

Newark and Sherwood Places to Ride Action Plan

Section 1. Eligibility & Governance		
Action	Evidence Agreed	Evidence reference
<ul style="list-style-type: none"> Who has security of tenure on the site? Evidence of sufficient freehold or leasehold for minimum 25 years. 	The freehold is owned by Harworth Estates Mines Limited and Harworth Estates (Agricultural Land) Limited, both are subsidiaries, wholly owned and controlled by the Harworth Group Plc.	Folder: Section 1 Document – 1.1 Document - 1.1a Document - 1.1b Document - 1.1c
<ul style="list-style-type: none"> Sport England will require confirmation that the applicant organisation will permit Sport England to enter into a restriction or caution in respect to the property of HM Land Registry in respect of the registered title or a legal charge over the property 	Letter from Newark and Sherwood District Council confirming that they will permit Sport England to enter into a restriction or caution in respect to the property of HM Land Registry in respect of the registered title or a legal charge over the property	Folder: Section 1 Document - 1.2
<ul style="list-style-type: none"> Please provide copies of safeguarding policy for children and vulnerable adults 	Link to Nottingham and District Councils safeguarding policy: https://nottsdistrict.proceduresonline.com/chapters/contents.html	n/a
<ul style="list-style-type: none"> Please provide copies of bank statements covering a 3-month period. The 3-month period should be the most recent available. 	Newark and Sherwood District Council is unable to share physical bank statements as they contain sensitive information. However here is a link to the statement of accounts https://www.newark-sherwooddc.gov.uk/finance/statementofaccounts/	n/a
<ul style="list-style-type: none"> Written confirmation of approval or other appropriate evidence aligned with governance requirements to enable applicant to enter into 	The attached documents refer to NSDC Members' approval: 09.09.20 ED Agenda, Item 17, pp. 406-407 and	Folder: Section 1 Document - 1.3 Document - 1.4

agreement	18.11.20 ED Agenda, Item 11, pp. 66-75.	
Section 2: Assessment Criteria / Why is the project important		
Action	Evidence Agreed	Evidence Reference
Insight & Consultation <ul style="list-style-type: none"> Please evidence of the insight you have used to inform your project. This could include strategic documents, local customer analysis and consultation you have carried out or the feedback from surveys / questionnaires you've received that has informed your project idea 	<ul style="list-style-type: none"> <u>Strategic Plans:-</u> Community Plan 2019 to 2023 – Thoresby Vale site is identified in this document as a strategic development. The community plan also has 7 strategic aims. The main one being 'Improving the health and well-being of local residents' which this project underpins. 	Folder: Section 2 Document - 2.0
	<ul style="list-style-type: none"> Active 4 Today Business Plan 2020 This document aligns the objectives and aspirations of NSDC Community Plan; it sets out what A4T already deliver within the community and also what they intend to achieve over the next 12 months. It also details the volunteering plan the deliver called VISPA Schemes (Volunteering). 	Folder: Section 2 Document - 2.1
	<ul style="list-style-type: none"> Sport and Physical Activity Plan NSDC's Sport and Activity plan builds on from the 7 pillars of the Community Plan with specific focus around underpinning the need for the main objective being "improve access and participation for all and make physical activity and sport a part of everyone's life'. 	Folder: Section 2 Document - 2.2
	<ul style="list-style-type: none"> Active Notts – Getting Active Together Strategy 2017 - 2021 Nottinghamshire's vision is to <i>"to make physical activity the norm for people who live and work in our communities by ensuring everyone can easily take part, volunteer and engage in sport and activity as part of their everyday life"</i>. Thoresby Vale is addressing this from the outset as it will develop a new community with opportunities for people to access activity on their doorstep. Furthermore this facility is being connected into other surrounding communities to enable people to access it and be more active. 	Folder: Section 2 Document - 2.3

	<ul style="list-style-type: none"> • Forest Corner Masterplan Sets out the plan for the Forest Corner which identifies the old Thoresby Colliery site as playing a large part within this strategy. It will bring employment opportunities, leisure (Cycling has been a part of this emerging plan for some time) and with other complimentary activities yet to come this will all strengthen the economy within the Forest Corner. 	Folder: Section 2 Document - 2.4
	<ul style="list-style-type: none"> • Tourism Strategy 2020 – 2023 This Tourism Strategy also aligns to and feeds directly to the wider Nottinghamshire Visitor Economy Strategy 2019 – 29. The Tourism economy in Newark and Sherwood saw that the value of the economic visitor economy impact for NSDC in 2018 was worth £281.56m. The importance of getting visitor attractions right for this district is key to its success therefore this project will heavily aligned to the Tourism Strategy. 	Folder: Section 2 Document - 2.5
	<ul style="list-style-type: none"> • 5G Connected Forest Project The project team are engaged with Ceren Clulow (Head of Digital) at Nottingham County Council and Nottingham Trent University to explore how the 5G testbed pilot can be embedded within this facility to assist with Data Capture and potentially in the fullness of time animating or activating the site to enhance its digital offer. 	Folder: Section 2 Document - 2.6
	<ul style="list-style-type: none"> • Thoresby Vale Masterplan Development Initial masterplan concept identifying the need for providing ‘active places’ for residents. 	Folder: Section 2 Document - 2.10
	<ul style="list-style-type: none"> • <u>Consultation/Survey Results:-</u> Results of the Community Consultation survey which highlighted a need for this type of family friendly, inclusive recreational facility. 136 respondents all of which were extremely supportive of what we are trying to achieve on site. 	Folder: Section 2 Document - 2.7
	<ul style="list-style-type: none"> • <u>Feedback:-</u> Initial Key Stake Holder engagement with Cycling Projects, Housing Developers, Harworth, Experience Community, Active Notts, Sherwood Pines, RSPB has already taken place however as the project emerges this will remain a constant part of the project to ensure every stakeholder is aligned to this project. The level of support 	As Above

	<p>so far has also been extremely positive</p>	
	<ul style="list-style-type: none"> • <u>Letters of Support:-</u> <p>Housing Developer support – Barratt Homes have pledged their support to this project as it aligns to key outcomes identified in the ‘Great Places’ Document included in the ‘Letters of Support Folder’.</p> <p>Edwinstowe Parish Council – Supportive of this facility as it will be a unique asset for the residents of Edwinstowe and the Parish Council are keen to be involved in the development of BMXing on site.</p> <p>Harworth Group Plc – As masterplanner / developer for the site Harworth are committed to developing sites that are active communities for people to live in. This proposed facility is embedded with Harworth’s ethos and will act as a blueprint for many other developments that they become involved in.</p> <p>Active Notts – Ongoing work between NSDC and Active Notts and Thoresby Vale supports the work they carry out in nearby Ollerton and Boughton. Active Notts have been quite vocal this project aligning to their ‘Gettng Active Together’ strategy which targets and tackles inequalities for allowing people to be active.</p> <p>Cycling Projects – Ian Tierney (Cycling Projects Director is keen to progress Wheels for All initiatives in this area as Cycling Projects are quite under-represented in this region</p> <p>Experience Community – Craig Grimes has pledged support as this style of facility supports the ongoing work of his organisation. Experience Community are keen to try and set up a satellite facility to support the established one at Leeds Urban Bike Park. Due to the connectivity in the area this location aligns to his vision.</p>	<p>Folder: Section 2 / Letters of support Folder - 2.8</p>

	Clumber Park National Trust – Graham Clark; whilst unable to provide official support has suggested that this facility will support the ongoing work of the NT at Clumber Park.	
Facility availability / Local opportunities <ul style="list-style-type: none"> If you are planning to provide new facilities and opportunities, it will be helpful if you can evidence how you've considered the existing facilities that are available for the community. This could be through a Local Facilities Strategy or other analysis 	<ul style="list-style-type: none"> <u>Local data about cycling, facilities:-</u> Comparison Document – The project team have provided a comparison of the similar facilities in the area and how Thoresby Vale will be different but also compliment the nearby facilities. Furthermore this facility is looking to enhance its offer in the future and due to the topography of the site it will offer a unique experience that no other facility in the area can. This is due to the hilly terrain on the old spoil heaps which offer great variation. 	Folder - Section 2 Document - 2.9
Facility condition <ul style="list-style-type: none"> If you are improving the condition of an existing facility, please provide supporting evidence for why this is needed 	Not applicable as this project is the creation of a new facility; not improving an existing facility.	Not Applicable
Section 3: Assessment Criteria / What will you achieve		
Action	Evidence Agreed	Evidence Reference
Sport and community Development <ul style="list-style-type: none"> Please tell us how the facility will be used, what activities will be offered and how you'll make these happen. (A Development Plan template is 	<ul style="list-style-type: none"> Cycling Sports Development plan to include An extensive Cycling Development Plan has been developed in conjunction with NSDC, Active 4 Today and British Cycling's Regional Officer. 	Folder: Section 3 Document - 3.0

<p>available on request)</p>	<ul style="list-style-type: none"> List of BC Clubs within a 15 mile radius XL showing the number of British Cycling affiliated clubs. 17 clubs are within a 15 mile radius. This equates to 1,405 British Cycling members who have a propensity to cycle. Of this 1,405 club membership the following is known: 4 x Go-ride clubs which is the British Cycling Club Mark accreditation which means they have the necessary governance in place for coaches and safeguarding etc. These 4 Go-Ride Clubs have 552 members and from research we have carried out means that the proposed facilities would suit the delivery of activities by these clubs. A4T, NSDC will work closely with Steve Johnson of British Cycling to signpost these clubs to this facility. 	<p>Folder: Section 3</p> <p>Document - 3.1</p>
<p>Active Travel and connectivity</p> <ul style="list-style-type: none"> Please tell us the work you have undertaken on safe travel planning for people to access the proposed site. 	<ul style="list-style-type: none"> Local walking and cycling plans The full document is included but broadly speaking due to this facility's connectivity to nearby communities and other facilities through cycling and walking routes this is well placed to deliver much more. The appointment of a Travel Planning co-ordinator who is promoting Active Travel initiatives via Cycling or Walking to the new residential housing development this is well aligned to the LCWIP. https://www.nottinghamshire.gov.uk/planning-and-environment/walking-cycling-and-rights-of-way/cycling/cycling-strategy#CSDP 	<p>Folder: Section 3</p> <p>Document - 3.2</p>
	<ul style="list-style-type: none"> Cycle Accessibility Plan Mapping diagram showing cycle accessibility to the site. A total of 216,308 people live within an hour of the Cycle Hub; 45,489 are under 18 yrs old and 26,153 are under 12. The diagram also shows cycle routes, National Cycle Routes, clubs and schools. 	<p>Folder: Section 3</p> <p>Document - 3.3</p>
	<ul style="list-style-type: none"> Pedestrian Accessibility Plan Mapping diagram showing the connectivity around the local communities. Pedestrian access up to a 30 minutes' walk from the site. 	<p>Folder: Section 3</p> <p>Document - 3.4</p>
	<ul style="list-style-type: none"> Drive Time Plan Mapping diagram showing drive time to surrounding facilities for 30 minutes and 60 minutes. 	<p>Folder: Section 3</p> <p>Document - 3.5</p>

<p>Programme of Use</p> <ul style="list-style-type: none"> Please provide us with a Programme of use. If you plan to make your facilities available for other groups to use, please tell us about it. 	<ul style="list-style-type: none"> Programme of use Programme of Use and Throughput figures along with user breakdown. 	<p>Folder: Section 3 Document - 3.6</p>
<p>Design for the audience</p> <ul style="list-style-type: none"> How has the need for the project informed the design proposals? (Identify how the activities asked for in the consultation have led to the design proposals for the facilities). 	<ul style="list-style-type: none"> Project brief Following the very early masterplan for the site that was developed in-line with the NSDC plans to address elements of the Community Plan for NSDC to promote places for people to be active whilst addressing the housing needs. Cycling/walking as an activity flowed through the early plans for the site but following a more in-depth consultation carried out earlier this year the project team were able to define the cycling elements required to address the needs. As the site is a large scale housing development with a country park the need was very much focussed around recreational leisure activities for all. The designs that have now been detailed by Bike Track are in line with this 'need' and also address the key objectives and aspirations of the Places to Ride fund. 	<p>Designs are in Section 4. Consultation which identifies need is Section 2. Document 2.7.</p>
<p>Statutory Bodies only</p> <ul style="list-style-type: none"> You will be required to enter into a formal Community Use Agreement with Sport England. However, at this time we would like to know how you'll embed community activity at your school site. 	<ul style="list-style-type: none"> Community Use Agreements <p>NOT APPLICABLE FOR THIS PROJECT?</p>	<p>Not Applicable Confirmed by Ben Dunning 3/11/2020</p>

Section 4: Assessment Criteria: How you will make it happen

Action	Evidence Agreed	Evidence
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		Reference
<p>The project team</p> <ul style="list-style-type: none"> Capital projects often involve several stakeholders and regularly require a variety of professionally qualified individuals. Please tell us about this team for your project. 	<ul style="list-style-type: none"> Organisation chart Roles and responsibilities Technical experts <p>Broadly speaking this project will be delivered in line with the phasing works of the larger scale (£170m) re-development of the whole site. A project board will be instigated to deliver this Cycling Project which will comprise of similar experts and specialists to that of the larger Thoresby Vale re-development project. Where efficiencies can be gained from the larger project the team will endeavour to do so where applicable and appropriate.</p>	<p>Folder: Section 4</p> <p>Document 4.0</p>
<p>Cost and Design</p> <ul style="list-style-type: none"> The project will need a clear cost plan identifying the capital works, which should be accompanied by at least one quote. This plan should consider fees, planning and VAT aspects. It is essential that the design of the proposed facilities adheres to Sport England and BC design guidance. 	<ul style="list-style-type: none"> Thoresby Vale Cycle Hub Feasibility/Design Cost plan <ul style="list-style-type: none"> Total Project Cost Plan Cycle Hub Cost Plan 	<p>Folder Section 4</p> <p>Document 4.1</p> <p>Document 4.1a</p> <p>Document 4.1b</p>
<p>Programme Plan</p> <ul style="list-style-type: none"> To provide an understanding of the phases, timescales and key constraints that will be present during the project. 	<p>Programme plan</p>	<p>Folder: Section 4</p> <p>Document 4.2</p>
<p>Partnership Funding</p> <ul style="list-style-type: none"> Evidence of secured partnership funding and evidence that the project will 	<ul style="list-style-type: none"> Partnership funding agreements <p>Letter from Harworth Group to Newark and Sherwood District Council outlining the direct investment to the project. This also outlines Harworth Group's support for the project and application.</p>	<p>Folder: Section 4</p> <p>Document 4.3</p>

<p>source any shortfall for the capital project</p>		
<p>Business Planning / Financial Forecasting / Facility Operation</p> <ul style="list-style-type: none"> Overall business plan / Income and Expenditure forecast (minimum of 5 years) showing how it will operate long term, partnership working models with partners, risk management, ring-fenced income to ensure long term sustainability to cover sports development and sinking fund for the facility. 	<ul style="list-style-type: none"> Business Plan including 5 Year Income & Expenditure Forecast <p>We have compiled a Business Case and 5 year Income and Expenditure forecast for the facility. These documents are indicative at present based on research of other similar facilities.</p> <p>We would like to convey that assuming the project is successful; a full tender/procurement process will begin to appoint an appropriate operator. The project team have already identified 4 potential operators and dialogue is ongoing (all explained in the business case). NSDC and Harworth Group are committed to ensuring that whoever the appointed operator is they will receive ongoing support to ensure the facility is sustainable for the years to come. Furthermore Harworth are committed to 10 years on this site so will work with the operator and NSDC to ensure its success moving forward.</p>	<p>Folder: Section 4</p> <p>Document – 4.4</p> <p>Document – 4.5</p>

<p>Data collection and monitoring</p> <ul style="list-style-type: none"> The applicant will need to identify the data collection requirements and have appropriate technology, systems and process for implementation. 	<ul style="list-style-type: none"> The project team have identified numerous ways of carrying out M&E and is being built into the project at an early stage. Likelihood is that this facility will conduct its M&E through with an innovative approach linked to the 5G Forest Connection project. Work is ongoing with Nottingham County Council and Nottingham Trent University. 	<p>N/A</p>
<p>Risk Register / Mitigation</p> <ul style="list-style-type: none"> The applicant will need to identify any risks and the mitigating actions for the project's development, updated on a monthly basis. A project risk register will need to identify: <ul style="list-style-type: none"> The major risks affecting the delivery / success of the project. The key risks associated with project costs and funding. 	<ul style="list-style-type: none"> Project Risk register 	<p>Folder: Section 4</p> <p>Document – 4.6</p>
<p>Procurement</p> <ul style="list-style-type: none"> The applicant will need to provide evidence of appropriate procurement including adherence with procurement best practice and where appropriate relevant legislation. 	<ul style="list-style-type: none"> Procurement Strategy <p>As Newark and Sherwood DC's delivery partner, Harworth will procure the installation of the cycle hub facilities. Harworth Group are a publicly listed property investment and development company and as such, procurement strategies are industry benchmarked. Newark and Sherwood DC as applicant, will approve proposed spend prior to contract placement to mitigate risk and to certify draw down of the Grant accordingly thereafter.</p>	

<p>Planning Permission</p> <ul style="list-style-type: none"> If applicable, full planning permission for projects will be required and evidenced prior to any payments being released. 	<ul style="list-style-type: none"> Planning permission or at least indicative Pre-application advice <p>Outline planning application reference 16/02173/OUTM for residential development and associated uses (including leisure) on the former Thoresby Colliery site was granted planning permission by Newark and Sherwood District Council on 12th March 2019. The approved restoration plan for the former spoil heap for use as a Country Park, includes the provision of cycling and walking trails through the site. The details of the proposed cycle hub have been discussed with the Council, who are the applicants for the bid.</p>	<p>N/A</p>
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