



Agenda

Discover Ashfield Board Meeting

Date: **Wednesday, 23rd October, 2024**

Time: **9.00 am – 11.00 am**

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

For any further information please contact:

Hollie Maxwell-Smith

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07826 921211

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	
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	
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	Inspire: Culture, Learning and Libraries	

	Gaw		
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	
Sarah Speight	Observer	Deputy Vice-Chancellor & Provost, NTU	
Sam Howlett	Substitute for Lee Anderson, MP	Office Manager, Ashfield & Eastwood MP's Office	
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	
Steve Wallace	Presenting	Chair and Planetarium Project Manager	
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	
Charles Edwards	Supporting Officer	Executive Director – Operations, 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** 5 - 14
 - b Action Log**

There were no actions from the previous meeting.
- 3. New Declarations of Interest - ALL**
- 4. Sherwood Observatory Update - Steve Wallace**
- 5. Regeneration Programmes Update - Sarah Daniel** 15 - 50
- 6. 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**
- 7. Board Member Updates - ALL**
- 8. Any Other Business - ALL**
- 9. Date of Next Meeting - Friday 13th December**

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DISCOVER ASHFIELD BOARD MEETING

**Friday 20th September 2024
9am – 11am**

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

AGENDA

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- 1. Welcome / Introductions / Apologies – Louise Knott**
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- 7. Any Other Business – All**
- 8. Date of Next Meeting – Wednesday 23rd October**

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Martin Rigley OBE	Chair / Theme Lead – Succeed in Ashfield	Director, Gordian Consulting	
Louise Knott	Vice Chair	Vice Principal, West Nottinghamshire College Mansfield and Ashfield Business Network. 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	√
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 Johnson	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	
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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	
Sam Howlett	Substitute for Lee Anderson, MP	Office Manager, Ashfield & Eastwood MP's Office	√
Simon Cartwright	Board Member	Chief Officer Transforming Notts	

Simon Martin	Board Member	Vice Principal, Academy Transformation Trust Further Education (ATTFE)	√
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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 Item	
1	Welcome / Introductions / Apologies – Louise Knott
	<ul style="list-style-type: none"> • Introductions were made by all attendees. • It was noted that Sam Howlett has taken the place of Chris Baron as Substitute for Lee Anderson MP. • Apologies were made for Martin Rigley, Darron Ellis, Ian Bond, Jackie Insley, Kieran Percival, Leanne Monger, Theresa Hodgkinson, Paul Crawford.
2	Review of Previous Meeting – Louise Knott
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"> • There were no actions from the meeting.
3	New Declarations of Interest – ALL
	<ul style="list-style-type: none"> • There were no new declarations of interest.
4.	Regeneration Programmes Update – Sarah Daniel
	<ul style="list-style-type: none"> • Sarah went through the programmes update, starting with Succeed in Ashfield (included in the agenda pack).
	<ul style="list-style-type: none"> • Melanie Wheelwright updated on the Supporting Local Business and People and Skills projects.
	<ul style="list-style-type: none"> • Cllr Girling asked Melanie if there could be a list produced of which businesses received the Enterprise Grants and if these highlight any specific types of businesses and to revisit these businesses to see the impact the grants have made.
	<ul style="list-style-type: none"> • Melanie confirmed they will revisit businesses who received the grants as part of the monitoring and evaluation.
	<ul style="list-style-type: none"> • Hollie continued with the programmes update for More to Discover. • The draft Destination Management Plan (DMP) has been circulated to the Board and has received positive comments with some notes from partners. • There was an Evening to Discover Ashfield with a Visitor Economy theme where attendees were able to feed back on the DMP and a list of recommendations have been made:
	<ul style="list-style-type: none"> • Include more reference to skills – how we will change perceptions and nurture hospitality skills. The DMP recognises the work our Education & Skills Strategy which has relevance to the visitor economy such as skills to meet demand and skills for future growth however there could be a more specific reference within the DMP.
	<ul style="list-style-type: none"> • Group work in Ashfield but what about further afield. – this will come naturally as the visitor economy group grows. Within the plan it details building a VE group locally, then the long-term priority will be to work with neighbouring places, such as Hardwick Hall. A first priority is for Discover your Doorstep which needs to be a focus initially and there is ongoing work with the Local Visitor Economy Partnership and EMCCA.
	<ul style="list-style-type: none"> • The Visitor Economy Group – Will this include the More to Discover (MTD) Group which has been established for years. – MTD is included within the DMP. Suggest rewording for this point to say building on and growing the MTD group.

	<ul style="list-style-type: none"> • Marketing and what this will look like – Within the DMP it includes using social media, web, print, advertising and PR. We had some suggestions to use TV & local radio. We do have some links with local TV, (Notts TV) and radio (Takeover, Mansfield 103.2) which we could build on and utilise. Suggest including these suggestions within the DMP. • The state of the shop fronts, especially in Stanton Hill are a poor presentation. – the Council’s Towns Centre manager Kate Porter is leading on developing an Investment Plan for Stanton Hill. Quotations are due back by 3rd October from consultants and the work is scheduled to be completed by the end of the year and there will also be work with Save the High Streets. • Teversal is mentioned on a number of occasions and it could become a prime tourist destination with targeted investment and could benefit the local economy and the District as a whole – On page 10 of the DMP it outlines that we could explore opportunities for investment in Teversal for community uses and as an event base, including investment in interpretation and signage (tying in heritage), parking / access and the trails, which is also included within the brief for the Stanton Hill Investment Plan work.
	<ul style="list-style-type: none"> • Cllr Girling commented that Megan Powell from Visit Nottingham would be keen to be involved in the DMP and support. • He also explained that Newark is doing a grant programme for shop fronts.
	<ul style="list-style-type: none"> • Hollie confirmed ADC are working with Visit Nottinghamshire through the LVEP work and that there are shop front grants in place in Ashfield which includes Stanton Hill.
	<ul style="list-style-type: none"> • Cllr Relf also noted that he had attended an event recently with EMCCA on the visitor economy. He explained there is some concern surrounding Visit Nottinghamshire’s future as Nottingham County and City Councils are withdrawing their funding next year, with EMCCA having not yet confirmed if they will be picking up this funding in their absence. • He feels it is important the DMP work is being done locally, though he would prefer to work cohesively with the wider county when opportunities arise.
	<ul style="list-style-type: none"> • Lousie asked the board if they were happy with the suggested changes put forward.
	<ul style="list-style-type: none"> • The board agreed.
	<ul style="list-style-type: none"> • Hollie continued to update the board on Ashfield Creates and the Visitor Digital Offer.
	<ul style="list-style-type: none"> • Sarah then continued with the report including Be Healthy, Be Happy, Town Centres & High Streets, and Green Ashfield.
	<ul style="list-style-type: none"> • Melanie Phythian asked if the funding sources could be included in the report to understand the funding being discussed.
	<ul style="list-style-type: none"> • Sarah agreed these would be included in the next report.
	<ul style="list-style-type: none"> • Kirsty Ellis updated on Sutton Library that unfortunately the works on the library will not be started in January 2025 as planned as they are awaiting surveys being completed. She will update on a revised date once confirmed.
	<ul style="list-style-type: none"> • Sarah continued with the Monitoring and Evaluation and Communications update.
	<ul style="list-style-type: none"> • Melanie went through agenda item 1.7.1 Enterprising Ashfield Proposals. • The growth – businesses / enterprises specialist support programme which offers a mentorship grant is currently not being taken up. NTU are proposing to provide specialist support, over and above that which is currently available.

	<p>They have identified 20 Research and Development Businesses who are working with ADC on closer collaborations and 15 Growth businesses who would benefit from such support and would be more able to make the investment.</p> <ul style="list-style-type: none"> • This support would accelerate and enable businesses to undertake priority investments that are identified in their growth plans to increase productivity, create additional income, create additional jobs and secure existing jobs. • Businesses will be required to match their investments. No mentorship grant will be offered so this output will be removed and replaced with the number of businesses supported.
	<ul style="list-style-type: none"> • Fiona added that she had discussed the proposal with the programmes manager Kelvin, and Melanie had summarised the proposal fully.
	<ul style="list-style-type: none"> • Louise asked how realistic the forecasted outputs were in the proposal and if they were deliverable.
	<ul style="list-style-type: none"> • Melanie explained the outputs would be adjusted as there would be 35 businesses supported through the new proposal and 25 jobs safeguarded.
	<ul style="list-style-type: none"> • Fiona added there had been nervousness creating new jobs as this was never part of the original programme however with how this is presented with higher skills and job safeguarding with a smaller number of jobs creation there is confidence within the team that this can be delivered.
	<ul style="list-style-type: none"> • Una Key asked if there had been discussion with Nottinghamshire City Council as they had previously had a high-profile focus on the gaming industries and she felt this may be beneficial to see if this is ongoing and if they have work which this could link with.
	<ul style="list-style-type: none"> • Melanie thanked Una and said she will look into this.
	<ul style="list-style-type: none"> • Cllr Girling asked why the original proposal was not successful.
	<ul style="list-style-type: none"> • Melanie explained there was no uptake for the mentorship grants and they weren't what businesses were needing and with conversations that had been had with these businesses it became apparent the grant option would be more useful.
	<ul style="list-style-type: none"> • John Bennett added there was lots of promotion for the mentorship grants however no appetite for them.
	<ul style="list-style-type: none"> • Gary Jordan added that there had been challenges whilst he has been discussing the grants with Ashfield as well as Mansfield businesses.
	<ul style="list-style-type: none"> • Mel Phythian noted that the Towns Fund gives flexibility, and she feels the Board should grasp this opportunity to ensure they are giving businesses what they want and need.
	<ul style="list-style-type: none"> • Simon Martin asked how the new grant would be marketed to businesses.
	<ul style="list-style-type: none"> • Fiona explained the NTU Enterprising Ashfield team have a marketing function.
	<ul style="list-style-type: none"> • The board were asked to consider and approve the proposal.
	<ul style="list-style-type: none"> • Gary Jordan proposed, Pete Edwards seconded.
	<ul style="list-style-type: none"> • Melanie continued with the proposals, New Learners – Skills. • Enterprising Ashfield would like to reduce the output of new learners from 900 to 650, as many are repeat learners who make up around 27% of the programme.

	<ul style="list-style-type: none"> The board were asked to consider Enterprising Ashfield's proposal to reduce the number of new learners from 900 to 650 with the remaining 250 being repeat learners. This decision will be subject to the approval from MHCLG.
	<ul style="list-style-type: none"> Cllr Relf proposed, Gary Jordan seconded.
	<ul style="list-style-type: none"> Melanie continued with agenda item 1.7.2 Expansion of Hucknall Save the High Streets (STHS) pilot across the District E16 Online support and E16 High Street student programme.
	<ul style="list-style-type: none"> STHS are completing their pilot on Hucknall High Street. A review has been completed to evaluate if the pilot is meeting a need that is not being met through other business support. The review found the STHS programme meets a niche that is not addressed by other programmes. A roll out is proposed to be a similar programme across the rest of the District's High Streets, including market traders. It is proposed to reallocate £40k from the following UKSPF budgets to STHS: <ul style="list-style-type: none"> E16 High Street student support - £30k. E16 Online trading- Market traders - £10k.
	<ul style="list-style-type: none"> The board discussed where the funding was being reallocated from and the underspend on this.
	<ul style="list-style-type: none"> The board were asked to consider and approve the allocation of £30,000 from E16 High Street student support and £10,000 E16 Online trading – Market traders to E16 Support High Street and Market Traders across the district.
	<ul style="list-style-type: none"> Fiona Johnson proposed, Cllr Relf seconded.
	<ul style="list-style-type: none"> Sarah continued with item 2.0 Kirkby Long-Term Plan for Towns - Awaiting an update from the Ministry of Housing, Communities and Local Government regarding this funding. She explained the submission date of 1st August was suspended by Government and we are still awaiting an update on this. The three subgroups met in September, for funding, safety and security and town centre, regeneration and transport. The groups have begun work on developing terms of reference and developing the projects. Hucknall Levelling Up Fund – Awaiting an update from the Ministry of Housing, Communities and Local Government regarding this funding. Information about this project programme is being developed to update residents and businesses about the proposals.
5	Theme Lead Reports – Theme Leads
a.	Succeed in Ashfield – Martin Rigley
	<ul style="list-style-type: none"> There was no update from Succeed in Ashfield as Martin had had to give late apologies for personal reasons.
b.	Love Where You Live – Liz Barrett
	<ul style="list-style-type: none"> There have been some great free events for families over the summer with a full programme which had a real impact to residents.
	<ul style="list-style-type: none"> The Primary Network was held recently, and the schools noted they are within the Ofsted window so the next meeting will have a focus on supporting the schools with this.
	<ul style="list-style-type: none"> The Together in Ashfield CIC have a Sutton Remembrance event this year and they can support Hucknall and Kirkby next year if the groups in those areas need any support.

	<ul style="list-style-type: none"> The Lord-Lieutenant of Nottinghamshire will be visiting to view the poppy installations which have been created.
	<ul style="list-style-type: none"> The Discover Ashfield website is a great tool for businesses, schools and people within the district.
	<ul style="list-style-type: none"> The new Discover Ashfield Award categories are a great way of finding more people and groups within Ashfield doing amazing work.
	<ul style="list-style-type: none"> Local primary schools have been invited to create Christmas decorations to help brighten up Kings Mill Hospital.
c.	More to Discover – Darron Ellis
	<ul style="list-style-type: none"> There was no update for More to Discover. Darron was part of the Photography Competition judging panel.
d.	Be Healthy, Be Happy – Pete Edwards
	<ul style="list-style-type: none"> Playzones in the district will be progressing to the next stage. These include Hucknall (Titchfield Park), Kirkby (Morven Park), Leamington (Cowpasture Rec), Selston (Selston High School) and Stanton Hill (Stamper Rec). The next stage includes site visits and desktop studies by Football Foundation and developing activation plans for each site (making contact with local organisations etc. to develop a timetable of activities/usage). The aim is to complete a first draft by end October. Sport England Place Funding - £101,000 has been secured from Sport England for Leamington. The monies are for the next two years and will see the employment of a part-time worker to work within the system with partners, community engagement and activities, and a leadership programme for officers working in the area. It is hoped a further bid will be submitted, once it is better understood what is needed in the area for residents to be more physically active. Mental Health Grants – Grants of up to £1000 are available to provide outdoor activities to support mental health. Please encourage organisations to apply: https://www.ashfield.gov.uk/environment-health/health-wellbeing/feeding-ashfield/green-activity-grant-scheme/
6.	Board Member Updates - All
	<ul style="list-style-type: none"> Fiona Johnson updated the board that the conference report from June will be completed soon, she asked the board if a presentation to both place boards with outputs and recommendations from the conference would be beneficial.
	<ul style="list-style-type: none"> The board agreed this would be.
	<ul style="list-style-type: none"> Fiona also informed the board that she will be leaving NTU in October so will therefore be leaving the Discover Ashfield board. Her colleague Sarah Mayfield will be returning to work and will pick up the civic work, with the executive team considering representation on various groups and boards.
	<ul style="list-style-type: none"> The board thanked Fiona for all her work within Discover Ashfield and wished her good luck.
	<ul style="list-style-type: none"> Cllr Girling updated the board that the Boots & Berets Awards was very successful with over 100 guests. He thanked attendees from the board who went along.

	<ul style="list-style-type: none"> • There are now plans for the 2025 awards, as these are fully sustainable through sponsorship. • Cllr Girling confirmed that Hucknall Library would not be being closed, it is being refurbished with £210k being invested.
	<ul style="list-style-type: none"> • Kirsty Ellis explained that the library had been successful in receiving funding from the Libraries Improvement Fund to install customer toilets at Hucknall Library and a tidy up within the library. There will also be an extension in the opening hours.
	<ul style="list-style-type: none"> • Gary Jordan updated the board that he is working with ATTFE to create a Community Information Support and Job Club which will be located in the Idlewells Hub, which will be running from October to the end of December. • This will support organisations in the area to share information locally. • Gary will share this information with Hollie and Nathan at ADC to promote.
	<ul style="list-style-type: none"> • Louise let the board know that the rebranded Mansfield & Ashfield 2020 - Mansfield and Ashfield Business Network launch will be on 10th October if board members would like to book onto this.
7.	Any Other Business – All
	<ul style="list-style-type: none"> • Hollie updated the board that there had been over 130 nominations so far for the Discover Ashfield Awards and welcomes further promotion by board members.
	<ul style="list-style-type: none"> • Louise congratulated Liz in her appointment of Deputy Lieutenant of Nottinghamshire. • The board congratulated Liz.
10.	Date of Next Meeting – Wednesday 23rd October

Regeneration Programmes update, October 2024



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


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 Budget
Succeed in Ashfield				
ADMC	<p>Planning approval is secured. The design team are continuing to work through the discharge of pre-commencement conditions relating to highways access.</p> <p>RIBA stage four is progressing under a PCSA agreement with the contractor.</p> <p>The land purchase is progressing with the detailed negotiation estimated to be completed Oct / Nov 2024</p>	<p>S: Jan 2025 C: Feb 2026</p>	<p>Contract Start Est: Autumn 2024</p>	<p style="text-align: center;"></p> <p>Towns Fund: £20,483,141</p>
Ashfield Construction Centre and Satellite	<p>The detailed negotiations for the purchase of a commercial building in the town centre are being finalised, minor complications with details of the land have delayed the completion which is now estimated to be by the end of Oct/early Nov 2024.</p> <p>The lease with Vison West Notts college will be completed alongside the site purchase and the college will take occupation to deliver construction skills.</p>	<p>VWNC: S: Nov/Dec 2024 C: Dec 2024</p>	<p>Building acquisition Oct/Nov2024</p>	<p style="text-align: center;"></p> <p>Towns Fund: £4,801,755 Co-funding: £1,837,500</p>


<p>Ashfield Civil Engineering Centre</p>	<p>The key risk is reducing in relation to the interdependencies with the Council's redevelopment of the Depot following the depot stage 2 plans being approved and a planning application being submitted.</p> <p>A review of how the Civils project can be delivered and a sequencing plan is being progressed.</p>	<p>C: Dec 2025</p>	<p>Partnerships working with local businesses</p>	<p>Towns Fund: £2,101,134 Co-funding: £763,517</p>
<p>Enterprising Ashfield</p>	<p>Due to the changes agreed by the Board in September, the risk has reduced. Steps are in place to report on the new learners and repeat learners. For the purposes of this report, we have accounted for the period 17 August 2024- 16 September 2024.</p> <p>240 enrolments in the programme with 115 entrepreneurs who have been assessed both business ready and have signed up for their corn seed, establishment grant. One of the new businesses has successfully published and launched a book.</p> <p>Closer collaboration with businesses focusses on research and development. The programme has 10 completed projects with 10 in the delivery phase. Currently there are a further 11 in development of which three are focussing on AI powered real time recognition, green gaming technology, testing liquid hydrogen technology and thermal insulation paint.</p> <p>The social media campaign for autumn term courses has been successful. The campaign reached over 23,000 people with over 3,000 engagements. This has led to an increase in course applications.</p> <p>The support for growing businesses is tracking higher than planned.</p> <p>NTU is focussing on the graduate internships as they are below half of</p>	<p>C: March 2026</p>	<p>December 2024 Enterprising Ashfield Business Support Event.</p>	<p> Risk Reduced</p> <p>Towns Fund: £3,845,000 Co-funding: £3,746,867</p>




	<p>forecast. NTU is considering how the uptake for this opportunity can be increased through promotion and made more accessible to local businesses in Kirkby and Sutton and their students.</p> <table border="1" data-bbox="363 405 874 1178"> <thead> <tr> <th>Project Output</th> <th>Total</th> <th>Total plan to date</th> <th>Total delivered to date – Aug 2024</th> </tr> </thead> <tbody> <tr> <td>Headstart- Entrepreneur Enterprise ready</td> <td>225</td> <td>110</td> <td>115</td> </tr> <tr> <td>Headstart seed corn grant</td> <td>225</td> <td>97</td> <td>115</td> </tr> <tr> <td>Growth -Businesses/ Enterprises receiving non-financial support</td> <td>121</td> <td>63</td> <td>83</td> </tr> <tr> <td>Growth – Businesses/Enterprise receiving financial support</td> <td>1</td> <td>1</td> <td>1*</td> </tr> <tr> <td>Growth- Jobs safeguarded</td> <td>35</td> <td>0</td> <td>TBC</td> </tr> <tr> <td>Growth- New jobs</td> <td>25</td> <td>0</td> <td>TBC</td> </tr> <tr> <td>New Learners- Skills</td> <td>650</td> <td>468</td> <td>492</td> </tr> <tr> <td>Repeat Learners</td> <td>250</td> <td>90</td> <td>97</td> </tr> <tr> <td>Internships- Graduate placements</td> <td>150</td> <td>77</td> <td>32</td> </tr> <tr> <td>Apprenticeships</td> <td></td> <td></td> <td>141</td> </tr> <tr> <td>Closer Collaborations- R&D</td> <td>50</td> <td>20</td> <td>10</td> </tr> </tbody> </table> <p>*</p>	Project Output	Total	Total plan to date	Total delivered to date – Aug 2024	Headstart- Entrepreneur Enterprise ready	225	110	115	Headstart seed corn grant	225	97	115	Growth -Businesses/ Enterprises receiving non-financial support	121	63	83	Growth – Businesses/Enterprise receiving financial support	1	1	1*	Growth- Jobs safeguarded	35	0	TBC	Growth- New jobs	25	0	TBC	New Learners- Skills	650	468	492	Repeat Learners	250	90	97	Internships- Graduate placements	150	77	32	Apprenticeships			141	Closer Collaborations- R&D	50	20	10			
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<p>High Pavement House</p>	<p>Inspire have taken occupation within the building and started the delivery of their training programmes.</p> <p>A temporary arrangement has been established to support the MakerSpace with the council’s Markets team and ADC officer supporting the project. The governance model for the Makerspace is being developed to enable the project to open.</p> <p>The individual room setups and H&S / induction are being finalised.</p> <p>The Council is working with a number of businesses regarding take up of office space on the first floor.</p> <p>Remains elevated: due to the delays in setting up the governance structure for the MakerSpace and take up of the office space.</p>	<p>C: Nov 2024</p>	<p>Inspire’s new learning programme Oct 2024</p>	<p style="text-align: center;"></p> <p style="text-align: center; color: orange;">Remains Elevated</p> <p>Towns Fund: £1,651,665 Co-funding: £937,289</p>																																																



<p>Supporting Local Business</p>	<p>A review of the Ashfield Accelerator Action Plan with the East Midlands Chamber of Commerce has been completed. An update and proposal are provided in section 1.7.1.</p> <p>The Enterprise Grant delivery is progressing well and an update and proposal is included in section 1.7.1 A proposal for online trading is provided in section 1.7.2.</p> <p>The pre-opening of the ADMC project continues to deliver on time and to budget.</p> <p>The special events have funded the successful Careers Fair and other publicity for the UKSPF programme. The programme includes the business event to be held on 5 November _Innovation: Bridging Creativity and Commerce, at the Mour Hotel, Sherwood Business Park. The speakers include Professor Simon Mosey, Craig McMillan of Sure Screen and Bruno Ferreira International Trade Advisor at the Department of Business and Trade. The special events budget is also supporting the Discover Ashfield Awards.</p>			<p>Elevated</p> <p></p> <p>UK Shared Prosperity Fund: £1,120,500.00</p>
<p>People and Skills</p>	<p>Academy Transformation Trust Further Education (ATTFE) continue to deliver the programme supporting residents to develop basic digital skills.</p> <p>From October 2024 onwards a comprehensive programme of workshops are being delivered using venues in the priority ward areas. Sessions include Introduction to Digital Skills, Introduction to Video Editing, Mastering Online banking and Digital Payments, A guide to Online Shopping and Entertainment Services, and Using Digital Games for Socialising.</p> <p>ATTFE have also received requests from primary schools who would like to offer a digital skills/ online safety workshop to parents/ carers. They are working to</p>			<p></p> <p>UK Shared Prosperity Fund: £817,077.00</p>



	<p>confirm dates for these to take place at Croft Primary School, Brierley Forest Primary School, and Hucknall Flying High Primary School.</p> <p>Futures and Voluntary, Community and Social Enterprise (VCSE) partners are delivering a programme that supports the economically inactive. The priority groups include residents with long term health conditions, residents aged 50+, and ex-offenders.</p> <p>Futures are exceeding their contractual requirements (411 out of 406 outputs achieved and 222 out of 221 outcomes achieved). Key partners are receiving referrals from food clubs, Citizen’s Advice, and local children’s centres. Futures have also included their office in Mansfield (next to the bus station) as an additional support location to support access</p> <p>Futures also support residents to acquire the Basic and Life skills needed for the workplace. Whilst currently behind delivery profile (69 out of 163 outputs achieved and 55 out of 282 outcomes achieved), there has been a marked improvement from the previous month’s delivery. This demonstrates a strong delivery pipeline from October onwards. They are making good progress with inactive customers and are supporting and tracking these for more outcomes.</p> <p>During October and November, Futures plan to engage more with employers. They have started working with 3 employers to identify what skills support they require.</p> <p>Business and Education Collaboration (Aspiring Careers Ashfield) is being delivered by Ideas4Careers (I4C). Delivery is well underway in the Secondary Schools involved in the programme with the Primary schools also increasing. We are finalising the variation of the project with Outwood Academy onboarding to the programme. We are beginning to see</p>			
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	<p>outputs and outcomes delivered from the schools, as well as collaboration between businesses and educational institutions that will lay the groundwork for high quality and sustainable provision in which the schools are developing relationships with those that can support their careers provision in Ashfield.</p> <p>The Graduate Talent Match programme is being delivered by Graduate Consult, working with graduates in Ashfield who are unemployed and underemployed. Productive engagement events, including at the DWP as well as the Ashfield Careers Fair has led to good engagement, with more student engagement planned due to the relationships built with East Midlands universities. Graduate Consult's presence at the upcoming ADC Business Leaders Networking Event will be a good opportunity to interact with the variety of businesses.</p>			
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Project	Achievements/ progress/next steps	Start / Completion Dates	Next key Milestone	Risk Level / programme and Budget
More to Discover				
Visitor Economy	<p>Destination Management Plan - changes agreed at the last board have been incorporated into the plan and a report will be taken to the Council's Cabinet in November to formally adopt the plan.</p> <p>Please see section 1.7 for further proposals for this allocation.</p> <p>St. Mary's Magdalene Church, Hucknall - work is progressing well on this project with the architects engaged to produce plans for the north transept and costings. The church is also progressing with submission of an expression of interest to the National Heritage</p>	C: November 2024	Approval of DMP at Council Cabinet	 UK Shared Prosperity Fund: £85,000

	Lottery Fund for the building and restoration works.			
Visitor digital offer	New refinement to the mobile app is being considered to improve accessibility and useability. There was an initial launch on social media for the website, and promotion at Ashfield Show. Work is continuing with the Council's Comms. team to continue this promotion of key features of the website.	C: June / July 2024	Marketing / and press release	 Towns Fund: £214,809 Co-funding: £45,000
Ashfield Creates	<p>Engagement was undertaken at Ashfield Show with a popular stall. Upcoming engagement includes: 3 x Pop up parties run by First Art and ATTFE hosting community engagement in Idlewells Shopping Centre, Family storytelling in Kirkby and Portland Singalong Encanto Accessible Cinema.</p> <p>A Cultural Strategist has been appointed to produce the District's new Cultural Strategy with work due to start in late October.</p>			Risk register to be developed Arts Council: £1,000,000
Events Programme	Planning and promotion for the Sparks in the Park event in November is well underway together with planning for the Christmas festivals and light switch ons in the three towns			 UK Shared Prosperity Fund: £116,000
Science Discovery Centre and Planetarium	<p>Site work is nearing practical completion, with hand over expected on 1st November. The planetarium screen, seats and projection system have been installed and calibration and testing is now underway by the specialist provider, RSA Cosmos.</p> <p>Designs for the exhibition that tells the story of how the reservoir played an important role in water sanitation in Sutton are complete and will be installed in the next few weeks. The lead Planetarium Presenter has been appointed and is due to start on 4th November to coincide with on-site training. An offer has been made to a candidate for the Centre Manager Role, which has been informally accepted. Subject to signing the</p>	C: Nov 2024	Completion of external works-Oct 2024	 Towns Fund: £2,298,004 Co-funding: £985,000 Levelling Up Fund: £3,100,000

	<p>employment contract, this person will start on 14th November. The new website has been built and is currently undergoing beta testing before going live to the public at the end of October. The new facilities will be open to the public on 25th November. A number of launch events are being developed, with the VIP 'ribbon cutting' event planned for 23rd January. The VIP astronomer guest will be Chris Lintott (host of BBC Sky at Night TV programme). Invitations to the various events will be going out soon including a Board event.</p>			
Cornerstone Theatre	<p>The project is in the construction phase and remains on track against the revised cost and time requirements.</p> <p>The delivery of social value which will include students from the college is being developed.</p> <p>Risk 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 Oct / Nov 2024</p>	<p> Remains Elevated</p> <p>FHSF: £2,347,118 Towns Fund: £1,112,067.81</p>
Cycling and walking routes	<p>The design team has completed stage 2 design / feasibility / development appraisal.</p> <p>Engagement with the county council's highways team is underway to review key challenges and delivery risk.</p> <p>The initial contract to upgrade the route between Penny Emma Way and Southwell Road will commence on site 21st October following the appointment of the contractor.</p>	<p>S: April / May 2024 C: April 2025</p>		<p> Towns Fund: £1,936,280 Co-funding: £45,000</p>
Kings Mill Reservoir leisure development	<p>The construction of the building and external works is now complete.</p> <p>The development and feasibility work are underway to create new</p>	<p>C: July 2024</p>	<p>Operator procurement Oct / December 2024</p>	<p>Remains Elevated: due to delays in appointing an operator</p>

	<p>signage at key locations to the entrance and boundaries of the site to improve visibility of the facilities.</p> <p>The Council is reviewing proposals from potential operators for the restaurant offer and progressing a licence agreement to enable the Sea Cadets to operate from the facilities.</p>			<p style="text-align: center;"></p> <p style="text-align: center;">Remains Elevated</p> <p>Towns Fund: £3,352,000 Co-funding: £648,000</p>
	<p>Ranger / activities – Continuing the activities at Mill Waters with volunteers, wild sessions, wild tots café, and events. To date there have been 18 volunteering opportunities, the planned output being 20. The Wild activity programme was part of Ashfield Show, Selston Wellbeing Event, Brierley Park and the Little Festival.</p> <p>The outcome of the £249,898 bid to the National Heritage Lottery Fund with the UKSPF funding used as match is due to be confirmed soon.</p>			<p style="text-align: center;"></p> <p>UK Shared Prosperity Fund: £30,000</p>

Project	Achievements/ progress/next steps	Start/ Completion Dates	Next key Milestone	Risk Level / programme and Budget
Be Healthy Be Happy				
Kirkby Sports Hub	<p>The Football Foundation funding application has now been submitted which is a key milestone in the progression of the project. The outcome is anticipated Feb 2025.</p> <p>The planning application will be taken to December planning committee once the elements around transport have been addressed.</p> <p>A mini tender competition had been completed and is being evaluated by the team to enable the contract award for the construction works.</p> <p>The procurement plan is being developed for the delivery of the EV charging points on site within a package of multiple sites.</p>	<p>Part 1: S:Nov 2024 C: March 2025</p> <p>Part 2: S: April / May 2025 C: Feb 2026</p>	Contract Award Oct/Nov 2024	<p style="text-align: center;"></p> <p>Towns Fund: £1,991,676 Co-funding: £339,000</p>

<p>Sutton Lawn Sports Hub</p>	<p>The Football Foundation funding application has now been submitted which is a key milestone in the progression of the project. The outcome is anticipated Feb 2025.</p> <p>The pavilion and car park were approved at planning committee on 25th September.</p> <p>A mini tender competition had been completed and is being evaluated by the team to enable the contract award for the construction works.</p> <p>The procurement plan is being developed for the delivery of the EV charging points on site within a package of multiple sites.</p>	<p>Part 1: S: March 2025 C: August 2026</p> <p>Part 2: Sept 2025 S: March 2026</p>	<p>Contract award Oct/Nov 2024</p>	<p>↔</p> <p>Towns Fund: £2,818,633 Co-funding: £2,021,973</p>
<p>Green social prescribing</p>	<p>Grants to support positive mental health</p> <p>To date applications from 6 organisations have been approved by the Be Healthy, Be Happy Management Group. Please encourage local groups to apply via https://www.ashfield.gov.uk/environment-health/health-wellbeing/feeding-ashfield/green-activity-grant-scheme/. A further £14,500 is available for organisations who support people’s mental health through outdoor activities. This builds on the previous grant programme to support walking and growing in the district (images below are from 4 groups funded – Hucknall Wildlife Group, Your Time, Hope Springs, and Meristems Gardening Club).</p>  <p>Litter Picking</p> <p>The council is finalising the digital litter picking pages on the website. This will enable litter pickers to sign up, report litter, and top up on supplies, which will be</p>			<p>↔</p> <p>UK Shared Prosperity Fund: £70,000</p>

	<p>available to collect from the Leisure Centres.</p> <p>In February 2025, 4 events will be held (in Kirkby, Hucknall, Sutton and Selston) to thank current litter pickers and to register new ones. This will be promoted as part of the council's Big Spring Clean. We aim to sign up to 200 new litter pickers. The funding available will cover the cost of litter pickers, hi-vis vest, bags, and gloves, as well as thank you refreshments during the events.</p> <p>Growing Packs</p> <p>205 Growing Packs were distributed, in year 2 of this fund. Of these, 26% of recipients stated they were not involved in gardening/growing activities. The opportunity was promoted via the council's main Facebook and Feel-Good Families pages, and the packs were all allocated within a few hours.</p> <p>The opportunity to receive a growing pack will be promoted again in January. The collection of the packs will link in with the events being organised for litter pickers. We will encourage those coming for a growing pack to sign up as a litter picker.</p> <p>A number of packs will also be distributed to supported living accommodation and care/residential homes. These will be packs which enable people to grow food/plants indoors.</p> <p>Nature Trails</p> <p>Work has begun to develop the trails. Each site will have a map and a mix of sensory totem poles and themed totem poles (e.g. butterflies, bees). The themed totem poles will have a small plaque, giving some interesting facts about the animal/species, and a QR code to direct residents to the Discover Ashfield website, for further information and links to other trails in the district.</p> <p>Costs are being finalised, but with installation and some design work for the maps, it is estimated the cost will be £2,500 per site.</p>			
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Cycling and Walking

Sutton Lawn Cycling

Funded by UK Government

ALL THINGS BIKE!

FREE DR.BIKE AND CYCLING SESSIONS AT SUTTON LAWN!

10.30am - 11.30am- Dr Bike is on hand for advice, servicing & minor repairs.

11.45am & 1pm Cycling Lessons - all ages welcome
Whether you're a complete beginner, or would just like to gain more cycling confidence - these sessions are for you!

BOOK HERE www.bookwhen.com/ridewise


Sutton Lawn. Sutton-In-Ashfield NG17 5FU **RIDEWISE** Ashfield

Ridewise have now delivered 16 Saturdays on Sutton Lawn, with 81 people attending one or more sessions. The sessions have been well received and will continue to run until mid-November 2024.

Funding is available to run a Cycle Leader Course. This was organised but due to low uptake didn't run. New dates for this training will be organised shortly.






UK Shared Prosperity Fund: £90,000

	<p>Youth Cycling</p> <p>Following success of the initial sessions previously reported to the Board, a further 2 sessions took place at Asylum Skate Park, during the Summer Holidays. Both were fully booked (25 attendees at each). The young people who attended had the opportunity to take part in cycling/scooting or bouldering activities, were given food/drink, free hire of equipment, and a return voucher. 2 more sessions are planned for October half term, and a third for February half term. A further project is being developed with Asylum, which would see bike safety and maintenance sessions delivered as after school sessions. A proposal will be brought to a future Discover Ashfield Board.</p>			
Community Vertical Farming	<p>Several ATTFE staff have been upskilled and trained in vertical farming techniques to support the project. The equipment has now been purchased and we are awaiting delivery with installation planned for November for an internal room / space to get up and running rapidly and start learning and growing.</p> <p>Staff have also been upskilled and trained in microgreens as we are aware that this is very much an 'in the moment' trend that aligns well with this project. Microgreens also known as micro leaves are the small immature shoots of vegetables that are harvested when the first leaves have just opened. They are used to garnish soups, salads, sandwiches, top fish and add colour and flavour to many other dishes.</p> <p>Once the space is set up, flyers will be created to invite local people / community / school children along to see the project in action and learn more. Homemade kits will be created to support people being able to replicate (to some degree) the techniques at home.</p>	C: March 2024	Opening of facility	<p> Project in delivery</p> <p>UK Shared Prosperity Fund: £87,500</p>

	<p>Food grown will be donated to local food pantries to be distributed to people within the community in need.</p> <p>Please see proposal at 1.7.4 re allocation of underspend.</p>			
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Project	Achievements/ progress/next steps	Start/ Completion Dates	Next key Milestone	Risk Level / programme and Budget
Town Centres & High Streets				
High Street Property Fund	<p>A planning application for the change of use to create two flats above Moor Market and the Banking hub on Lowmoor Road has been approved.</p> <p>The detailed designs are being finalised for Vision West Notts students to commence work in November.</p>	<p>S: April 2024 C: March 26</p>	Work underway Nov / Dec 2024	<p>↔</p> <p>Towns Fund: £662,933.19 Co-funding: £100,000</p>
Hucknall				
Hucknall Town Centre-High Street Property Improvement Fund	<p>Hucknall High Street Improvement Grants uptake is still slow. There have been 21 enquiries, and two grants agreed to the value of £13,606.00 with a total project value of £17,007.00. We currently have 6 active enquiries.</p> <p>The businesses support pilot delivered by Save the High Street (STHS) is now completed. The programme has been rolled out across the District and made accessible to Market Traders. A proposal is provided in section 1.7.3 regarding the underspend.</p>			<p>↑</p> <p>Elevated UK Shared Prosperity Fund: £90,000</p>
Kirkby				
North Kirkby Gateway	<p>The conveyancing for the property purchase is being finalised.</p> <p>The gateway masterplan has been finalised which outlines the key areas of focus for the Towns Fund</p>	<p>S: Jan 2025 (Est) C: March 2026</p>	Release of stage two plan for the project December 2024	<p>↑</p> <p>Remains Elevated monitor delays and seek to progress the</p>

	<p>delivery and future direction of investment.</p> <p>The design team has been appointed and stage 2 is progressing.</p> <p>A planning application is due to be submitted for the Pond Hole housing scheme by December.</p>			<p>design and construction phases.</p> <p>Towns Fund: £8,909,648 Co-funding: £5,140,999</p>
West Kirkby Gateway & public transport hub	<p>The planning application for the demolition of the building was approved at planning committee on 14th October.</p> <p>The Contractor has been appointed and work has commenced to demolish and make good the Wyvern Club site.</p> <p>An option for a mixed use commercial and residential unit on the site, rather than a commercial building are now being progressed to stage 2.</p> <p>Land to the south of Lane End – the planning application for a drive-through takeaway has been withdrawn whilst the developer explores issues relating to the highway access.</p> <p>A cost plan is being explored for consideration to bring part of the access road alongside the Lane End site up to adoptable standard.</p>	<p>S: July 2024 C: July 2025</p>	<p>Demolition Oct /Nov 2024</p>	<p></p> <p>due to delays in a final option being approved. Once the revised options are considered a revised programme will be confirmed.</p> <p>Towns Fund: £3,958,041 Co-funding: £3,920,000</p>
Sutton				
Portland Square & Fox Street	<p>The contract commenced on site 14th October following the completion of the S278 agreement.</p> <p>The project budget will be reviewed to evaluate the full impact of the delays.</p> <p>Remains elevated, due to the early cost impact on the contingency.</p>	<p>C: May 2025</p>	<p>Tree planting and installation of planter Jan 2025</p>	<p>Portland Square: Towns Fund: £1,229,352 Co-funding: £136,000 Fox Street: FHSF: £531,088 Co-funding: £70,912</p>

Low Street	<p>9-11 Low Street – The contract work will be completed in October following delays with the electrical and water connections.</p> <p>A prior approval notice has been submitted to the planning authority by ATTFE to enable education use within the building. Heads of Terms have been agreed.</p>	S: Dec 2023 C: Oct/Nov 2024	Project handover. Oct/Nov 2024	<p> Elevated</p> <p>Commissioning of the water supply and the prior approval notice have delayed occupation of the building to October/ November.</p> <p>FHSF: £1,750,000 Co-funding: £647,933</p>
Library Innovation Centres - Kirkby & Sutton	Project planning is progressing for the Sutton project with the start date to be confirmed by Inspire.	Anticipated S: Q4 2024	Project announcement - Start date TBC	<p></p> <p>Towns Fund: £737,478 Co-funding: £113,000</p>

Project	Achievements/ progress/next steps	Start/ Completion Dates	Next key Milestone	Risk Level / programme and Budget
Green Ashfield				
Green Ashfield	<p>The project delivery and procurement plan are to be progressed over Nov / Dec 2024.</p> <p>Evaluation of the completed green interventions has now started on 14 and 9-11 Low Street, High Pavement and Kings Mill buildings. The project team is considering the cost effectiveness of the evaluation process and considering options.</p>	C: Dec 2025	Retrofit PR – Carbon saving to project sites.	<p> Remains Elevated</p> <p>Delays in agreeing the project plan and performance of the lead consultant. Alternative delivery partner options are</p>

				being explored. Towns Fund: £2,198,048 Co-funding: £3,129,301
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1.3 Monitoring and Evaluation

Preparation for the monitoring and evaluation for Towns Fund and Future High Streets for the period ending 31 September has commenced. The submission is currently planned for 21st November. The Funding subgroup will be set up in advance of the deadline to review the submission.

UK Shared Prosperity Fund - As we approach the six-month reporting period for April to September a review of the programme was undertaken in August to check that project spend and outputs were on target. As a result, several proposed changes have been put forward to ensure that the allocations are fully spent and activity completed by 31st March next year.

1.4 Communications

Communication activities during the last period were as follows:

- Sutton Academy theatre refurbishment progress update.
- Sports Hub project securing planning approval

The following communication opportunities will be undertaken in October and November:

- FHSF Cornerstone Theatre– Social Value output
- FHSF 9 – 11 Low Street Completion / handover
- TF04 Walking and Cycling – First project progress update
- TF16 Website Marketing
- TF12 Portland Square construction starts.
- TF09 & 15 Sports hubs – Football Foundation applications submitted

1.5 Risk registers

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

1.6 Procurement

The procurement activities for this period are detailed in Annex 2.

1.7 Proposals

1.7.1 Ashfield Accelerator and E16 Enterprise Grant

The delivery of the Ashfield Accelerator programme has been subject to regular monthly monitoring to ensure that the UKSPF investment plan targets are met. The programme was jointly procured with other local authorities through the Nottinghamshire County Council Framework. At the Board meeting in May 2024, officers identified the challenges that our delivery partner was having in meeting its contractual outputs and outcomes. The Board agreed the proposal to convert £323,110 of the total funding available of £595,000 into a Grant inclusive of a small management fee. The grant has proved popular and is fully subscribed.

UKSPF PROGRAMMES	Current Outputs	Revised Outputs	New Grant Value (incl.MGMNT Fee)
E19 ADOPTING DIGITAL	155	93	£56,300
E19 INNOVATION	156	105	£45,500
E23 TRADING OVERSEAS	230	50	£108,000
E23 WORKFORCE DEVELOPMT	400	62	£25,350
E29 DECARBONISATION AUDIT	125	82	£30,960
E29 DECARBONISATION Grant	0	0	£57,000
TOTAL	1066	392	£323,110

We continue to work closely with the East Midlands Chamber of Commerce (EMC) and forecast, based on average performances, an underspend of £52,078.12. Our forecast is based on services already delivered to date and the time available to complete delivery. We therefore propose to reallocate £33,198.00 of the £52,078.12 underspend to Enterprise Grants.

The projected underspend on each part of the programme is outlined below.

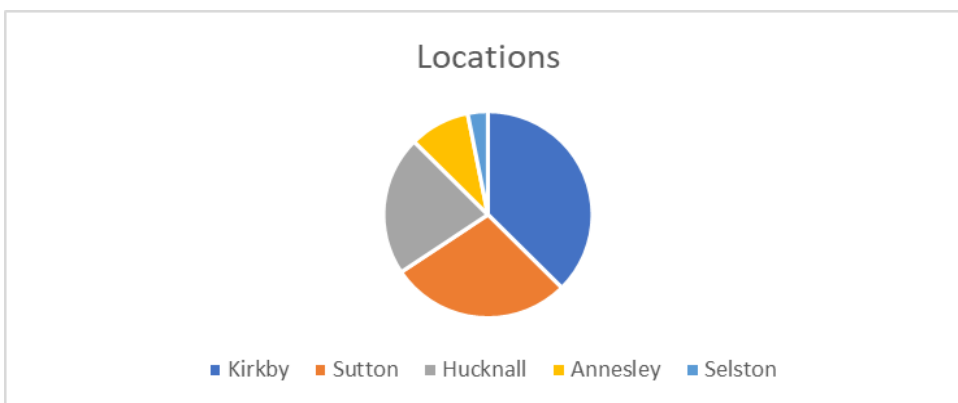
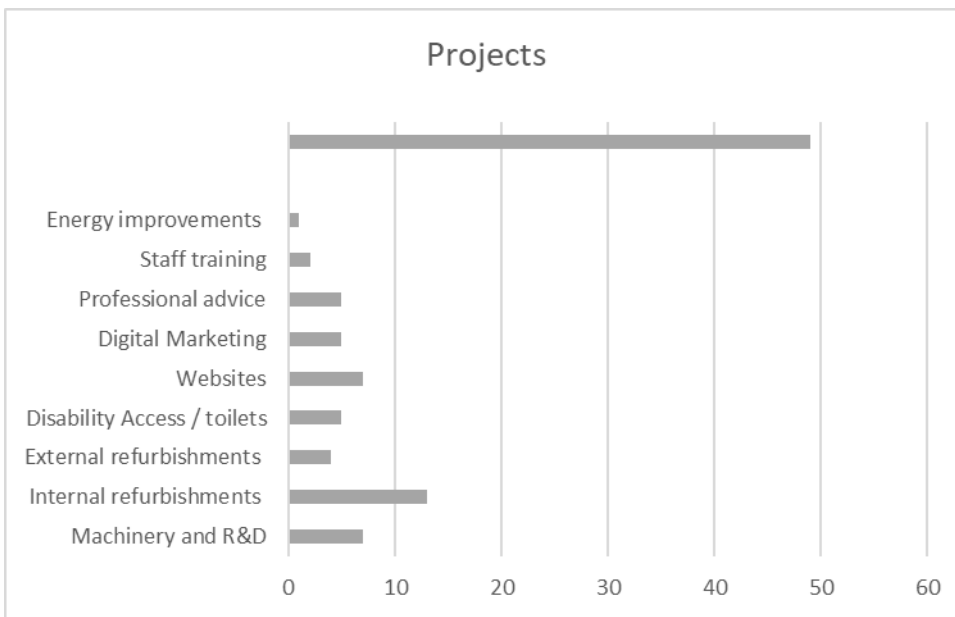
UKSPF Programme	Grant & Management Fee	Service	Total Budget	Estimated Spend	Underspend/ (Overspend)
Adopting Digital	56,300.00	83,700.00	140,000.00	132,800.00	7,200.00
Innovation	45,500.00	94,500.00	140,000.00	126,500.00	13,500.00
Trading overseas	108,000.00	30,000.00	138,000.00	113,131.88	24,868.12
Workforce development	25,350.00	4,650.00	30,000.00	29,250.00	750.00

Decarbonisation	87,960.00	59,040.00	147,000.00	141,240.00	5,760.00
Total	323,110.00	271,890.00	595,000.00	542,921.88	52,078.12

E16 Enterprise Grant Update

The Enterprise Grant has continued to have good take up. The Board previously agreed to increase the budget to £157,500.00 We have received 208 enquiries and awarded 31 businesses grants to a value of **£157,500.00** These businesses have invested £172,044, so the overall value to the district is **£338,742**.

These grants have been used to support the following types of project:



We have a number of project proposals that we would like to fund with a proposed additional allocation of £33,198. The Enterprise Development Grant is due to close at the end of October 2024.

Decision 1:- The Board is asked to consider and approve the reallocation of £33,198.00 from the Ashfield Accelerator programme to the E16 Enterprise Grant.

1.7.2 E16 Online Trading Opportunities

£28,000 was allocated to support businesses to trade online and offer support services. In March West Nottinghamshire College (WNC) began a pilot with Market Traders to engage and assist them in trading online. If the pilot was successful, it could then be rolled out across the District. Due to a range of challenges the project was unable to achieve the outputs and outcomes, but there are opportunities to complete the pilot in collaboration with other delivery partners.

Budget	Commitment	Variance
28,000.00	14,391.35	13,608.65

The Board agreed in September to allocate £10k to Save the High Street to support Market traders as part its support package and they will work with WNC to provide a collaborative digital offer.

We are confident that we will exceed the required outputs and outcomes for this investment and have therefore identified an underspend within this project.

E24 Low Street, Sutton improvements - the proposal approved for Low Street primarily focusses on enhancing the appearance of three derelict buildings through façade wraps, to improve the overall look and feel of the street. We are currently reviewing proposals and quotations for this work.

We have also identified further environmental improvements that could significantly enhance the overall street appearance including the installation of planters, murals, and repainting of street furniture. We also looking at potential works in the alleyway which leads from Low Street up to the Cornerstone Theatre at ATTFE, where there are opportunities to improve this route with planters and murals, using the theatre branding to promote the facility. To fund these additional improvements, we propose utilising the underspend from the E16 Online Trading Opportunities project.



Image capture March 2022, Copyright 2024 Google

Decision 2: - The Board is asked to consider and approve the reallocation of £13,608.65 from Online trading opportunities to E24 Low Street area improvements.

1.7.3 E6 Visitor Economy Stanton Hill Investment Plan

The Council has started working in Stanton Hill with the Neighbourhood Forum to look at how the area can be regenerated. A key part of this is how the visitor economy can support this work due to the number of key assets in this area which include Brierley Forest Park, Silverhill Wood, Teversal Village, a holiday park, walking and cycling trails and nearby Hardwick Hall as well as the wider countryside. Consultancy support is required for this work and we have undertaken a quotation process, the highest scoring submission is costed at £20k, there is also the need to fund some consultation and engagement work which could cost up to £22k.

Lindley's Mill

Over the last 18 months the Council has invested over £90k to safeguard Lindley's Mill in Sutton which has included replacing the roof and treating the walls to address issues with water ingress and loose plaster. The mill is the last remaining mill of nine that were built across Sutton and dates to 1823.

After many years of care by the Sutton Heritage Society the group has decided that they can no longer support this work. Sutton Living Memory Group have kindly agreed to take on the responsibility of arranging access for school and other group visits and marking annual events such as National Mills Day. There is a need to refresh the interpretation material within the mill and provide additional resources to engage visitors. There are also other local heritage sites which would benefit from some investment.

There is currently £28,035.28 unallocated within this project. We therefore recommend that this amount is allocated to the Stanton Hill work, Lindley's Mill and other heritage sites. Further information will be provided at a future board once we have reviewed requirements at other sites.

Decision 3: - The Board is asked to consider and approve the allocation of £28,035.28 from the Visitor Economy budget to the Stanton Hill Investment Plan and

to allocate the remaining funds to Lindley's Mill and other heritage sites and activities.

1.7.4 E13 Community Vertical Farming

There is an underspend on this project of £8,050. We have identified an opportunity to support a pilot project in Kirkby which would complement the vertical farming initiative through the creation of a community allotment and wildlife garden. This would support the physical, mental, social and emotional health of local people who would get involved with the project which would include children and vulnerable adults. Surplus produce would be distributed to the local foodbanks. If the project is successful, we would look at how it can be rolled out across the other areas within the District.

The project would be based at St. Thomas' Church in Kirkby and the total cost of the project is £6186.43 which would cover materials and labour for the installation of raised beds, fencing, a shed and pond area as well as seating and gardening equipment.

Decision 4: - The Board is asked to consider and approve the reallocation of £8,050 from E13 Community Vertical Farming to Green Social Prescribing with £6,186.43 allocated to the community allotment and wildlife garden and the remainder to the various initiatives within the Green Social Prescribing programme.

2.0 Kirkby Long-term Plan for Towns

We are awaiting an update from the Ministry for Housing, Communities and Local Government regarding confirmation of the revised submission timelines for this fund.

The three new subgroups met in September – for funding, safety and security and town centre, regeneration, and transport. The groups have all agreed terms of reference. Meetings will recommence once we have received further information about the fund.

3.0 Hucknall Levelling Up Fund

We are awaiting an update from the Ministry for Housing, Communities and Local Government regarding this fund.

Information about the project programme is being developed to update residents and businesses about the proposals.

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
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	903,352	-	-	1,368,352
	Total	65,000	400,000	903,352	-	-	1,368,352
	Co-funding	-		136,000			136,000
TOTAL							1,504,352
TF-14 Science Discovery Centre & Planetarium	RDEL	-	-	-	-	-	-
	CDEL	149,500	385,786	1,554,714	208,004		2,298,004
	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
							7,878,041
TF 18 Cornerstone Theatre	CDEL	-	1,496	-	1,110,571	-	1,112,067
TOTAL							1,112,067

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	Company Reg No / Charity No
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	9575837
9-11 Low Street - 4794125	9-11 Low Street Electrical Upgrades	Regeneration	Electrics - Statutory	National Grid	£14,605.74	06/10/2024	Jul-24	Direct	Large size Enterprise	National Grid, Elliot Road, Price Rock, Plymouth	2366923
PC-2024-TF04-01	Cycling and Walking – Design Team Appointment	Regeneration	Design Team	rismann Consultant	£195,400.00	19/04/2024	19/04/2025	ESPO Tender	Small Size Enterprise	The Poynt, Wollaton Street	1777946
PC-2024-TF17-04	West Kirkby Gateway - Demolition with G F Tomlinson	Regeneration	WKG Demo	G F Tomlinson	£120,789.81	18/07/2024	TBC	SCAPE	Medium Size Enterprise	G F Tomlinson Building Ltd Tomlinson House 100 ALFRETON ROAD Derby	
PW_2024_AITP_SEH	Ashfield Innovation and Technology Park	Regeneration	Design, cost consultancy and marketing	Shepherd, Epstein and Turner.	£135,986.25	17/4/2024	TBC	Open Tender	Large Business	175-185 Grays Inn Road, London, WC1X 8UE.	1330885
PC-2024-TF04-02	Cycling and Walking - Penny Emma Way to Southwell Lane	Regeneration	Capital works - footpat	SPG Construction Ltd	£67,867.50	TBC	TBC	Open Tender	Small Size Enterprise	Alexandra House, 123 Priestsc Road, Sutton In Ashfield, Nottinghamshire, NG17 4EA	3262604
FHSF - Fox Street, TF12 Portland Square	Fox St. & Portland Square - Intermediate Building Contract with contractor's design, 2016 Edition	Regeneration	Fox Street - New Car Park and Public Realm construction Portland Square - Refurbishment of the existing Public Realm Space Low Street - Installation of new street furniture and paving patch repair	Lindum Group Limited	£1,955,693.18			Framework Direct Award	Large size Enterprise	Lindum Business Park, Station Road, North Hykeham, Lincoln, Lincolnshire, LN6 3QX	1236338
PC-2024-TF11-01	Appointment of PickEverard (and Lungfish) as principle desingers	Regeneration	Feasibility and RIBA 2 de	Pick Everard (PEKG)	£77,683.47	10/01/2024	TBC	Perfect Circle Dir	Large Business	Halford House, Charles Street, Leicester, LE1 1HA	10098632

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	
21	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 Sept 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. PAR for additional changes agreed by Board at its meeting on 28 June 2024	Formal PAR to be submitted to MHCLG. Risk remains the same as last assessment.
22	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 Sept 2024	Active	Each project cost plan being scrutinised and options for cost reduction or other viability considerations investigated where necessary.	Nil
23	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 Sept 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.	Amber 6
24	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 Sept 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.
25	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 Sept 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
26	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 Sept 2024	Active	Continue to work with partners , finance experts, to ensure opportunities maximised for the betterment of the District and the projects.	Nil
27	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 Sept 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
28	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 retender or identify next preferred supplier.	Contingency	3	3	9	↔	Programme Lead	End Sept 2024	Active	In constant review	Nil
29	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 Sept 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. RESK remains at Amber 9
30	Legal risks																	

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R
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 Sept 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 Sept 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. Thee 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 Sept 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 Sept 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 Sept 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 Sept 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 Sept 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, effecting the overall programme completion	Ensure procurement strategy includes for early engagement with market to assess potential impact	Reduce	2	2	4	↔	Programme Lead	End Sept 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, effecting the overall programme completion	Ensure procurement strategy includes for early engagement with market to assess potential impact	Reduce	2	2	4	↔	Programme Lead	End Sept 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, effecting the overall programme completion	Ensure procurement strategy includes for early engagement with market to assess potential impact	Reduce	2	3	6	↔	Programme Lead	End Sept 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 including regular meetings with necessary outputs	Accept	1	1	1	↔	Programme Lead	End Sept 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 Sept 2024	Active	Programme Management team in place not sitting with one individual so risk is spread.	Nil

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R																
5.6	Development of Business Cases is not completed within programme and cost parameters	Managerial / Professional	2	2	4	Delays to the programme commencing including secondary impacts on finance and legal risk categories	Ensure that the Business Case Consultants are contracted to deliver outputs in good time to enable the Council to absorb any reviews by Discover Ashfield Board	Reduce	2	2	4	↔	Programme Lead	End Sept 2024	Active	ADC appointed Business Case Consultants. All FBC submitted and are concluded and agreed by DLUHC	Complete																
5.7	In house Council delivery teams are reduced in effectiveness due to other deliverables	Managerial / Professional	3	3	9	Loss of momentum on programme and individual projects.	Ensure visibility of the Towns Fund Programme including the applicable resource plan required to oversee the programme	Contingency	2	2	4	↔	Programme Lead	End Sept 2024	Active	As more projects move into the delivery phase this creates more momentum.	Nil																
5.8	Consultants perform poorly against stated/contracted outputs	Managerial / Professional	2	2	4	Failure to deliver key programme outputs across various projects	Ensure clear Performance Requirements are stated within the tender and contract documents. Ensure regular performance reviews.	Contingency	3	2	6	↔	Programme Lead	End Sept 2024	Active	The programme is applying specific time/outputs pressures across programme level delivery. Exercising delivery delays with some projects which is putting pressure on the timely delivery of outputs. Put in place, where necessary, supports and resources to	Nil																
5.9	Failure to engage with wider internal Council stakeholders to gain buy in and support to Towns Fund	Managerial / Professional	2	2	4	Failure to comply with the Constitution or achieving the benefits of wider stakeholder skill sets and resource	Ensure internal stakeholder review group is implemented, meets regularly with meaningful agendas and clear Actions & Minutes	Contingency	3	2	6	↔	Programme Lead	End Sept 2024	Active	Regular meetings with key internal stakeholders. Feedback and active engagement with internal stakeholders, especially with those who manage the facilities is seen as vital to ensure that improvements are maximised.	Handover protocol in development to mitigate risks and ensure a smooth handover of assets to be delivered. Risk will remain high until this protocol is put in place and refined.																
5.10	Reporting failure regarding partner organisations and to DLUHC	Managerial / Professional	3	2	6	Failure to adhere to grant terms and conditions & failure to achieve drawdowns as profiled	Ensure that clear reporting structures are in place including clarity over necessary detail/outputs	Contingency	3	2	6	↔	Programme Lead	End Sept 2024	Active	Regular meetings with partner organisations	Continue to meet regularly with project partners.																
5.11	Changes at national or local level to political stakeholders or policies over the life of the programme	Political	3	2	6	Changing views in relation to projects resulting in delays to project delivery	Ensure effective communication and engagement with stakeholders in relation to projects, outputs and delivery.	Contingency	3	2	6	↔	Programme Lead	End Sept 2024	Active	Watching brief	Nil																
6 Publicity & Promotion																																	
6.1	Slave labour (Modern Slavery Act 2015) - association with any manufactures/companies in countries, performing slave labour	Political	2	2	4	The reputational damage which organisations face if exposed as having slavery within their supply chain	Ensure all necessary appointment processes include clear PASS/FAIL Criteria regarding this area	Contingency	2	2	4	↔	Programme Lead	End Sept 2024	Active	Within criteria	Nil																
6.2	Negative local and regional press/social media relating to programme delivery	Customer/Citizen	3	3	9	Impacts and negative responses to major capital works intervention schemes	Ensure that Communications Strategy is agreed and signed off by the Engagement Group.	Contingency	2	3	6	↔	Programme Lead	End Sept 2024	Active	High level communications plan submitted to the DA Group. Engagement Group to be re-engaged to commence programme level deliverables	Nil																
6.3	Failure of partners to deliver projects following receipt of grant	Customer/Citizen	2	2	4	Negative visibility of the programme and partners including the Council	Work proactively with partner agencies and Engagement Group to ensure projects are delivered effectively and in the same methodology as those by the Council	Contingency	2	2	4	↔	Programme Lead	End Sept 2024	Active	Grant Agreements address this and close working with partners to be able to deliver. Continue to review projects where there are changes that are being made that differ from the original business case to consider impact. Most of the Grant agreements are complete. 1 Partnership agreement is completed.	Two project require Grant agreements this could be combined or two separate agreements. One project requires a Partnership Agreement, which is currently being drafted																
6.4	Failure to develop Communications Strategy for overall programme	Customer/Citizen	2	2	4	Failure to report positives and mitigate negatives of overall programme	Ensure communications stakeholders are engaged to develop detailed strategies	Contingency	1	2	2	↔	Programme Lead	End Sept 2024	Active	Communication Plan submitted and supported at DA Board	Communication Plan is updated regularly to consider promotion opportunities.																
6.5	Failure to gain recognition for the Council, Discover Ashfield Board and DLUHC for the levels of investment in the District	Customer/Citizen	2	2	4	Failure to generate positive stories linked to investment and project deliverables	Ensure the communications strategy both at programme and individually at project level identify the Towns Fund and also monies or equivalent from the Council	Contingency	2	2	4	↔	Programme Lead	End Sept 2024	Active	Covered in Communication Plan	Communication Plan is updated regularly to consider promotion opportunities.																
6.6	Individual projects fail to deliver the Council's Social Value Outputs	Customer/Citizen	2	3	6	Failure to deliver on key social and economic outcomes for the Council in the wider vision for Ashfield	Ensure that each project lead is aware of the Social Value Portal and that procurement strategies include this.	Contingency	2	2	4	↔	Programme Lead	End Sept 2024	Active	Programme manager has met with Social Value Portal and Social Value Engine and the detail is included in procurement paperwork. Work is being undertaken to demonstrate and implement these benefits practically in the District.	Continue to ensure the Social Value offer from each contract procured is delivered.																
<table border="1"> <thead> <tr> <th colspan="2">The categories of risk to prompt identification and to help to identify the cause / source of risks are:</th> </tr> <tr> <th>Risk response</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td>Threats</td> <td></td> </tr> <tr> <td>Avoid</td> <td>The risk is avoided e.g. change in strategy</td> </tr> <tr> <td>Transfer</td> <td>Some or all of the risk is transferred to a 3rd party</td> </tr> <tr> <td>Reduce</td> <td>Action is taken to reduce either the likelihood of the risk occurring or the impact that it will have</td> </tr> <tr> <td>Accept</td> <td>The risk may be accepted perhaps because there is a low impact or likelihood</td> </tr> <tr> <td>Contingency</td> <td>A plan is put in place to respond if the risk is realised</td> </tr> </tbody> </table>																		The categories of risk to prompt identification and to help to identify the cause / source of risks are:		Risk response	Description	Threats		Avoid	The risk is avoided e.g. change in strategy	Transfer	Some or all of the risk is transferred to a 3 rd party	Reduce	Action is taken to reduce either the likelihood of the risk occurring or the impact that it will have	Accept	The risk may be accepted perhaps because there is a low impact or likelihood	Contingency	A plan is put in place to respond if the risk is realised
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	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	
100							Opportunities												
101		Actions in service plans	Changes in processes				Share	An opportunity is shared with a partner or supplier to maximise the benefits e.g. through use of shared resource/technology											
102		Decision-making reports	Finance				Exploit	A project could be adjusted e.g. to take advantage of a change in technology or a new market											
103		Health and safety risks	Partnership working				Enhance	Action is taken to increase the likelihood of the opportunity occurring or the positive impact it could have. e.g. Strategic/commercial opportunities such as new partnerships, new capital investment											
104		Policy changes	Project management process e.g. new business case				Reject	No action is taken and the chance to gain from the opportunity is rejected. Contingency plans may be put in place should the opportunity occur. Political or environmental e.g. new transport links, change of government bringing positive changes in policy/opportunities											
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Aligned with the Risk Appetite Framework which describes the type of action required in accordance with our risk appetite

Risk rating Score	Risk rating action required
18-24	Risks at this level sit above the tolerance of the Council and are of such magnitude that they form the Council's biggest risks. The Council is not willing to take risks at this level and action should be taken immediately to manage the risk. Corporate Risks, monitored by CLT
15-16	These risks are within the upper limit of risk appetite. While these risks can be tolerated, controls should be identified to bring the risk down to a more manageable level where possible. Corporate Risks, monitored by CLT
5-12	These risks sit on the borders of the Council's risk appetite and so while they don't pose an immediate threat, they are still risks that should remain under review. If the impact or likelihood increases then risk owners should seek to manage the increase. Corporate Risk only if deemed threat to delivery of Corporate Objectives
3-4	These are low level risks that could impede or hinder achievement of objectives. Due to the relative low level it is unlikely that additional controls will be identified to respond to the risk.
1-2	Minor level risks with little consequence but not to be overlooked completely. They are enough of a risk to have been assessed through the process, but unlikely to prevent the achievement of objectives.
Impact 4, Likelihood 1	Rare events that have a catastrophic impact form part of the Council's Business Continuity Planning response.

Probability Score	Impact Score			
	1 Negligible	2 Minor	3 Major	4 Critical
6 (Very High)	Monitor Quarterly	Monitor Monthly	Monitor Quarterly to CLT	Monitor Quarterly to CLT
5 (High)	Monitor Quarterly	Monitor Monthly	Monitor Quarterly to CLT	Monitor Quarterly to CLT
4 (Significant)	Monitor Quarterly	Monitor Monthly	Monitor Monthly	Monitor Quarterly to CLT
3 (Low)	Monitor Quarterly	Monitor Quarterly	Monitor Monthly	Monitor Monthly
2 (Very Low)	Monitor 6 Monthly	Monitor Quarterly	Monitor Quarterly	Monitor Quarterly
1 (Almost Impossible)	No action required	Monitor 6 Monthly	Monitor 6 Monthly	Business Continuity Plan

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UKSPF	UKSPF Project & Intervention	Risk response	Residual Probability (RP)	Residual Impact (RI)	Residual Risk Score	Responsible person	Date	Update	Changes	
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	02-Sep-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 £90k. Save the High Street has mobilised their programme. The programme launched in April 2024. Site visits commenced. 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 E80k has been allocated. Private sector investment being £3,250.	19 enquiries, 2 Grants awarded- revised value of £13,606. Private sector investment of £3,401. This leaves a total of 666,394 available of the E80k grant budget. A further £100k to be reallocated to Hucknall, subject to a robust proposal as it forms part of the Hucknall LUF, match funding. This is to ensure this match funding aligns with the Levelling Up Fund bid allocation. This funding must be committed 31 March 2025. A review of the work undertaken by Save the High Street has been undertaken. A proposal is within the papers to extend the programme. Funding has been identified from other budgets. Risk is the same as last assessment as should this not be able to be fully spent on Shop front improvements in the short term, proposals for other similar capital spend in Hucknall will be considered. Green 4
E3	Selston Country Park Phase 2 improvements - play area, footpaths and biodiversity	Costs escalate due to inflation	Avoid	1	1	1	Paul Crawford	02-Sep-24	On capital programme- Started in December 2023	Completed
E5	Co Moor 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	Mark Jenks	02-Sep-24	Met with Stakeholders to agree priorities. Contractor engaged- developing programme	In progress. The risk is stable and is the same as the last assessment. Landscape architect is leading on this. Risk is the same as last assessment. Green 4
	Sulton-environmental improvements	Fail to promote UKSPF	Avoid	1	1	1	Antonio Taylor	02-Sep-24	Logos and branding- provided- project complete - required to monitor outputs and outcomes	Completed.
	Hucknall Safer Streets initiative - CCTV/ Safe Spaces	Fail to promote UKSPF	Avoid	1	1	1	Antonio Taylor	02-Sep-24	Logos and branding- provided- project complete - required to monitor outputs and outcomes	Completed.
E6	E6 Events and activities - increase resource/ create opportunities with local providers & groups. May not spend all the budget.	Fail to promote UKSPF	Avoid	2	2	4	Andrea Stone	02-Sep-24	Reapproved for 2024-25	The risk remains the same from the last assessment. Green 4
	Visitor economy - Consultancy & officer role for visitor economy/tourism, arts & culture	Underperformed budget	Reduce	2	2	4	Sarah Daniel	02-Sep-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.	The risk at the last assessment remains the same from the last assessment.
	St Mary Magdalene Grant support			2	2	4	Sarah Daniel	02-Sep-24	DA Board approved enabling support of £25k for this project in June 2024	Progress on project and Grant agreement is in progress, progress is assessed at Green 4
	Arts Council Bid			1	2	2	Sarah Daniel	02-Sep-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.	The Bid has been accepted by the Arts Council. The risk remains the same as assessed at the last meeting at Green 2
E9	Kings Mill Rangers' activities	Unable to deliver programme- insufficient funds	Avoid	2	2	4	Paul Crawford	02-Sep-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.	In progress. No changes the risk remains the same.
E9	Green Social prescribing, community growing / allotments / nursery	Fail to attract participants	Avoid	3	1	3	Andrea Stone	02-Sep-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. DA Board has agreed the 2024-25 programme.	The 2024-25 programme is in process and the risk remains the same as previously assessed at Green 3.
E10	E10 Cycling and Walking for All- cycle training and access to refurbished bikes	Fail to attract participants	Avoid	3	1	3	Andrea Stone	02-Sep-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. The DA Board has agreed the 2024-25 programme.	The 2024-25 programme is in process and the risk remains the same as previously assessed at Green 3.
E13	Community Vertical Farming initiative	Delayed due to differing requirements of partner	Avoid	3	3	9	Sarah Daniel	02-Sep-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. The DA Board in July 2024 have agreed to 'ATTFE, rather than NTU', to deliver a revised plan to meet the required outputs and outcomes.	An EDR is being process for ATTFE to deliver a revised proposal. The risk has reduced from amber 12 to amber 9.
E15	E15 Digital support for local communities	Unable to attract bidders to deliver the programme	Reduce	2	2	4	Nathan McNicholas/ Melanie Wheelwright	02-Sep-24	ATTFE has been awarded the contract. Delivery has commenced. Marketing in hand. Progress meeting with ATTFE scheduled for 10th October. This project is in the delivery phase and is doing well. ATTFE have agreed to expand the programme and deliver outcomes for E38 Digital.	The delivery is in progress for 2024-25 and the risk remains the same at Green 4
E16	Supporting Local Business									
E16	E16 Enterprise grant for town centre properties and recreation/ expansion	Fail to attract potential businesses to take on the grant	Reduce	2	1	2	Melanie Wheelwright	02-Sep-24	Meeting with ADC Web content in June to plan rollout 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 £9k 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.	Uptake is at a steady pace. Recent media pitches and cross referrals from the Accelerator project have increased uptake. 150 enquiries and 21 grants committed to the value of £113k with match funding of £184k. The risk is green and remains the same as the last assessment at Green 2.
	Student programme for design/manufacture of property fronts	Fail to deliver plan	Reduce	2	2	4	Melanie Wheelwright	02-Sep-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	In July 2024 the Board agreed a proposal to reallocate 40k to Ideas for Careers to deliver the required outputs and outcomes. A further proposal to support expanded High Street aligned business support is within the papers reducing the risk from Amber 6 to Green 4 since the last assessment.
	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	02-Sep-24	Developing a potential online approach involving a pilot project centred around traders in the Idlewells outdoor market at £10k for 2024-25. The overall budget is £28k.	The Idlewells Market pilot project has stalled. Officers have considered a proposal to support Market traders which is within the papers. If agreed this will then leave £13.8k to be reallocated. The risk remains at Amber 6
	Preopening support - ADMC	Fail to deliver the plan, Unable to spend the Year 2 budget	Reduce	2	1	2	Sarah Daniel	02-Sep-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 signed 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.	This project is on track for delivery. The risk assessment remains the same as the last assessment at Green 2
E18	E18 Ashfield Accelerator- Adopting digital technologies	Fail to deliver the plan	Avoid	3	2	6	Paul Stoppard	02-Sep-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.	Whilst the new Grant programme for the Accelerator has generated high interest, we continue to push to meet the required outputs and outcomes. We are working closely with our delivery partner. More details are within the report. The risk has increased from Green 4 to Amber 6.
	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	3	2	6	Paul Stoppard	02-Sep-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.	Whilst the new Grant programme for the Accelerator has generated high interest, we continue to push to meet the required outputs and outcomes. We are working closely with our delivery partner. More details are within the report. The risk has increased from Green 4 to Amber 6.
E19	E19 Ashfield Accelerator Business advice and support improving productivity & innovation	Fail to deliver the plan	Avoid	3	2	6	Paul Stoppard	02-Sep-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.	Whilst the new Grant programme for the Accelerator has generated high interest, we continue to push to meet the required outputs and outcomes. We are working closely with our delivery partner. More details are within the report. The risk has increased from Green 4 to Amber 6.
E19	E23 Special events / talks for businesses - expand existing programme	Fail to deliver events or attract businesses due to insufficient resource	Avoid	2	2	4	Paul Stoppard	02-Sep-24	We have identified an events programme for 2024 and our first business leaders networking event is on April 23rd - Unlocking Global Potential (the 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' UKSPF 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. Risk remains at Green 4
E24	E24 High Pavement Business Hub- rental incentives	Fail to deliver the plan	Avoid	3	2	6	Matthew Kirk	02-Sep-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.	Currently there are 2 successful rent relief grants. With a reduced budget, Officers are looking at different ways to attract businesses. This investment continues to be closely monitored. Risk has reduced from Amber 9 to Amber 6.
E24								02-Sep-24		

E24	Low Street Improvements			2	2	4	Kate Porter		At the July 2024 DA Board meeting, it was agreed to reduce investment in retail incentives in the Business Hub and reallocate this to improvements into Low Street.	Project is in progress. Risk is currently assessed at Green 4
E24	Maker space coordination	Unable to recruit	Avoid	2	2	4	Paul Crawford	02-Sep-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	02-Sep-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.	Whilst the new Grant programme for the Accelerator has generated high interest, we continue to push to meet the required outputs and outcomes. We are working closely with our delivery partner. More details are within the report. The risk has increased from Green 4 to Amber 6.
E29	E29 Ashfield Accelerator - decarbonisation, with grant	Fail to deliver plan	Avoid	3	2	6	Paul Stoppard	02-Sep-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.	Whilst the new Grant programme for the Accelerator has generated high interest, we continue to push to meet the required outputs and outcomes. We are working closely with our delivery partner. More details are within the report. The risk has increased from Green 4 to Amber 6.
E29	E23 General business support through ADC team, need marketing budget	Unable to recruit, insufficient funding	Avoid	2	2	4	Melanie Wheelwright	02-Sep-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 £33,510.00. This includes oncosts. Post is being advertised for recruitment. Recruitment completed and the Graduate Economic Development Officer, Bettie 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	02-Sep-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 has been 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 E38B. 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	02-Sep-24	Procure independently. DA Board agreed to move E13 Financial resilience to Basic skills to complement the activities being provided in the UKSPF Multiply 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 2023 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. It is noted that the Grant scheme to support community groups in delivery has been highly successful. There are no changes in risk since the last assessment. Green 4
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	02-Sep-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 EDR and ESF 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	E37B Ashfield Digital Training	Fail to deliver plan. Cost increases	Avoid	1	1	1	Nathan McNicholas/ Melanie Wheelwright	02-Sep-24	Initially, part of the NCC framework agreement but ADC developed own specification which was published on 26 Feb 1014. As no competent bids received. The Board has agreed the reallocation of the budget but outputs and outcomes for this investment is being closely monitored.	Risk is Green 1 as delivering outputs and outcomes through other existing programmes.
E38	E38C Ashfield talent Attraction -Graduate Talent Match	Fail to deliver plan. Cost increases	Avoid	2	2	4	Nathan McNicholas/ Melanie Wheelwright	02-Sep-24	Part of the NCC framework agreement. Completed procurement in May 2024 published on 26 Feb 1014. Awarded to Graduate Consult.	Gradconsult 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	02-Sep-24	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 (E38C) match, E34 Basic and Lifestyle skills (E38) and E38A Education and Business Collaboration (E38A). Risk of delivery has reduced from Amber 6 to Green 1.	Transferred delivery as explained in update. Risk is assessed as Green 1
People and Skills Total										