programme to projects with deliverability strength.
- Project reporting/monitoring and evaluation risk – the ability for projects to properly resource these aspects of the progress report. Mitigation of this risk was reported as being through quarterly monitoring reporting and meetings with projects as required. And
- Programme slippage risk- Mitigation of this risk was reported as being through quarterly project monitoring & increased review meetings with projects as needed.

## 2. Progress updates up to March 2025

### 2.1 LSIP underspend and reallocation update;

2.1.1 Following the removal of LSIP project from the programme, the due diligence process and options for the reallocation of the £800,000 were reported to the last Town Board and Investment Sub Committee. Investment Sub Committee as delegated by the Town Board were requested to:

- Approve the reallocation of £800,000 from the LSIP project underspend and £1,840 from the Sincil Bank project to the projects and values summarised and subject to the conditions outlined.
- Approve that a Project Adjustment Request be submitted to Growth unit on this basis.
- That the reserve list projects be developed further and reported to the next meeting of the Investment Sub-Committee for delegation

The first two actions have now been completed and the reallocation approved by MHCLG Towns Fund Team. In summary the approved reallocation is as follows:

Project	Approved Project costs	Approved Fees	Total	From
Drill	£113,200	960	£114,160	LSIP
HEAT	£100,400	880	£101,280	LSIP
Lincoln City Community Hub	£250,000	960	£250,960	LSIP
Barbican	£148,000	960	£148,960	LSIP
Store of Stories (Windows and Boiler)	£159,000	480	£159,480	LSIP

Store of Stories (Basement Feasibility Study)	£27,000	0	£27,000	LSIP and Sincil Bank
<b>Total</b>	<b>£797,600</b>	<b>4240</b>	<b>£801,840</b>	

- 2.1.2 All projects have been informed of the approval, subject to any conditions identified through due diligence assessment, and progressing with condition sign off in readiness for delivery.
- 2.1.3 As also reported to October 2024 Board meeting, the two reserve projects for further development were a proposal by Acts Trust for works to bring the basement at Beaumont Manor back into reuse and additional investment proposals for Greyfriars.
- 2.1.4 Greyfriars initial Expression of Interest request for additional funding was for just over £400k. A review and prioritisation have been undertaken by the project and works to the value of £180,105 been identified as a priority to improve the quality of the build and management and sustainability of the project on completion. Town Board are requested that subject to due diligence checks and approval from DHCLG that these works be prioritised for funding from any confirmed underspend from the Sincil Bank Project. Priority 2 works have also been identified which could be considered by way of pipeline in respect to any further emerging programme underspend.
- 2.1.5 Other pipeline project expenditure options are also being considered and will be presented to future Board meetings for consideration should any further programme underspends are identified.

## 2.2 Project Progress Update Oct 2024-March 2025

2.2.1 A full description of the current status of all projects is included in the part B progress report, but key progress highlights since September 2024 are;

- The Barbican construction phase is now practically complete. A new Director was appointed in December and tenancies are currently being secured. An opening event is being planned for May/June 2025.
- Greyfriars is continuing progress with the refurbishment and consideration of the Management Business case. All conditions identified at due diligence stage have now been signed off.
- Threshold Studios who are leading the cultural programme part of the Lincoln Connected Project held a 'Lincoln Lights' event on the 20<sup>th</sup> -21<sup>st</sup> February which

was positively received and successful in generating footfall numbers. The event evaluation will be fed into the project outputs/outcomes reporting.

- Sincil Bank Highways works have been progressing and will be completed in mid-March. Progress with the gateway and green elements is progressing slowly, with proposals having to be scaled back due to risks identified by the Local Highway Authority and feasibility restrictions in respect of existing services. All designs are now with the highway authority for checking, with a view that works can be priced and instructed by the end of March 2025.

## 2.3 Programme extension update

2.3.1 DHCLG Town Fund Team gave notice in December 2024 of a potential programme extension for Town Deal projects up to March 2027, where need can be evidenced. DHCLG are still expecting most of the programme to be delivered within the original timeline but have confirmed that an extra delivery year is potentially available for Town Deal projects that can properly evidence the need for additional time. Extensions will be granted by exception and confirmed on a case-by-case basis. No additional funding is available. They have also confirmed that they will accept defrayal or contractual commitments as evidence of spend.

2.3.2 All projects are currently expected to be completed, and Towns fund allocation spent by the 31<sup>st</sup> of March Deadline, except for those projects at potential risk as identified below;

- **Lincoln Connected.** This project has three delivery elements: the new website/customer management system; a cultural digital events programme; and a signage/wayfinding project. The signage and wayfinding delivery programme has slipped, with an approximate value of £150- £200K. From quarterly claim and project board updates, the delivering this of element within the current programme deadline of March 2026 is still unassured.
- **Tentercroft Street Feasibility Study and Wigford Way Feasibility Study** Town Board have agreed that delivery of these studies be aligned with the wider City Centre Masterplan review, to ensure that plans for the sites adequately address the needs and opportunities identified. The current remaining allocation is £312,000 for Tentercroft Street and £244,698 for Wigford Way. Delays in progressing the City Centre Masterplan review this year due to issues with consultancy commissioning, and local/national election priorities, has meant that while these projects could still be feasibly delivered within the existing programme, it would be at risk of needing to be rescoped, with potential detriment to the final output.

2.3.3 Notice has been given to DHCLG of the slippage risk regarding the above projects and approval received for the deferral of outstanding Government grant payment to financial year 26/27. This provides a programme extension contingency for the above projects.

### **3. Recommendations**

- 3.1 That the November 2024 DHCLG submission as circulated and reported be accepted.
- 3.2 That the LSIP funding reallocation be approved across the existing programme as reported.
- 3.3 That Town Board delegate to Investment sub-committee consideration and decision, subject to due diligence checks and approval from DHCLG, that the priority 1 works identified for Greyfriars be funded from any confirmed underspend from the Sincil Bank Project.
- 3.4 That the programme extension and project options currently proposed be noted and approved.



**Item 8 - UKSPF Progress Update:**

**1. UKSPF 2022-25 Programme Update**

- 1.1 Expenditure of the 2022/25 UKSPF programme which has a total value of £2,810,773 is required by 31 March 2025, with no ability to extend spend or delivery beyond the end of the year. As of 28 February 2025, we can confirm £2,778,687 is either spent or being processed – the remaining £32,085.56 is being allocated across existing projects in the community and place and people and skills priorities to ensure that all funding is spent by 31 March 2025 in line with the government requirements and Lincoln's investment plan. Progress set out in Appendix A below.
- 1.2 A review and assessment of the programme in respect of outputs and outcomes will commence in the first half of 25/26. Capital funding for the community and place priority projects such as Community Hub development at Moorland and Ermine and the community bakery project based in Abbey, have been for new infrastructure to support the development of community service provision that will continue post March 2025, with outputs and outcomes expected in the future.

**2. UKSPF 2025/26 Programme**

- 2.1 The government announced in the Autumn Budget on 30 October 2025, that there would be a further one-year of UK Shared Prosperity Fund for 2025-26 as a stand-alone programme. As Lincoln is now part of a devolved combined authority, this new allocation has been pooled into a single allocation for Greater Lincolnshire. North East Lincolnshire Council (NELC) is the accountable body for the funding in 2025-26 and will be managing, monitoring and reporting on the overall programme for the Greater Lincolnshire Mayoral County Combined Authority.
- 2.2 The GLMCCA confirmed on 14 February 2025 that:
  - Allocations have been made to each area based on the methodology for 2022-25 programme.
  - No new investment plans are required but a refresh of the existing investment plans is expected to ensure activity reflects the programme and GLMCCA priorities.
  - The GLMCCA have centralised the funding for the Supporting Business Priority and are administering all supporting initiatives through the Lincolnshire Business Hub under a separate Investment Plan proposal.
  - Revised investment plans for each area should go through their own relevant governance process to ensure alignment, local approval and political sign-off. For Lincoln this means the Town Board for comment/input/recommendations and then the City Council's Executive Committee for final decision and approval.
  - Draft revised investment plans to be submitted to NELC by 28 February 2025.

- 2.3 Lincoln's allocation on this basis is a total of £880,902 which comprises £143,680 capital and £737,222 revenue funds for spend and delivery by 31 March 2026.
- 2.4 A refreshed draft investment plan for Lincoln's UKSPF 2025-26 allocation was submitted on 27 February 2025 following a discussion at Town Fund Investment Sub Committee on 18 February 2025. This follows a review of projects within the existing programme that were successfully and effectively delivering the target outcomes and outputs and the capital projects where early activity could be continued and built upon to maximise their impact in those deprived areas. In addition, there was a review of the evidence base, the emerging anti-poverty strategy work in Lincoln and consultation feedback on the Council's Vision 2030 work to ensure projects and activity met local needs and priorities. The draft investment plan prioritises funding for the community and place and people and skills priorities given the GLMCCA's approach to the Supporting Business priority. This draft investment plan is attached below as Appendix B.
- 2.5 A further update was received on 05 March 2025 from NELC which confirms the following:
- NELC will issue Memorandum of Understanding (MOU) to each council area in April 2025.
  - Overall Investment Plan agreed locally and uploaded by 18 April 2025.
  - First payments by early June 2025 (anything prior is at risk).
  - Review of delivery in September 2025 so programme needs to be well underway and committed to avoid clawback/reduction of funding.
  - Full review of programme in January 2026 to ensure spend and delivery achievable by 31 March 2026.
- 2.6 Lincoln's investment plan has to be confirmed at the next Executive meeting on 24 March 2025 to meet the GLMCCA timetable. The feedback from this Town Deal Board meeting will therefore be reported back to the Council's Executive meeting and taken into consideration when making the final decision.

### 3. **Recommendations**

- 3.1 The progress on 22-25 delivery and spend be noted.
- 3.2 Consideration of the 25/26 draft programme be given.

**22-25UKspf Project Programme**

No.	Project Title	Allocation	Expected Spend Q4 24/25
C&P1	Cost of Living	£128,334	132,030
C&P2	Community Grants	£300,000	300,000
C&P3	No Wrong Door	£53,510	53,510
C&P4	Community Hubs Feasibility	£58,625	785,265
C&P5	Ermine Community Hubs	£654,375	
C&P6	Moorland Community Hub	£300,000	335,480
C&P7	Community Bakery	£150,000	150,000
C&P8	Collaboration Project	£29,500	29,500
C&P9	Age UK	£100,000	100,000
C&P10	Better Together	£25,000	25,000
SLB1	Lincs Business Growth Hub	£145,595	145,595
SLB2	City Bus Advisor/support	£100,000	100,000
SLB3	EV Academy	£50,000	50,000
SLB4	MAE Training Bursary	£21,416	21,416
SLB5	Air Source Heat Pump Training	£50,000	50,000
SLB6	Carbon Literacy	£8,000	8,000
P&S1	Restore	£76,418	76,418
P&S2	MAE Skills Programme	£107,168	107,168
P&S3	Pioneers Project	£20,464	26,674
P&S4	NEET Employment Skills	£32,000	41,970
P&S5	Ted X project	£2,000	2,000
PM	Programme Management	£238,664	238,662
	Contingency/underspend		32,086
	<b>TOTAL</b>	<b>£2,810,773</b>	<b>2,810,773</b>

## APPENDIX B Draft 25/26 UKSPF Investment Plan

Investment Priority; Communities and Place		Project						
Theme	Sub-theme:	Title and brief description	New or continuation from 22-25	Is the project specific to location, or could it be delivered across a	Revenue Grant (£)	Capital Grant	Match Funding (£)	Total Cost
Healthy, Safe and Inclusive Communities	Healthy: Improve health and wellbeing	Initiatives will include; <b>Cost of living programme; No Wrong Door project; Age UK project</b> . These initiatives are targeted at addressing the health and well being issues associated with cost of living crisis, isolation amongst the elderly and vulnerable and digital exclusion.	Continuation	Local	£186,755.00	£0.00	£0.00	£186,755.00
Healthy, Safe and Inclusive Communities	Inclusive: Bringing communities together, tackling homelessness	Initiatives will include <b>Anti Poverty Strategy and action plan and Neighbourhood working engagement toolkit</b> ; A Citywide <b>Community Grant Scheme, Ermine Community Hub Project</b> - a programme of community engagement targeted to local need, including better digital connectivity and safe places for the young. <b>Moorland Community Hub</b> - programme of activity targeted to community need. A programme of initiatives targeted at community development and cohesion.	Continuation	Local	£386,602.00	£43,680.00		£430,282.00
Healthy, Safe and Inclusive Communities	High streets and town centres improvements	<b>South High Street place-shaping framework</b> to promote and enable South High Street to be a diverse, vibrant and sustainable neighbourhood; <b>Greening the City Project</b> - capital works aimed at supporting City centre vibrancy	New	Local	£20,000.00	£100,000.00		£120,000.00
					<b>£593,357.00</b>	<b>£143,680.00</b>	<b>£0.00</b>	<b>£737,037.00</b>
Investment Priority; Supporting Local Business		Project						
Theme	Sub-theme:	Title and brief description	New or continuation from 22-25	Is the project specific to location, or could it be delivered across a wider area?	Revenue Grant (£)	Capital Grant	Match Funding (£)	Total Cost
					£0.00	£0.00	£0.00	£0.00
Investment Priority; People and Skills		Project						
Theme	Sub-theme:	Title and brief description	New or continuation from 22-25	Is the project specific to location, or could it be delivered across a wider area?	Revenue Grant (£)	Capital Grant	Match Funding (£)	Total Cost
Employability		<b>Our Community Bakery</b> - support for hard to reach NEETS to access education, training and employment.	Continuation	Local	£60,000.00			£60,000.00
Employability	Supporting people to progress towards and into employment	<b>Teenage Market Project</b> - upskilling young people to use their creativity, entrepreneurship and innovation to explore self employment opportunities through local market use and targeted events.	New	Local	£20,000.00			£20,000.00
					<b>£80,000.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£80,000.00</b>

<b>SUBJECT:</b>	<b>EXCLUSION OF THE PRESS &amp; PUBLIC</b>
<b>DIRECTORATE:</b>	<b>CHIEF EXECUTIVE &amp; TOWN CLERK</b>
<b>REPORT AUTHOR:</b>	<b>CAROLYN WHEATER, MONITORING OFFICER</b>

**1. Purpose of Report**

1.1 To advise members that any agenda items following this report are considered to contain exempt or confidential information for the reasons specified on the front page of the agenda for this meeting.

**2. Recommendation**

2.1 It is recommended that the press and public be excluded from the meeting at this point as it is likely that if members of the press or public were present there would be disclosure to them of exempt or confidential information.

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