

MEMORANDUM OF UNDERSTANDING

Between

Department for Levelling Up, Housing and Communities

-and-

Wolverhampton City Council

1. Purpose

1.1. This Memorandum of Understanding ('MOU') sets out the terms, principles and practices that will apply to the working relationship between the Department for Levelling Up, Housing and Communities ('DLUHC') and Wolverhampton City Council ('the Council') (collectively 'the Parties') regarding the administration and delivery of the Capital Regeneration Project (CRP) proposal Bilston Health and Regeneration Programme (HaRP). This MOU applies to financial years within your profile below.

2. Background

2.1. On 15 March 2023 HM Government announced support for Capital Regeneration Projects. The Council's LUF bid, Bilston Health and Regeneration Programme (HaRP) was successful in gaining a CRP award.

2.2. This MOU covers the funding commitments from DLUHC and the delivery, financial expenditure, agreed milestones, reporting and evaluation, communication, and branding expectations between the Parties.

3. Purpose of Funding

3.1. DLUHC considered the application submitted by the Council for the proposal Bilston Health and Regeneration Programme (HaRP) and agreed to allocate funding up to £20,000,000.00 across FY2022-23, FY2023-24, FY2024-25, and FY2025-26. The indicative allocation for each year is set out in the following table:

TOTAL PACKAGE PROJECTS COMBINED				
Total LUF Grant (PROJECTS 1,2,3)		£20,000,000		59%
Total Match Contribution		£13,973,857		41%
Total Project Costs		£33,973,857		100%
Funding Profile Entered:				
	Year	Grant	Match	Total
1	2022/23	£362,200	£4,305,692	£4,667,892
2	2023/24	£5,431,509	£4,412,519	£9,844,028
3	2024/25	£14,206,291	£4,004,336	£18,210,627
4	2025/26	£0	£696,774	£696,774
5	2026/27	N/A	£696,774	£696,774
Totals:		£20,000,000	£14,116,095	£34,116,095
		59%	41%	100%

- 3.2. The funding is provided to form part of the necessary capital investment required for delivery of the proposal Bilston Health and Regeneration Programme (HaRP) DLUHC expects the Council to use the funding provided for the purposes outlined in the application approved by DLUHC and that evidence will be provided to demonstrate this. Grant funding will be paid in six monthly tranches and on the basis of agreed delivery targets having been met. Assurance on project progress shall be borne out through the formal monitoring and assurance process set out in Clause 7 of this MOU.
- 3.3. The application approved by DLUHC sets out the details of the projects, including budget, spending profile, scope, key assumptions, outputs, timeline, key milestones, and risks. References to LUF in the application and its annexes (and those references lifted from the application into the MOU) will apply to the CRP funding and process. Together these project parameters set out the “ask” and “offer” expected by the Parties, and these are set out in the following table:

Project Budget & Spending Profile	<i>Spending Profile by Source and LUF Profile tabs as set out in the Tables B and C of the Costings Planning Workbook ((Annex A)</i>
Project Description	Bilston Health and Regeneration Programme (HaRP), is a transformational initiative to increase local prosperity, improve social mobility and bolster pride of place in Bilston Town Centre. It will directly address levelling up missions including health inequalities and reinvigorating the high street by integrating public services, transforming a key high street anchor and public realm improving connectivity. The aligned package includes: Bilston Health and Wellbeing Hub integrating NHS, social care, community and leisure, creating 4,248m2 commercial space. Improvements to market presence, connectivity including further stalls and events spaces and public realm comprising pocket park and urban garden, complemented by active travel.
Project(s) Outputs & Outcomes	<i>Project(s) specific outputs and outcomes as set out in Table E of the Costings Planning Workbook (Annex A)</i>
Projected Timeline & Key Milestones	<i>Whole project timeline with milestones as set out in Table D of the Costings Planning Workbook (Annex A)</i>

4. Financial Arrangements

- 4.1. The agreed funds will be issued to the Council as grant payments under Section 50 of the United Kingdom Internal Markets Act 2020 ('UKIM'), for capital expenditure as agreed in the approved application.
- 4.2. The Council agrees to use grant payments issued by DLUHC for capital expenditure only.
- 4.3. Payments to the Council will normally be made six monthly, in January and July. By exception, in FY2022-23 the first payment will be made in July 2023.
- 4.4. Six monthly amounts for each financial year will be agreed by the Parties in principle. Release of these payments will be dependent on submission of a Section 151/95/114/54 Officer signed Statement of Grant Usage and corresponding quarterly monitoring return.
- 4.5. The Council will provide regular project, financial, and risk reporting to DLUHC, in such a format that DLUHC will provide, demonstrating expenditure of the previous funding and that outputs and outcomes are being met, in line with the approved application.
- 4.6. This information will be taken into consideration by DLUHC before subsequent six-monthly payments to the Council are finalised and paid. DLUHC may make appropriate adjustments to payments or withhold payments where there are significant concerns over delivery.
- 4.7. If the Council needs to amend the annual spending profile, requiring a change to the indicative allocations in Clause 3.1, the Council will submit a Project Adjustment Request.
- 4.8. Requests by the Council to amend an annual spending profile will be considered by DLUHC. There are no guarantees that such requests will be accommodated.
- 4.9. In accordance with the declaration signed by the Council's Section 151/95/114/54 Officer as part of the Bid Application, the Council accepts responsibility for meeting any costs over and above DLUHC's contribution set out in Clause 3.1, including potential cost overruns and the underwriting of any funding contributions expected from third parties.
- 4.10. The Council must spend all grant funding by the end of the funding period, 31 March 2026.
- 4.11. The Chief Executive, Section 151/95/114/54 Officer and Chief Internal Auditor (or equivalent) of the Council will sign and return to DLUHC a declaration, to be received no later than six months after the physical completion of the project(s), in the following terms:

"To the best of our knowledge and belief, and having carried out appropriate investigations and checks, in our opinion, in all significant respects, the conditions

attached to Bilston Health and Regeneration Programme (HaRP) Grant Determination have been complied with.”

5. Duration and Review Point

- 5.1. This MOU applies to financial years within your profile.
- 5.2. This MOU will come into effect upon signature by the Parties and will remain in effect until it is terminated by either Party in accordance with the terms in Clause 11 of this MOU. It may be extended by the written agreement of the Parties.
- 5.3. Each year of the planned funding period will be covered by this MOU, including the extension of this MOU where the Parties agree to the extension.

6. Branding and Communication

- 6.1. DLUHC will provide the Council with guidance on Branding and Communication. The Parties agree to adhere to the guidance and any updates subsequently released by DLUHC.

7. Monitoring and Evaluation

- 7.1. DLUHC will provide the Council with monitoring and evaluation guidance (M&E guidance).
- 7.2. DLUHC will provide grant funding subject to the Council hereby agreeing to full transparency open book working and a duty of good faith regarding all matters relating to the project, the Council, and this MOU.
- 7.3. The Council agrees to collect data on inputs, outputs, and outcomes. DLUHC will lead on programme-level evaluation including data collection for outcomes and impacts. DLUHC may require some evaluation assistance from the Council including collecting baseline data where alternative data sources are not available and facilitating meetings with key stakeholders. The Council also agrees to undertake a project level local evaluation as described in the Bid Application.
- 7.4. The Council agrees to collaborate with DLUHC over monitoring and evaluation requirements, which will involve reporting quarterly on project expenditure, project progress, stakeholder engagement, risks, milestones, and any project changes. The Council will also collaborate with DLUHC to provide six-monthly reporting on project outputs and potentially some outcomes. DLUHC shall assist the Council where possible, and the Parties will work together to satisfy these requirements. This includes collecting accurate data and using the agreed metrics and methods as set out in M&E Guidance. DLUHC reserves the right to quality assure data and conduct site verifications.
- 7.5. The Council will endeavour to promptly share information at appropriate times as and when requested by DLUHC, including:
 - Current funding that has been spent

- Planned expenditures
- Updates on key project milestones and risks
- Procurement and governance
- Case studies for publicising investment

7.6. DLUHC may publish relevant data and use it to inform public statements.

8. Assurance

8.1. DLUHC will provide the council with the Assurance and Performance Management Framework setting out the assurance processes.

8.2. The Council will collaborate with DLUHC over assurance requirements, which will include the Section 151/95/114/54 Officer using the templates provided to give periodic written assurance to DLUHC and DfT where appropriate. This includes written confirmation that the project continues to represent value for money / best value and provisions of accurate data and information within the assurance cycle as set out in the Assurance and Performance Management Framework. The Council will also collaborate with DLUHC if required to support further assurance through risk based Deep Dive activity. Deep Dives will include engagement with SRO, Section 151 Officer, and Project Leads, alongside the provision of specified procurement, financial and decision-making evidence on request for review. DLUHC shall assist the Council where possible, and the Parties will work together to satisfy these requirements. Sample based Deep Dives will be retained as an option through the programme.

8.3. The Council will provide upon request evidence of a constituted delivery board or that a pre-existing delivery board has formally adopted CRP governance within its Terms of Reference. Integration into the full governance arrangements of the Council should be evident.

8.4. The Council is expected to have the necessary governance and assurance arrangements in place and that all legal and other statutory obligations and consents will be adhered to, which may include, but not solely, state aid / subsidy control, equalities duties, procurement, health and safety and fraud.

8.5. The Council will ensure data can be shared for the prevention and detection of fraud by including the following clause in all agreements with companies or external entities:

“Data may be shared with other enforcement agencies for the prevention and detection of crime.”

8.6. The Council will fully comply with all obligations set out in the Fraud Risk Assessment guidance in Annex B to ensure the safe administration of grants

and that appropriate measures are put in place to mitigate against the risk of both fraud and payment error.

9. Changes to approved Application

9.1. The Council will notify DLUHC of any proposed changes to the approved project(s) by submitting a Project Adjustment Request (PAR). These notifications should be provided and agreed in advance of changes.

9.2. The Council will require  approval by DLUHC for any alterations to the project, as set out in Clause 3.3.

9.3. A range of project changes, including but not limited to changes to spending profiles, delivery timelines, outputs and outcomes may be requested through the PAR process. The requested changes will be categorised as either 'streamlined,' representing minor changes to spending or delivery timelines, or 'standard,' which will capture any other requested project changes. Guidance covering the PAR process will be made available to the Council by DLUHC.

10. Compliance with the MOU

10.1. The Parties to this MOU are responsible for ensuring that they have the necessary systems and appropriate resources in place within their respective organisations to comply fully with the requirements of this MOU.

11. Changes to the MOU

11.1. The arrangements under this MOU will be kept under review. Amendments to this MOU may only be made upon written agreement between the Parties.

12. Resolution of Disputes

12.1. Any dispute that may arise as to the interpretation or application of this MOU will be settled by consultation between the Parties.

13. Legal Enforcement

13.1. This MOU is not legally enforceable. It describes the understanding between both parties for the use of funding specified in Clause 3 of this agreement.

Signed on Behalf of the Council (by Chief Executive / Section 151 Officer):

Name:

Job Title:

Date:

Signed on Behalf of DLUHC:

Name:

Job Title:

Date:

Annex A: Costings and Planning Workbook
Package Project
Table B | Project 1 – Funding profile

PROJECT 1: Transforming Elision Market and Public Realm					FUNDING PROFILE						
Funding Sources	Source Name	Type of Match: Grant, private funds, finance arrangement	Status of Match - secured, unsecured	If unsecured, what are the timescales for securing	Funder Confirmation Letter Attached?	2022-23	2023-24	2024-25	2025-26	2026-27	Total
LUF Grant	LUF		Unsecured	N/A	N/A	£362,200	£750,000	£2,587,800	£0	N/A	£3,700,000
Other UK Gov Funding Sought	Towns Fund	Grant	Secured (except £1m)	Jul-22/No		£3,215,205	£1,901,285	£131,167	£0	£0	£5,247,657
Local Authority Contribution						£0	£0	£0	£0	£0	£0
Third Party Funder						£0	£0	£0	£0	£0	£0
Insert additional rows, if required, above this line ⁴ (check new match additions show in formula below row 21)						Totals:	£3,577,405	£2,651,285	£2,718,967	£0	£9,947,657

Grant Profile	£362,200	£750,000	£2,587,800	£0	N/A	£3,700,000
ROW 21 Total Match Profile	£3,215,205	£1,901,285	£131,167	£0	£0	£5,247,657
	£3,577,405	£2,651,285	£2,718,967	£0	£0	£9,947,657

TABLE C Expenditure Profile	£3,577,405	£2,651,285	£2,718,967	£0	£0	£9,947,657
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Table B | Project 2 – Funding profile

PROJECT 2:	Bilton Health and Wellbeing Hub						FUNDING PROFILE						
	Funding Sources	Source Name	Type of Match: Grant, private funds, finance arrangement	Status of match, secured or unsecured	If unsecured, what are the timescales for securing	Funder Confirmation Letter Attached?	2022-23	2023-24	2024-25	2025-26	2026-27	Total	
	LUF Grant	LUF		Unsecured		N/A	£ -	£ 4,681,509.12	£ 11,618,490.88	£ -	£ -	£ 16,300,000.00	
	Other UK Gov Funding Sought						£ -	£ -	£ -	£ -	£ -	£ -	
	Local Authority Contribution	Wolverhampton City Council	Finance Arrangement	Unsecured	19/10/2022/Yes		£ 790,487.01	£ 1,224,899.76	£ 2,991,720.43	£ 564,556.38	£ 554,536.29	£ 6,126,193.87	
	Third Party Funder	CCG	Grant	Secured	Yes		£ 300,000.03	£ 1,286,334.05	£ 881,449.00	£ 132,217.35	£ -	£ 2,600,000.44	
	Insert additional rows, if required, above this line [^] (check new match additions show in formula below row 21)						Totals:	£ 1,090,487.04	£ 7,192,742.93	£ 15,491,660.32	£ 696,773.73	£ 554,536.29	£ 25,026,200.30
	Grant Profile						£ -	£ 4,681,509.12	£ 11,618,490.88	£ -	£ -	£ -	£ 16,300,000.00
	Total Match Profile						£ 1,090,487.04	£ 2,511,233.81	£ 3,873,169.43	£ 696,773.73	£ 554,536.29	£ -	£ 8,726,200.30
							£ 1,090,487.04	£ 7,192,742.93	£ 15,491,660.32	£ 696,773.73	£ 554,536.29	£ -	£ 25,026,200.30

TABLE C Expenditure Profile	
£ 1,090,487.044	£ 7,192,742.93
£ 15,491,660.32	£ 696,773.73
£ 554,536.29	£ 25,026,200.30

Table C | Project 1 – Costing estimates

Project 1: Transforming Bliston Market and Public Realm		Expenditure Profile													
A) Line	B) Enter Cost Description	C) Total Costs (£)	D) % of Total Project	E) Quantity	F) Unit Cost	G) Enter LUF Grant Contribution towards this cost	H) % of LUF Contribution towards this cost	I) Match Contribution	J) Match % towards cost	K) 2022-23	L) 2023-24	M) 2024-25	N) 2025-26(O) 2026-27(P)	TOTALS	Q) Supporting comments or details of any assumptions relating to costs.
1	Bliston Market Signage	£123,000.00	1%	1	£123,000.00	£123,000.00	100%	£0.00	0%	£13,000.00	£26,000.00	£94,000.00	£0.00	£123,000.00	
2	Taxi Drop off/ Bike Hub	£503,000.00	6%	585	£859.83	£503,000.00	100%	£0.00	0%	£51,000.00	£102,000.00	£350,000.00	£0.00	£503,000.00	Cost in 2022 - 2023 are allowance for Design and Professional fees Pre-contract RIBA stages 1 - 3
3	Markets parking and Event space	£754,000.00	8%	2250	£335.11	£754,000.00	100%	£0.00	0%	£76,000.00	£152,000.00	£526,000.00	£0.00	£754,000.00	
4	High Street Link	£627,000.00	7%	1450	£432.41	£627,000.00	100%	£0.00	0%	£51,200.00	£123,000.00	£447,800.00	£0.00	£627,000.00	Cost in 2023 - 2024 are for professional fees for RIBA stage 4
5	Active Travel Corridor	£965,000.00	11%	3680	£263.66	£965,000.00	100%	£0.00	0%	£97,000.00	£194,000.00	£674,000.00	£0.00	£965,000.00	It is assumed the projects will be undertaken and PCed in 2024
6	Urban Garden	£189,000.00	2%	365	£517.81	£189,000.00	100%	£0.00	0%	£20,000.00	£40,000.00	£129,000.00	£0.00	£189,000.00	-2025
7	Public Realm - Boulevard	£539,000.00	6%	1500	£359.33	£539,000.00	100%	£0.00	0%	£54,000.00	£108,000.00	£377,000.00	£0.00	£539,000.00	
8	Towns Fund - Market Hall	£302,740.00	3%	1	£302,740.00	£0.00	0%	£302,740.00	100%	£202,740.00	£100,000.00	£0.00	£0.00	£302,740.00	
9	Towns Fund - Outdoor Market	£2,855,210.00	32%	1	£2,855,210.00	£0.00	0%	£2,855,210.00	100%	£2,067,480.00	£655,563.00	£131,167.00	£0.00	£2,855,210.00	
10	Towns Fund - Landscaping / Seating / Lighting	£1,067,050.00	12%	1	£1,067,050.00	£0.00	0%	£1,067,050.00	100%	£586,877.00	£480,173.00	£0.00	£0.00	£1,067,050.00	
11	Towns Fund - JWC block (reallocation funds)	£486,423.00	5%	1	£486,423.00	£0.00	0%	£486,423.00	100%	£145,927.00	£340,496.00	£0.00	£0.00	£486,423.00	
12	Towns Fund - Public Realm (reallocation funds)	£536,234.00	6%	1	£536,234.00	£0.00	0%	£536,234.00	100%	£212,181.00	£324,053.00	£0.00	£0.00	£536,234.00	
13		£0.00	0%	0	#DIV/0!	£0.00	#DIV/0!	£0.00	#DIV/0!	£0.00	£0.00	£0.00	£0.00	£0.00	
14		£0.00	0%	0	#DIV/0!	£0.00	#DIV/0!	£0.00	#DIV/0!	£0.00	£0.00	£0.00	£0.00	£0.00	
15		£0.00	0%	0	#DIV/0!	£0.00	#DIV/0!	£0.00	#DIV/0!	£0.00	£0.00	£0.00	£0.00	£0.00	
16		£0.00	0%	0	#DIV/0!	£0.00	#DIV/0!	£0.00	#DIV/0!	£0.00	£0.00	£0.00	£0.00	£0.00	
17		£0.00	0%	0	#DIV/0!	£0.00	#DIV/0!	£0.00	#DIV/0!	£0.00	£0.00	£0.00	£0.00	£0.00	
18		£0.00	0%	0	#DIV/0!	£0.00	#DIV/0!	£0.00	#DIV/0!	£0.00	£0.00	£0.00	£0.00	£0.00	
19		£0.00	0%	0	#DIV/0!	£0.00	#DIV/0!	£0.00	#DIV/0!	£0.00	£0.00	£0.00	£0.00	£0.00	
20		£0.00	0%	0	#DIV/0!	£0.00	#DIV/0!	£0.00	#DIV/0!	£0.00	£0.00	£0.00	£0.00	£0.00	
		Totals £9,947,657.00	100%			£3,700,000.00		£5,247,657.00		£3,577,405.00	£2,651,265.00	#####	£0.00	£9,947,657.00	

Tables in Column C & P should match. Cell will show red if incorrect.
PLEASE CHECK PROFILE AGAINST TABLE B WORKSHEET

Before submitting please check the accuracy of your budget to ensure there are no errors and the totals add up correctly. **Check formulas are correct on any new lines or rows added**

Project 1: Transforming Bliston Market and Public Realm		Value £	%
Summary Line	Budget Summary Table		
S1	LUF GRANT CONTRIBUTION	£3,700,000.00	41%
S2	MATCH-FUNDING CONTRIBUTION	£5,247,657.00	59%
S3	TOTAL PROJECT COSTS	£9,947,657.00	100%

Table C | Project 2 – Cost estimates

Project 2:		Expenditure Profile										Supporting comments or details of any assumptions relating to costs.			
A) Line	B) Enter Cost Description	C) Total Costs (£)	Quantity	E) Unit Cost	G) Enter LUF Grant Contribution towards this cost	H) % of LUF Contribution towards this cost	J) Match Contribution	J) Match % towards cost	K) 2022-23	L) 2023-24	M) 2024-25	N) 2025-26	O) 2026-27	P) TOTALS	Q)
1	Fees	£2,644,347.00	1	£2,644,347.00	£0.00	0%	£2,644,347.00	100%	£1,013,666.35	£1,057,738.80	£440,724.50	£132,217.35	£0.00	£2,644,347.00	
2	Construction	£14,783,713.00	1	£14,783,713.00	£14,783,713.00	100%	£0.00	0%	£0.00	£4,681,509.12	£9,363,018.23	£369,592.83	£369,592.83	£14,783,713.00	
3	External Works	£2,845,265.00	1	£2,845,265.00	£15,620,000.00	53%	£1,328,978.00	47%	£0.00	£0.00	£2,703,001.75	£71,131.63	£71,131.63	£2,845,265.00	
4	10% Construction/design Contingency	£1,762,888.00	1	£1,762,888.00	£0.00	0%	£1,762,888.00	100%	£0.00	£338,251.03	£1,116,502.07	£44,072.45	£44,072.45	£1,762,888.00	
5	Inflation	£1,226,976.00	1	£1,226,976.00	£0.00	0%	£1,226,976.00	100%	£0.00	£388,542.40	£77,064.00	£30,674.40	£30,674.40	£1,226,976.00	
6	CIVIC Client Contingency @7.58%	£1,763,001.30	1	£1,763,001.30	£0.00	0%	£1,763,001.30	100%	£76,220.69	£306,701.58	£1,091,329.97	£49,085.08	£39,064.99	£1,763,001.30	
7		£0.00	0	#DIV/0!	£0.00	#DIV/0!	£0.00	#DIV/0!	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	
8		£0.00	0	#DIV/0!	£0.00	#DIV/0!	£0.00	#DIV/0!	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	
9		£0.00	0	#DIV/0!	£0.00	#DIV/0!	£0.00	#DIV/0!	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	
10		£0.00	0	#DIV/0!	£0.00	#DIV/0!	£0.00	#DIV/0!	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	
11		£0.00	0	#DIV/0!	£0.00	#DIV/0!	£0.00	#DIV/0!	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	
12		£0.00	0	#DIV/0!	£0.00	#DIV/0!	£0.00	#DIV/0!	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	
13		£0.00	0	#DIV/0!	£0.00	#DIV/0!	£0.00	#DIV/0!	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	
14		£0.00	0	#DIV/0!	£0.00	#DIV/0!	£0.00	#DIV/0!	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	
15		£0.00	0	#DIV/0!	£0.00	#DIV/0!	£0.00	#DIV/0!	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	
16		£0.00	0	#DIV/0!	£0.00	#DIV/0!	£0.00	#DIV/0!	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	
17		£0.00	0	#DIV/0!	£0.00	#DIV/0!	£0.00	#DIV/0!	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	
18		£0.00	0	#DIV/0!	£0.00	#DIV/0!	£0.00	#DIV/0!	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	
19		£0.00	0	#DIV/0!	£0.00	#DIV/0!	£0.00	#DIV/0!	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	
20		£0.00	0	#DIV/0!	£0.00	#DIV/0!	£0.00	#DIV/0!	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	
		Totals £25,026,200.30			£16,300,000.00		£8,726,200.30		£1,090,487.04	£7,192,742.93	£15,491,660.32	£668,773.73	£564,536.29	£25,026,200.30	

Tables in Column C & P should match. Cell will show red if incorrect.
PLEASE CHECK PROFILE AGAINST TABLE B WORKSHEET

Before submitting please check the accuracy of your budget to ensure there are no errors and the totals add up correctly. **Check formulas are correct on any new lines or rows added!**

Transforming Bliston Market and Public Realm		Value £
Budget Summary Table		
S1	LUF GRANT CONTRIBUTION	£16,300,000.00
S2	MATCH-FUNDING CONTRIBUTION	£8,726,200.30 % Encouraged
S3	TOTAL PROJECT COSTS	£25,026,200.30

Table D | Project 1 – Delivery Milestones

Project 1:		Transforming Bilston Market and Public Realm		
Task ID		Owner	Start date	End Date
Milestone or Work Package 1: Inception kick-off and Procurement One				
1	Design RIBA 2	Project Manager	07-Jul-22	30-Aug-22
2	Design RIBA 3	Project Manager	31-Aug-22	27-Sep-22
3	Pre planning application	Project Manager	31-Aug-22	27-Sep-22
4	RIBA 4	Project Manager	28-Sep-22	06-Dec-22
5	Planning approval period	Project Manager	12-Oct-22	06-Dec-22
6	Tender of the signage	Project Manager	07-Dec-22	24-Jan-23
7	RIBA 5	Project Manager	25-Jan-23	07-Mar-23
8	Installation	Project Manager	22-Feb-23	07-Mar-23
Milestone or Work Package 2				
9	RIBA 2	Project Manager	26-Oct-22	31-Jan-23
10	Sign off	Project Manager	01-Feb-23	28-Feb-23
11	RIBA 3	Project Manager	01-Mar-23	23-May-23
12	Pre planning application	Project Manager	01-Mar-23	23-May-23
13	Sign off	Project Manager	24-May-23	20-Jun-23
14	RIBA 4	Project Manager	21-Jun-23	04-Jul-23
15	Planning approval period	Project Manager	05-Jul-23	03-Oct-23
16	Tender of the work	Project Manager	04-Oct-23	26-Mar-24
17	Sign off	Project Manager	27-Mar-24	23-Apr-24
18	RIBA 5	Project Manager	24-Apr-24	04-Feb-25
19	High Street Link	Project Manager	24-Apr-24	22-Oct-24
20	Active Travel Corridor	Project Manager	24-Apr-24	22-Oct-24
21	Taxi Drop Off / Bike Hub	Project Manager	24-Apr-24	10-Sep-24
22	Markets (overflow car park) / Market space	Project Manager	24-Apr-24	04-Feb-25
23	Urban Garden	Project Manager	24-Apr-24	22-Oct-24
24				
25				
26				
Project Completion Date (PLEASE INSERT ROWS ABOVE THIS LINE)				04-Feb-25

Table D | Project 2 – Delivery Milestones

Project 2:		Bilston Health and Wellbeing Hub		
Task ID		Owner	Start date	End Date
RIBA Stage 0 - 1 - Strategic Definition / Preparation / Briefing				
1	Identify Needs and develop Strategic Outline Case	Julia Nock	03/05/2021	26/11/2021
2	Appoint Architect and re-engage stakeholders	Ballal Raza	18/05/2022	19/07/2022
3				
4				
5				
RIBA Stage 2 & 3 - Concept Design & Spatial coordination				
6	Design & Cost planning	Ballal Raza	14/09/2022	6-Dec-22
7	Prepare & submit planning application	Ballal Raza	07-Dec-22	03-Jan-23
8	Planning determination	Ballal Raza	04-Jan-23	04-Apr-23
9	Planning Approval	Ballal Raza	04-Apr-23	04-Apr-23
10				
RIBA Stage 4 - Technical Design				
11	Tender & Appoint consultant team	Ballal Raza	04-Jan-23	14-Feb-23
12	Tender design preparation	Ballal Raza	15-Feb-23	04-Jul-23
13	Tender Stage 1	Ballal Raza	19-Jul-23	29-Aug-23
14	Tender Stage 2	Ballal Raza	27-Sep-23	24-Oct-23
15	Funder approvals	Ballal Raza	15-Nov-23	28-Nov-23
16	Gateway approval	Ballal Raza	28-Nov-23	28-Nov-23
17	Contract preparation & execution	Ballal Raza	29-Nov-23	26-Dec-23
RIBA Stage 5 - Construction				
18	Construction	Ballal Raza	27-Dec-23	13-May-25
19				
RIBA Stage 6 - Handover & defects				
20	Handove & Defects	Ballal Raza	14-May-25	14-Apr-26
21				
RIBA stage 7 - Use				
22	Use	Ballal Raza	14-Apr-26	14-Apr-26
23				
Project Completion Date (PLEASE INSERT ROWS ABOVE THIS LINE)				14-Apr-26

Table E | Monitoring and Evaluation

Project Intervention Themes			
Project Name	Primary Intervention Theme	Sub-Theme (pick the description that fits best)	If 'Other', please describe
Transforming Bilston Market and Public Realm	Regeneration & Town Centre	Commercial Regeneration	
Bilston Health and Wellbeing Hub	Regeneration & Town Centre	Civic Regeneration	
Please complete the Workbook Index Page first	<Select>	<Select>	

Project Outputs, Outcomes and Impacts						
Project	Result Level <i>i.e. output, intermediate outcome, outcome, impact using the drop-down</i>	Description <i>E.g. new retail space created, increased footfall, increased employment</i> <i>Character limit: 150</i>	Is this a "standard" output, outcome or impact? <i>i.e. does it feature in the lists in Annex B of the Technical Note</i>	Tracking Progress		Benefit Owner (if applicable) <i>i.e. the person/organisation accountable for delivering a benefit</i>
				Potential Data Sources <i>E.g. council's financial accounts, contractors, project beneficiaries, commercial data providers</i>	Potential Data Collection Methods <i>E.g. manual measurement, survey, electronic footfall counters</i>	
Bilston Health and Wellbeing Hub	Output	Healthcare space created	Yes	Construction stage project management	Project Completion Report	Royal Wolverhampton NHS Foundation Trust/ Black Country Partnership NHS Foundation Trust
Bilston Health and Wellbeing Hub	Output	Community Centre space created	Yes	Construction stage project management	Project Completion Report	Royal Wolverhampton NHS Foundation Trust/ Black Country Partnership NHS Foundation Trust
Bilston Health and Wellbeing Hub	Output	Public amenities/facilities improved	Yes	Construction stage project management	Project Completion Report	CWC
Bilston Health and Wellbeing Hub	Output	Volunteering opportunities created	Yes	Wellbeing hub management	Management records; survey of community groups using the spaces	CWC
Bilston Health and Wellbeing Hub	Output	Green retrofit to existing non-residential units	Yes	Construction stage project management	Project Completion Report	CWC
Bilston Health and Wellbeing Hub	Output	Alternative fuel charging/ re-fuelling points	Yes	Construction stage project management	Project Completion Report	CWC
Bilston Health and Wellbeing Hub	Output	New trees planted	Yes	Construction stage project management	Project Completion Report	CWC
Bilston Health and Wellbeing Hub	Output	Other commercial space created	Yes	Construction stage project management	Project Completion Report	CWC
Bilston Health and Wellbeing Hub	Output	Land rehabilitated	Yes	Construction stage project management	Project Completion Report	CWC
Bilston Health and Wellbeing Hub	Intermediate Outcome	Increase in footfall	Yes	Bespoke data collection	Survey/ Electronic footfall counters	CWC
Bilston Health and Wellbeing Hub	Outcome	Reduction in carbon emissions	No	Contractor; Bespoke data collection	Survey of completed hub carbon savings	CWC
Bilston Health and Wellbeing Hub	Outcome	Increase in Electric Vehicle (EV) take-up	Yes	Bespoke data collection	users	CWC
Bilston Health and Wellbeing Hub	Outcome	Improvement in the physical health of hub users	Yes	Bespoke data collection	Survey of hub facility users	Royal Wolverhampton NHS Foundation Trust/ Black Country Partnership NHS Foundation Trust
Bilston Health and Wellbeing Hub	Outcome	Improvement in the mental health of hub users	Yes	Bespoke data collection	Survey of hub facility users	Royal Wolverhampton NHS Foundation Trust/ Black Country Partnership NHS Foundation Trust
Bilston Health and Wellbeing Hub	Outcome	Employment opportunities created	No	Wellbeing hub management	Management records; survey of job postings	CWC
Bilston Health and Wellbeing Hub	Outcome	Improvement in productivity and pay	Yes	Contractor; Bespoke data collection	Survey/ Periodic reports on the economic impacts of the hub	CWC
Bilston Health and Wellbeing Hub	Impact	Improvement in the physical health of wider Bilston residents	Yes	Contractor; Bespoke data collection	Survey/ Periodic reports on the health impacts of the hub	CWC/ Royal Wolverhampton NHS Foundation Trust/ Black Country Partnership NHS Foundation Trust
Bilston Health and Wellbeing Hub	Impact	Improvement in the mental health of wider Bilston residents	Yes	Contractor; Bespoke data collection	Survey/ Periodic reports on the health impacts of the hub	CWC/ Royal Wolverhampton NHS Foundation Trust/ Black Country Partnership NHS Foundation Trust
Bilston Health and Wellbeing Hub	Impact	Increase in employment rate	Yes	Contractor; Bespoke data collection	Survey/ Periodic reports on the economic impacts of the hub	CWC
Bilston Health and Wellbeing Hub	Impact	Improvements in perception of place	Yes	Bespoke data collection	Survey of hub facility users	CWC
Transforming Bilston Market and Public Realm	Output	Public realm created	Yes	Construction stage project management	Project Completion Report	CWC
Transforming Bilston Market and Public Realm	Output	Retail space improved	Yes	Construction stage project management	Project Completion Report	CWC
Transforming Bilston Market and Public Realm	Output	Hospitality space created	Yes	Construction stage project management	Project Completion Report	CWC
Transforming Bilston Market and Public Realm	Output	Transport nodes with new multimodal connection points	Yes	Construction stage project management	Project Completion Report	CWC
Transforming Bilston Market and Public Realm	Output	Improved pedestrian paths	Yes	Construction stage project management	Project Completion Report	CWC
Transforming Bilston Market and Public Realm	Output	Improved cycle ways	Yes	Construction stage project management	Project Completion Report	CWC
Transforming Bilston Market and Public Realm	Output	Community centre space created	Yes	Construction stage project management	Project Completion Report	CWC
Transforming Bilston Market and Public Realm	Output	Change in cycle flow	Yes	Construction stage project management	Project Completion Report	CWC
Transforming Bilston Market and Public Realm	Output	Change in pedestrian flow	Yes	Construction stage project management	Project Completion Report	CWC
Transforming Bilston Market and Public Realm	Intermediate Outcome	Increase in footfall	Yes	Bespoke data collection	Survey/ Electronic footfall counters	CWC
Transforming Bilston Market and Public Realm	Intermediate Outcome	Reduction in anti-social behaviour	Yes	ONS Local Crime Survey	Survey/ periodic reports	CWC
Transforming Bilston Market and Public Realm	Outcome	Improvement in business sentiment	Yes	Bespoke data collection	Survey of new and existing market and surrounding businesses	CWC
Transforming Bilston Market and Public Realm	Outcome	Increase in business investment	Yes	Council planning records; Bespoke data collection	Review of planning data; survey of new and existing market and surrounding businesses	CWC
Transforming Bilston Market and Public Realm	Outcome	Reduction in vacancy rate	Yes	Council planning records; Bespoke data collection	Review of planning data; survey of new and existing market and surrounding businesses	CWC
Transforming Bilston Market and Public Realm	Outcome	Mode shift away from cars	Yes	Bespoke data collection	Survey of public realm users	CWC
Transforming Bilston Market and Public Realm	Outcome	Improvement in air quality	Yes	Contractor; Bespoke data collection	Report on local air quality	CWC
Transforming Bilston Market and Public Realm	Impact	Improved perception of place	Yes	Bespoke data collection	Survey of realm users	CWC
Transforming Bilston Market and Public Realm	Impact	Increase in employment rate	Yes	Contractor; Bespoke data collection	Survey/ Periodic reports on the economic impacts of the public realm	CWC

Annex B: Fraud Risk Assessment

