

Agenda

Discover Ashfield Board Meeting

Date: **Wednesday, 31st July, 2024**

Time: **9.00 am**

Venue: **Microsoft Teams & Meeting Room 1, Council Offices, Urban Road, NG17 8DA**

For any further information please contact:

Hollie Maxwell-Smith

hollie.maxwell-smith@ashfield.gov.uk

01623 457357

DISCOVER ASHFIELD BOARD MEETING

Attendees

ATTENDEES			
Name	Position on Board	Position/Organisation	Present
Martin Rigley OBE	Chair / Theme Lead – Succeed in Ashfield	Director, Gordian Consulting	
Louise Knott	Vice Chair	Vice Principal, West Nottinghamshire College MA2020 Representation	
Darron Ellis	Theme Lead – More to Discover	Historian, Sutton Living Memory Group	
Liz Barrett OBE	Theme Lead – Love Where You Live	Principal, Academy Transformation Trust Further Education (ATTFE)	
Pete Edwards	Theme Lead – Be Happy, Be Healthy	Chair, Ashfield Health and Wellbeing Partnership	
Claire Hinchley	Board Member	Acting Director Strategy and Partnerships Sherwood Forest Hospitals	
Clare Hitchings	Substitute for Tim Hepke	Communications Lead, ITP Aero	
Christopher Baron	Substitute for Lee Anderson, MP	Office Manager, Ashfield & Eastwood MP's Office	
Cllr Helen-Ann Smith	Board Member	Deputy Council Leader, Ashfield District Council	
Cllr Julie Gregory	Board Member	Scrutiny Representative, Ashfield District Council	
Cllr Matthew Relf	Board Member	Executive Lead Member for Growth, Regeneration and Local Planning, Ashfield District Council MA2020 Representation	
Cllr Keith Girling	Notts County Council Representative	Economic Development and Asset Management, Notts County Council	
David Williams	Substitute for Jean Sharpe	Partnerships Manager North Nottinghamshire DWP	
Edward Johnstone	Board Member	Assistant Principal (Development), Portland College	
Fiona Anderson	Board Member	Associate Director, Civic Engagement, Nottingham Trent University (NTU)	
Gary Jordan MBE	Board Member	Community Engagement and Learning Lead, ATTFE	
Graham Ward	Board Member	Chair of Board of Directors, Sherwood Forest Hospitals Trust	
Ian Bond	Substitute for Peter Graw	Director of Learning, Inspire: Culture, Learning and Libraries	
Jackie Insley	Board Member	Chief Executive Officer Citizens Advice Central Nottinghamshire	
Kieran Percival	Observer	Business Director, Doorcerts	
Kirsty Blyth	Substitute for Peter Graw	Inspire: Culture, Learning and Libraries	
Leanne Monger	Board Member	Interim Programme Director, Mid Notts PBP	
Lee Anderson, MP	Board Member	MP for Ashfield and Eastwood	
Mark Spencer, MP	Board Member	MP for Sherwood	
Mark Yates	Substitute	PCN Development Managers, Nottingham and Nottinghamshire ICB	

Melanie Phythian	Observer	Towns Fund Policy Advisor, Cities & Local Growth Unit	
Paula Longden	Substitute for Claire Hinchley	Associate Director of Strategy and Partnerships Sherwood Forest Hospitals	
Peter Gaw	Board Member	Chief Executive Officer, Inspire: Culture, Learning and Libraries	
Simon Cartwright	Board Member	Chief Officer Transforming Notts	
Simon Martin	Board Member	Vice Principal, Academy Transformation Trust Further Education (ATTFE)	
Shola Olawole	Board Member	North & East Midlands Group Performance Lead, DWP	
Tim Hepke	Board Member	UK Head of Maintenance and Group Property, ITP Aero	
Theresa Hodgkinson	Board Member	Chief Executive, Ashfield District Council	
Una Key	Board Member	Chief Officer, Ashfield Voluntary Action	
Abbie Smith	Supporting Officer	Senior Communications Officer, Ashfield District Council	
Andrea Stone	Supporting Officer	Wellbeing Manager, Ashfield District Council	
Christine Sarris	Supporting Officer	Assistant Director – Planning and Regulatory Services, Ashfield District Council	
Hollie Maxwell-Smith	Supporting Officer	Discover Ashfield Lead, Ashfield District Council	
Joelle Davies	Supporting Officer	Group Manager for Growth, Infrastructure and Development	
John Bennett	Supporting Officer	Executive Director, Place, Ashfield District Council	
Kate Porter	Supporting Officer	Towns Centre Manager, Ashfield District Council	
Melanie Wheelwright	Supporting Officer	Forward Planning & Economic Growth Team Manager Ashfield District Council	
Paul Crawford	Supporting Officer	Investment Manager – Regeneration, Ashfield District Council	
Sarah Curtiss	Supporting Officer	Service Manager for Communications and Events, Ashfield District Council	
Sarah Daniel	Supporting Officer	Assistant Director - Regeneration, Ashfield District Council	

AGENDA

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- 1. Welcome / Introductions / Apologies - Martin Rigley**
- 2. Reflections of Previous Meeting - Martin Rigley**
 - a Meeting Minutes** 7 - 20
 - b Action Log**

Delivery Group to discuss Volunteering nominations for the Sheri Nottinghamshire.
Martin to be connected with the Mansfield Place Board.
- 3. New Declarations of Interest - ALL**
- 4. Major Projects & Funding Update - Sarah Daniel** 21 - 50
- 5. Destination Management Plan - Hollie Maxwell-Smith**
- 6. Awards Update - Hollie Maxwell-Smith**
- 7. Theme Lead Reports - Theme Leads**
 - a Succeed in Ashfield - Martin Rigley**
 - b Love Where You Live - Liz Barrett**
 - c More to Discover - Darron Ellis**
 - d Be Healthy, Be Happy - Pete Edwards**
- 8. Board Member Updates - ALL**
- 9. Any Other Business - ALL**
- 10. Date of Next Meeting - Friday 20th September**

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DISCOVER ASHFIELD BOARD MEETING

**Friday 28th June 2024
9am – 11am**

**Hybrid – Meeting Room 1, Council Offices, Urban Road
& Microsoft Teams**

AGENDA

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- 1. Welcome / Introductions / Apologies - Martin Rigley**
- 2. Reflections of Previous Meeting - Martin Rigley**
 - a Meeting Minutes**
 - b Action Log**
 - Enterprising Ashfield to provide an updated report to a future board meeting – this will be at a later date.
 - Local Place Chairs to meet.
- 3. New Declarations of Interest - ALL**
- 4. Mayor projects and Funding update – Sarah Daniel**
- 5. Theme Lead Reports – Theme Leads**
 - a Succeed in Ashfield – Martin Rigley**
 - b Love Where You Live – Liz Barrett**
 - c More to Discover – Darron Ellis**
 - d Be Healthy, Be Happy – Pete Edwards**
- 6. Discover Ashfield Lead Update – Hollie Maxwell-Smith**
- 7. Board Member Updates – All**
- 8. Any Other Business – All**
- 9. Date of Next Meeting – Wednesday 31st July**

ATTENDEES

Name	Position on Board	Position/Organisation	Present
Martin Rigley OBE	Chair / Theme Lead – Succeed in Ashfield	Business Development Manager	√
Louise Knott	Vice Chair	Vice Principal, West Nottinghamshire College MA2020 Representation	√
Darron Ellis	Theme Lead – More to Discover	Historian, Sutton Living Memory Group	
Liz Barrett OBE	Theme Lead – Love Where You Live	Principal, Academy Transformation Trust Further Education (ATTFE)	
Pete Edwards	Theme Lead – Be Happy, Be Healthy	Chair, Ashfield Health and Wellbeing Partnership	√
Claire Hinchley	Board Member	Acting Director Strategy and Partnerships Sherwood Forest Hospitals	
Clare Hitchings	Substitute for Tim Hepke	Communications Lead, ITP Aero	√
Christopher Baron	Substitute for Lee Anderson, MP	Office Manager, Ashfield & Eastwood MP's Office	
Cllr Helen-Ann Smith	Board Member	Deputy Council Leader, Ashfield District Council	
Cllr Julie Gregory	Board Member	Scrutiny Representative, Ashfield District Council	√
Cllr Matthew Relf	Board Member	Executive Lead Member for Growth, Regeneration and Local Planning, Ashfield District Council MA2020 Representation	√
Cllr Keith Girling	Notts County Council Representative	Economic Development and Asset Management, Notts County Council	√
David Williams	Substitute for Shola Olawole	Partnerships Manager North Nottinghamshire DWP	√
Edward Johnstone	Board Member	Assistant Principal (Development), Portland College	
Fiona Johnson	Board Member	Associate Director, Civic Engagement, Nottingham Trent University (NTU)	√
Gary Jordan MBE	Board Member	Community Engagement and Learning Lead, ATTFE	
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Andrea Stone	Supporting Officer	Wellbeing Manager, Ashfield District Council	
Christine Sarris	Supporting Officer	Assistant Director – Planning and Regulatory Services, Ashfield District Council	√
Hollie Maxwell-Smith	Supporting Officer	Discover Ashfield Lead, Ashfield District Council	√
Joelle Davies	Supporting Officer	Group Manager for Growth, Infrastructure and Development	
John Bennett	Supporting Officer	Executive Director, Place, Ashfield District Council	√
Kate Porter	Supporting Officer	Towns Centre Manager, Ashfield District Council	
Melanie Wheelwright	Supporting Officer	Forward Planning & Economic Growth Team Manager Ashfield District Council	√
Paul Crawford	Supporting Officer	Investment Manager – Regeneration, Ashfield District Council	
Sarah Daniel	Supporting Officer	Assistant Director - Regeneration, Ashfield District Council	√
Sarah Curtiss	Supporting Officer	Service Manager for Communications, Ashfield District Council	

Agenda Item	
1	Welcome / Introductions / Apologies
	<ul style="list-style-type: none"> • Introductions were made by all attendees. • Martin explained that Kieran Percival would be attending board meetings as a potential chair replacement for him. • Apologies given for Liz Barrett, Darron Ellis, Claire Hinchley, Chris Baron, Gary Jordan, Ian Bond, Jackie Insley, Lee Anderson, Peter Gaw, Shola Olawole, Simon Martin, Andrea Stone and Paul Crawford.
2	Review of Previous Meeting – Martin Rigley
a	Board Meeting Minutes
	<ul style="list-style-type: none"> • All minutes agreed.
b	Action Log (these include actions from the below minutes)
	<ul style="list-style-type: none"> • Delivery Group to discuss Volunteering nominations for the Sheriff of Nottinghamshire. • Martin to be connected with the Mansfield Place Board.
3	New Declarations of Interest – ALL
	<ul style="list-style-type: none"> • There were no new declarations of interest.
4.	Major Projects & Funding Update – Sarah Daniel
	<ul style="list-style-type: none"> • Sarah went through the funding update (attached to the agenda pack).
	<p>Future High Streets Fund</p> <ul style="list-style-type: none"> • 9-11 Low Street – near completion and on target. • High Pavement House – a new CIO Makerspace model is now being progressed and an officer was successfully recruited and due to start in August. • Fox Street – the contract work has commenced on site. The initial ground preparation work has uncovered a culvert, steps are being taken to manage the impact within the project contingency.
	<ul style="list-style-type: none"> • Martin asked why the risk remained elevated for Makerspace.
	<ul style="list-style-type: none"> • Sarah explained the risk is likely neutral now and will pick this up with the team.
	<p>Towns Fund</p> <ul style="list-style-type: none"> • North Kirkby Gateway – the purchase of the key property for the project has now been agreed subject to contract. Risk remains elevated, the project is behind programme due to delays in securing the land required for the project although with the main parcel of land purchase progressing the design team can now be procured for the scheme. • Kirkby Sports Hub – the team are addressing planning queries relating to the project to ensure the information is in place in advance of the Football Foundation submission in October. A mini competition is being prepared to secure the principal contractor for the main works to the pavilion, car park and grass pitches. • Sutton Lawn Sports Hub - the team are addressing planning queries relating to the project to ensure the information is in place in advance of the Football Foundation submission in October. The draft RIBA stage 4 has been completed for signoff.

	<ul style="list-style-type: none"> • Portland Square – the risk has been elevated due to the delay in securing the S278 agreement which could impact cost due to additional prelims at the end of the project. • Cycling and walking – the design team has developed the stage one plans and is now progressing the feasibility for all routes. • Visitor Digital offer – the new website is live. Challenges with the mobile app are being reviewed to improve performance and usability. • Science Discovery Centre – site work has progressed with the glass curtain walls being installed. The main contractor has been working on Saturdays to recover the time lost to weather so the project can remain on target. • Kings Mill Reservoir leisure development – the construction phase remains on programme and within budget. An agent is marketing the property for let. The risk remains elevated because the marketing has been delayed. • ADMC – RIBA stage 4 is progressing under a PCSA agreement with the contractor. The land purchase is progressing with the aim for the purchase to be concluded by 31st July. • Ashfield Construction Centre and Satellite – Portland College: Construction works are completed and a celebration opening event was held on 13th June. Vision West Notts College (VWNC) and Ashfield District Council (ADC) have agreed the purchase of a building in Sutton town centre for a new construction centre. Construction works at Julia’s Way campus are due to be completed in September. • Ashfield Civil Engineering Centre – a training programme has been set up in collaboration with Colins earth works in Kirkby providing space for training machinery handling and operation. The risk remains elevated in relation to the interdependencies with the Council’s redevelopment of the Depot site where the project will be based. • Enterprising Ashfield – ADC officers met with Nottingham Trent University (NTU) following the presentation at the last board meeting. The proposal regarding learners and grants is being developed and will be brought to the next Board. • West Kirkby Gateway – Wyvern building - the bat surveys will be concluded at the end of June and recommendations will be made for the next steps to enable the building to be demolished. • Green Ashfield – the project delivery plan is being prepared and the procurement stage is progressing. The risk remains elevated slightly because the project programme has slipped due to delays in agreeing the project plan and performance of the lead consultant.
	<ul style="list-style-type: none"> • Sarah explained the monitoring and evaluation period for Towns Fund and Future High Streets for the period ending 31 March was submitted 26 May and we are currently awaiting feedback from DLUHC.
	<ul style="list-style-type: none"> • She then moved onto a project adjustment request (PAR) delegated decision. • ADC are seeking approval by the board of the reallocation of funds between projects. • The theatre project recently progressed to contract stage resulting in two cost risk issues being identified. The costs will result in a significant proportion of the project contingency (£284,246) being allocated at the beginning of the works leaving limited funds to manage further risk throughout the contract.

	<ul style="list-style-type: none"> • The items are: • Asbestos removal – cost £168,546 • Insurance Liability Cover £68,221.81 • The proposal is to transfer funds from the TF07 High Street Property project to the TF18 Cornerstone project to cover the costs identified. • The property market has recently been reviewed for opportunities and has identified limited opportunities for direct purchase with some properties being monitored which remain long term vacant. Reducing the budget will mean £763,732.19 remains within the TF07 High Street Property Fund budget for investment in the Lowmoor Flat renovation and further property acquisition / renovation.
	<ul style="list-style-type: none"> • Martin commented that, by reducing the High Street Property fund, this means there would be less funds for procuring properties in the future.
	<ul style="list-style-type: none"> • Sarah confirmed this.
	<ul style="list-style-type: none"> • The board was asked to agree to the transfer of funding between projects of £235,267.81 from TF07 High Street Property Fund to TF18 Cornerstone Theatre.
	<ul style="list-style-type: none"> • Cllr Relf proposed, and Fiona Johnson seconded.
	<ul style="list-style-type: none"> • Sarah continued with the report. <p>UK Shared Prosperity Fund</p> <ul style="list-style-type: none"> • The Destination Management plan draft will be circulated to board in July. • Arts Council Bid – awaiting decision which is due after the election. • Ranger activities – Continuing the activities at Mill Waters with volunteers, sessions and events. Short-term funding is being sought from the National Heritage Lottery Fund with the UKSPF funding used as match.
	<ul style="list-style-type: none"> • Melanie Wheelwright continued with the report. • The Enterprise Grants are in delivery. • Pre-opening ADMC activities are on track. • The Accelerator programme is on track with delivery outputs for Adopting Digital Technologies. • The Futures programme for supporting the economically inactive is in delivery and a range of events have taken place. • The Graduate Talent Match programme is being delivered by Grad Consultant and is in mobilisation.
	<ul style="list-style-type: none"> • Paula Longden asked if the Futures programme was linked with the ISF, that Standguide are doing.
	<ul style="list-style-type: none"> • Melanie confirmed they are connected and added that they have another contractor which is a graduate talent match, matching students from 9 universities to businesses in Ashfield, supporting students from Ashfield to use their skills locally.
	<ul style="list-style-type: none"> • Fiona added that NTU have colleagues in employability who would be happy to link up with the graduate consultants.
	<ul style="list-style-type: none"> • Melanie continued with item 3.3.3 of the agenda pack. • She explained the Shop Front Improvements programme to design and manufacture shop fronts sits under the Supporting Local Business theme and was envisaged to engage learners with business. Exploration of potential delivery options has been undertaken and it has been concluded that it will

	<p>not be possible to deliver the programme in its original form within the remaining timeframe.</p> <ul style="list-style-type: none"> • A review has been undertaken to identify an existing project that could provide the business / education engagement outputs and outcomes as originally identified in the existing programme. • The E37/E38 Education and Business collaboration project provides engagement and support and could be expanded to include additional support for schools and businesses in particular to: <ul style="list-style-type: none"> • Deliver a bespoke package of career support to National School in Hucknall to facilitate relationships and engagement with local businesses. • Provide additional funding for the existing schools participating in the project to develop their careers programme. • Provide additional support to the existing schools.
	<ul style="list-style-type: none"> • This additional support is calculated at £40,000. • Officers will bring a report to the July board with a further proposal to reallocate the remaining £30,000.
	<ul style="list-style-type: none"> • Martin asked Melanie to briefly outline how the £40,000 was calculated.
	<ul style="list-style-type: none"> • Melanie explained this would help schools remove barriers to take part.
	<ul style="list-style-type: none"> • The board is asked to consider and approve the reallocation of £40,000 from E16 Programme Design to E37/E38 Education and Business collaboration package with increased outputs and outcomes.
	<ul style="list-style-type: none"> • Pete Edwards proposed the decision, Martin seconded.
	<ul style="list-style-type: none"> • Melanie continued with the report. • Agenda item 3.3.4 E38 Digital hubs capital funding. • In May, the Board agreed the reallocation of the People and Skills E38 Digital hub project funding with officers tasked to look at reallocating £17,500 of capital funding. • A project review has been undertaken and it has been concluded that the outputs and outcomes can be met by allocating the funds to E33 Supporting the Economically Inactive. • The programme, being delivered by Futures is providing community grants to local groups through Ashfield Voluntary Action for local tailored service delivery. • This delivery model can be used to allocate digital investment into existing community hubs that will improve the delivery of community support in priority areas. • The community support is delivering intensive and wrap-around one-to-one support to move people closer towards mainstream provision and employment.
	<ul style="list-style-type: none"> • Pete commented that this is a benefit for people with access to digital equipment but asked how it affects people without this access or knowledge to use digital equipment.
	<ul style="list-style-type: none"> • Melanie explained this project is about providing infrastructure to groups to deliver support.
	<ul style="list-style-type: none"> • The board were asked to consider and approve the reallocation of £17,500 from E38 Digital Funding to E33 Supporting the Economically Inactive programme.
	<ul style="list-style-type: none"> • Fiona Johnson proposed the decision, Paula Longden seconded.

	<ul style="list-style-type: none"> • Sarah then returned to the report, agenda item 3.3.1, E9 Green Social Prescribing and E10 Cycling and Walking Background. • She explained the walking and cycling 3-year project has committed £36,000 so far, with £54,000 to allocate. • Green social prescribing 2-year project has committed £23,000 with £47,000 to allocate. • It is proposed for the final year of the funding that the two budgets are combined with an allocation of £101,000. • This funding would be spent on the following projects – the amounts are approximate with flexibility to move funding between the projects where required: <ul style="list-style-type: none"> • Sutton Lawn Cycling - £15,000. • Youth cycling / Scooting in Kirkby - £3,000. • Grants to support positive mental health - £20,000. • Nature trails - £20,000. • Accessible Maps - £15,000. • Litter picking - £11,000. • Growing packs - £17,000.
	<ul style="list-style-type: none"> • The board were asked to consider and approve combining the E10 Cycling and Walking budget of £54,000 and E9 Green prescription budget of £47,000 (£101,000) to deliver the programme for 2024 – 2025 outlined above.
	<ul style="list-style-type: none"> • Pete Edwards proposed the decision, Cllr Relf seconded.
	<ul style="list-style-type: none"> • Sarah continued onto agenda item 3.3.2 Vertical Farming. • Since the award of the funding there has been work with NTU to deliver the project. Site options for Kingsmill Reservoir and Sutton Lawn were discounted due to costs being higher than estimated. • NTU have since been working with their academic lead to identify a commercially available vertical farm system that could be used ‘off-the-shelf’ with the minimum of construction or site preparation to be located at ATTFF in Sutton. However NTU have concluded that this cannot be delivered. • ATTFF would like to develop a community farm project at the site and have identified a suitable space. The project would be focused on providing a demonstrator project which would be promoted across the District.
	<ul style="list-style-type: none"> • The board were asked to consider and approve ATTFF developing a project proposal to review at a future board meeting.
	<ul style="list-style-type: none"> • Pete proposed the decision, Paula seconded.
	<ul style="list-style-type: none"> • Sarah then updated the board on the Kirkby Long-Term Plan for Towns. • Work is underway to produce the 10-year vision and 3-year Investment Plan, which is on target for submission by 1st August. • During May, 344 residents and businesses completed a questionnaire to help decide how the funding should be spent. • The Kirkby Town Board reviewed the feedback on 14th June and developed a shortlist of projects for further consultation. A second survey is running for two weeks until 5th July. • Martin has now been appointed as permanent Chair of this Board and Pete Edwards is the Vice Chair.
	<ul style="list-style-type: none"> • Sarah moved onto the Hucknall Levelling Up Fund.

	<ul style="list-style-type: none"> The revised project plan was submitted to DLUHC on 2nd May for approval. A programme manager has been appointed and is developing the project plans.
	<ul style="list-style-type: none"> Place Partnership Bid – The Arts Council have advised the decision on the bid will be announced following the election. There are currently plans to develop the specification for the project management of the programme so that this can be tendered in July / August, if the bid is successful.
5	Theme Lead Reports – Theme Leads
a	Succeed in Ashfield – Martin Rigley
	<ul style="list-style-type: none"> Martin visited No.10 Downing Street along with other Long-Term plan for Towns Chairs, it was great to share ideas with other areas.
	<ul style="list-style-type: none"> He has continued to support Ideas for Careers and the Aspiring Careers for Ashfield programme, attending a day for parents at Brackenhill School.
	<ul style="list-style-type: none"> Martin and Cllr Relf visited Amazon and they are keen to support the Enterprising Careers Ashfield project. Claire from ITP Aero is also keen to support.
	<ul style="list-style-type: none"> He attended the stakeholder conference at NTU and presented. He commented it was great to get together in a room to discuss what had been delivered and what was still to come.
	<ul style="list-style-type: none"> He led the Champions Evening at the Summit Centre recently which was well attended.
	<ul style="list-style-type: none"> He was interviewed by the Local Government Association (LGA) who were conducting a peer review on Ashfield District Council.
	<ul style="list-style-type: none"> Martin is has been made permanent Chair of the Kirkby Town Board and is keen to see this develop.
	<ul style="list-style-type: none"> Theresa Hodgkinson thanked partners from Discover Ashfield (DA) who participated in the LGA peer review. The review was to look at how the council is performing. The feedback was very positive, and they felt the DA Board is pioneering and will be taking notes back on how other Town or Place Boards can benefit from it, as the DA Board was set up as a Place board before the Towns funding. Theresa shared some comments from the LGA saying ADC are ‘ambitious and successful, with strong leadership in place and that partners and stakeholder highly respect the council as leaders.’ They described Ashfield as ‘curious’, always asking questions and seeking more. Theresa will share the final report with the Board when she receives this.
	<ul style="list-style-type: none"> Martin agreed and looked back at the NTU conference, with a group from Liverpool presenting on their stakeholder activity, using the analogy of ‘you can feel the love in the room’ and Martin related this to Discover Ashfield.
	<ul style="list-style-type: none"> Pete echoed these comments, as he has lived in Ashfield for 20 years and the purpose is to benefit people who live, work, learn or visit Ashfield. He was pleased the report gave high praise and stated it is well deserved.
	Love Where You Live & Be Healthy, Be Happy – Liz Barrett (presented by Martin)
	<ul style="list-style-type: none"> D Day celebrations around the district - some lovely moments of taking time to remember and to give thanks. Real community spirit.

	<ul style="list-style-type: none"> No Mow May was a great initiative and Liz thought the signage was really helpful in highlighting this. On the back of this, the Leader has shared further information as to what ADC do to support and focus upon sustainability including new build rules and regulations which have an environmental focus. It is great to know that Ashfield is taking such an approach towards climate change, biodiversity and nature.
	<ul style="list-style-type: none"> Some of the parks, gardens and roundabouts within the area really do look stunning in terms of the planting including design, colour schemes and plants used. Many thanks to the teams involved in this.
	<ul style="list-style-type: none"> Liz also took part in the peer review which provided a further opportunity to share thoughts about Ashfield and ADC. This felt a really helpful / transparent and progressive approach that will continue to strengthen ADC and celebrate all that it achieves.
	<ul style="list-style-type: none"> Together in Ashfield CIC (company number 15759595) has been set up to support key local events such as Remembrance. Funding bids will now start to be submitted to help with intergenerational work on projects such as creating wooden Tommy's and military pieces to display in Ashfield around Remembrance. Ashfield Fire Station are working with Together in Ashfield CIC and ATTFE College to create a large installation of Tommy's etc for this year's Remembrance event. The Lord Lieutenant will visit on the 2nd Nov 2024 to see and celebrate what has been achieved with this work.
c	More to Discover – Darron Ellis (presented by Hollie)
	<ul style="list-style-type: none"> Darron attended a meeting at the Mill Adventure Base, along with Inspire, Everyone Active, County Council amongst others. It was to plan for the Festival to be held at Mill Waters in September. Some great ideas were exchanged, and more details will follow from Emma.
	<ul style="list-style-type: none"> He had been talking to Louise Lopez from NCC and others about a community project regarding the history of the Leamington Estate, which will include famous cricketers and Dr Henry Jephson. The aim is to help develop a sense of pride in the area involving the local community.
	<ul style="list-style-type: none"> Darron has been asked to be involved with the group facilitating the Remembrance Parade. This will involve helping develop the website.
	<ul style="list-style-type: none"> He has been asked by Ashfield Fire Station for help in putting together information regarding the Kirkby Firefighters killed during the Manchester Blitz in 1940. This will be in conjunction with Liz Barrett and ATTFE.
	<ul style="list-style-type: none"> Cllr Girling asked if the Firefighters were Ashfield residents.
	<ul style="list-style-type: none"> Hollie offered to introduce Cllr Girling and Darron Ellis to discuss further.
d	Be Healthy, Be Happy – Pete Edwards
	<ul style="list-style-type: none"> Football Foundation – Playzones A document has been circulated that Ridewise completed – Community engagement Report. Information was used in the submission for the

	<p>Playzones, Football Foundation is pleased with the quality of the submission and are keen to take all 7 sites forward.</p> <ul style="list-style-type: none"> • There are concerns around a couple of sites, from community feedback and there is a need to find the 25% match fund of over £400k. Once final checks are done talks will be had around progressing sites.
	<ul style="list-style-type: none"> • Leamington – Sport England Place Expansion • Still ongoing, more meetings have taken place. Bid submitted; outcomes still outstanding. £100k for Leamington with additional money for Active Notts to evaluate etc. The money will be used for community engagement and capacity.
	<ul style="list-style-type: none"> • Children and Young People’s Mental Health • Information for Summer Holidays’ guide currently being gathered. Covers the whole of Ashfield. Deadline 15th July. Around children and families’ activities. List growing daily, with free and paid activities available. • Children Society put in a bid around mental health for all the country. Tracey Bird is trying to find out if we can have a bid in Ashfield. Looking at getting them more involved in the community from an activity perspective.
	<ul style="list-style-type: none"> • The next Ashfield Wellbeing Community Event will be on 31st July at Selston Country Park with a further event on 28th August in Kirkby.
	<ul style="list-style-type: none"> • Carol Ford will be doing a session on Building Blocks of Health at the next Wellbeing Network on 18th July. • Also, Notts Energy Partnership are booked in to deliver a session at this event.
	<ul style="list-style-type: none"> • Cllr Gregory asked how the events in the rural areas are being marketed.
	<ul style="list-style-type: none"> • Pete confirmed that Luke Donnelly is looking into this with the Communications team and that the team try to make events inclusive, recognising that not everyone has access to digital and use banners and leaflets.
6	Discover Ashfield Lead Update – Hollie Maxwell-Smith
	<ul style="list-style-type: none"> • Hollie reiterated that the second survey is out for Kirkby Long-Term Plan and encouraged Board members to fill this out themselves and also share where they can.
	<ul style="list-style-type: none"> • Work is taking place to fill the Community Tent at Ashfield Show and we have some local walking groups, visitor centres and arts partners attending.
	<ul style="list-style-type: none"> • The Discover Ashfield website has a ‘What’s On’ page and Hollie is keen to fill this with events from partners, information on this will be sent out.
7	Board Member Updates – All
	<ul style="list-style-type: none"> • Fiona advised the slides from the presentations at the Conference will be shared once these have been received from presenters.
	<ul style="list-style-type: none"> • Paula commented that some Mansfield Board members had visited Barnsley and found similarities between towns and that the visit was beneficial.
	<ul style="list-style-type: none"> • Theresa met with the Sheriff of Nottingham who is encouraging applications for the voluntary sector and to submit them to the Sheriff. She noted that the DA Award nominees could be used for this. • Theresa has had conversations with the Chair of the Mansfield Place Board, Andrew Copley.
	<ul style="list-style-type: none"> • Martin commented that the Delivery Group could look at volunteer nominations we have previously received.

	<ul style="list-style-type: none"> • Martin offered to attend the Mansfield Place Board, and Pete offered to be his substitute when he cannot attend.
	<ul style="list-style-type: none"> • Theresa will share the details with Martin.
	<ul style="list-style-type: none"> • Una Key talked about NTU Graduate Internships, which are running from 13th August for 6 weeks, 30 hours per week. AVA have been working with the team to advertise two posts, a business strategist and a marketing strategist, with the recently graduated students learning about Community Interest Companies (CICs). • She explained that NTU were excited to include different internships on the students' CVs.
	<ul style="list-style-type: none"> • Cllr Girling reminded board members it is the Boots & Beret's Awards on 22nd August and there are tables and tickets available.
8	Any Other Business - All
	<ul style="list-style-type: none"> • There was no other business.
9	Date of Next Meeting – Wednesday 31st July.

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Programmes and Funding Update July 2024

The report provides an overview of programme performance for the regeneration programmes.




1. Future High Streets Fund


1.1 Finance:

Changes approved at the previous board meeting are included in annex 1.

1.2 Progress

A progress and risk-based summary for each project is provided below.

Project	Achievements/ progress/next steps	Start / Completion Dates	Next key Milestone	Risk Level / programme and cost
Cornerstone Theatre	<p>The project is in the construction phase.</p> <p>Remains Elevated: monitor due to the time pressure on the construction phase work to stay on programme.</p>	<p>S: June 2024 C: Feb 2025</p>	<p>Construction Progress update and Social value August / September 2024</p>	<p style="text-align: center;"> Remains Elevated</p>
Low Street	<p>9-11 Low Street – The contract work is nearing completion. The installation of the new electric supply is now underway and a commissioning date for the water supply is pending.</p> <p>Elevated: The commissioning of the water supply could have an impact on the new tenant taking on the facilities.</p>	<p>S: Dec 2023 C: July / August 2024</p>	<p>Project handover.</p>	<p style="text-align: center;"> Elevated</p>
High Pavement House	<p>The makerspace coordinator started in their role on the 1st August.</p> <p>He governance model CIO for the Makerspace is being developed.</p> <p>The individual room setups and H&S / induction are being finalised.</p> <p>Remains elevated: due to the delays in setting up the governance structure.</p>	<p>C: Nov 2024</p>	<p>Maker Space – Coordinator Start August 2024</p>	<p style="text-align: center;"> Remains Elevated</p>

Fox Street	The contract work has commenced on site. The initial ground preparation work has uncovered a 2.4-metre-deep culvert and a below ground appraisal of a boundary wall has revealed further works will be required to address the issues.	S: May 2024 F: Nov2024	Tree Planting / Sept /Nov 2024	
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2. Towns Fund



2.1 Finance






Changes approved at the previous board meeting are included in annex 1.




2.2 Project highlights report




A progress and risk-based summary for each project is provided below.

Project	Achievements/ progress/next steps	Start / Completion Dates	Next key Milestone	Risk Level / programme and cost
Be Healthy Be Happy				
North Kirkby Gateway	<p>The conveyancing for the property purchase is progressing.</p> <p>The gateway masterplan as been drafted which outlines the key areas of focus for the Towns Fund delivery phase.</p> <p>The procurement of a design team for the development is now progressing along with the grant agreement for the development partner housing scheme on pond hole.</p> <p>Remains elevated: monitor delays and seek to progress the design and construction phases.</p>	S: Jan 2025 (Est) C: March 2026	Land assembly / masterplan July 2024	 Remains Elevated
Kirkby Sports Hub	The team are addressing planning queries relating to the project which will now be determined at the planning committee on the 25th Sept, following delays relating to updates to the transport assessment and EV charging strategy.	Part 1: S:Nov 2024 C: March 2025 Part 2:	Demolition of Bowls pavilion/ securing planning	


	A mini competition is being progressed to secure the principal contractor for the main works to the pavilion, car park and grass pitches.	S: April / May 2025 C: Feb 2026	approval. Sept 2024	
Sutton Lawn Sports Hub	<p>The team are addressing planning queries relating to the project which will be determined at the planning committee on the 25th Sept, following delays relating to updates to the transport assessment and EV charging strategy. A third application is pending submission by the football foundation for the 3G pitch.</p> <p>A mini competition is being progressed to secure the principal contractor for the main works to the pavilion, car park and grass pitches</p>	<p>Part 1: S: March 2025 C: August 2026</p> <p>Part 2: Sept 2025 S: March 2026</p>	Securing planning permission. Set 2024	
More to Discover				
Sutton Town Centre				
Portland Square	<p>Lindum's have been appointed as the principal contractor for the project. The start date has been delayed due to delays in the S278 being completed with the highway's authority.</p> <p>due to the delay in securing the S278 agreement and challenges across the whole contract relating to the items below, there has been a significant impact on the contingency at this early stage.</p> <ul style="list-style-type: none"> • Drainage redesign due to invasive species. • Boundary wall issues • Unknown below ground strictures undermining the new development. <p>Remains elevated, due to the early cost impact on the contingency.</p>	S: June/ July 2024 C: Dec 2024	Breaking ground on site- August 2024	 Remains Elevated
Visitor Economy				

Cycling and walking routes	<p>The design team has completed stage 2 design / feasibility / development appraisal.</p> <p>The early project work to upgrade the section from Southwell Road to Penny Emma way is currently being procured.</p>	<p>S: April / May 2024 C: April 2025</p>	Release plans for route upgrades – July 2024	
Visitor digital offer	New refinement to the mobile app is being considered to improved accessibility and useability.	C: June / July 2024	Marketing / and press release	
Science Discovery Centre and Planetarium	<p>Project remains on target for completion. A developer has been selected to build the new website.</p> <p>The budget continues to be monitored with options being explored to manage variations in costs reported by the contractor.</p> <p>10k was recently secured from east midlands railway to support the fit out of the changing places toilet facilities.</p>	C: Nov 2024	Completion of external works. Aug 2024	
Kings Mill Reservoir leisure development	<p>The construction phase remains on programme and within budget to complete the 26th July 2024. The team is progressing the operational handover.</p> <p>The Council is progressing discussions with restaurant operators and an arrangement with the Sea Cadets who are seeking to have access to the facilities from September.</p> <p>Remains Elevated: due to delays in discussions with operators</p>	C: July 2024	Operator procurement July / August 2024	 Remains Elevated
Succeed in Ashfield				
ADMC (Kirkby/Sutton)	<p>RIBA stage four still progressing under a PCSA agreement with the contractor.</p> <p>The land purchase is progressing with the aim for the purchase to be concluded by 31st July.</p> <p>The planning application is to be determined at the 31st July 2024 planning committee with manageable items</p>	<p>S: Oct 2024 C: Feb 2026</p>	Secure planning permission: July 2024	

	<p>recommended for commencement conditions.</p> <p>Internal approvals are being progressed to complete the principal contract agreement once the land purchase and planning are approved.</p>			
Ashfield Construction Centre and Satellite	Vison West Notts College and Ashfield District Council have agreed the purchase of a building in Sutton town centre for a new construction centre. The Council is progressing the completion of the purchase along side the long term lease of the building to VWNC to facilitate the delivery of construction training.	VWNC: S: July / August 2024 C: Dec 2024	Building acquisition July /Aug 2024	
Ashfield Civil Engineering Centre	<p>The key risk remains elevated in relation to the interdependencies with the Council's redevelopment of the Depot site where the project will be based. The scale of the depot development project has been reduced therefore there is likely to be less impact on the phasing and start of the civils projects. A revised programme is being developed with key stakeholders.</p> <p>Remains elevated: until a revised programme and milestone are established.</p>	C: Dec 2025	Satellite site and partnerships.	 Remains Elevated
Enterprising Ashfield	<p>Risks remain elevated because the target outputs are behind plan at this point in the programme.</p> <p>An event is planned for December 2024 to pre-empt new intake for January 2025. Twenty months remain to deliver the programme. Whilst most outputs are on track, the Internships are slightly behind the planned delivery target. However, there is confidence that the 150 interns will be met by completion. Officers continue to closely monitor progress.</p> <p>The proposal regarding reductions in the number of individual learners and grants has been received and is being reviewed to be presented at the next Board meeting.</p>	C: March 2026	December 2024 Free Enterprising Ashfield Business Support Event.	 Remains Elevated

	<table border="1"> <thead> <tr> <th>Project Output</th> <th>Total</th> <th>Total plan to date</th> <th>Total delivered to date – March 2024</th> </tr> </thead> <tbody> <tr> <td>Headstart- Entrepreneur Enterprise ready</td> <td>225</td> <td>97</td> <td>103</td> </tr> <tr> <td>Headstart seed corn grant</td> <td>225</td> <td>97</td> <td>103</td> </tr> <tr> <td>Growth -Businesses/Enterprises receiving non-financial support</td> <td>121</td> <td>56</td> <td>78</td> </tr> <tr> <td>Growth – Businesses/Enterprise receiving financial support</td> <td>172</td> <td>78</td> <td>1*</td> </tr> <tr> <td>New Learners- Skills</td> <td>900</td> <td>410</td> <td>322*</td> </tr> <tr> <td>Internships- Graduate placements</td> <td>150</td> <td>67</td> <td>25</td> </tr> <tr> <td>Apprenticeships</td> <td></td> <td></td> <td>127</td> </tr> <tr> <td>Closer Collaborations- R&D</td> <td>50</td> <td>17**</td> <td>8</td> </tr> </tbody> </table>				Project Output	Total	Total plan to date	Total delivered to date – March 2024	Headstart- Entrepreneur Enterprise ready	225	97	103	Headstart seed corn grant	225	97	103	Growth -Businesses/Enterprises receiving non-financial support	121	56	78	Growth – Businesses/Enterprise receiving financial support	172	78	1*	New Learners- Skills	900	410	322*	Internships- Graduate placements	150	67	25	Apprenticeships			127	Closer Collaborations- R&D	50	17**	8			
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	<p>*Still no appetite for mentorship- proposal has been developed and is being reviewed. **Reviewed forecast figure that was reported but profile has been checked and should be 30 by year end.</p>																																										
Library Innovation Centres - Kirkby & Sutton	Project planning is progressing for the Sutton project in collaboration with Nottinghamshire County Council. The Sutton Site improvement works are now confirmed to start January 2025.	Anticipated S: Q3 2024	Project announcement - Start date. Aug / Set 2024																																								
Greener Ashfield																																											
West Kirkby Gateway & public transport hub	<p>Surveys are now completed and the order for the demolition of the current building has been placed. The mobilisation for the demolition is approximately 6-8 weeks.</p> <p>Marketing of the proposed site opportunity has been published and is awaiting initial feedback.</p> <p>The land to the south of lane end which was being monitored for a potential purchase and development has now been submitted by a private development for a drive-thru takeaway. Options to improve the access and active travel connectivity adjacent to the site are being explored.</p>	S: July 2024 C: July 2025	Demolition August / Sept 2024																																								
Green Ashfield	The project delivery plan is being prepared and the procurement strategy is progressing.	C: Dec 2025	Retrofit PR - Carbon saving to existing project sites.																																								

Remains Elevated

	Remains elevated: because the project programme has slipped due to delays in agreeing the project plan and performance of the lead consultant. Alternative delivery partner options are being explored.			
High Street Property Fund	A planning application for the change of use to create two flats above Moor Market and the Banking hub on Lowmoor road has been submitted. The planning for delivery work is underway led by Vision West Notts College with a target to start in September 2024.	S: April 2024 C: March 26	PR on the collaboration with VWNC. July / August 2024	

2.3 Monitoring and Evaluation

Monitoring and evaluation period for Towns Fund and Future High Streets for the period ending 31 March was submitted on 26 May. We are currently awaiting feedback from the Ministry of Housing, Communities and Local Government. (MHCLG which) is likely to be received in due course following the elections.

The LUF Funding for the monitoring and evaluation for the Planetarium project contribution was submitted on the 22nd July 2024 in accordance with the LUF programme reporting periods.

2.4 Project adjustment request (PAR) delegated decision

TF07 High Street Property Fund / TF12 Portland Square

We are seeking approval by the board of the reallocation of funds between projects. The high street property Fund Project and the Portland Square project to address the depleted contingency at the early stages of the contract.

Following the completion of further surveys and site investigations to eliminate / reduce construction phase risks the issues highlighted below have result in a significant proportion of the project contingency being allocated at the beginning of the works leaving £4,404 of contingency remaining to manage further risk throughout the contract. The cost impact have been listed below. These are:

1. Delays relating to design changes and material cost impact.
2. Alterations to drainage.
3. Impact on contract works delays.
4. Unforeseen below ground boundary treatment issues.

Item	Cost
Restore contingency at 10% of contract value.	£139,000
Total Increase	£139,000

We are proposing to transfer funds from the TF07 High Street Property project to the TF12 Portland Square to cover the additional costs identified in the table above.

The property market has recently been reviewed for opportunities and has identified limited opportunities for direct sale with some other properties being monitored which remain long term vacant. Reducing the budget will mean **624,732.19** remains within the TF07 High Street Property Fund budget for investment in the Lowmoor Flat renovation and further property acquisition / renovation.

The board has delegated authority to approve decisions which will impact a project up to +/- £500k without further approval from DLUHC.

Decision 1 - The board is asked to agree to the transfer of funding between projects as set out in the table below.

Project	Budget reduction	Budget Increase
TF07 High Street Property Fund	- £139,000	
TF12 Portland Square		+ £139,000

2.5 Communications

Communication activities over the past month has slowed during the election period and project head towards important milestones.

During the next period it is anticipated that the following communication opportunities will be available:

- FHSF Cornerstone Theatre– contractor starts – Social Value output
- FHSF 9 – 11 Low Street Completion / handover
- TF04 Walking and Cycling – Delivery / Mapping Plan
- TF07 High Street Property Fund – VWNC partnership
- TF16 Website Marketing.
- TF03 ADMC Planning approval decision.
- TF08 Kings Mill Reservoir completion.

2.6 Risk registers

The risk registers for Towns Fund, FHSF and UKSPF (UK Shared Prosperity Fund) are included in the annexes to the report. A comparison to risk from the last assessment is provided in the commentary.

2.7 Procurement

The procurement activities for this period are detailed in Annex 2

3.0 UK Shared Prosperity Fund


As we approach the six-month reporting period for April to September we are undertaking a review of the programme to check that project spend and outputs are on target. We will provide feedback to the Board once this process has been completed.

3.1 Project highlights report

A progress and risk based summary is provided below for the three themes of the fund.

Programme	Achievements/ progress/next steps	Risk Level / programme and cost
Communities and Place Projects		
Hucknall Town Centre- High Street Property Improvement Fund	<p>Grants- There have been 18 enquiries. Of these 2 grants have been awarded to a value of £13,606 with private sector investment of £3,401. This leaves a total of £66,394 that is available. We currently have 4 active enquiries.</p> <p>A review has been undertaken of the progress of the Save the High Street (STHS) pilot. The review has found that STHS is progressing well. It has been able to access and support businesses that have been hard to reach and are on track to meet the outputs and outcomes. A further proposal to roll out similar support across the District that compliments and supports existing programmes, such as Enterprising Ashfield and the Ashfield Accelerator, will be provided to the Board at the next meeting. The risk remains at Green 4.</p>	↔
Selston Country Park Phase 2 improvements	Completed.	
Coxmoor Estate, Kirkby – environmental improvements	A project officer has been appointed, initially for 6 months, to focus on the Coxmoor Project. Priorities are based on the feasibility report that was produced by Groundwork.	↔
Sutton – environmental improvements	Completed.	
Hucknall Safer Streets	Completed.	
Events and Activities	<p>The first 2 events of the year have been delivered successfully: film screenings at Selston Country Park, and the first ever Hucknall Fest, which included a stage full of music acts, large funfair, dog show and market. We will provide attendance figures for these events shortly.</p> <p>The next event is Ashfield Show, which will take place between 9th – 11th August on Sutton Lawn. This will include music stage, films, Feel Good Families Marquee and community stage, dog show,</p>	↔

	animal petting, free face painting, bars, food, large market and more.	
Visitor economy	The draft Destination Management Plan will be circulated to the Board for review after the meeting.	↔
Arts Council Bid	Update in section 6 below.	↓
Ranger / activities	Continuing the activities at Mill Waters with volunteers, wild sessions, wild tot's café, and events. Short-term funding is also being sought from the National Heritage Lottery Fund with the UKSPF funding used as match.	↔
Green social prescribing	The proposal for a 2024-25 delivery plan was agreed by the Board in June and the programme is being developed for delivery.	↔
Cycling and Walking	The proposal for a 2024-25 delivery plan was agreed by the Board in June and the programme is being developed for delivery. The mental health grants linked to walking, cycling and the great outdoors will launch later in August. Community organisations will be able to apply for up to £1,000 to deliver positive activities that improve mental health.	↔
Community Vertical Farming	At the June Board meeting it was agreed to receive a proposal from ATTFE to deliver this programme. The proposal is in Section 3.3.1.	↑
Digital support for local communities	The programme is in delivery.	↔
Supporting Local Business	<p>Across our Supporting Local business programme, we are trying to ensure that there are referrals and support across all our projects and programmes, with the Town's Deal Enterprising Ashfield and Library Innovation as well as within the projects that are being delivered in this Investment Plan.</p> <p>Enterprise Grants are in delivery. We are currently looking at how the programme can gain additional support and promotion via Enterprising Ashfield and the Accelerator programme. 17 grants have been awarded. Currently £92,688 has been committed to projects with a value of £246,511. The private sector has invested £139,716.</p> <p>The planned student programme is being delivered by Ideas4Careers. Engagement with schools, students, and parents/guardians across the District has commenced and we look forward to the engagement with Business. There is still £30,000 available from this fund to deliver the identified outputs and outcomes. Officers are working on a</p>	↑

	<p>proposal to deliver the High Street business engagement element and present this to the Board in September.</p> <p>The Online trading opportunities pilot being delivered by West Notts College at the Idlewells Market is being reviewed. We are considering the impact, and lessons learned with a view to bring a proposal that will deliver the Investment Plan's outputs and outcomes and remaining funding to the next Board meeting.</p> <p>Pre-opening ADMC activities remain on track.</p> <p>Officers are working closely with the Chamber which is delivering the Accelerator programme which is on track with delivering outputs for Adopting Digital Technologies, the decarbonisation programme and overseas trade. It is noteworthy that the grant programme is supporting the businesses plans and attracting the required private sector investment as with the Enterprise grants.</p> <p>The Maker's Space Coordination is on track.</p>	
<p>People and Skills</p>	<p>The Futures programme for supporting the economically inactive is in delivery. To June the project is having a positive impact with participants. 32 participants have been engaged who are economically inactive. Futures tailor the programme to the individual. All participants have the support of a key worker. It is noteworthy the progress that has been made, even with the contract delays, the provider is achieving the required outputs.</p> <p>The programme to support Basic Lifestyles skills is beginning to gain momentum with some positive interactions. Futures has consistent attendance to workshops. Futures are mobilising to deliver on the additional outcomes agreed at the last board meeting. Monthly reports are received and we will continue to actively monitor and support the programme.</p> <p>Business and Education Collaboration (Aspiring Careers Ashfield) is being delivered by Ideas4Careers (I4C). Introductory presentations for parents and carers are underway, with officers and Ideas for Careers showcasing the project, the range</p>	<p style="text-align: center;"></p>

	<p>of career support available, and the investment that is being made in Ashfield.</p> <p>The Graduate Talent Match programme is being delivered by Graduate Consult. Meetings with nine East Midlands Universities are underway to ensure that students are made aware of the job opportunities available with businesses in the area.</p>	
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3.3 Project proposals

3.3.1 E5 Community Vertical Farming

ATTFE College and Sutton Community Academy propose to work in partnership on the Vertical Farming initiative. A space within Sutton Community Academy will be designated for this project. This shared project will explore the process of growing crops and producing food in stacked vertical layers in a controlled environment which represents a domestic setting.

ATTFE College learners, volunteers and students from Sutton Community Academy will be actively involved in the project and growing. Alongside of this, they will monitor and record progress and create manuals which will be distributed within the community on how to replicate vertical farming when growing food crops at home.

Food grown will be distributed within the District via food banks / pantries. Open days will be held with people encouraged to visit from across the district to see the vertical farming in progress.

Revenue	Costing
Utilities for 9 months	£3,000
Rent of space 9 months	£9,000
Seeds / plants	£1,000
Printed material to share 'how to replicate'	£1,000
Resources for mini vertical start up farming packs for Ashfield residents	£10,000
Marketing / publicity linked to the project (including A Boards etc)	£500
Soil / compost	£500
Containers for distribution	£300
Additional plug sockets	£1,000
Trailcam to do timelaps	£800
Watering containers	£200
Gardening tutor 10 hours a week x 9 months	£10,000
Sub-total	£37,300
Capital	Costing
Transit van (to be a mobile showroom and delivery van)	£10,000
Vertical Farming Equipment (including lights)	£15,000
Shipping container (40feet) and delivery for growing	£25,000
Sub-total	£50,000
Total	£87,300

Decision 1 The Board to consider and approve ATTFE's proposal.

3.3.2 E24 High Pavement Business Hub- rental incentive £35,000

The Board has allocated £35,000 of rental incentives to support businesses to move into High Pavement House which has been renovated as part of the Future High Streets programme. As all of the ground floor space has been let there are only 14 units to be let. This means only a budget of £7,985 is required for the rental incentive, leaving £27,015 available.

Currently one business has been supported with £501.00 committed to the rental incentives. The units are available to let, and uptake will be monitored to ensure that the outputs are met.

It is proposed that the remainder of the fund is used to compliment the Future High Streets Investment in properties at the Old Market Place end of Low Street which is within the Conservation Area. The proposal is to work with landlords in the area to improve the appearance of the properties many of which have been vacant and neglected for a number of years.

Decision 2 - The Board to consider and approve the reallocation of £27,015.00 from E24 High Pavement Business Hub to support E24 Low Street improvements.

4. Kirkby Long-term Plan for Towns

Work to produce the 10-year vision and three-year Investment Plan for Kirkby and Annesley has been completed with the plans approved by the Kirkby Town Board on 19th July.

The Council and board have worked together over the last 3-4 months to develop the plans, which are based on the evidence of issues and challenges and feedback from local residents and businesses. During May there were over 340 responses to the initial survey. The Kirkby Town Board reviewed the feedback and developed a shortlist of projects for further consultation. The second survey ran for two weeks until early July with over 400 people responding.

There was wide support for many of the proposals which the Board had put forward, the following were supported (either very supportive or supportive) by over 80% of residents:

- Increased use of the Plaza for events and markets
- Improve the look of Kirkby Town Centre;
- Improve the parks
- Improved provision for young people
- Increase funding to local organisations to increase volunteering activities
- Provide funding to refurbish/renovate existing community buildings
- Education activities to increase awareness of the dangers of knife crime
- Increase services and projects that support people with substance abuse, drug and alcohol addictions.
- More community events in parks and public spaces scored just under 80%.

The Investment Plan focuses on the three themes of Safety and security, High streets, heritage, and regeneration and Transport and connectivity.

Within the Safety and security theme there is a focus on early interventions, reducing anti-social behaviour and the fear of crime as well as providing more for young people to do.

For High streets, heritage, and regeneration there are a wide range of revenue and capital projects to support the regeneration of the town and improve footfall and increase spend. There will be grant funding programmes for sports clubs and local organisations to support volunteering and a capital grant fund to support the improvement and renovation of community buildings.

Within the Transport and connectivity theme the focus is on green routes for walking and cycling and addressing disabled access issues at Kirkby train station.

We have recently been made aware by MHCLG (formally DLUCH which has reverted to its previous title of Ministry for Housing, Communities and Local Government) that the 1st of August deadline for submitting Long Term Plans had been suspended and that the department will provide further details and confirmation of the revised timelines in due course.

Three subgroups are being set up to oversee the fund: a funding subgroup to develop a Local Assurance Framework and oversee the grant programmes; a safety and security

subgroup and a town centre, regeneration and transport group. The groups will meet in September to begin work on developing terms of reference and developing the projects.

5. Hucknall Levelling Up Fund

The revised project plan was submitted to MHCLG on 2nd May for approval. A programme manager has been appointed and is developing the project plans.

Information about the project programme is being developed to update residents and businesses about the proposals ready for release in August.

6. Place Partnership bid

The bid to Arts Council was successful and we have secured £1m to invest in arts and cultural activity over the next three years. A launch was held on 15th July as part of Inspire/Captivate's annual Big Sing and Dance on the plaza in Kirkby. It was a fantastic event with local schools and a great opportunity to promote the new Ashfield Creates programme.

We are undertaking consultation with residents over the summer at events such as Ashfield Show to find out what they'd like to be able to see and do. The Council will be issuing an invitation to tender in early autumn to appoint the project team to deliver the programme.

We are also commissioning an arts and cultural strategy which will provide the framework for development over the next ten years.

The Council is acting as the accountable body for the funding with the Ashfield Arts Partnership shaping and driving delivery of the programme. Securing this funding demonstrates the strength of the Discover Ashfield partnership.

Annex 1 – FHSF approved budgets

Project	RDEL/CDEL	21/22 (£)	22/23 (£)	23/24 (£)	24/25 (£)	25/26 (£)	Total (£)
FHSF Sutton Academy Theatre / Cornerstone	RDEL (Revenue)	-	-	-	-	-	-
	CDEL (Capital)	48,545	143,287	2,155,287			2,347,118
		48,545	143,287	2,155,287	-	-	2,347,118
	Co-funding			100,000			100,000
TF18 Cornerstone	CDEL	-	1,496	-	1,112,067.81	-	1,112,067.81
TOTAL							3,183,385.81
FHSF High Pavement	RDEL						-
	CDEL	988,342	148,812	514,511			1,651,665
	Sub Total	988,342	148,812	514,511	-	-	1,651,665
	Co-funding		-	937,289			937,289
Total							2,588,954
FHSF Low Street 9-11 and No 14	RDEL						
	CDEL	86,920	1,081,310	581,770			1,750,000
	Co-funding			647,933			647,933
	Total						2,397,933
FHSF Fox Street pop- up food court and car park	RDEL						
	CDEL	67,314	44,397	419,378			531,088
	Co-funding	-		70,912			70,912
	Total						602,000

Annex 1 - Towns Fund DA Board approved budgets

Project	RDEL/CDEL	21/22 (£)	22/23 (£)	23/24 (£)	24/25 (£)	25/26 (£)	Total (£)
TF-01 Ashfield Civil Engineering Centre	RDEL (Revenue)	-					-
	CDEL (Capital)	6,902	46,865	2,047,367	-		2,101,134
	Sub Total	6,902	46,865	2,047,367	-	-	2,101,134
	Co-funding		453,017	250,000	60,500		763,517
TOTAL							2,864,651
TF-02 Ashfield Construction Centre	RDEL	-	-	-	-	-	-
	CDEL	14,746	21,377	733,077	4,032,555		4,801,755
	Total	14,746	21,377	733,077	4,032,555	-	4,801,755
	Co-funding		-	1,837,500	-	-	1,837,500
TOTAL							6,639,255
TF-03 Automated Distribution and Manufacturing Centre	RDEL	-	-	500,000	375,000	125,000	1,000,000
	CDEL	17,035	153,724	19,079,241	233,141	-	19,483,141
	Sub Total	17,035	153,724	19,579,241	608,141	125,000	20,483,141
	Co-funding				467,000	934,000	1,401,000
TOTAL							21,884,141
TF-04 Cycling and Walking Routes	RDEL	-	-	-	-	-	-
	CDEL	1,142	30,000	1,808,138	97,000	-	1,936,280
	Total	1,142	30,000	1,808,138	97,000	-	1,936,280
	Co-funding			-	45,000		45,000
TOTAL							1,981,280

TF-05 Enterprising Ashfield	RDEL	2,344	681,553	1,360,103	985,000	816,000	3,845,000
	CDEL	-	-	-	-	-	-
	Sub Total	2,344	681,553	1,360,103	985,000	816,000	3,845,000
	Co-funding						3,746,867
TOTAL							7,591,867
TF-06 Green Ashfield	RDEL	-	-	-	-	-	-
	CDEL	1,142	114,457	1,684,401	398,048		2,198,048
	Sub Total	1,142	114,457	1,684,401	398,048	-	2,198,048
	Co-funding			2,812,134	317,167	-	3,129,301
TOTAL							5,327,349
TF-07 High Street Property Fund	RDEL	-	-	-	-	-	-
	CDEL	18,265	4,631	640,037.19			662,933.19
	Sub Total	18,265	4,631	640,037.19	-	-	662,933.19
	Co-funding			100,000			100,000
TOTAL							762,933.19
TF-08 Kings Mill Reservoir Leisure Development	RDEL	-	-	-	-	-	-
	CDEL	23,196	459,422	2,059,125	810,257		3,352,000
	Sub Total	127,000	2,414,743	2,414,743	2,414,743		3,352,000
	Co-funding			192,000	456,000		648,000
TOTAL							4,000,000
TF-09 Kingsway Sports Hub	RDEL	-	-	-	-	-	-
	CDEL	5,640	87,059	1,898,977			1,991,676
	Total	5,640	87,059	1,898,977	-	-	1,991,676
	Co-funding	39,000			300,000		339,000
TOTAL							2,340,676
TF-10 Library Innovation Centres	RDEL	-	-	48,000	51,000	51,000	150,000

	CDEL		3,375	509,625	38,000	36,478	587,478
	Sub Total	-	3,375	557,625	89,000	87,478	737,478
	Co-funding				113,000		113,000
TOTAL							850,478
TF-11 North Kirkby Gateway	RDEL	-	-	-	90,000	90,000	180,000
	CDEL	7,935	83,605	1,520,583	3,330,797	3,786,727	8,729,648
	Sub Total	7,935	83,605	1,520,583	3,420,797	3,876,727	8,909,648
	Co-funding				2,155,000	2,985,999	5,140,999
TOTAL							14,050,647
TF-12 Portland Square Refurbishment	RDEL	-	-	-	-	-	-
	CDEL	65,000	400,000	764,352	-	-	1,229,352
	Total	65,000	400,000	764,352	-	-	1,229,352
	Co-funding	-		136,000			136,000
TOTAL							1,365,352
TF-14 Science Discovery Centre & Planetarium	RDEL	-	-	-	-	-	-
	CDEL	149,500	385,786	1,554,714	208,004		2,248,004
	Total	149,500	385,786	1,554,714	208,004	-	2,298,004
	Co-funding	-	29,000		956,000		985,000
LUF- Science Discovery Centre	CDEL	-	250,000	1,425,000	1,425,000	-	3,100,000
Total							6,333,004
TF-15 Sutton Lawn Sports Hub	RDEL	-	-	-	-	-	-
	CDEL	5,661	113,904	651,435	2,047,633		2,818,633
	Total	5,661	113,904	651,435	2,047,633	-	2,818,633
	Co-funding			107,973.86	264,000	1,650,000	2,021,973.86
TOTAL							4,840,606.86

TF-16 Visitor Digital Offer	RDEL	-	-	-	-	-	-
	CDEL	11,474	58,539	144,797			214,809
	Total	11,474	58,539	144,797	-	-	214,809
	Co-funding			45,000			45,000
TOTAL							259,809
TF-17 West Kirkby Gateway	RDEL	-	-	-	-	-	-
	CDEL	6,908	250,128	959,965	2,741,041		3,958,041
	Total	6,908	250,128	959,965	2,741,041	-	3,958,041
	Co-funding				3,920,000		3,920,000
TOTAL							7,878,041

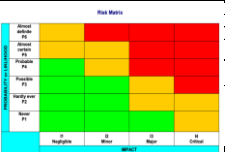
Annex 2

Reference Number	Agreement Title	ADC Team	Description of goods or services being provided	Supplier Name	Value (£) one of payment or lifetime cost	Start Date of Contract	End Date of Contract	Tender or Quotations	Supplier Type:	Supplier Address
TF-09-LED Floodlights	Kingsway Park Floodlights replacement to LED	Regeneration	Floodlights replacement to LED to sport pitches at Kingsway Park	CEMA Lighting Limited	40043.5	15/07/2024	TBC	Quotations	Small Size Enterprise	Unit 6a, Gallamore Lane Industrial Estate, Gallamore Lane, Market Rasen, Lincolnshire, United Kingdom, LN8 3HA
Low Street		Regeneration	Electrics - Satutory	National Grid	£14,605.74	06/10/2024		Direct	Large size Enterprise	
WKG		Regeneration	Bat Surveys	Middlemarch	£9,350.00	23/04/2024		Direct Award	Small Size Enterprise	Triumph House, Birmingham Road, Allesley, Coventry
C&W		Regeneration	Design Team	rischmann Consultant	£195,400.00	19/04/2024		ESPO Tender	Small Size Enterprise	The Poynt, Wollaton Street
WKG		Regeneration	WKG Demo	G F Tomlinson	£89,250.00	18/07/2024		SCAPE	Medium Size Enterprise	G F Tomlinson Building Ltd Tomlinson House 100 ALFRETON ROAD Derby

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UKSPF Project & Intervention	Risk response	Residual Probability (RP)	Residual Impact (RI)	Residual Risk Score	Responsible person	Date	Update	Changes
Communities and Place								
E1 E1 Hucknall Town Centre - High Street Property Improvement Fund	Fail to attract potential businesses to take on the grant	Reduce	2	2	4	Melanie Wheelwright	11-Jul-24	Launched jointly on 31 July 2023 and is now live. Under Officers to make repeat visits to continue to raise awareness. All eligible premises have been visited. Eligibility criteria and the programme is in constant review. Proposal for additional support approved and budget for works reduced to £30k. Save the High Street has mobilised their programme. The programme launched in April 2024. Site visits commenced. 5 businesses are interested to proceed, if so they form part of the first cohort. Officers participated on the site visits and will continue to do so. The risk is the same as the last assessment. Two applications received and £12,957 of the £30k has been allocated. Private sector investment being £3,239.
E3 E3 Selston Country Park Phase 2 Improvements - play areas, footpaths and biodiversity	Costs escalate due to inflation	Avoid	1	1	1	Paul Crawford	11-Jul-24	On capital programme- Started in December 2023
E5 E5 Cosmoor Estate, Kirkby - environmental improvements to reduce crime & ASB	Delayed programme due to problems with the site, costs escalate due to inflation	Avoid	2	2	4	Paul Crawford	11-Jul-24	Met with Stakeholders to agree priorities. Contractor engaged- developing programme
Sutton-environmental improvements	Fail to promote UKSPF	Avoid	1	1	1	Antonio Taylor	11-Jul-24	Logos and branding- provided- project complete- required to monitor outputs and outcomes
Hucknall Safer Streets Initiative - CCTV/ Safe Spaces	Fail to promote UKSPF	Avoid	1	1	1	Antonio Taylor	11-Jul-24	Logos and branding- provided- project complete- required to monitor outputs and outcomes
E6 E6 Events and activities - increase resource/ create opportunities with local providers & groups. May not spend all the budget.	Fail to promote UKSPF. Underspend budget for Year 2	Avoid	2	2	4	Andrea Stone	11-Jul-24	Reprofiled for 2024-25
Visitor economy - Consultancy & officer role for visitor economy/tourism, arts & culture	Unable to deliver within the time frame- insufficient resource to deal with the programme. Underspend budget for Year 2.	Reduce	2	2	4	Sarah Daniel	11-Jul-24	Paper written, developing an approach based on this to expand offer. Plan in place, budget reallocated to Arts Council Bid as if successful this will support the visitor economy. Reallocation has been approved by the DA Board. Consultancy appointed to assist with the programme. Proposal for signage agreed at January 2024 Board meeting. Signage has been procured.
Arts Council Bid			1	2	2	Sarah Daniel	11-Jul-24	Budget reallocated from the Events budget. Additional budget agreed and provided from Visit and Community Vertical farming budget. EOI submitted, feedback received, Clarifications are being provided. Bid is in progress. Funds may be required to be carried forward.
E9 Kings Mill Ranger activities	Unable to deliver programme- insufficient funds	Avoid	2	2	4	Paul Crawford	11-Jul-24	To be delivered in Year 3. Meeting with Communities Team to ensure good links between projects. Mill Adventure base etc. Proposal to bring forward funding has been agreed at the January 2024 Board meeting.
E9 Green Social prescribing, community growing / allotments / nursery	Fail to attract participants. Insufficient budget to deliver programme.	Avoid	3	1	3	Andrea Stone	11-Jul-24	Looking to expand plan with the potential of bringing forward funding from Year 3 to Year 2. Plan to accelerate delivery by bringing forward funding agreed to meet demand. Whilst progress is moving well, planned spend is being reviewed.
E10 E10 Cycling and Walking for All- cycle training and access to refurbished bikes	Fail to attract participants. Insufficient budget to deliver programme.	Avoid	3	1	3	Andrea Stone	11-Jul-24	Project exceeding expectations. Plan to accelerate the project by bringing forward funding to deliver to more communities has been agreed. Whilst progress is moving well, Spend is in constant review.
E13 Community Vertical Farming initiative	Delayed due to differing requirements of partner	Avoid	4	3	12	Sarah Daniel	11-Jul-24	Whilst there is commitment in Ashfield to deliver the programme, requirements from MDC have altered. MDC has agreed to fund the project and transfer the funds to ADC to ensure delivery. Due to delays in site selection and planning the project delivery, the overall budget reduced. An EDR has been approved to enter into contractual relations with NTU has been agreed. However, MDC has opted to have the Council to oversee the project on their behalf, therefore once agreed an expanded EDR will be required. As there was neither a viable site plan to move forward with the NTU scheme, we are working with AATFE is deliver a revised plan by March 2025 to meet the required outputs and outcomes.
E15 E15 Digital support for local communities	Unable to attract bidders to deliver the programme	Reduce	2	2	4	Nathan McNicholas/ Melanie Wheelwright	11-Jul-24	AATFE has been awarded the contract. Delivery has commenced. Marketing in hand. Progress meeting with AATFE scheduled for 10th October. This project is in the delivery phase and is doing well.
Supporting Local Business								
E16 E16 Enterprise grant for town centre properties and relocation/expansion	Fail to attract potential businesses to take on the grant	Reduce	2	1	2	Melanie Wheelwright	11-Jul-24	Meeting with ADC Web content in June to plan update of agreed documentation. Aiming for a launch with Hucknall Grant by 31 July 2023. There is already interest in the programme. Online applications, ensure support for applicants, 75% intervention rate - up to a £5k grant. Programme Launched 31 July 2023. A number of enquiries, eligibility requirements extended. Review has been undertaken. Proposal to improve the programme was agreed by the DA Board.
Student programme for design/manufacture of property fronts	Fail to deliver plan	Reduce	3	2	6	Melanie Wheelwright	11-Jul-24	Although this is a Y3 investment, the agreed criteria for the Town Centre enterprise grant will influence how this project will be implemented. Officers will work closely with the College to develop this project and provide a proposal to the DA Board. The criteria will align to the grant provision. Officers reviewing the programme. Officers are reviewing the feasibility.
Online Trading Opportunities: develop online directory, media students to offer support services	Fail to deliver plan, unable to find the best product, - Costs increase with inflation	Reduce	3	2	6	Kate Porter	11-Jul-24	Developing a potential online approach involving a pilot project centred around traders in the Sidwells indoor market at £10k for 2023-24. The overall budget is £28k. Should this be successful will consider the next steps.
Preopening support - ADMC	Fail to deliver the plan. Unable to spend the Year 2 budget	Reduce	2	1	2	Sarah Daniel	11-Jul-24	Developing a plan to support businesses who have interest in Automation and manufacturing as a precursor to the physical delivery of the ADMC. Plan has been developed with slightly reduced costs. New Plan and programme has been agreed by the DA Board. An agreement for the service is being put in place. Good engagement with existing Business support. On track and proposal to bring forward funding was agreed.
E18 Ashfield Accelerator- Adopting digital technologies	Fail to deliver the plan	Avoid	2	2	4	Paul Stoppard	11-Jul-24	The agreement has been signed and the contract order form has been sent to the Chamber to be signed. Launched November 2023. Order complete. Steps have been undertaken as a result of the Board decision to implement the new Grant programme which is specifically for Accelerator participants. The grant programme has generated high interest.
Ashfield Accelerator -Workforce development courses - short skills courses, targeting top 5 industries and emerging sectors, includes skills access hub, training needs analysis	Fail to deliver the plan	Avoid	2	2	4	Paul Stoppard	11-Jul-24	The contract order form has been sent to the Chamber to be signed. Launched November 2023. Contract order complete
E19 Ashfield Accelerator Business advice and support - Improving productivity & innovation	Fail to deliver the plan	Avoid	2	2	4	Paul Stoppard	11-Jul-24	The contract order form has been sent to the Chamber to be signed. Launched November 2023. Contract order complete
E19							11-Jul-24	

E23	E23	Specialist events / talks for businesses - expand existing programme	Fail to deliver events or attract businesses due to insufficient resource	Avoid	2	2	4	Paul Stoppard		We have identified an events programme for 2024 and our first business leaders networking event is on April 23rd - Unlocking Global Potential (title TBC). This will see Mentor City from US visit and be linked to inward investment opportunities across Ashfield. This event will also see East Midlands chamber talk about the 'trading overseas' UKSPFF programme. The Go green event attracted 53 attendees at Van Elle construction. The Spring event is being planned for 23 April 2024 to coincide with the delegation from Mentor City, Ohio.	No changes. The risk remains the same from the last assessment. Successful Spring event was held and work has now commenced on preparations for November event. Green 4
E24	E24	High Pavement Business Hub- rental incentives	Fail to deliver the plan	Avoid	3	3	9	Matthew Kirk	11-Jul-24	Criteria for support has been completed. ADC business support team will be working in August with Matthew Kirk on a grant for rental incentives. Web application is being developed. Advertising collateral to be designed. Budget has been reviewed as less funds are needed overall. Building to be handed over in November 2023. A number of interested parties. Need to confirm rental prices which excluded service charge. Launched. Campaign in place. Invested in signage. Campaign for rent relief is launched with one successful applicant.	A review has been undertaken and a proposal is within the papers to deliver on the required outputs and outcomes. The risk remains the same as the last assessment as Amber 5
E24	E24	Maker space coordination	Unable to recruit	Avoid	2	2	4	Paul Crawford	11-Jul-24	Develop a specification for Makerspace support person. Work with partners to deliver. Working with partner on the job description. Job description agreed. Grant agreement in place. Coordinator has been recruited.	No changes. The risk assessment remains the same as the last assessment at Green 4
E28	E28	Ashfield Accelerator Trading Overseas programme - support SMEs to identify new markets, attend overseas trade shows	Fail to deliver plan	Avoid	3	2	6	Paul Stoppard	11-Jul-24	The contract order form has been sent to the Chamber to be signed Launched November 2023. Contract order complete	Steps have been undertaken as a result of the Board decision to implement new Grant programme which is specifically for the Accelerator. New grant scheme is generating interest. The risk has reduced from Amber 6 to Green 4.
E29	E29	Ashfield Accelerator - decarbonisation, with grant	Fail to deliver plan	Avoid	3	2	6	Paul Stoppard	11-Jul-24	The contract order form has been sent to the Chamber to be signed Launched November 2023. Contract order complete	Steps have been undertaken as a result of the Board decision to implement new Grant programme which is specifically for the Accelerator. New grant scheme is generating interest. Officers are meeting with the chamber to monitor their action plan for improved delivery. The risk has increased from Green 4
E29	E23	General business support through ADC team, need marketing budget	Unable to recruit, insufficient funding	Avoid	2	2	4	Melanie Wheelwright	11-Jul-24	Preparing to recruit for an October 2023 start. Need to reallocate Year 2 budget of £8510 to Year 3 to cover the full year payment of graduate of £33,510.50 - This includes oncosts. Post is being advertised for recruitment. Recruitment completed and the Graduate Economic Development Officer, Bertie Chadwick is in post.	No changes. The risk remains the same from the last assessment. Green 4
People and Skills											
E33	E33	Transform your Future -Support package for economically inactive incl. confidence building, customer service, social prescribing, coaching/ mentoring	Fail to deliver plan. No signposting in Year 2	Avoid	2	2	4	Nathan McNicholas/ Melanie Wheelwright	11-Jul-24	NCC joint commissioned framework procurement completed. Look to find additional funding to support signposting the programme in Year 2 Effective stakeholder engagement will be part of the service delivery and the DA Board agreed to align £40k for this to service delivery. The procurement was completed in November 2023 with the framework awarded to Futures. All Council due diligence completed. The Council had its pre-contract meeting in December 2023. The service was awarded to Futures to deliver in October 2023. Contract meeting 19 December 2023. The framework contract was signed and sealed by all parties on 7 March 2024. All orders are in place.	Contract is in delivery. We are now supporting Futures to also deliver the Community Digital element E33B. The risk remains the same as the last assessment at Green 4.
E34	E34	Essential Skills For Life - Basic Skills Courses - English/ESOL & Maths, IT & Life Skills (inc gardening, cooking, baking)	Fail to deliver plan	Avoid	2	2	4	Nathan McNicholas/ Melanie Wheelwright	11-Jul-24	Procure independently. DA Board agreed to move E13 Financial resilience to Basic skills to complement the activities being provided in the UKSPFF. Multi-ty programme to increase the level of qualification in the District which is lacking. This aligns with the Council's Skills Policy. Awaiting internal ADC sign off of EDR to commence tendering work. DA Board agreed to move E13 Community finance skills investment into Basic Life Skills. 5 tenders received. The services has been awarded to Futures. Started on 4 December 2024. Marketing plan will start in January 2025 and this will include a press release. Steps are in place for Futures to deliver the additional element of E38 Local careers support.	The project is in progress. There are no changes in risk since the last assessment.
E38A	E38A	Education and Business Collaboration package Careers Service in schools	Fail to deliver plan. Cost increases	Avoid	2	2	4	Nathan McNicholas/ Melanie Wheelwright	11-Jul-24	ADC will procure this independently for a Year 3 start up. Aim to complete by January 2024 at the latest. Self procure Plan to tender Autumn 2023. Met with NTU with partners regarding current ERF and ESI offer. Has been procured and beginning delivery. Ideas for careers have met with schools and are working closely with Officers. Schools are generally keen for the help that is being offered.	The programme is in delivery and officers are putting in place the requirements for Ideas for Careers to deliver the additional outputs and outcomes for E38 Local careers and E16 Student engagement.
E37	E38B	Ashfield Digital Training	Fail to deliver plan. Cost increases	Avoid	2	3	6	Nathan McNicholas/ Melanie Wheelwright	11-Jul-24	Part of the NCC framework agreement. Aim to complete by January 2024. The timescales for joint tendering are slow - out to tender in Oct. delivery start end of Dec. ADC officers to push for quicker timescale. Met with NTU with partners regarding current ERF and ESI offer. The specification has been drafted and was published on 26 Feb. 1014. On 12 March 2024 it competed with no	In May 2024 the Board agreed to reallocate funds, outputs and outcomes to Enterprise Grants (£17.5k), Digital training to ATTFE (£15k) and officers were to consider the further E17.5k a further proposal is in the Board papers. The risk has reduced for Amber 9 to Amber 6.
E38	E38C	Ashfield talent Attraction - Graduate Talent Match	Fail to deliver plan. Cost increases	Avoid	2	2	4	Nathan McNicholas/ Melanie Wheelwright	03 June 2024	Part of the NCC framework agreement. Completed procurement in May 2024 published on 26 Feb. 1014. Awarded to Graduate Consult.	Graduate Consult is working with a range of referral partners and have clarified details with officers. The project is in delivery. The risk remains the same as the last assessment at Green 4.
		Ashfield Local Careers Service Training/Careers Hub - businesses/Ambassadors engaging with hub	Fail to deliver plan. Cost increases	Avoid	1	1	1	Nathan McNicholas/ Melanie Wheelwright	03 June 2024	There were no competent bidders for this service. At the Board meeting in May 2024 it was agreed the reallocation of funds, outputs and outcomes to E38C Graduate Talent (E40k) match, E34 Basic and Lifestyle skills (38.5k) and E38A Education and Business Collaboration (E50k). Risk of delivery has reduced from Amber 9 to Green 1)	Transferred delivery as explained in update. Risk is assessed as Green 1
People and Skills Total											

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	
1																		
2					Date:	End of July 2024												
3					Version:	Rev 1												
4	Risk No		Probability (P)	Impact (I)	Risk Rank	Programme Impact	Mitigation if Risk Occurs	Risk Response Threat & Opportunities	Residual Probability (RP)	Residual Impact (RI)	Residual Risk Score	Current Position	Responsible Person	Last Reviewed	Status	Last Update	Changes	
5			1 - Never 2 - Hardly Ever 3 - Possible 4 - Probable 5 - Almost Certain	1 - Negligible 2 - Minor 3 - Major 4 - Critical 5 - Almost Certain	P x I				1 - Never 2 - Hardly Ever 3 - Possible 4 - Probable 5 - Almost Certain	1 - Negligible 2 - Minor 3 - Major 4 - Critical	RP x RI							
6	1	Health & Safety risks																
7	1.1	Authority H&S Policies not adhered to within individual projects.	Social/People	2	2	4	Reputational Damage	Ensure all H&S policy and guidance is followed and monitored.	Avoid	2	2	4	↔	Programme Lead	End July 2024	Active	All works are aligned to H&S legislation and reviewed by the Project PM. Walk about on the potential Civils site to ensure plans for development align with existing activities.	Nil
8	2	Technical Risks																
9	2.1	Business Cases do not correctly include all individual project outputs	Managerial / Professional	3	3	9	Individual projects are incorrectly specified and submitted	Ensure consistent reviews of Business Case Developments. QC & Assurance checks before submission	Accept	2	2	4	↔	Programme Lead	End July 2024	Archived	All business cases have been through the sub-group wand Board- ADMC Business Case was submitted to the department formerly known as DLUHC (now the Ministry of Housing, Communities and Local Government-MHCLG) in March 2023.	Complete
10	2.2	External support/consultants aren't procured at the correct point in project development	Managerial / Professional	3	3	9	Delays to the overall programme through individual project delays	Early identification for each project the necessary external support/consultant requirements and proactive management	Reduce	2	2	4	↔	Programme Lead	End July 2024	Active	Procurements completed and others in progress. Other necessary procurements are in progress. Utilise frameworks where necessary. All consultancy and external support is in constant review. Continue to consider lessons learnt in procurement processes.	Nil
11	2.3	Inability to complete land assembly where required	Governance	4	4	16	Change in overall programme but individual project parameters	Early identification of potential risks and development of Plan 'B's where applicable	Contingency	3	3	9	↔	Programme Lead	End July 2024	Active	Negotiations continue on major projects for pieces of land. Whilst these are proving positive CPO remains a possibility. The issue has decreased with a number of the larger projects. The Deals are near completion, hence the score remains the same. Plan Bs are in place for most of the programme where there is no ability gain CPOs. The risk is slowly reducing.	Nil
12	2.4	Statutory approvals for programme outputs are delayed or not achieved	Legal	3	3	9	Delays or redesign of overall programme deliverables and individual project outputs	Project Plan development that clearly identifies statutory approvals. Seek pre-planning and other advice where possible	Reduce	2	3	6	↓	Programme Lead	End July 2024	Active	Projects which require planning permission are at various stages of development.	As more projects move into the delivery phase this risk is gradually reducing.
13	2.5	Business Cases are not developed to the necessary Green Book Standard	Governance	3	3	9	Delays with the Business Case being approved/adopted resulting in delays to the overall programme including cost	Ensure that the procurement for the Business Case Consultant clearly identifies the requirement for Green Book Standard and adherence to other Client requirements	Contingency	2	2	4	↔	Programme Lead	End July 2024	Archived	The assurance process details this and acts as a check process. A good relationship exists with MHCLG representative so items can be flagged early if necessary. ADMC/FBC has been submitted to MHCLG and approved.	Complete
14	3	Financial risks																
15	3.1	Brexit effect on supply chain - Labour/Materials price increase/fluctuation	Financial	4	2	8	Negative impact on programme affordability due to increased costs	Development of detailed Cost Plans and implementation of Programme/Project Gateway Reviews	Accept	4	2	8	↔	Project Leads	End July 2024	Active	ADC has approved processes in place. Partners who are delivering projects actively manage these issues and adapt as much as possible.	Nil
16	3.2	Covid-19 effect on supply chain - cost increase in labour/materials.	Financial	3	3	9	Negative impact on programme affordability due to increased costs	Development of detailed Cost Plans and implementation of Programme/Project Gateway Reviews	Accept	3	3	9	↔	Project Leads	End July 2024	Active	ADC has approved processes in place. Partners who are delivering projects actively manage COVID impacts, if and when they occur. The risk is reducing.	Nil
17	3.3	Inflation effect on supply chain- supply of materials	Financial	3	3	9	Negative impact on programme affordability due to increased costs	Development of detailed Cost Plans and implementation of Programme/Project Gateway Reviews	Accept	3	3	9	↑	Programme Lead	End July 2024	Active	Being managed at a project level. Constantly in review.	Whilst this is being managed, cost pressures as a result of additional work found in construction and in pre-construction, demolition etc need to be actively managed.
18	3.4	Cost of borrowing increases against assumptions in Business Cases	Financial	3	3	9	Negative impact on programme affordability due to increased debt repayments	Sensitivity Analysis in assumptions that allows for flex in borrowing costs without breaching financial parameters	Accept	3	3	9	↔	Programme Lead	End July 2024	Active	ADC approved process in place	Nil

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31	3.5	Individual project costs increase above agreed parameters	Financial	3	3	9	Impact on collective affordability of the programme	Development of detailed Cost Plans and implementation of Programme/Project Gateway Reviews. Potential for re-allocation of project funding.	Reduce	2	3	6	↓	Programme Lead	End July 2024	Active	The programme undergoes regular scrutiny. Whilst cost pressures are being experienced by some complex projects, in some cases they are being actively reduced and/or balanced by the programme as a whole. Approval for the Towns Fund PAR has been received in June 2023. All changes for Future High Streets, including the extension of time for Low Street, Fox Street and the Theatre have been accepted. Recent PAR for Towns Fund changes both delegated and from DLUHC are now accepted.	A PAR will be done for changes agreed by Board at its meeting on 28 June 2024
32	3.6	In project cost variances at delivery phase of capital works	Financial	3	3	9	Impact on individual project affordability once delivering	Development of detailed Cost Plans and implementation of Programme/Project Gateway Reviews. Potential for re-allocation of project funding.	Reduce	2	3	6	↔	Project Leads	End July 2024	Active	Each project cost plan being scrutinised and options for cost reduction or other viability considerations investigated where necessary.	Nil
33	3.7	Project delays put at risk the availability of funding	Financial	3	3	9	Impact on individual project affordability once delivering	Development of detailed Cost Plans and implementation of Programme/Project Gateway Reviews. Potential for re-allocation of project funding. Work with partners and funders	Reduce	3	2	6	↓	Programme Lead	End July 2024	Active	ADC is working with partners and funders to seek a way forward to ensure that projects with delays can be delivered where possible.	Continue to review projects to ensure they can move into each stage to both quality and cost.
34	3.8	Drawdowns of funds are not received in line with expected deadlines	Financial	3	2	6	Impact on programme cashflow forecasts negatively impacting on the wider Council cashflow position	Ensure fund drawdowns are clearly identified and owned by individuals within the programme	Avoid	2	2	4	↔	Programme Lead	End July 2024	Active	ADC currently reviewing project progress against original milestones so that any slippage in cost or advanced payments can be managed within existing budget allowances	Ensure that reported forecasts and spends too MHCLG highlight the required drawdown profile in MHCLG six monthly reports.
35	3.9	Partner organisation suffers catastrophic change in financial standing once in delivery	Financial	3	3	9	Impact on individual project deliverability	Continual dialogue and engagement with partner organisations to consistently gauge delivery potential	Contingency	3	3	9	↔	Programme Lead	End July 2024	Active	ADC continues to monitor this carefully. Work closely with delivery partners to ensure that they have in place the necessary financial checks and balances in procurement and financial management.	Nil
36	3.10	Change in Taxation Status of a delivery partner	Financial	2	2	4	Variance to organisations financial standing limiting ability to deliver programme	As necessary conversations regarding ongoing viability and tax status	Avoid	2	2	4	↔	Programme Lead	End July 2024	Active	Continue to work with partners, finance experts, to ensure opportunities maximised for the betterment of the District and the projects.	Nil
37	3.11	Change in VAT Rules/Status	Financial	2	2	4	Change in ability to recoup/offset costs	Review any HM Government Changes In Law and ensure as necessary conversations with all parties regarding VAT implications	Reduce	1	2	2	↔	Programme Lead	End July 2024	Active	ADC continues to review VAT status of partner organisations to understand the implications of how the project budgets may be impacted. This is a process it will continue to do.	Nil
38	3.12	Supplier organisation suffers catastrophic change in financial standing once in delivery	Financial	3	3	9	Impact on individual project deliverability	Continual dialogue and engagement with the contractor. Support the supplier to help manage their situation. Ultimately tender or identify next preferred supplier.	Contingency	3	3	9	↔	Programme Lead	End July 2024	Active	In constant review	Nil
39	3.13	Inability to action capital funding swaps to ensure the allocated Towns Fund funding is fully utilised in each financial year.	Financial	3	3	9	Impact on overall programme deliverability due to non-compliance with Towns Fund requirements.	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 monitoring of the need for capital swaps in the context of the overall ADC capital programme and continual dialogue with MHCLG regarding underspend and inability to swap.	Contingency	3	3	9	↓	Programme Lead	End July 2024	Active	PARs submitted. PAR for Towns fund submitted in December 23 and agreed in April 2024	Submit PAR for recent delegated decisions to MHCLG.
30	Legal risks																	

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31	4.1	Submissions to MHCLG are not completed in correct timescales	Governance	1	1	1	Impacts on the overall programme delivery of the Towns Fund	Ensure clear Project Plans are in place to ensure that submissions are available and have been QC'd in good time	Reduce	1	1	1	↔	Programme Lead	End July 2024	Active	Report for October 2022 to March 2023 was provided by the department formerly known as DLUHC but now known as MHCLG, on 25 Apr 2023. Submissions for LUF and UKSPF have already been undertaken and provided to DLUHC on 24th par and 26 Apr respectively. A Dashboard for ease of decision making for DA Board has been developed for the DA Board. Whilst MHCLG is creating an on-line tool, current monitoring still uses spreadsheets which are uploaded online.	Preparing to report for LUF Q1 Report for the Planetarium. This will go to MHCLG
32	4.2	Necessary sub-funding agreements with partner agencies aren't correctly in place	Governance	1	1	1	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	Develop 'Boiler Plate' ready documents for partner agencies in advance of the risk proximity	Reduce	1	1	1	↔	Programme Lead	End July 2024	Active	Standard form of agreement circulated to each of the partners. Partner individual elements/changes are resulting in each agreement being different, thus creating a delay in agreements being signed and funds transferred. ADC legal team reviewing thoroughly and working closely with Programme team to manage time frames. Standard GFA is in place and is aligned to Subsidy control review. These GFA's are in place. One needs to align with a potential lease agreement and another is awaiting documentation to complete.	Nil
33	4.3	Failure to secure land where acquisition is required for project delivery	Legal	2	2	4	Failure to secure expected land parcels impacts on both programme and cost parameters	Develop clear property acquisition strategy for each individual project including awareness of individual implications both in relation to cost and programme	Accept	2	2	4	↔	Programme Lead	End July 2024	Active	Fortnightly meetings in place between Assets and the TF Programme Lead. Legal Colleagues to be included to support when land purchases are imminent	Nil
34	4.4	Contracts with suppliers/contractors are not correctly in place	Legal	1	1	1	Reduced or zero legal remedy for The Council should poor performance be observed	Ensure that sub contracts with suppliers/contractors are based on industry standard forms with legal support	Reduce	1	1	1	↔	Programme Lead	End July 2024	Active	ADC ensuring that procurement strategies are clear in terms of inputs and outputs and what frameworks/forms of contract are used	Nil
35	4.5	Planning judicial review of any of the programme outputs at the applicable time	Legal	2	2	4	Delays to overall programme delivery and negative publicity	Pre-planning advice taken on all projects where applicable	Reduce	1	2	2	↔	Programme Lead	End July 2024	Active		Nil
36	4.6	The change in legal standing of any of the partner organisations	Legal	1	1	1	Potential impact on ability to work in partnership due to change in legal standing	Continual dialogue and engagement with partner organisations to consistency gauge delivery potential	Reduce	1	1	1	↔	Programme Lead	End July 2024	Active		Nil
37	4.7	Failure to procure land and require CPO Process	Legal	2	4	8	Potential significant delays on programme and reputational damage	Develop clear property acquisition strategy for each individual project including awareness of individual implications both in relation to cost and programme	Contingency	2	4	8	↔	Programme Lead	End July 2024	Active	Fortnightly meetings in place and strategy at ADC to ensure land acquisitions progress	Nil
38	5 Managerial risks																	
39	5.1	Brexit effect on supply chain - supply of materials	Managerial / Professional	3	3	9	Delay to projects, affecting the overall programme completion	Ensure procurement strategy includes for early engagement with market to assess potential impact	Reduce	2	2	4	↔	Programme Lead	End July 2024	Active	Managed at a project level. In constant review. Where possible adjustments are made.	Nil
40	5.2	Covid-19 effect on supply chain - limitations on material supply/delivery delays	Managerial / Professional	3	3	9	Delay to projects, affecting the overall programme completion	Ensure procurement strategy includes for early engagement with market to assess potential impact	Reduce	2	2	4	↔	Programme Lead	End July 2024	Active	Managed at a project level. In constant review. Where possible adjustments are made.	Nil
41	5.3	Inflation effect on supply chain- supply of materials	Managerial / Professional	3	3	9	Delay to projects, affecting the overall programme completion	Ensure procurement strategy includes for early engagement with market to assess potential impact	Reduce	2	3	6	↔	Programme Lead	End July 2024	Active	Managed at a project level. In constant review. Where possible adjustments are made.	Nil
42	5.4	Discover Ashfield Board & Sub Group are ineffective as oversight committee	Governance	1	1	1	Ineffective overall governance structure and management of programme	Ensure effective Terms of Reference are in place along with strong leadership inc regular meetings with necessary outputs	Accept	1	1	1	↔	Programme Lead	End July 2024	Active	Actively Managed	Nil
43	5.5	Change in Programme Lead at The Council	Managerial / Professional	3	2	6	Temporary impact on overall programme delivery including potential missed deadlines	Ensure that processes, procedures and governance structures are recorded and documented to assist with potential change in Programme Lead	Contingency	3	2	6	↔	Programme Lead	End July 2024	Active	Programme Management team in place not sitting with one individual so risk is spread.	Nil

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