



City Investment Board

14 July 2023

Time 2.00 pm **Public Meeting?** NO **Type of meeting** Partnership Boards
Venue Executive Boardroom 2 - Civic Centre

Membership

Ninder Johal (Chair)	Owner, Nachural
Stuart Anderson MP	Member of Parliament for Wolverhampton South West
Simon Archer	Director, Bilston BID
Liam Askew	Regional Lead, Department for Levelling Up, Housing and Communities (DLUHC)
Gareth Bradford	Executive Director of Housing, Property and Regeneration, West Midlands Combined Authority (WMCA)
Mal Cowgill	Principal and Chief Executive, City of Wolverhampton College
Adam Daniels	Regional Operations Director, Countryside Properties
Lindsey Flynn	Representative of Black Country Local Enterprise Partnership (LEP)
Ray Flynn	Associate Director (Place), University of Wolverhampton
Cathy Francis	Director of Housing, DLUHC
Ro Hands	Owner, Learn Play Foundation
James Holland	General Manager, Collins Aerospace
Tim Johnson	Chief Executive, City of Wolverhampton Council (CWC)
Josie Kelly	Chief Executive Officer, Access 2 Business
Pat McFadden MP	Member of Parliament for Wolverhampton South East
Stuart McLachlan	President, Moog Industrial Group and Lead of Wolverhampton Business Champions
Maninder Mangat	Director, MM Consulting
Kevin Rogers	Executive Director, Paycare
Amit Sharma	Director, Sapphire Innovation
Cherry Shine	Director, Wolverhampton BID
Councillor Stephen Simkins	Acting Leader of the Council, CWC
Jane Stevenson MP	Member of Parliament for Wolverhampton North East
Scott Thompson	Managing Director, Thompson AVC and Lead of Business Champions and Economic Growth Board (EGB)
Youth Representatives	Youth Council

Information

If you have any queries about this meeting, please contact the democratic services team:

Contact Darowen Jones, Programme Manager
Tel/Email email: Townsfund@wolverhampton.gov.uk

Agenda

PART 1 – Items open to all attendees

Item No. *Title*

MEETING BUSINESS ITEMS - PART 1

- 1 **Apologies for absence**
- 2 **Notification of substitute members**
- 3 **Declarations of Interest**
- 4 **Minutes of the meeting of 21 April 2023** (Pages 1 - 6)
[To approve the minutes of the meeting of 21 April 2023 as a correct record.]
- 5 **Matters arising**
[To consider any matters arising from the minutes of the meeting of 21 April 2023.]
- 6 **Meeting Action Tracker** (Pages 7 - 10)
[To note the outcomes of actions identified at previous meetings.]

ITEMS FOR DISCUSSION OR DECISION - PART 2

- 7 **The Deeper Devolution Deal**
[To receive a verbal update.]
- 8 **Bilston HaRP Project**
[To receive a presentation overview.]
- 9 **Levelling Up Marketing Update**
 - 9a **DLUHC Marketing Guidance Document** (Pages 11 - 44)
 - 9b **Invest Website Updates**
- 10 **Towns Fund Programme Update Dashboard** (Pages 45 - 58)
[To receive a presentation on the status of Towns Fund Projects.]
 - 10a **Project Updates**
 - 10b **Programme Level Risk Register** (Pages 59 - 62)
 - 10c **Monitoring and Evaluation Return - June 2023**
- 11 **Future High Streets Fund**
[To receive project updates].

[PROTECT]

- 12 **DLUHC Governance Pathfinder Pilot**
[To receive the DLUHC Governance Pathfinder Pilot for approval.]
- 13 **Any Other Business**
- 14 **For Information Only - Register of Interests Form (Pages 63 - 64)**

This page is intentionally left blank



City Investment Board Minutes - 21 April 2023

Attendance

Members of the City Investment Board

Ninder Johal (Chair)	Owner, Nachural
Simon Archer	Director, Bilston BID
Ray Flynn	Associate Director, University of Wolverhampton
Cathy Francis ^v	Director, Housing, Department for Levelling Up, Housing and Communities
James Holland ^v	General Manager, Collins Aerospace
Tim Johnson	Chief Executive, City of Wolverhampton Council (CWC)
Pat McFadden MP	Member of Parliament for Wolverhampton South East
Maninder Mangat	Director, MM Consulting
Nicola Mumford	Paycare Representative
Harleen N	Youth Council Representative
Councillor Stephen Simkins	Deputy Leader: Inclusive City Economy, CWC
Jane Stevenson MP	Member of Parliament for Wolverhampton North East

In Attendance

Liam Davies	Head of City Development, CWC
Shelley Humphries	Democratic Services Officer, CWC
Darowen Jones	Towns Fund Programme Manager, CWC
Savreena Kaur	Project Manager, CWC
Richard Lawrence	Director of Regeneration, CWC
Ayesha Malhan	Regeneration Officer, CWC
Andrew Scragg	Participation Officer, CWC

^v = virtual attendance

Item No. Title

- 1 **Apologies for absence**
 Apologies for absence were received from Councillor Ian Brookfield, Leader of the Council, City of Wolverhampton Council (CWC); Adam Daniels, Regional Operations Director, Countryside Properties; Ro Hands, Owner, Learn Play Foundation; Josie Kelly, Chief Executive Officer, Access 2 Business, Stuart McLachlan, President, Moog Industrial Group and Lead of Wolverhampton Business Champions and Patricia Willoughby, West Midlands Combined Authority (WMCA) although it was noted that Gareth Bradford, would be the WMCA representative moving forward.

Apologies were also received from Julia Nock, Deputy Director of Assets, CWC and John Roseblade, Director of Resident Services, CWC.

- 2 **Notification of substitute members**
 Nicola Mumford attended for Kevin Rogers, Executive Director of Paycare.

3 **Declarations of Interest**

There were no declarations of interest made.

4 **Minutes of the meeting of 17 February 2023**

Resolved:

That the minutes of the meeting of 17 February 2023 be approved as a correct record.

5 **Matters arising**

Other than those covered in the Towns Fund Action Tracker at item 6, there were no matters arising from the minutes of the previous meeting.

6 **Meeting Action Tracker**

Darowen Jones, Programme Manager, City of Wolverhampton Council presented the Towns Fund Action Tracker which outlined the outcomes of actions agreed at the last meeting.

In respect of nominations for the Vice-Chair it was confirmed that, on closer inspection, who could be nominated as Vice Chair had not been specified within the Towns Deal Guidance from Government. It did specify that the Board should be independent from the accountable body which was why the Chair had been elected from the private sector therefore with the Board's agreement, it would follow that the Vice Chair be elected in the same way in the event they should have to step in.

Queries were raised around who was legally accountable for decisions made at City Investment Board (CIB) meetings and what influence the Board had as an entity to move projects forward more quickly for example. It was noted that the Council was the accountable body and Town Deal projects were managed and executed using a strong governance structure already existing within the Council. It was noted that the City Investment Board endorsed decisions on where the funding should be allocated as well as any decisions around re-allocation of money in the event of an underspend or change of plan. Assurances were offered that if anyone had any queries in respect of progress on projects to contact Darowen Jones. It was also noted that there was an audit trail in the meeting minutes recording when Board members had raised concerns around timelines and any delays would be communicated to the Board via the Dashboard.

It was requested that there be refreshed work in terms of governance of the Board and agreed that David Pattison be consulted in his capacity as Monitoring Officer for the Council. It was also acknowledged that the role of the refreshed CIB was to have oversight of multiple funding streams and activity as well as Towns Deal all with the common goal of regenerating the City however clarity was needed. It was agreed that a paper be brought to City Investment Board clarifying approaches and responsibilities for each area.

In response to a query around diversity, it was noted that this was taken into account, however the Board membership was made up of stakeholders from all sectors who had submitted expressions of interest.

It was again requested that members please provide nominations for the Vice Chair for election as none had been received.

Resolved:

1. That David Pattison be consulted in his capacity as Monitoring Officer for the Council around City Investment Board governance.
2. That a paper providing clarification of City Investments Board's role and responsibilities in decision making be provided at the next meeting.
3. That nominations or expressions of interest for Vice Chair be submitted via the City Investment Board mailbox.

7 **The Deeper Devolution Deal**

Ed Cox from West Midlands Combined Authority delivered the presentation which provided an overview of the Trailblazer Devolution Deal announced by the Chancellor on 15 March 2023, defining its background, purpose and next steps.

It also defined the difference between the creation of six Levelling Up Zones around the Black Country and an Investment Zone. The Levelling Up Zones would be identified by West Midlands Combined Authority and approved by Central Government whereas the Investment Zone would be selected as part of a Government programme.

It was acknowledged by CIB members that the deal presented both challenges and opportunities for the City.

In response to concerns raised by members in respect of communicating consultation processes with local authority leaders as well as timescales for decision making, it was noted that there was not yet any clarity on the process for selecting the Investment Zone however it was hoped that this would be confirmed in due course. The draft implementation plan would be considered by the seven local authority leaders at the 9 June 2023 WMCA Board meeting.

In respect of a concern raised around the single commissioning framework, it was clarified that this was the basis upon which any funding was secured from government although Gareth Bradford, West Midlands Combined Authority may be able to provide further detail at future meetings.

Resolved:

That the Deeper Devolution Deal presentation be received.

8 **Bilston Health and Regeneration Project (Levelling Up Fund 2]**

Liam Davies, Head of City Development delivered the presentation on Bilston Health and Regeneration Project [Levelling Up Fund 2] which provided background to the projects and an update on progress of the refurbishment of Bilston Markets and development of the Bilston Health and Wellbeing Facility.

It was acknowledged by Board members that it was huge positive that alternative funding streams meant the project could go ahead and the Council was commended for its flexibility managing changes in terms of funding streams. It was recognised that the programmes would be of great social and economic value to the community.

A request was made to be mindful of interest rates due to the current financial climate, however assurances were offered that finance colleagues were being consulted and contingencies were being built into all business cases.

Resolved:

That the Bilston Health and Regeneration Project (Levelling Up Fund 2] be received.

9 **Prospectus Delivery Strategy Update**

Liam Davies, Head of City Development, City of Wolverhampton Council provided a verbal update on the Prospectus Delivery Strategy. It was highlighted that the Wolverhampton Investment Prospectus had been launched following approval at Cabinet.

The Wolverhampton Investment Prospectus provided a detailed digital showcase of existing developments and investment opportunities within the City.

It was noted that a number of projects were underway including the Accelerated Sites programme, City Centre West Programme and the next phase of delivery of the Commercial Interchange exploring hotel provision and new office space developments.

Resolved:

That the Prospectus Delivery Strategy Update be received.

10 **Arts Park Project Adjustment Proposal**

Darowen Jones, Programme Manager, City of Wolverhampton Council presented the Arts Park Project Adjustment Proposal briefing note and highlighted salient points.

The briefing note outlined proposals for the acquisition of and refurbishment programme for the Newhampton Arts Centre, Newhampton Road, Whitmore Reans following a meeting of the task and finish group as requested at the last meeting. Thanks were extended to volunteer CIB members Ray Flynn, Associate Director of University of Wolverhampton, Cherry Shine, Director of Wolverhampton BID and Councillor Stephen Simkins, Deputy Leader: Inclusive City Economy, CWC for their contributions at this meeting.

It was highlighted that the new proposals anticipated outputs which had not existed in the previous bid, which included the retention of 66.7 jobs and development of additional office space.

It was confirmed that the project would entail the purchase of the Newhampton Arts Centre (NAC) site from City of Wolverhampton College and offering them a long-term lease to continue its use as an arts facility.

It was clarified that the proposal to re-allocate the funding would still need to undergo internal decision-making processes and be formally submitted to Government for approval.

It was queried what the other options were and why the Board was only considering one. It was clarified that several options had previously been outlined to the board via a report considered at the February 2023 meeting. The Task and Finish Group that had been established following the last CIB meeting then reviewed a shortlist of three options in more detail prior to instructing the Council to move forwards with the proposal for the Newhampton Arts Centre.

It was requested that the minutes of the meeting of the task and finish group be shared with the CIB membership.

Resolved:

1. That the Arts Park Project Adjustment Proposal be received.
2. That the City Investment Board approve the revised project as outlined.
3. The City Investment Board approve the Council via its s151 Officer to sign and complete the Project Adjustment Form and that this is submitted to HM Government.
4. That the minutes of the meeting of the Arts Park Task and Finish group be shared with the City Investment Board membership.

11 **Towns Fund Programme Update Dashboard**

11a Wednesfield Interventions Project

Savreena Kaur, Project Manager, CWC delivered the presentation on the Wednesfield Interventions Project and highlighted key points. The presentation provided a detailed overview of the agreed interventions for Southern Gateway restructure; refresh of facades and frontages along the high street, Bealey's Fold improvement project and Canalside improvement project.

It was agreed that communication had been an issue as many residents and visitors to the area had been enquiring about timescales and when work would begin therefore further work needed to be undertaken around improving communications.

It was also considered whether undertaking smaller projects with quicker results may be worth exploring. It was acknowledged that local stakeholder, Jay Basso had been instrumental in organising the placement of a sculpture and festoon lighting near a roundabout in the vicinity to great effect.

Resolved:

That improved communication methods to the public in respect of the progress of the Wednesfield Interventions Project be explored.

11b Project Updates

The Chair moved to accept the published Project Update slides as read and move to the next agenda item and any queries in respect of the dashboards be directed to Darowen Jones, Programme Manager, City of Wolverhampton Council.

Resolved:

That the Project Updates be received.

11c Programme Level Risk Register

Darowen Jones, Programme Manager, City of Wolverhampton Council presented the update Programme Level Risk Register. It was reported that this recorded risks identified by project managers and cross referenced with contingency plans before being brought before CIB members to determine.

It was suggested that the Risk Register could be circulated to Board members monthly along with the dashboard to ensure access to the most current information.

It was queried whether a specific focus could be centred upon as a separate agenda item at meetings.

Resolved:

That the Programme Level Risk Register be circulated to City Investment Board members following each monthly update.

11d Evaluation and Monitoring Return: June 2023

It was noted that the next Evaluation and Monitoring Return would be due in June 2023 and Kevin Rogers Executive Director of Paycare had volunteered back in November 2022 to support with the last one. Board members were invited to volunteer to work on this one prior to submission.

Resolved:

That any City Investment Board members wishing to volunteer to work through the Evaluation and Monitoring Return submission for June 2023 should contact the Programme Manager via the City Investment Board email address of Townsfund@wolverhampton.gov.uk.

12 **Future High Streets Fund**

The Chair moved to accept the published Project Update slides as read and move to the next agenda item and any queries in respect of the dashboards be directed to Darowen Jones, Programme Manager, City of Wolverhampton Council.

Resolved:

That the Future High Streets Fund dashboard be received.

13 **Any Other Business**

The representative from the Youth Council reported that the Youth Council had met with Chris Kirkland, Head of City Investment for CWC to provide their input into the Investment Prospectus to make it more accessible and engaging for young people. It was reported that an animated version of the Prospectus was to be developed, narrated by a young person explaining the investments and regeneration project in a way that was relatable to young people. Councillor Stephen Simkins, Deputy Leader: Inclusive City Economy, CWC suggested that the proposal be taken through the Council's scrutiny process and presented to CIB by Youth Council representatives.

Resolved:

That Youth Council representatives present the proposal for a young persons' edition of the Wolverhampton Prospectus to City Investment Board following the Council's internal scrutiny processes.

City of Wolverhampton – City Investment Board
Action Tracker (from the meeting of 21 April 2023)

Agenda Item No.	Issue	Action / Resolution	Board Member/Officer Responsible	Timescale	Progress / Update
Page 7 6	Meeting Action Tracker	1. That David Pattison be consulted in his capacity as Monitoring Officer for the Council around City Investment Board governance. 2. That a paper providing clarification of City Investments Board’s role and responsibilities in decision making be provided at the next meeting.	Darowen Jones, Programme Manager, City of Wolverhampton Council		1. Ongoing governance reviews are being considered for the Board including frequency of the meetings and the potential for the creation of project specific subgroups to focus on performance. 2. This is to be provided to the September 2023 meeting including proposals for further variations.
		4. That nominations or expressions of interest for Vice Chair be submitted via the City Investment Board mailbox.	All	By 30 June 2023	

City of Wolverhampton – City Investment Board
Action Tracker (from the meeting of 21 April 2023)

Page 8	10	Arts Park Project Adjustment Proposal	<ol style="list-style-type: none"> 1. That the City Investment Board approve the Council via its s151 Officer to sign and complete the Project Adjustment Form and that this is submitted to HM Government. 2. That the minutes of the meeting of the Arts Park Task and Finish group be shared with the CIB membership. 	Darowen Jones, Programme Manager, City of Wolverhampton Council		<ol style="list-style-type: none"> 1. The Council has approved the Project Variation and the Project Adjustment Form has been submitted to HM Government. 2. The minutes of the Task and Finish Group of the 24th March 2023 have been circulated as part of the agenda pack.
	11a	Towns Fund Programme Update Dashboard: Wednesfield Interventions Project	That improved communication methods to the public in respect of the progress of the Wednesfield Interventions Project be explored.	Savreena Kaur, Project Manager, City of Wolverhampton Council		<p>The Project Lead has instigated more regular updates with lead trader and Board Member.</p> <p>The Programme Manager has met with the Board Member since the last meeting and contacted the lead trader between meetings.</p>
	11c	Programme Level Risk Register	That the Programme Level Risk Register be circulated to City Investment Board members following each monthly update.	Darowen Jones, Programme Manager, City of		This is circulated as part of the agenda pack for each meeting and as of the end of July will be

City of Wolverhampton – City Investment Board
Action Tracker (from the meeting of 21 April 2023)

			Wolverhampton Council		added to the monthly circulation of the Project Dashboards	
Page 9	11d	Towns Fund Programme Update Dashboard: Evaluation and Monitoring Return: June 2023	That any City Investment Board members wishing to volunteer to work through the Evaluation and Monitoring Return submission for June 2023 should contact the Programme Manager via the City Investment Board email address of Townsfund@wolverhampton.gov.uk	All		The Evaluation & Monitoring Return has been completed on time. Board members didn't come forwards to discuss.
	13	Any other business	That Youth Council representatives present the proposal for a young persons' edition of the Wolverhampton Prospectus to City Investment Board following internal scrutiny processes.	Andrew Scragg, Participation Officer / Darowen Jones, Programme Manager, City of Wolverhampton Council		Ongoing discussions with Council Officers regarding this update and presentation.

This page is intentionally left blank

LEVELLING — UP —

UK Government & Levelling Up Branding

Publicity and branding requirements for UK government funded projects.

June 2023

Contents

Introduction to the branding requirements	03
Brand logos	04
Logo placement	16
Hoardings and billboards	20
Plaques	23
Print application	25
Digital application	27
Media and PR activity	29
Events, conferences, seminars and workshops	31
Further information	33

Introduction to the branding requirements

Levelling Up is a moral, social and economic programme which aims to spread opportunity more equally across the country and bring left-behind communities up to the level of more prosperous areas.

By realising the potential of every place and every person across the UK, Levelling Up will make the economy stronger, more equal and more resilient.

This guidance sets out the minimum publicity and branding requirements for beneficiaries of UK government funding.

The guidance helps beneficiaries demonstrate the impact of UK government funds under the banner of Levelling Up and ensures citizens see the tangible benefits that government support is making in local areas.

These guidelines are for all beneficiaries to use. There is a requirement for beneficiaries of funds to abide by publicity and branding requirements as a condition of funding stipulated in the individual terms of reference.

These guidelines must be followed by anyone developing, managing or delivering projects and programmes part or solely funded by the UK government.

For those projects and programmes in place before these guidelines were published, please apply to all future activity.

Page 14

01 | Brand logos

To ensure a consistent visual identity lead, local authorities and project deliverers must ensure that the **Funded by UK Government** and **Powered by Levelling Up logo lock-up** are used together and correctly, prominently and consistently in all communications materials and public-facing documents relating to funded activity – including print and publications, digital channels and websites. This includes any preparatory activity linked to the funding.

These guidelines specifically provide guidance on using the **Powered by Levelling Up logo**. More detailed guidance on the **Funded by UK Government** branding can be found [here](#).

Using the Funded by UK Government/ Powered by Levelling Up logo lock-up

Funded by UK Government/Powered by Levelling Up



Whenever possible use the primary version (A) of the **Funded by UK Government logo**. Where there is limited space and it is not possible to use the primary version a secondary version (B) is available. This has been designed to be more compact.

Using the government logo

A. Primary version



B. Stacked version



All recipients of Levelling Up funding should use the **Powered by Levelling Up logo** on any marketing material.

Logo to be used for funded projects



For a predominantly Welsh-speaking audience, Welsh should be the lead language and identity.

Communications that are published in both English and Welsh should use the dual version of the **Funded by UK Government logo**.

Using the government logo in Wales

Welsh version



Wedi ei ariannu gan
Llywodraeth y DU

Welsh version stacked



Wedi ei ariannu gan
Llywodraeth y DU

Dual version

Funded by
UK Government  Wedi ei ariannu gan
Llywodraeth y DU

If items are created for a predominantly Welsh-speaking audience, then Welsh should be the lead language and identity.

For programmes/projects in Wales using Welsh logos

Funded by UK Government Welsh/Powered by Levelling Up Welsh



Wedi ei ariannu gan
Llywodraeth y DU

WEDI'I YRRU GAN
**FFYNIANT
— BRO —**

Communications that are published in both English and Welsh should use the dual-language **Funded by UK Government logo**.

Both the English and Welsh version of the **Powered by Levelling Up logo** should be used beside each other; with the lead language being placed in the bottom right-hand corner.

Page 20

For programmes/projects in Wales using dual languages

Funded by UK Government Welsh/Powered by Levelling Up dual languages

Funded by UK Government  Wedi ei ariannu gan Llywodraeth y DU

WEDI'I YRRU GAN **FFYNIANT
— BRO —** POWERED BY **LEVELLING
— UP —**

Communications for a predominantly Scottish audience should use the Scottish version of the **Funded by UK Government logo** featuring the Scottish crest, as the lead identity.

Using the government logo in Scotland

Scottish version



Scottish version stacked



Communications that are published in Scotland should use the Scottish variant of the **Funded by UK Government logo** featuring the Scottish crest. This is to be used alongside the **Powered by Levelling Up logo lock-up**.

For programmes/projects in Scotland using Scottish logos

Funded by UK Government Welsh/Powered by Levelling Up Scottish



Funded by
UK Government



Only these colours should be used for the **Powered by Levelling Up logo**.

Union Blue should be the main colour used, white should be used if the logo is on a dark background and black should only be used if the output is greyscale.

If Levelling Up is funding 50% or more of the project, all branding must use the Levelling Up colour palette.

Levelling Up logo colours

UNION BLUE	BLACK	WHITE
CMYK: 100/91/31/12 RGB: 39/49/103 HEX: #1c2b6b	CMYK: 0/0/0/100 RGB: 0/0/0 HEX: #000000	CMYK: 0/0/0/0 RGB: 0/0/0 HEX: #ffffff

Levelling Up logo colour breakdown



Logo against white background



Logo against coloured background

Logo for a greyscale output

The height of the 'L' determines the clear space. Please don't place any other assets within this space.

Logo minimum sizes

Maximum and minimum sizes refer to the width of the Powered By text rather than the logo lock-up as a whole.

Minimum size for print

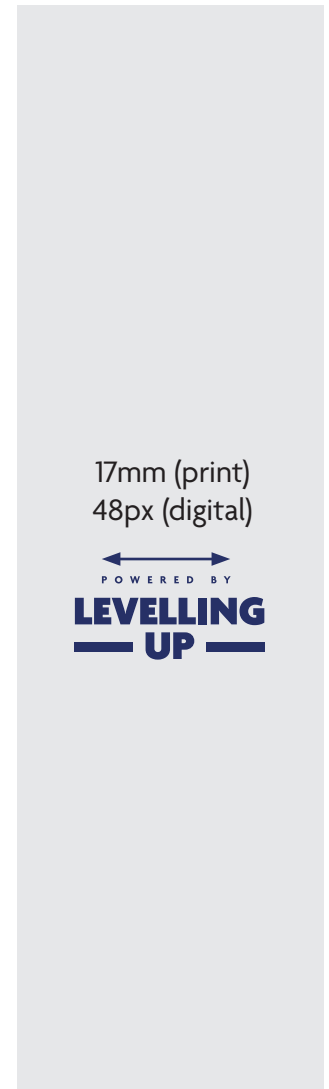
To make sure the logo lock-up is clear and legible, the Powered By should never appear smaller than a width of 17mm in print.

Minimum size for digital

The Powered By text should never appear smaller than a width of 48 pixels on-screen.

Page 4

Logo clear space



The logo must not be stretched, squashed, broken up or reproduced in colours other than those listed in the guidance.

The logo must not be reproduced in a different typeface or be rotated.

The logo must not have any other wording or illustration added to it.

The logo must not use italics, underlined variations or font effects.

The logo font must not deviate from the font types listed in the guidance.

When resizing the logo, it must stay in proportion and must not become distorted.

Pixelation or blurring of the logo resulting from the use of an incorrect format/insufficient resolution must be avoided.

Incorrect use



Page 26

02 | Logo placement

To ensure a consistent visual identity, lead local authorities and project deliverers must ensure that the relevant **Funded by UK Government/Powered by Levelling Up logo lock-up** is used correctly, prominently and consistently.

Dominant branding

If the UK government's monetary contribution **exceeds 50%** of the total cost, the logo must be placed in dominant locations with the **Powered by Levelling Up logo** to be positioned bottom right.

When co-branding with other funding partners, their logos can be placed at the foot of the page, as shown in magenta.

Partner logos can only be added if they have funded at least 25% of the project.

This includes logos for construction and architect organisations involved in the project. Please ensure equal sizing and spacing for all the partner logos used.

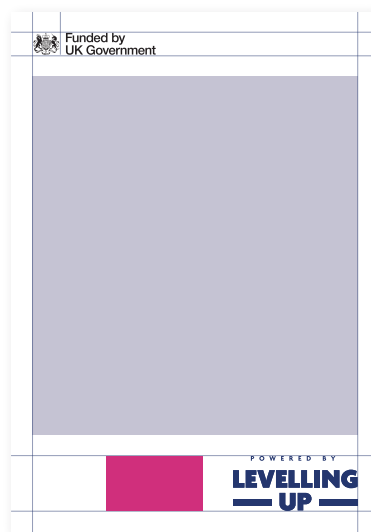
This includes and is not limited to:

- Advertisements and press releases
- Plaques and signs

Using the lock-up with partner brands

Dominant branding

Portrait



Landscape



Narrow



Square formats

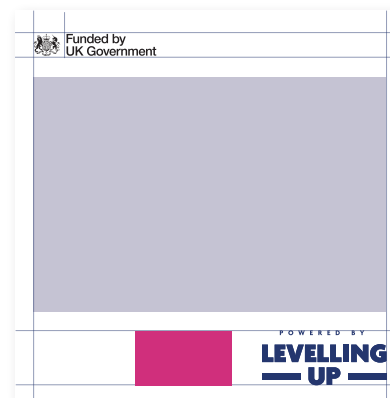


Fig 1

Partner branding

If the UK government’s monetary contribution matches **50%** of the total cost, the logo will be placed in a partner location with the **Powered by Levelling Up logo** logo bottom right.

Logos of other organisations that match the funding of the UK government can be placed in the top left-hand corner, as shown in black.

When co-branding with other funding partners, their logos can be placed at the top of the page, as shown in magenta.

Partner logos can only be added if they have funded at least 25% of the project. This includes logos for construction and architect organisations involved in the project. Please ensure equal sizing and spacing for all the partner logos used.

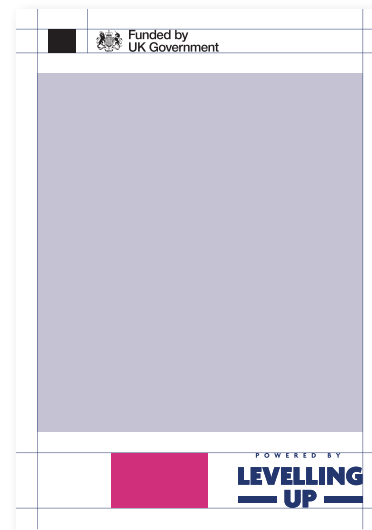
This includes and is not limited to:

- Advertisements and press releases
- Plaques and signs

Using the lock-up with partner brands

Partner branding

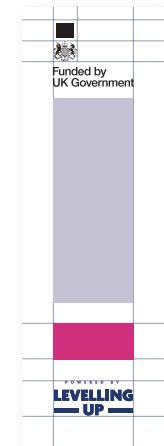
Portrait



Landscape



Narrow



Square formats

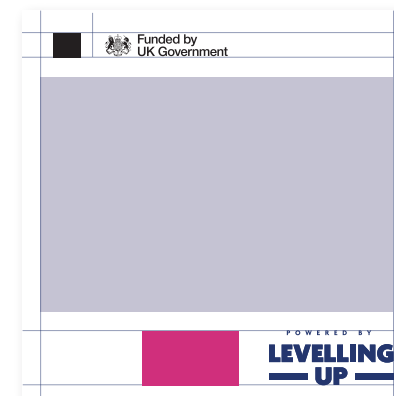


Fig 2

Secondary branding

If the UK government’s monetary contribution is **10–49%** of the total cost of the project, the branding and logo must be used. The **Powered by Levelling Up logo** would then be placed next to the **Funded by UK Government logo**.

When co-branding with other funding partners, their logos can be placed at the bottom right of the page, as shown in magenta.

Partner logos can only be added if they have funded at least 25% of the project.

This includes logos for construction and architect organisations involved in the project. Please ensure equal sizing and spacing for all the partner logos used.

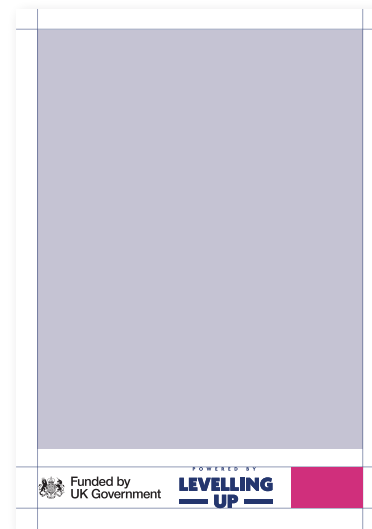
This includes and is not limited to:

- Advertisements and press releases
- Plaques and signs

Using the lock-up with partner brands

Secondary branding

Portrait



Landscape



Narrow



Square formats



Fig 3

Page 30 **03** | Hoardings
and billboards

The content on billboards or hoardings should clearly state:

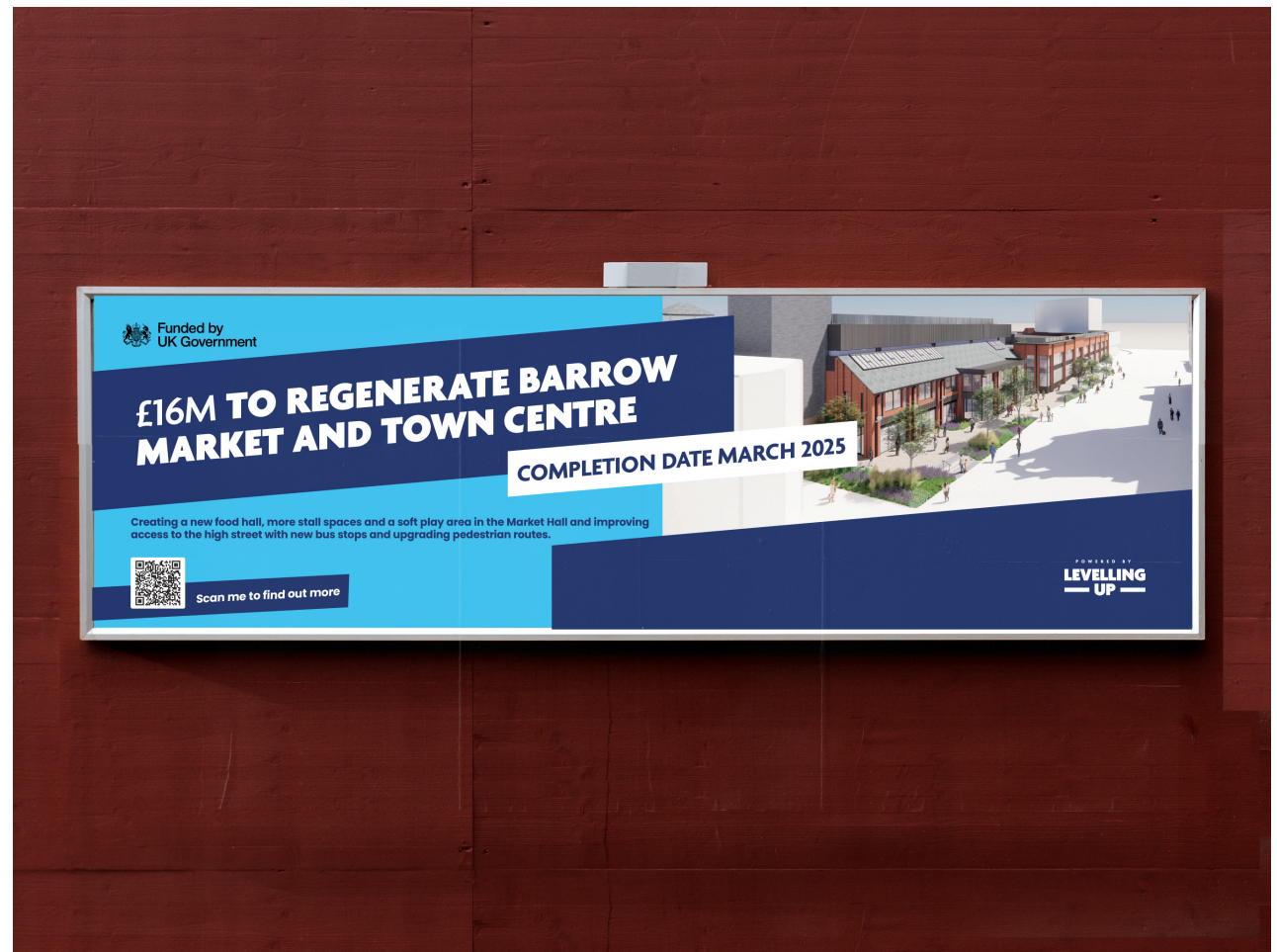
- The amount of Levelling Up funding in the headline describing the project.
- The tangible benefits the project will bring to the area.

Here are some examples of how you could use the **Funded by UK Government/Powered by Levelling Up logo lock-up** on billboards. The logos should be placed depending on the monetary contribution as highlighted earlier in the guidelines.

Completion dates must only be included if there is absolute confidence in meeting the delivery date.

Billboard and hoarding branding must be approved by marketing@levellingup.gov.uk before they are erected.

Using the logo on billboards and hoardings in England



The content on billboards or hoardings should clearly state:

- The amount of Levelling Up funding in the headline describing the project.
- The tangible benefits the project will bring to the area.

Projects in Northern Ireland, Scotland and Wales must also state in the headline that the project is **Funded by UK Government**, in addition to using the logo.

Here are some examples of how you could use the **Funded by UK Government/Powered by Levelling Up logo lock-up** on billboards and hoardings. The logos should be placed depending on the monetary contribution as highlighted earlier in the guidelines.

Completion dates must only be included if there is absolute confidence in meeting the delivery date.

Billboard and hoarding branding must be approved by marketing@levellingup.gov.uk before they are erected.

Using the logos on billboards and hoardings in Scotland, Northern Ireland and Wales



Page 33 **04 | Plaques**

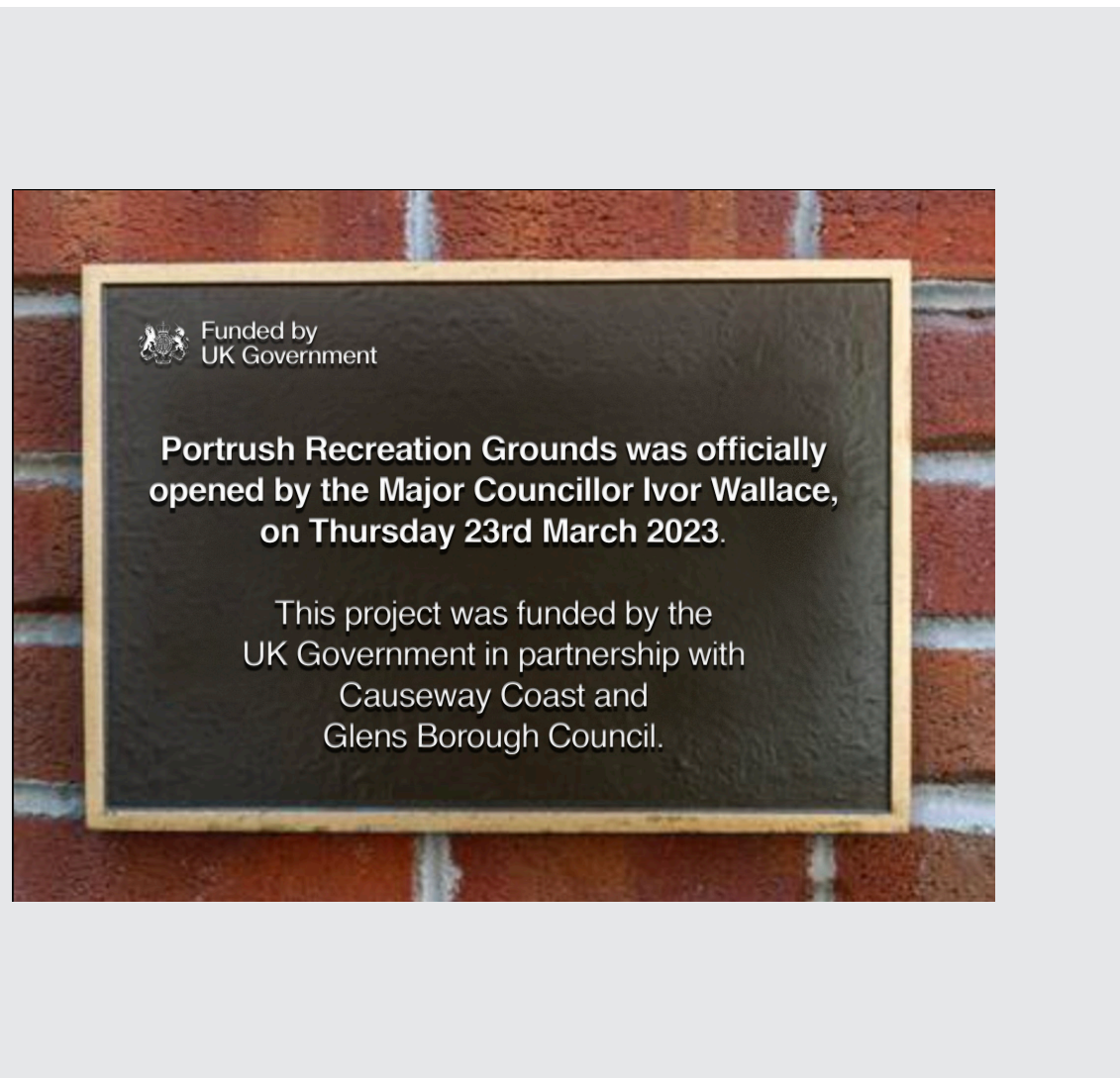
No later than three months after completion of a project, the beneficiary shall put up a permanent plaque or billboard of significant size at a location readily visible to the public for each.

The plaque or billboard should use the relevant **Funded by UK Government logo**. The position of the logo should be in line with the level of funding. The plaque shall provide the name and main objective of the project and state it was funded by UK government.

All plaques must be produced and funded by the beneficiary and should be of a significant size (at least 250x200mm as a minimum).

The cost of producing the plaque should be considered when developing and planning the project.

Using the logo on a plaque



Page 35

05 | Print application

All printed documents and publications produced by beneficiaries of funded projects must acknowledge and reference the funding received in accordance with the Funded by UK Government/Levelling Up publicity guidelines.

This extends to a variety of materials including, but not restricted to:

- General advertisements, job advertisements and notices
- Leaflets, brochures, flyers and posters
- Case studies
- Exhibition banners and display panels
- Invitations
- Business cards
- Promotional items
- Newsletters
- Stationery
- Letterheads and compliment slips
- Reports and papers
- Project documentation – for example timesheets, induction material, etc.
- Procurement material
- Job descriptions

Page 37

06 | Digital application

Where a website has been developed specifically by the beneficiary for a funded project, then the **Funded by UK Government and Powered by Levelling Up logos** must be placed on the homepage.

Where the beneficiary is placing details of the funded project on a website, which is not exclusively for the project, for example its own website featuring non-UK government funded activities, the **Funded by UK Government/Powered by Levelling Up logo lock-up** must be placed on the main project-specific page.

This does not preclude the beneficiary from also placing the lock-up on the homepage if they feel this is appropriate.

It is required that the lock-up should be visible when landing on all digital devices such as a desktop/mobile/tablet.

During the implementation of a project, beneficiaries must provide on their website a short description of the project, including aims, results and highlights.

This can appear on either the homepage or separate page(s) within the website.

In addition to the requirements in relation to websites, beneficiaries should ensure that all electronic materials relating to funded projects display the **Funded by UK Government/Powered by Levelling Up logo lock-up**.

This extends to a variety of materials including, but not restricted to:

- All social media assets for all social media channels
- E-newsletters
- Presentation slides
- Press notices
- Email footers and signatures
- Any other audio visual material – Animated end frames for social media can be found [here](#).

Page 39 **07** | Media and
PR activity

A cost-effective way to promote projects is through the local media and trade press.

It is good practice to develop press releases for the launch of any project, and subsequently to announce key milestones and achievements. In some circumstances, relevant Government departments may produce a press release.

All press releases relating to projects supported by funding must include:

1. A text reference to the funding provided by the UK government and a Levelling Up proof point.
2. Funded by UK Government and Powered by Levelling Up logo lock-up.

3. Quotes to show the support for the project from the Department may also be available for significant announcements – beneficiaries should contact their local communications representative within the Department for Levelling Up, Housing and Communities.

If a beneficiary, delivery partner or sub-contractor is interviewed by the media (print, TV or radio), with the aim of producing a news story to promote the project, reference should be made to the funding provided by the UK government and Levelling Up.

08 | Events, conferences,
seminars and
workshops

Page 41

Conferences, seminars, exhibitions and events are an ideal way to promote a project supported by UK Government funding.

All materials and documents produced for an event in advance, on the day and after the event including invitations, tickets, press releases, exhibition stands and presentation slides must acknowledge the UK government funding received by displaying the Funded by UK Government/Powered by Levelling Up lock-up.

For funded projects, fund beneficiaries should notify their local communications representative within the Department for Levelling Up, Housing and Communities or Cabinet Office about the event in order to give them a chance to attend and/or provide programme exhibition stands.

In some circumstances it may be possible to provide a minister or a representative from the project to speak at an event. Beneficiaries, delivery partners and sub-contractors must ensure that they have provisions in place to notify those taking part in activities associated with the project about the support from the UK government at the start of their activity.

Ways to achieve this include:

- **Mention during induction sessions as part of a training course**
- **Note UK government support in any contracts or paperwork given to participants**
- **State UK government funding support in internal newsletters and bulletins**
- **Provide the participant with a leaflet explaining what Levelling Up means**
- **Ensure that plaques and posters are used in line with the guidance**
- **Use of the Funded by UK Government/Powered by Levelling Up logo lock-up on publications and electronic media, in line with the guidance**

Further information

For logo artwork specified in the guidelines or details and advice on practical application, contact the DLUHC marketing team at marketing@levellingup.gov.uk

If you have any queries relating to the Funded by UK Government guidelines, please contact:
branding@cabinetoffice.gov.uk

This page is intentionally left blank

Programme Dashboard

Town Deal & Future High Street Fund

July 2023

DAROWEN JONES

Programme
Manager

investwolverhampton.com

Brewers Yard / Culwell Depot Phase 1

Project Status

Current Stage

RIBA 4

Project Risk

AMBER

Project Delivery

AMBER

Project Budget

AMBER



Summary Outputs



Annual savings

250k



Construction jobs created

110



Renewable Energy – Photovoltaic



De-Carbonisation of Public Assets

Key Milestones

- Aug 2022
Outline Planning Application Approved
- Aug 2023
Construction Works Tender Commence
- Feb 2024
Construction Commence
- Sep 2025
New depot operating
- May 2025
Construction Completion & Handover
- May 2026
Culwell Depot Remediation



+ Successes

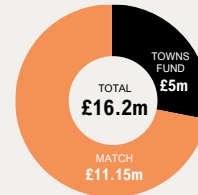
- Successful meetings with end users to ensure their requirements are incorporated to the RIBA 4 design work
- Culwell Street outline planning for residential development (up to 600 units) with approval imminent following s106 agreement
- The Coal Authority has advised subject to detailed design review they do not object to the build over of the remediated mine shaft.

- Challenges

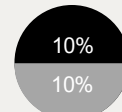
- Agreements to be reached with wholesale market traders in timely manner
- Value engineering options to maintain the project within budget
- Discovery of rising damp in the security guard's accommodation has meant the property been evacuated and the security has been relocated to new premises.

Financial Profile

	2021/22	2022/23	2023/24	2024/25	2025/26
● Match	0	0	0	5,180,144	5,969,856
● Towns Fund	98,331	276,164	1,257,812	3,367,693	0
Total	98,331	276,164	1,257,812	8,547,837	5,969,856



Contingency (incl. in total)



Inflation (incl. in total)

WM5G Accelerator

Project Status

Current Stage

TF Delivered

Project Risk

GREEN

Project Delivery

GREEN

Project Budget

GREEN



Summary Outputs



Net GVA created

£8.2m
(TF £1.6m)



Jobs created

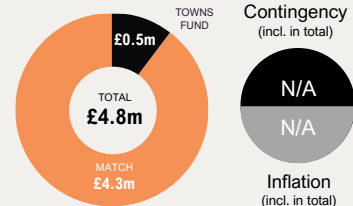
555
(TF 49)

Financial Profile

	2021/22	2022/23	2023/24	2024/25	2025/26
● Match	3,575,903	771,627	0	0	0
● Towns Fund	500,000	0	0	0	0
Total	4,075,903	771,627	0	0	0

Key Milestones

- Q3 2021/22 Grant Funding Agreement received
- Q4 2021/22 Grant Payment to WM5G
- Q4 2021/22 Grant Funding Agreement approved
- Q4 2022/23 Project completed
- Q3 2023/24 Survey targeting project beneficiaries



+ Successes

- The programme has helped put the West Midlands on the map as the place for 5G Innovation and expertise:
 - Supported the West Midlands to achieve the highest number of companies developing new tech, surpassing Greater Manchester and Leeds City Region
 - Positioned the West Midlands as the most established out-of-capital destination for Tech and Creative industries

- Challenges

- No challenges, the Towns Fund element already delivered



Events Programme

Project Status

Current Stage

In Delivery

Project Risk

GREEN

Project Delivery

GREEN

Project Budget

GREEN



Summary Outputs



Visitor numbers

336,000
incl. British Art Show



Increase in local expenditure

£1.89m
minimum



Jobs created

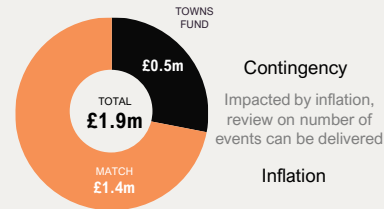
1
through the project

Financial Profile

	2021/22	2022/23	2023/24	2024/25	2025/26
● Match	492,775	624,711	287,353	0	0
● Towns Fund	28,386	116,938	352,676	0	0
Total	521,161	741,649	640,029	0	0

Key Milestones

- Q1 2023
5 year event strategy
- March 2024
Completion of project implementation



+ Successes

- Wolverhampton Pride delivered a record attendance of 4.7k visitors to the event and thousands more across the local businesses throughout the city. Towns Fund provided essential support for the operation and promotion of the event.
- Krazy Races secured for 2023 with the backing of Towns Fund.
- Recruitment of an apprentice through Towns Fund subsidy underway.

- Challenges

- Inflation and cost of living increase still puts budgetary pressure on City Events executing the events programme.

Wednesfield Interventions

Project Status

Current Stage

RIBA 2

Project Risk

A M B E R

Project Delivery

A M B E R

Project Budget

A M B E R



Key Milestones

- Ongoing Stakeholder Engagement
- Q3 2023 RIBA 3 End Stage
- Q4 2023 Planning Approval
- Q4 2023 RIBA 4 End Stage
- Q1 2024 Construction Commence
- Q4 2024 Construction Complete

Summary Outputs



improved public realm (total length)

8,125m²



Jobs safeguarded

100



Pedestrian paths improved

2km



Increased dwell time



Higher footfall



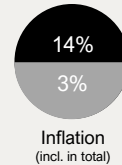
Accessibility improvements to High Street

Financial Profile

	2021/22	2022/23	2023/24	2024/25	2025/26
● Match	0	0	0	0	0
● Towns Fund	103,070	70,847	898,390	2,210,036	0
Total	103,070	70,847	898,390	2,210,036	0



Contingency (incl. in total)



+ Successes

- Identification of ESPO framework to move the project forward
- Internal governance processes to accelerate contract with Amey
- Awaiting confirmation from the HSTF on a follow up workshop around recommendations for Wednesfield

- Challenges

- Further stakeholder management regarding delays, including request from the Express and Star
- Scape framework initially selected but issues identified by Project team. Leicester Council MHA option non-compliant. ESPO route established. The site visit with Amey was cancelled whilst the new framework was identified.



Bilston Market

Project Status

Current Stage

RIBA 3

Project Risk

GREEN

Project Delivery

GREEN

Project Budget

GREEN



Key Milestones

- Q2 2022 RIBA 2 Concept Design
- Q1 2023 RIBA 3 Design Development
- Q3 2023 Planning Approval
- Q3 2023 Tender for Construction Partner
- Q1 2024 Construction Works Commence
- Q3 2024 Construction Complete & Opening

Summary Outputs



improved public realm (total length)

2,110m²



New commercial floorspace

1,215m²



Renovate / improved retail space

1,880m²



New retail space, markets office and public toilets

230m²



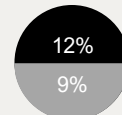
Increased footfall, visitor numbers, and perceptions

Financial Profile

	2021/22	2022/23	2023/24	2024/25	2025/26
● Match	0	0	0	0	0
● Towns Fund	112,397	159,240	2,176,359	2,799,661	0
Total	112,397	159,240	2,176,359	2,799,661	0



Contingency (incl. in total)



Inflation (incl. in total)



+ Successes

- Risk review held with the project team
- Starting to compile documentation for the next RIBA stages
- Latest designs shared with traders at On Site Visit and public consultation held Monday 3rd July

- Challenges

- Internal delays to sign off of the IEDN regarding addition of LUF funding
- Changes to the parking team/highways area have caused delays with decisions

City Centre Public Realm Phase 2

Summary Outputs



improved public realm (total length)

10,009m²



new cycleway created (total length)

765m



New public events space created

3,890m²



Support the reduction of vacancy rates within the city core



Increased footfall, visitor numbers, and perceptions to city centre and events/venues

Key Milestones

- Q4 21/22
Options Appraisal Complete
- Q4 23/24
Construction Commence
- Q3 22/23
Stakeholder Engagement
- Q4 24/25
Construction Complete



Project Status

Current Stage

RIBA 2

Project Risk

GREEN

Project Delivery

GREEN

Project Budget

AMBER



+ Successes

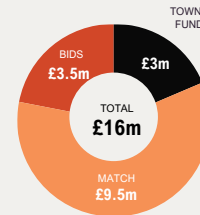
- Aecom continuing with initial survey and design work. Further stakeholder consultation undertaken on project progress and detail.
- The public, stakeholder and business engagement on the concept design took place between 8th November and 9th December 2022. The outcome of the engagement was confirmed in a report to the Council's Cabinet 22 February.

- Challenges

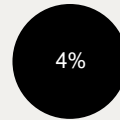
- Match funding bid is awaiting a decision from City Region Sustainable Transport Settlement Fund (CRSTS) and other sources.
- Business engagement / support to be undertaken as a continuous activity throughout the development of the detailed plans
- Issues around procurement of the main work contractor may lead to delivery programme slippage.

Financial Profile

	2021/22	2022/23	2023/24	2024/25	2025/26
Additional bids	0	0	0	0	3,558,000
Match CRSTS	0	0	0	0	0
Towns Fund	0	50,619	1,655,681	1,265,700	0
Total	0	50,619	1,655,681	6,015,700	8,308,000



Contingency (incl. in total)



City Learning Quarter Phase 2

Summary Outputs

Key Milestones

- Q2 22/23
Main College works Contractor Appointed
- Q4 24/25
AE & Library Completion
- 2026 Onwards
Disposal of Paget Road Site
- Q2 25/26
College Works Completed
- Summer 2025
Main College opens



Project Status

Current Stage

RIBA 4

Project Risk

GREEN

Project Delivery

GREEN

Project Budget

Red



Jobs created

51



Jobs safeguarded

366



Learner assists at Year 10

44,961



Apprenticeships started at Year 10

7,539



Business assists

115

New build training / learning floorspace

7,503m²

Refurbished training / learning floorspace

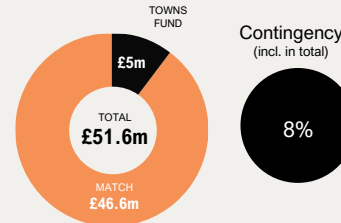
3,339m²

Floor space rationalised

5,633m²

Financial Profile

	2021/22	2022/23	2023/24	2024/25	2025/26
● Match	7,975,193	1,553,617	31,285,198	5,737,502	0
● Towns Fund	7,123	199,006	4,199,476	674,395	0
Total	7,982,316	1,752,623	35,484,674	6,411,897	0



+ Successes

- The PSSC contract has been signed by the Council and Contractor for Main College building works.
- Contractor / College hosted 'meet the buyer event'
- PSSC concluded on 15 May 2023 with the contractor issuing a fixed prices package for the construction and completion of RIBA Stage 4.
- The project team has continued to work with the Contractor with value engineering and scope review so the project can remain within the agreed financial parameters.
- Library façade tender in progress.

- Challenges

- The fixed price for the Main College construction work exceeds the approved budget. This is due to prevailing economic conditions affecting construction material costs and labour supply and inflationary pressures. Funding strategy is under review. Discussions are taking place with relevant funding bodies to agree next steps to complete project.
- The completion date has been slipped from March 2025 to July 2025, therefore the challenge to complete project within timelines required by funders remains live.



Wolves at Work

Key Milestones

- Through to 25/26
On plan blended delivery
- 31 Mar 2026
Programme completion

Summary Outputs



People supported into employment

1,002



Programme participants sustaining employment

428



New employment opportunities created

1,963



People into training

437

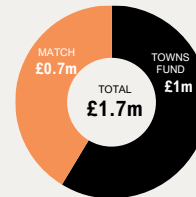


Full-time permanent jobs created

2

Financial Profile

	2021/22	2022/23	2023/24	2024/25	2025/26
● Match	77,900	288,851	122,750	117,600	117,600
● Towns Fund	200,000	200,000	200,000	200,000	200,000
Total	277,900	488,851	322,750	317,600	317,600



Contingency (incl. in total)



Inflation (incl. in total)

N/A



+ Successes

- In addition to long-standing arrangements with partners, now working with All Saints Action Network, Big Venture and city-wide Community Shops and Education Centre in Park Village.
- Skills Service Team gained matrix accreditation February 2023
- Digital engagement provided by Wolves Workbox. This is supported by social media promotion on Twitter (@WolvesatWork)
- Continued delivery as per targets with increased focus on sustainment and training outcomes

- Challenges

- Analysis of 2021 census data shows city still has significant skills challenges..
- Focus by employers on recruitment needs rather than upskilling and reskilling staff, and reporting skills shortages.

Project Status

Current Stage

In Delivery

Project Risk

GREEN

Project Delivery

GREEN

Project Budget

GREEN





Arts Park

Key Milestones

- Winter 2022
Scoping of alternative premises
Q3 2023
Feedback DLUHC
Start delivery TF
- Q1 2023
Feasibility and scheme design
Q4 2023 – Q2 2024
Secure match funding from grants
- Q1/Q2 2023
Project Adjustment Form
Q1 2026
Project completed

Summary Outputs



improved cultural facilities

1



De-Carbonisation of Public Assets

1



Amount of office space improved/renovated

353sqm



Permanent full-time jobs safeguarded

66.7



Full-time permanent jobs created

4

Project Status

Current Stage

Innovation

Project Risk

AMBER

Project Delivery

AMBER

Project Budget

AMBER



Financial Profile

	2021/22	2022/23	2023/24	2024/25	2025/26
● Match	0	0	0	0	0
● Towns Fund	0	0	1,500,000	0	0
Total	0	0	1,500,000	0	0



Contingency (incl. in total)



+ Successes

- Preferred option NAC approved by City Investment Board 21 April. CWC governance process in place.
- Valuation of building progressing.
- Project Adjustment Request Form submitted to DLUHC for approval 17 May. Approval received 6 July.

- Challenges

- Change control processes to be managed alongside DLUHC dealing with assurance on delivery within the funding window.
- Valuation report of the College part ownership of the building.

Future High Street Fund

Bell Street Box Space

Project Status

Current Stage

RIBA 2

Project Risk

AMBER

Project Delivery

AMBER

Project Budget

AMBER



Key Milestones

- Q1 2023 RIBA 1 Concept Design
- Q2 2023 RIBA 2/3 Design Development
- Q3/4 2023 Operator Selection, Planning Approval & RIBA 4
- Q4 2023 Tender Contractor
- Q1 2024 Construction Works Commence
- Q3 2024 Construction Complete & Opening

Summary Outputs



Demolished redundant buildings

488m²



New car park spaces

68 spaces



New event venue

capacity
600+



New retail, hospitality and leisure space

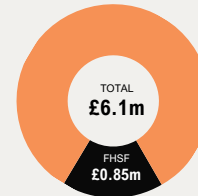
850m²



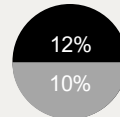
Increased footfall, visitor numbers, and perceptions

Financial Profile

	2021/22	2022/23	2023/24	2024/25	2025/26
● Match	0	444,000	1,250,000	3,551,796	0
● Future High Street					
● Fund (FHFSF)	0	189,323	657,873	0	0
Total	0	633,323	1,907,873	3,551,796	0



Contingency (incl. in total)



Inflation (incl. in total)

10%



+ Successes

- Demolition 1-7A Cleveland Street on site complete
- RIBA Stage 2 reached
- Positive Operator and stakeholder feedback on revised plans
- Budget saving from demolition will contribute to resolving scheme budget pressure

- Challenges

- Budget (i.e wall/public realm)
- Secure Planning Approval
- Operator Procurement
- Programme.

investwolverhampton.com

This page is intentionally left blank

Programme Risk Register

Risk ID	Project Title	Risk Description (cause / Event)	Overall Impact Description	Impact				Mitigating Actions	Action Progress Update	Target Resolution Date	Current			Risk Review Date
				Time	Cost	Quality	Health and Safety (if applicable)				Likelihood Score	Impact Score	Overall Score	
00003	Towns Fund Programme	Authority H&S Policies not adhered to within individual projects.	Reputational Damage	No	No	No	Yes	Ensure all H&S policy and guidance is followed and monitored during the implementation of the projects.	Communication to all Project Leads was issued in December 22 to remind of H&S policy.	31/03/26	2	2	4	21/06/23
00004	Towns Fund Programme	Statutory approvals for programme outputs are delayed or not achieved	Delays or redesign of overall programme deliverables and individual project outputs	Yes	Yes		No	Project Plan development that clearly identifies statutory approvals. Seek pre-planning and other advice where possible. Regular review of project plans.	Project Plans are in place and regularly reviewed by Project Leads.	31/03/26	2	4	8	21/06/23
00005	Towns Fund Programme	Brexit & Covid-19 effect on supply chain - Labour/Materials price increase/fluctuation	Negative impact on programme affordability due to increased costs	No	Yes		No	Development of detailed Cost Plans and implementation of Programme/Project Gateway Reviews. Sufficient contingency budget built into the projects.	All projects reviewed in detail at the end of the financial year 22/23.	22/12/23	3	3	9	21/06/23
00006	Towns Fund Programme	Individual project costs increase above agreed parameters	Impact on collective affordability of the programme	Yes	Yes		Yes	Development of detailed Cost Plans and implementation of Programme/Project Gateway Reviews. Potential for re-allocation of project funding. Review monthly and finance have dedicated Towns Fund/FHSF officer.	Projects are closely monitored. Change Control Process been established.	31/01/24	3	3	9	21/06/23
00007	Towns Fund Programme	Drawdowns of funds are not received in line with expected deadlines	Impact on programme cashflow forecasts negatively impacting on the wider Council cashflow position	No	Yes	No	No	Ensure fund drawdowns are clearly identified and owned by individuals within the programme. Close collaboration with BEIS/DLUHC.	Drawdown requests are based from latest project cashflow reports. Regular meetings with BEIS. Monitoring & Evaluation forms submitted on time to DLUHC.	28/03/25	2	2	4	21/06/23

Page 59

Agenda Item 10b

00008	Towns Fund Programme	Partner organisation suffers catastrophic change in financial standing once in delivery	Impact on individual project deliverability	Yes	Yes		Yes	Continual dialogue and engagement with partner organisations to consistently gauge delivery potential	Project Leads have detailed discussions with any partner organisations.	28/03/25	3	3	9	21/06/23
00009	Towns Fund Programme	Inability to action capital funding spend to ensure the allocated Towns Fund funding is fully utilised in each financial year.	Impact on overall programme deliverability due to non-compliance with Towns Fund requirements.	Yes	Yes		No	Continual dialogue and engagement with partner organisations to ensure spend profiling information is continually monitored to identify project slippage in advance to ensure corrective action can be taken so that spend requirements are met. Continual dialogue with DLUHC to raise an early warning and agree mitigation actions.	Regular Working Group Meetings are diarised and attended by Project Leads. Each project is monitored on a monthly basis including internal CWC reporting and separate assurance by Programme Managers. Regular contact with BEIS to prewarn if there are any changes compare to	29/03/24	2	3	6	21/06/23
00010	Towns Fund Programme	Necessary sub-funding agreements with partner agencies aren't correctly in place	The Council is placed at risk of delivering a programme where necessary legal agreements aren't in place ensuring correct use of the Towns Fund monies	Yes	No		No	Develop 'Boiler Plate' ready documents for partner agencies in advance of the risk proximity	Grant agreements for the events programme is ongoing and is currently with CWC legal. Due to workload, taking longer than expected and could potentially have impact on delivery. One agreement completed and one left.	29/09/23	3	4	12	21/06/23
00011	Towns Fund Programme	Contracts with suppliers/contractors are not correctly in place	Reduced or zero legal remedy for The Council should poor performance be observed	Yes	Yes		Yes	Ensure that sub contracts with suppliers/contractors are based on industry standard forms with legal support. Early engagement with procurement.	CWC Procurement Team are engaged with all projects and attend the monthly Working Group Meetings where they review progress. Due to	12/01/24	4	3	12	21/06/23
00012	Towns Fund Programme	Town Deal Board are ineffective as oversight committee	Ineffective overall governance structure and management of programme			Yes		Ensure effective Terms of Reference are in place along with strong leadership including regular meetings with necessary outputs. If meeting being cancelled, email key updates to allow board members to raise any concerns.	City Investment Board approved the updated governance documents. Meeting now has Forward Plan in place which looks to manage workload and actions in advance.	29/03/24	1	1	1	21/06/23

00013	Towns Fund Programme	Change in Programme Lead at The Council	Temporary impact on overall programme delivery including potential missed deadlines	No	No		No	Ensure that processes, procedures and governance structures are recorded and documented to assist with potential change in Programme Lead	Existing Programme managers has been extended to end of October from previously end of April 2023.	27/10/23	3	3	9	21/06/23
00014	Towns Fund Programme	Failure to engage with wider internal Council stakeholders to gain buy in and support to Town Deal Programme	Failure to comply with the Constitution or achieving the benefits of wider stakeholder skill sets and resource	No	No	No	No	Ensure internal stakeholder review group is implemented, meets regularly with meaningful agendas and clear Actions & Minutes. Implementation of newsletter.	Internal teams are included in Working Group Meetings and additional scrutiny and governance comes via internal management meetings. Weekly briefing notes shared with SDOs	27/03/26	2	2	4	21/06/23
00015	Towns Fund Programme	Changes at national or local level to political stakeholders or policies over the life of the programme	Changing views in relation to projects resulting in delays to project delivery	Yes	No	No	No	Ensure effective communication and engagement with stakeholders in relation to projects, outputs and delivery.	Next local elections May 2024. National Elections are prior to Jan 2025.	04/05/23	3	2	6	21/06/23
00016	Towns Fund Programme	Negative local and regional press/social media relating to programme delivery	Impacts and negative responses to major capital works intervention schemes	No	No		No	Ensure that Communications Strategy is agreed and signed off by the Engagement Group.	Website getting a refresh and each project has press releases at key dates coordinated with the comms team. including other social media	27/03/26	2	4	8	23/06/23
00017	Towns Fund Programme	Failure to gain recognition for the Council, Town Deal Board and DLUHC for the levels of investment in the area	Failure to generate positive stories linked to investment and project deliverables	No	No	No	No	Ensure the communications strategy both at programme and individually at project level identify the Towns Deal and also monies or equivalent from the Council	Communications Strategy is driving the updates to the newsletter and social media & website. New guidelines received from DLUHC in June 2023	27/03/26	2	2	4	23/06/23
00019	Towns Fund Programme	Increased inflation leading to negative impact on individual projects affordability due to increased costs	Increased inflation impact on deliverability of the project, reducing project scope, not delivering the agreed outcomes/outputs.	Yes	Yes		No	Development of detailed Cost Plans and implementation of Programme/Project Gateway Reviews	A full review in January 2023 has been completed to benchmark projects and inflation & contingency allowances, this was presented to the board in February 2023. Inflation remains a challenge and a full review will be carried out	22/12/23	4	4	16	23/06/23

This page is intentionally left blank



Register of Interests (Pursuant to City Investment Board's Terms of Reference).

Notice of Registrable Interests

I,
.....[print name]

a Member of City Investment Board give notice that I have set out below, under the appropriate headings, interests which I am required to declare under City Investment Board's Terms of Reference. I have read Section 10 of the Terms of Reference which relates to Declarations of Interest.

I have completed every section of this form and have put "None" where I have no such interest under every heading.

NOTES:

Registration of Interests

As per the City Investment Board Terms of Reference, a Member of City Investment Board must register their personal interest in any item on the agenda.

This form must be used to record those interests.

Changes to Registered Interests

A Member of City Investment Board must, within 28 days of becoming aware of any change to the interests specified in the City Investment Board Terms of Reference, provide written notification of that change **by completing a fresh form.**

PLEASE GIVE DETAILS OF:

You must complete all parts of this form and provide information under every heading.

Disclosable Interests as per section 10.2 of the City Investment Board Terms of Reference.

1. Ownership or any other interest in any property within the area of Wolverhampton.

Address/Description of property	Nature of interest in property

2. Directorship of, ownership of or employment by any company or partnership owning or occupying any property within the area of Wolverhampton or carrying out work within that area.

Address and Description of ownership of or employment by any company or partnership owning or occupying any property within the area of Wolverhampton or carrying out work within that area.	Nature of interest