Rutland County Council

Levelling Up Fund –

Governance Structure

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Contents

Document Control, Approval and Distribution
Version Control

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Document Approval

This document requires the following approvals:

Sponsor Approval	Name	Date
Amends required	Mark Andrews	13 July 2023

Document Distribution

This document will be distributed to:

Name	Method	Date
LUF Board	Board Meeting	26 July 2023

Introduction

This document outlines the governance structure for the Melton and Rutland Levelling Up Fund Programme. The governance of the project is important as it allows the project to ensure the correct decisions are being made and communicated accordingly.

Project Details

£23m of funding has been awarded to Rutland County Council and Melton Borough Council to help boost the local economy and improve connectivity following a successful joint bid for the Government's Levelling Up Fund.

Oakham and Melton Mowbray are historic market towns with huge potential for economic growth. This funding will focus on realising the economic potential of both areas by supporting five key projects focusing on economic innovation, cultural destinations, health science and mobility.

In summary, the 5 projects are:

1. The Medi-Tech Centre – a business and training innovation R&D centre to be built at Rutland Memorial Hospital;
2. The Mobi Hub centre – a public transport and travel hub, incorporating office and business space and facilities to be built adjacent to the hospital site in Rutland;
3. Investment in the cultural and visitor economy in Rutland and development of a digital visitor experience of a Roman Villa and an Ichthyosaur;
4. The Stockyard – investment in event space and the food and drink sector in Melton Mowbray;
5. Investment in the Cultural sector through improvements to the Theatre at the Melton College Campus.

At the heart of Rutland's vision is to maximise the potential of the health sector and improve the area's mobility through the development of a new digital innovation facility and Mobi-Hub at the Rutland Memorial Hospital site.

The Council will also use the funding to support the economic regeneration of the area by the introduction of a mobile, digital visitor experience that makes the most of Rutland's unique cultural assets.

The Rutland Memorial Hospital site proposals accommodate a £3.5m, 1000m2 facility, providing lab and light assembly space for the development of medi-tech level clinical trials, a Continuous Professional Development centre for clinicians working in the area and a training base for students involved in relevant disciplines at the local universities, including medical schools and schools of nursing.

This investment will build on the well-established understanding at Health Education England (now a core part of NHS England and Improvement), that the antidote to the skills shortages, at the heart of rural health inequalities, lies in the development and training of people in rural settings themselves.

The facility will also be a community health related hub, including a café and housing health trainers and potentially care workers developing their business on a self-employed basis.

Further funding will be used at the Rutland Memorial Hospital site as the County Council plan to implement a £6.5m, 500m2 travel anchor Mobi-Hub. The Mobi-Hub will be supported by a Demand Responsive Transport system based on the Bus Service Investment Plan approach developed by Rutland Council and extended to cover the Melton Borough area linking the overall package of Levelling Up investments. It will focus on two routes, which have been developed through evidence led analysis, with further refinement to be completed. This service aims to enable people to access work, learning and services more fully across the two market towns

Rutland will also use the funding to include a £2m investment in the creation of a mobile, digital visitor experience to view two of the area's unique heritage treasures - the largest Ichthyosaur fossil in Europe and the remains of a stunning 4th Century Roman Villa with an exceptional mosaic. Neither of these assets can currently be displayed easily to the public directly, however this funding will enable the council to create the virtual models, storage and touring facilities to enable the finds to be showcased.
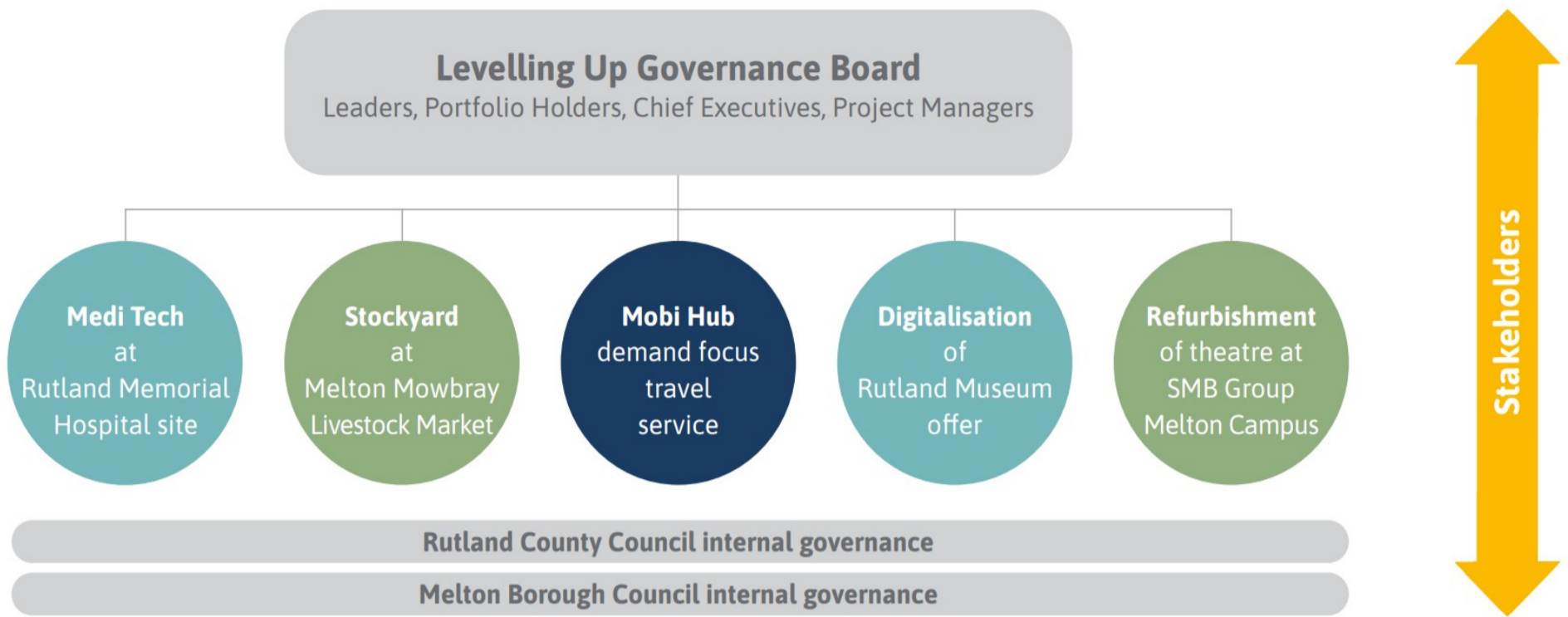
Melton Borough Council will use the funding to develop over 2500sqm of flexible food and drink production units, creating a food and drink innovation showcase in the heart of Melton Mowbray. The Stockyard will also include a support service to help small or upcoming local producers develop and grow in the Rural Capital of Food.

In addition, the funding will be used to deliver a multifunctional event space at the stockyard which could host exciting events and activities throughout the year, bringing additional footfall and attracting repeat visitors to the area.
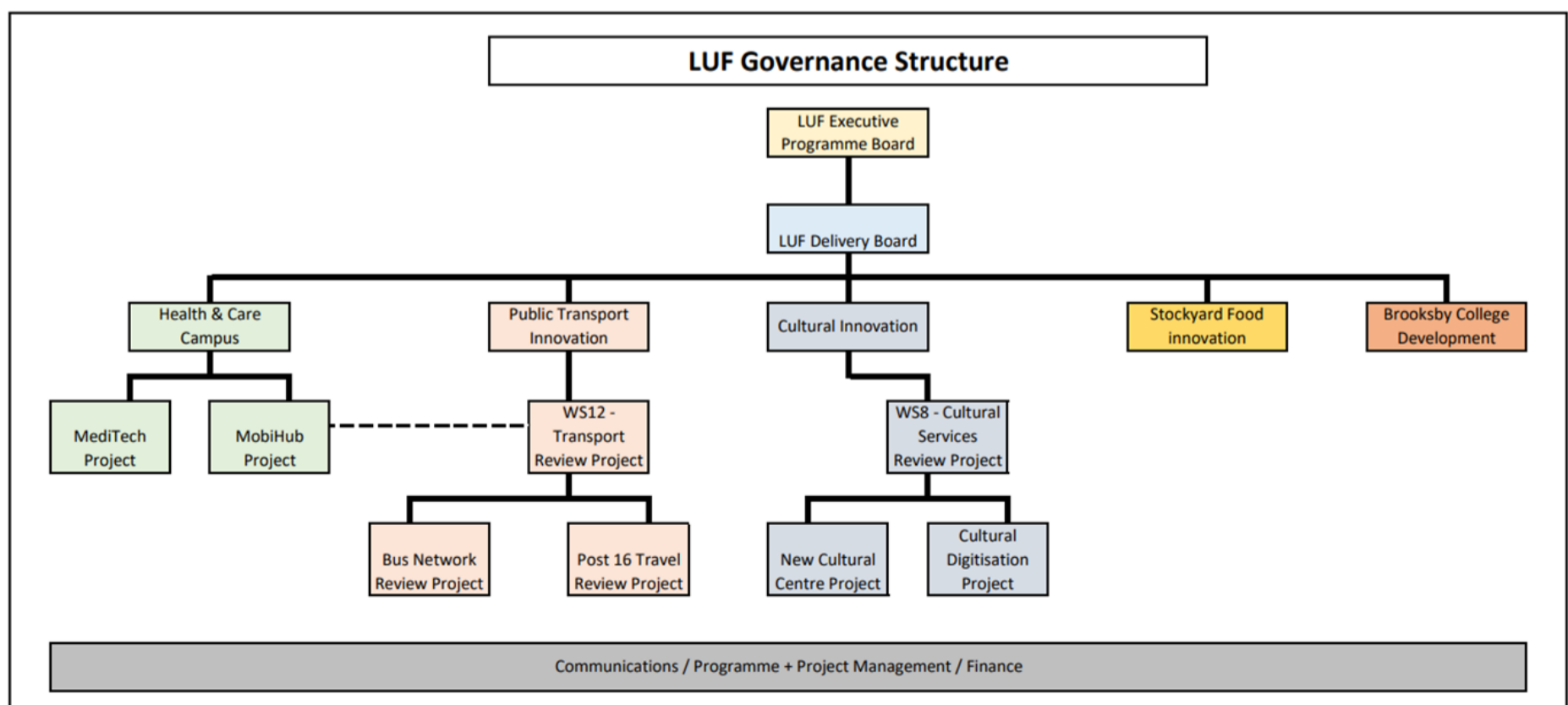
Complementing this activity, £2m of improvements will be made to the theatre on SMB groups Melton campus. These improvements and upgrades will make the space more accessible and ensure it is able to secure and attract larger scale commercial events more often to provide a regular calendar of activity that will, alongside the stockyard, support the town centre and its burgeoning evening economy.

The Governance Structure:

GOVERNANCE STRUCTURE

Governing Body	Responsibilities (in relation to the project)
Rutland and Melton Executive Delivery Board	Steers and has ultimate responsibility for partnership working across the two authorities facilitating Rutland to fulfil its obligations as the lead delivery body for LUF, bringing the Leaders, CEOs and Section 151 Officers from both authorities together to make key decisions about implementation.
Rutland and Melton LUF Executive Programme Implementation Team	Coordinates the work on a day to day basis of the project teams which have been deployed across both local authority areas.
Project Teams	Operational group to deliver the projects within the programme managing actions, issues and risks.
Cabinet	Formal Council governance body to provide decisions on project progress
Council	Formal Council governance body to provide decisions on project progress, outside of the remit of Cabinet (as per the Project Management Framework)
SMT	Senior Management Team to provide support/guidance on operational risks and issues, ensuring blockers to progress are removed and to provide decision making function
Scrutiny	Scrutiny to be used as part of the formal decision making process where they require further review of the work being done

RUTLAND AND MELTON LEVELLING UP FUND PROGRAMME

EXECUTIVE GOVERNANCE MEMBERSHIP

JOB TITLE	LUF GOVERNANCE ROLE	ORGANISATION	NAME	EMAIL
LUF Executive Programme Board				
Chief Executive	Chair of Executive Programme Board	Rutland County Council	Mark Andrews	mandrews@rutland.gov.uk
Leader		Rutland County Council	Cllr Gale Waller	GWaller@rutland.gov.uk
Portfolio Holder for Economic Development		Rutland County Council	Cllr Gale Waller	GWaller@rutland.gov.uk
Portfolio Holder for Finance		Rutland County Council	Cllr Andrew Johnson	ajohnson@rutland.gov.uk
Strategic Director – Places	Programme Sponsor (Accountable Body)	Rutland County Council	Penny Sharp	psharp@rutland.gov.uk
Director of Resources – s151 Officer	First Line of Defence (FLOD) – Accountable Body	Rutland County Council	Kirsty Nutton	knutton@rutland.gov.uk
Head of Sustainable Economy and Place	Programme Lead (Rutland)	Rutland County Council	Ingrid Hooley	ihooley@rutland.gov.uk
Chief Executive	Programme Sponsor (Melton)	Melton Borough Council	Edd de Coverley	edecoverly@melton.gov.uk
Leader		Melton Borough Council	Cllr Pip Allnatt	pallnatt@melton.gov.uk
Portfolio Holder for Town Centre, Growth & Prosperity		Melton Borough Council	Cllr Sharon Butcher	sbutcher@melton.gov.uk
Portfolio Holder for Finance, Property & Services		Melton Borough Council	Sarah Cox	scox@melton.gov.uk
Director of Growth and Regeneration		Melton Borough Council	Pranali Parikh	PParikh@melton.gov.uk
Director of Resources – s151 Officer	Finance Lead (Melton)	Melton Borough Council	Dawn Garton	DGarton@melton.gov.uk
Assistant Director – Regeneration and UKSPF Delivery	Programme Lead (Melton)	Melton Borough Council	Lee Byrne	LByrne@melton.gov.uk
LUF Programme Manager	Programme Manager for Rutland and Melton	Rutland County Council	TBC	
Executive Support Officer	Executive Delivery Board Support	Rutland County Council	Julie Old	jold@rutland.gov.uk
FREQUENCY OF MEETINGS				

Quarterly
Meeting Schedule:
Quarterly Monitoring Returns Board Meetings - 2nd week after Quarter End (July; October; January; April)
Progress Review Board Meetings – Mid-point between Quarterly Return Board Meetings (Aug/Sept; Nov/Dec; Feb/Mar; May/Jun)

LUF Delivery Board				
Strategic Director – Places	Programme Sponsor (Accountable Body) **Chair**	Rutland County Council	Penny Sharp	
Head of Sustainable Economy and Place	Programme Lead (Rutland)	Rutland County Council	Ingrid Hooley	
Head of Finance		Rutland County Council	Andrew Merry	
Capital Finance Officer		Rutland County Council	Laura Daughtry	
Director of Growth and Regeneration		Melton Borough Council	Pranali Parikh	
Assistant Director – Regeneration and UKSPF Delivery	Programme Lead (Melton)	Melton Borough Council	Lee Byrne	
Head of Finance	Finance Lead (Melton)	Melton Borough Council	TBC	
TBC	Project Manager (Rutland Meditech)	Rutland County Council	TBC	
TBC	Project Manager (Rutland Mobi Hub)	Rutland County Council	TBC	
TBC	Project Manager (Cultural & Visitor Economy)	Rutland County Council	TBC	
TBC	Capital Programme Manager/ QS support (Rutland)	Rutland County Council	TBC	
Head of Culture and Registration	Project Lead (Cultural Digitisation)	Rutland County Council	Robert Clayton	
Head of Safe and Active Public Realm	Project Lead (Transport)	Rutland County Council	Angie Culleton	
Senior Transport Manager	Project Manager (Transport)	Rutland County Council	Emma Odabas	
TBC	Project Manager (Melton Stockyard)	Melton Borough Council	TBC	
TBC	Project Manager (SMB Theatre)	Melton Borough Council	TBC	
LUF Programme Manager	Programme Manager for Rutland and Melton	Rutland County Council	TBC	
Executive Support Officer	Executive Delivery Board Support	Rutland County Council	Julie Old	

FREQUENCY OF MEETINGS
Monthly and Quarterly meeting to coincide with Board
Meeting Schedule: TBC
Quarterly Progress Review Meetings – two weeks in advance of Executive Delivery Board Meetings