



## Agenda

# Discover Ashfield Board Meeting

Date: **Friday, 20th September, 2024**

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Time: **9.00 am – 11am**

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

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For any further information please contact:

**Hollie Maxwell-Smith**

[hollie.maxwell-smith@ashfield.gov.uk](mailto:hollie.maxwell-smith@ashfield.gov.uk)

01623 457357

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# DISCOVER ASHFIELD BOARD MEETING

## Attendees

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

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



## **AGENDA**

**Page**

- 1. Welcome / Introductions / Apologies - Martin Rigley**
- 2. Reflections of Previous Meeting - Martin Rigley**
  - a Meeting Minutes** 5 - 18
  - b Action Log**

There were no actions.
- 3. New Declarations of Interest - ALL**
- 4. Regeneration Programmes Update - Sarah Daniel** 19 - 50
- 5. Theme Lead Reports - Theme Leads**
  - a Succeed in Ashfield - Martin Rigley**
  - b Love Where You Live - Liz Barrett**
  - c More to Discover - Darron Ellis**
  - d Be Healthy, Be Happy - Pete Edwards**
- 6. Board Member Updates - ALL**
- 7. Any Other Business - ALL**
- 8. Date of Next Meeting - 23rd October 2024**

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**DISCOVER ASHFIELD BOARD MEETING**

**Wednesday 31<sup>st</sup> July  
9am – 11am**

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

## **AGENDA**

**Page**

- 1. Welcome / Introductions / Apologies - Martin Rigley**
- 2. Reflections of Previous Meeting - Martin Rigley**
  - a Meeting Minutes**
  - b Action Log**
    - Delivery Group to discuss Volunteering nominations for the Sheriff of Nottinghamshire Awards.
    - Martin to be connected with the Mansfield Place Board.
- 3. New Declarations of Interest - ALL**
- 4. Mayor projects and Funding update – Sarah Daniel**
- 5. Destination Management Plan – Hollie Maxwell-Smith**
- 6. Awards Update – Hollie Maxwell-Smith**
- 7. Theme Lead Reports – Theme Leads**
  - a Succeed in Ashfield – Martin Rigley**
  - b Love Where You Live – Liz Barrett**
  - c More to Discover – Darron Ellis**
  - d Be Healthy, Be Happy – Pete Edwards**
- 8. Board Member Updates – All**
- 9. Any Other Business – All**
- 10. Date of Next Meeting – Friday 20<sup>th</sup> September**



**ATTENDEES**

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

Shola Olawole	Board Member	North & East Midlands Group Performance Lead, DWP	
Tim Hepke	Board Member	UK Head of Maintenance and Group Property, ITP Aero	
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Christine Sarris	Supporting Officer	Assistant Director – Planning and Regulatory Services, Ashfield District Council	
Hollie Maxwell-Smith	Supporting Officer	Discover Ashfield Lead, Ashfield District Council	√
Joelle Davies	Supporting Officer	Group Manager for Growth, Infrastructure and Development	
John Bennett	Supporting Officer	Executive Director, Place, Ashfield District Council	
Kate Porter	Supporting Officer	Towns Centre Manager, Ashfield District Council	√
Melanie Wheelwright	Supporting Officer	Forward Planning & Economic Growth Team Manager Ashfield District Council	√
Paul Crawford	Supporting Officer	Investment Manager – Regeneration, Ashfield District Council	
Sarah Daniel	Supporting Officer	Assistant Director - Regeneration, Ashfield District Council	√
Sarah Curtiss	Supporting Officer	Service Manager for Communications, Ashfield District Council	

Agenda Item	
1	<b>Welcome / Introductions / Apologies</b>
	<ul style="list-style-type: none"> <li>• Introductions were made by all attendees.</li> <li>• Apologies were made for Louise Knott, Darron Ellis, Cllr Gregory, Cllr Relf, David Williams, Gary Jordan, Leanne Monger, Peter Gaw, Shola Olawole, Tim Hepke, Andrea Stone, John Bennett, Paul Crawford and Sarah Curtiss.</li> </ul>
2	<b>Review of Previous Meeting – Martin Rigley</b>
a	<b>Board Meeting Minutes</b>
	<ul style="list-style-type: none"> <li>• All minutes agreed.</li> </ul>
b	Action Log (these include actions from the below minutes)
	<ul style="list-style-type: none"> <li>• Board members to show an expression of interest to being part of a Volunteering task and finish group.</li> <li>• Hollie to send DMP out to board members for comment.</li> </ul>
3	<b>New Declarations of Interest – ALL</b>
	<ul style="list-style-type: none"> <li>• Liz Barrett and Simon Martin declared an interest in the vertical farming project.</li> </ul>
4.	<b>Major Projects &amp; Funding Update – Sarah Daniel</b>
	<ul style="list-style-type: none"> <li>• Sarah went through the funding update (attached to the agenda pack).</li> </ul>
	<ul style="list-style-type: none"> <li>• <b>Future High Streets Fund</b></li> <li>• Cornerstone Theatre - This project is in the construction phase with risk remaining elevated due to the time pressure on the construction work to stay on programme.</li> <li>• 9-11 Low Street contract work near completion. Risk is elevated due to the commissioning of the water supply which could have an impact on the timeframe for the new tenant taking on the facilities.</li> <li>• High Pavement House – The Makerspace coordinator started their role on 1<sup>st</sup> August. The governance model CIO for the Makerspace is being developed. Risk remains elevated due to the delays in setting up the governance structure.</li> <li>• Fox Street – The contract work has commenced on site. The initial ground preparation work has uncovered a 2.4-metre-deep culvert and a below ground appraisal of a boundary wall has revealed further works will be required to address the issues.</li> </ul>
	<ul style="list-style-type: none"> <li>• <b>Towns Fund</b></li> <li>• North Kirkby Gateway – The property purchase is progressing. A masterplan has been drafted. Risk remains elevated due to delays, seeking to progress the design and construction phases.</li> <li>• Kirkby Sports Hub – the team are addressing planning queries relating to the project which will be determined at the planning committee in September. A mini competition is being progressed to secure the principal contractor for the main works to the pavilion, car park and grass pitches.</li> <li>• Sutton lawn Sports Hub - the team are addressing planning queries relating to the project which will be determined at the planning committee in September. A mini competition is being progressed to secure the principal contractor for the main works to the pavilion, car park and grass pitches.</li> <li>• Portland Square – Lindum’s have been appointed as the principal contractor for the project. The start date has been delayed due to delays in the Section</li> </ul>

	<p>278 being completed with the highway authority. Risk remains elevated due to the early cost impact on the contingency.</p> <ul style="list-style-type: none"> <li>• Cycling and Walking routes – The design team has completed stage 2 design / feasibility / development appraisal.</li> <li>• Visitor digital offer – New refinement to the mobile app is being considered to improve accessibility and useability.</li> <li>• Science Discovery Centre and Planetarium – Project remains on target for completion. A developer has been selected to build the new website.</li> <li>• Kings Mill Reservoir leisure development – The construction phase remains on programme and within budgets. The team is progressing the operational handover. Risk remains elevated due to delays in discussion with potential operators.</li> <li>• ADMC – RIBA stage four progressing under a PCSA agreement with the contractor. Internal approvals are being progressed to complete the principal contract agreement once the land purchase and planning are approved.</li> <li>• Ashfield Construction Centre – Vision West Notts College (VWNC) and Ashfield District Council (ADC) have agreed the purchase of a building in Sutton town centre for a construction centre. The council is progressing the completion of the purchase alongside the long-term lease of the building to VWNC to facilitate the delivery of construction training.</li> <li>• Ashfield Civil Engineering Centre – the key risk remains elevated in relation to the interdependences with the Council’s redevelopment of the Depot site where the project will be based. Risk remains elevated until a revised programme and milestones are established.</li> <li>• Enterprising Ashfield – risk remains elevated because the target outputs are behind plan at this point in the programme. The proposal regarding reductions in the number of individual learners and grants has been received and is being reviewed to be presented at the next Board meeting.</li> <li>• Library Innovation Centres, Kirkby and Sutton – Project planning is progressing for the Sutton project in collaboration with Nottinghamshire County Council. The Sutton site improvement works are now confirmed to start in January 2025.</li> <li>• West Kirkby Gateway – Surveys are now completed and the order for the demolition of the current building has been placed. The land to the south of Lane End, which was being monitored for a potential purchase and development, has now been submitted for planning permission by a private development for a drive-thru takeaway. Options to improve the access and active travel connectivity adjacent to the site are being explored.</li> <li>• Green Ashfield – the project delivery plan is being prepared and the procurement strategy is progressing. Risk remains elevated because the programme has slipped due to delays.</li> <li>• High Street Property Fund – A planning application for the change of use to create two flats above Moor Market and the Banking hub on Lowmoor Road has been submitted.</li> </ul>
	<ul style="list-style-type: none"> <li>• <b>Project adjustment request (PAR) delegated decision.</b></li> <li>• Sarah explained ADC are seeking approval by the board of the reallocation of funds between projects. The high street property fund project and the Porland Square project to address the depleted contingency at the early stages of the contract.</li> </ul>

	<ul style="list-style-type: none"> <li>• Following the completion of further surveys and site investigations to eliminate / reduce construction phase risks the issues highlighted below have result in a significant proportion of the project contingency being allocated at the beginning of the works leaving £4,404 of contingency remaining to manage further risk throughout the contract. The cost impact has been listed below. These are: <ul style="list-style-type: none"> <li>• 1. Delays relating to design changes and material cost impact.</li> <li>• 2. Alterations to drainage.</li> <li>• 3. Impact on contract works delays.</li> <li>• 4. Unforeseen below ground boundary treatment issues.</li> </ul> </li> <li>• Restore contingency at 10% of contract value at £139,000.</li> <li>• The proposal is to transfer funds from TF07 High Street Property Fund to the TF12 Portland Square to cover the additional costs identified.</li> <li>• The property market has recently been reviewed for opportunities and has identified limited opportunities for direct sale with some other properties being monitored which remain long term vacant. Reducing the budget will mean £624,732.19 remains within the TF07 High Street Property Fund budget for investment in the Lowmoor Flat renovation and further property acquisition / renovation.</li> </ul>
	<ul style="list-style-type: none"> <li>• The board is asked to agree to the transfer of £139,000 of funding between projects as discussed.</li> </ul>
	<ul style="list-style-type: none"> <li>• Fiona Johnson proposed, and Pete Edwards seconded.</li> </ul>
	<ul style="list-style-type: none"> <li>• <b>UK Shared Prosperity Fund</b></li> <li>• Hucknall Town Centre – Grants – there have been 18 enquiries, 2 grants awarded and 4 active enquiries. A review has been undertaken of the progress of the Save the High Street (STHC) pilot showing the STHS is progressing well. A further proposal to roll out similar support across the District will be provided to the Board at the next meeting.</li> <li>• Coxmoor Estate – A project officer has been appointed to focus on the Coxmoor projects.</li> <li>• Events and Activities – The first 2 events at Selston Country park and the first Hucknall Festival were successful. The next event is Ashfield Show taking place on 9<sup>th</sup> – 11<sup>th</sup> August at Sutton Lawn.</li> <li>• Visitor Economy – The draft Destination Management Plan will be circulated to the Board for review following the meeting.</li> <li>• Ranger / Activities – Continuing the activities at Mill Waters with volunteers, sessions, and events. Short-term funding is being sought from National Heritage Lottery with UKSPF funding used as match.</li> <li>• Green Social Prescribing – The proposal for a 2024-2025 delivery plan was agreed by the Board in June and the programme is being developed for delivery.</li> <li>• Cycling and Walking – The proposal for a 2024-2025 delivery plan was agreed by the Board in June and the programme is being developed for delivery. Community organisations will be able to apply for up to £1,000 to deliver positive activities that improve mental health.</li> </ul>
	<ul style="list-style-type: none"> <li>• <b>Business and Skills update presented by Melanie Wheelwright.</b></li> <li>• Digital Support for local communities -</li> <li>• This programme is in delivery in partnership with ATTFE.</li> </ul>

	<ul style="list-style-type: none"> <li>• Supporting Local Business – The Enterprise Grants are in delivery and the team are currently looking at how the programme can gain additional support and promotion via Enterprising Ashfield and the Accelerator programme. 17 grants have been awarded.</li> <li>• The planned student programme is being delivered by Ideas4Careers. Engagement with schools, students and parents across the District has commended.</li> <li>• The Online trading opportunities pilot is being delivered by VWNC at the Idlewells Market.</li> <li>• Pre-opening ADMC activities remain on track.</li> <li>• Officers are working closely with the Chamber which is delivering the Accelerator programme which is on track with delivering outputs for Adopting Digital Technologies.</li> <li>• People and Skills –</li> <li>• The Futures programme for supporting the economically inactive is in delivery. 32 participants have been engaged and Futures tailor the programme to the individual. All participants have the support of a key worker.</li> <li>• The programme to support Basic Lifestyles skills is in delivery and Futures have consistent attendance to workshops and are mobilising to deliver on the additional outcomes agreed at the last board meeting.</li> <li>• Business and Education Collaboration is being delivered by Ideas4Careers. Introductory presentations for parents and carers are underway.</li> <li>• The Graduate Talent Match programme is being delivered by Graduate Consult. Meetings with nine East Midlands Universities are underway to ensure that students are made aware of the job opportunities with businesses in the area.</li> </ul>
	<ul style="list-style-type: none"> <li>• Sarah then continued with a project proposal.</li> <li>• <b>E5 Community Vertical Farming.</b></li> <li>• ATTFE College and Sutton Community Academy propose to work in partnership on the Vertical Farming initiative. A space within Sutton Community Academy will be designated for this project. This shared project will explore the process of growing crops and producing food in stacked vertical layers in a controlled environment which represents a domestic setting.</li> <li>• ATTFE College learners, volunteers and students from Sutton Community Academy will be actively involved in the project and growing. Food grown will be distributed within the District via food banks / pantries. Open days will be held with people encouraged to visit from across the district to see the vertical farming in progress.</li> <li>• Sarah went through the revenue and capital costs (included in the agenda pack) totalling £87,000.</li> <li>• The Board were asked to consider and approve ATTFE's proposal.</li> </ul>
	<ul style="list-style-type: none"> <li>• Cllr Girling asked what the project entails and if the board could have more information. He asked if it was on an industrial scale or if people without a garden could do this in their homes.</li> </ul>
	<ul style="list-style-type: none"> <li>• Martin asked if Nottingham Trent University (NTU) were still involved with the project.</li> </ul>
	<ul style="list-style-type: none"> <li>• Fiona explained that when NTU looked into delivering the project they found some difficulties with the model not being on university land leading to NTU</li> </ul>

	no longer being able to deliver this however Fiona explained partners are still able to visit the Brackenhurst site and NTU can support the project.
	<ul style="list-style-type: none"> <li>• Liz Barrett explained that vertical veg would be able to be done in a domestic setting by learning new skills and helping people with their bills by growing vegetables.</li> <li>• A recent incentive was giving out growing packs to residents and they were hugely popular so there is an interest in growing at home.</li> </ul>
	<ul style="list-style-type: none"> <li>• Simon Martin elaborated that within the costs there is a line for a van to deliver the produce which is grown to food banks but also to deliver seeds and packs to residents to grow their own.</li> <li>• This will also be used as a demonstrator van to show how people can grow within their homes.</li> <li>• Revenue will be used for seeds, information, containers etc.</li> </ul>
	<ul style="list-style-type: none"> <li>• Liz explained the project needs to be completed by the end of March 2025.</li> </ul>
	<ul style="list-style-type: none"> <li>• Martin asked if there are any challenges with the time of year and growing.</li> </ul>
	<ul style="list-style-type: none"> <li>• Liz understands that with the artificial environments being made they will be able to grow all year round.</li> </ul>
	<ul style="list-style-type: none"> <li>• Simon commented that the suitable space, such as a shipping container, will be the difficult purchase.</li> </ul>
	<ul style="list-style-type: none"> <li>• Martin offered his support with this as he has a history with shipping containers.</li> </ul>
	<ul style="list-style-type: none"> <li>• Cllr Girling proposed the decision, and Martin seconded.</li> </ul>
	<ul style="list-style-type: none"> <li>• <b>E24 High Pavement Business hub – rental incentive £35,000.</b></li> <li>• The Board has allocated £35,000 of rental incentives to support businesses to move into High Pavement House which has been renovated. As all the ground floor space has been let there are only 14 units to be let. This means only a budget of £7,985 is required for the rental incentive, leaving £27,015 available.</li> <li>• It was proposed to use the remainder of the fund to compliment the Future High Streets Investment in properties at the Old Market Place end of Low Street which is within the Conservation Area. The proposal is to work with the landlords in the area to improve the appearance of the properties, many of which have been vacant or neglected for a number of years.</li> <li>• The Board were asked to consider and approve the reallocation of £27,015 from E24 High Pavement Business Hub to support E24 Low Street improvements.</li> </ul>
	<ul style="list-style-type: none"> <li>• Simon Martin proposed the decision, and Fiona Johnson seconded.</li> </ul>
	<ul style="list-style-type: none"> <li>• <b>Kirkby Long-Term Plan for Towns.</b></li> <li>• Work to produce the 10-year vision and three-year investment plan for Kirkby and Annesley has been completed with the plans approved by the Kirkby Town Board on 19<sup>th</sup> July.</li> <li>• The Council and board have worked together over the last 3-4 months to develop the plans, which are based on the evidence of issues and challenges and feedback from local residents and businesses. During May there were over 340 responses to the initial survey. The Kirkby Town Board reviewed the feedback and developed a shortlist of projects for further consultation. The second survey ran for two weeks until early July with over 400 people responding.</li> </ul>

	<ul style="list-style-type: none"> <li>• Over 80% of residents supported the following proposals:</li> <li>• Increased use of the Plaza for events and markets</li> <li>• Improve the look of Kirkby Town Centre.</li> <li>• Improve the parks</li> <li>• Improved provision for young people</li> <li>• Increase funding to local organisations to increase volunteering activities</li> <li>• Provide funding to refurbish/renovate existing community buildings</li> <li>• Education activities to increase awareness of the dangers of knife crime</li> <li>• Increase services and projects that support people with substance abuse, drug and alcohol addictions.</li> <li>• More community events in parks and public spaces scored just under 80%.</li> </ul>
	<ul style="list-style-type: none"> <li>• ADC have recently been made aware by MHCLG (formally DLUCH which has reverted to its previous title of Ministry for Housing, Communities and Local Government) that the 1st of August deadline for submitting Long Term Plans had been suspended and that the department will provide further details and confirmation of the revised timelines in due course.</li> </ul>
	<ul style="list-style-type: none"> <li>• Theresa Hodgkinson asked Martin to endorse a letter from the MP to raise at Parliament on this.</li> </ul>
	<ul style="list-style-type: none"> <li>• Martin agreed and explained himself and Cllr Relf were also drafting a letter.</li> </ul>
	<ul style="list-style-type: none"> <li>• <b>Hucknall Levelling Up Fund.</b></li> <li>• The revised project plan was submitted to MHCLG on 2<sup>nd</sup> May for approval. A programme manager has been appointed and is developing the project plans.</li> </ul>
	<ul style="list-style-type: none"> <li>• <b>Place Partnership Bid.</b></li> <li>• The bid to Arts Council was successful and we have secured £1m to invest in arts and cultural activity over the next three years. A launch was held on 15<sup>th</sup> July as part of Inspire/Captivates annual Big Sing and Dance on the plaza in Kirkby.</li> <li>• Consultation is being undertaken with residents over the summer at events to find out what they'd like to be able to see and do.</li> <li>• The Council will be issuing an invitation to tender in early autumn to appoint the project team to deliver the programme.</li> <li>• The Council is acting as the accountable body for the funding with the Ashfield Arts Partnership shaping and driving delivery of the programme.</li> </ul>
<b>5</b>	<b>Destination Management Plan – Hollie Maxwell-Smith</b>
	<ul style="list-style-type: none"> <li>• Hollie explained that ADC and partners had been working with consultants to develop a Destination Management Plan (DMP) to build on partnership work and assets we have within Ashfield to promote the visitor economy.</li> <li>• There was a Visitor economy workshop, meetings with board members and officers along with a visit to sites such as Teversal Visitors Centre, town centres and our local parks.</li> <li>• The DMP is all about how we will work together to make the most of the exciting developments that are happening across Ashfield by:</li> <li>• Setting out a clear plan for the visitor economy.</li> <li>• Concentrating our efforts on key target markets.</li> <li>• Enhancing our events programme.</li> <li>• Working more closely across businesses and the public sector.</li> </ul> <p>Using five priority action areas identified:</p>



- Discover Your Doorstep – which is all about a proactive marketing campaign targeting a relatively local (circa 30 to 40 minutes travel) audience. The intention is that the content is dynamic – very much ‘what’s on in the Ashfield area’, with regular features.
- Our Events programme – which is about enhancing, in the first instance, our existing programme through generating sponsorship and commercial funding partnerships and seeking to support independent events.

Our longer-term priorities include:

- Ashfield Adventures - focusing on our outdoor and activity offer.
- Group and Education markets - building on some of the unique experiences we offer - Sherwood Observatory, King’s Mill facilities and the Woodland Adventure Zone
- Our History Our Culture - developing and interpreting our rich and distinctive heritage offer.

The partnership with Discover Ashfield is vital and within the DA framework we will look to develop working arrangements and groups around the visitor economy including:

- A Visitor Economy group – joining our already popular visitor centres, heritage groups, park cafes, churches and more, bringing them together to work in partnership and grow on their successes.
- **An Ashfield Adventures topic group** - We have an enviable range of cycling and walking trails, and outdoor sports activities (including Teversal, Brierley Forest Park, King’s Mill Reservoir and the Woodland Adventure Zone at Portland College), plus modern leisure centres. We are adding significant facilities, including a variety of water sports and a public access high ropes course at King’s Mill, and cycling trails which will deliver an off-road network across the district. Using the delivery of our walking and cycling paths we have an opportunity to work with partners to develop Ashfield Adventures sub brand which will offer car-free visits, linking areas and family opportunities.
- **Group and Education working group** – with our offerings at Sherwood observatory, the woodland adventure zone and Mill Waters we can excel in education for groups and young people, also building on the Ashfield Adventures aspect. Further developments at these sites will significantly add to this offer, enabling us to position Ashfield as a regional centre of excellence for group and indoor/outdoor educational experiences. We can market these through our established groups such as the primary school network and our voluntary group partners. There is also scoped to work with our neighbouring attractions from outside the district.

Ashfield District Council will lead on driving this plan forward. This plan has been developed around what we can realistically deliver within our existing resources (which are more limited than we would like).

	<p>However, we have an excellent track record of delivering and drawing in external funding for new initiatives and this plan identifies the opportunities we will pursue as funding becomes available.</p> <ul style="list-style-type: none"> <li>Hollie confirmed the DMP will be circulated to board members following the meeting for comments.</li> </ul>
	<ul style="list-style-type: none"> <li>Cllr Girling asked if we evaluate the impact that events have on businesses when these take place, in a positive or negative aspect.</li> <li>He explained NCC are working closely with Marketing Nottinghamshire and asked if ADC are doing the same.</li> </ul>
	<ul style="list-style-type: none"> <li>Hollie explained herself and Sarah are part of the group who have signed up to the Local Visitor Economy Partnership (LVEP) and are working with Visit Nottinghamshire and local authorities on this.</li> </ul>
	<ul style="list-style-type: none"> <li>Cllr Girling also discussed linking with neighbouring boroughs and their attractions.</li> </ul>
	<ul style="list-style-type: none"> <li>Hollie confirmed the plan is to bring together our Ashfield assets, visitor centres and churches and then build on this further afield.</li> </ul>
	<ul style="list-style-type: none"> <li>Theresa agreed on connectivity with other local authorities and boards.</li> </ul>
<b>6</b>	<b>Awards Update – Hollie Maxwell-Smith</b>
	<ul style="list-style-type: none"> <li>Hollie updated the board that work for the Awards in February 2025 is ongoing.</li> <li>She ran through the list of awards categories from the previous year and additional ones for: <ul style="list-style-type: none"> <li>Green Ashfield – Awarded to someone or a group whose actions encourage a positive outcome for the environment.</li> <li>Great Design Award – Awarded to a person or business who capture high quality building design that is sustainable, innovative and projects a strong sense of place.</li> </ul> </li> <li>Hollie explained the timeline towards the awards and that they will take place in February 2025.</li> </ul>
	<ul style="list-style-type: none"> <li>Cllr Girling asked if there was an opportunity for sponsorship.</li> </ul>
	<ul style="list-style-type: none"> <li>Hollie confirmed the team are looking into a sponsorship package for this.</li> </ul>
<b>7</b>	<b>Theme Lead Reports – Theme Leads</b>
<b>a.</b>	<b>Succeed in Ashfield – Martin Rigley</b>
	<ul style="list-style-type: none"> <li>Martin is continuing to support the Kirkby Town Board as Chair.</li> <li>He has visited schools across Ashfield to promote Aspiring Ashfield through Ideas4Careers.</li> </ul>
	<ul style="list-style-type: none"> <li>He attended the ATTFE awards which were brilliant.</li> </ul>
<b>b.</b>	<b>Love Where You Live – Liz Barrett</b>
	<ul style="list-style-type: none"> <li>Liz congratulated Martin for his NTU Outstanding Alumni Award.</li> <li>NTU put on a great place-based conference which Liz attended.</li> <li>Out of this ATTFE are now looking at a business community network for CIC's, charities etc in October.</li> </ul>
	<ul style="list-style-type: none"> <li>Liz commented on the new gateway signs across the district which have been refreshed to show an image of the observatory as you come into Ashfield.</li> </ul>
	<ul style="list-style-type: none"> <li>Liz thanked Tracey for her hard work in the holiday activity booklet which as been produced as this will benefit and make a huge impact for residents.</li> </ul>
	<ul style="list-style-type: none"> <li>Liz noted there was an Ashfield Wellbeing Network event that day in Selston bringing people together to access resources.</li> </ul>

<b>c.</b>	<b>More to Discover – Darron Ellis</b>
	<ul style="list-style-type: none"> <li>• There was no update for More to Discover.</li> </ul>
<b>d.</b>	<b>Be Healthy, Be Happy – Pete Edwards</b>
	<ul style="list-style-type: none"> <li>• Pete explained there was a network meeting at Healdswood Community Centre in July which was well attended.</li> <li>• There was an interesting presentation on the Building Blocks of Health and how these effect people in everyday life including food and nutrition, work and support mechanisms, housing, money and resources including other things.</li> </ul>
	<ul style="list-style-type: none"> <li>• Hollie will share the document which came from this with board members.</li> </ul>
	<ul style="list-style-type: none"> <li>• There was a presentation from Nottinghamshire Energy Partnership who looked at heater assistance, boiler repair, health checks on your homes and services which are free.</li> </ul>
	<ul style="list-style-type: none"> <li>• Pete met with Andrea to discuss the wellbeing network and management team to discuss signing up to the separate groups so they can be included in and invited to specific meetings.</li> </ul>
	<ul style="list-style-type: none"> <li>• The next steps will be looking at the strategy as the current is coming to an end shortly.</li> </ul>
	<ul style="list-style-type: none"> <li>• Simon Cartwright commented on the issue of housing brought up by Pete and if the board had discussed housing and the link with health.</li> </ul>
	<ul style="list-style-type: none"> <li>• Theresa Hodgkinson explained ADC review policies which come out from government to ensure the corporate plan is aligned with this.</li> <li>• As a local authority they have a nominated officer who attends the ICB Board, as ADC have a responsibility for building social homes and housing and managing / monitoring these.</li> <li>• Theresa agrees the Discover Ashfield board should be updated on these meetings.</li> </ul>
	<ul style="list-style-type: none"> <li>• Cllr Girling explained there is a scheme for free solar panels for homeowners where the power produced but not used goes back to the grid without payment to the homeowner.</li> <li>• He will look into if council houses can be a part of this scheme and get back to ADC.</li> </ul>
	<ul style="list-style-type: none"> <li>• Theresa thanked Cllr Girling and confirmed there is a retrofit programme group set up with some funding from the Combined Authority with projects ready to go but further funding needed.</li> </ul>
<b>8.</b>	<b>Board Member Updates - All</b>
	<ul style="list-style-type: none"> <li>• Fiona updated on the NTU Conference that a report following this will be circulated to attendees following this.</li> </ul>
	<ul style="list-style-type: none"> <li>• Cllr Girling thanked the board for the last conversation about the firefighters from Ashfield who were killed in World War 2, and these will now be recognised for their war efforts.</li> <li>• Boots &amp; Berets Awards at Goosedale on 22<sup>nd</sup> August.</li> <li>• 12<sup>th</sup> October there are three coaches going to Eden Camp for veterans, reservists, and adult cadet instructors for a day.</li> </ul>
	<ul style="list-style-type: none"> <li>• Simon Cartwright updated the board on the project he discussed at the last meeting on supporting community hubs and the development of community centres.</li> </ul>

	<ul style="list-style-type: none"> <li>Transforming Notts have signed a partnership with St Marys in Sutton to develop the centre as a community hub. There will be support for the homeless and refugees.</li> </ul>
	<ul style="list-style-type: none"> <li>Jackie Insley explained Citizens Advice Central had secured funding from Heritage Lottery to fund an advice for outcomes project working along Minds to tackle mental health issues delivering early intervention work in Ashfield.</li> <li>They also have a mobile unit which is being recommissioned to reach hard to reach residents across the community.</li> <li>Jackie explained they are trying to push on volunteering work within Ashfield to build the numbers of these back up.</li> </ul>
	<ul style="list-style-type: none"> <li>Ian Bond updated that Inspire Learning are moving into High Pavement House and there will be an open day on Friday 23<sup>rd</sup> August from 9:30am – 4:30pm for people to have an opportunity to visit the facilities.</li> <li>From week commencing 2<sup>nd</sup> September the facility will be open for learners.</li> </ul>
	<ul style="list-style-type: none"> <li>Theresa wondered if there could be an opportunity for a task and finish group for volunteering as she is aware many other groups are looking for volunteers in the area.</li> </ul>
	<ul style="list-style-type: none"> <li>Martin asked the board to express an interest to Hollie if they would like to be part of the Volunteering task and finish group so this could be actioned.</li> </ul>
	<ul style="list-style-type: none"> <li>Pete added that he has been part of the Integrated Care Service at Meadow House who work with children and young people with disabilities and twice a year they run an event called Preparing for Adulthood.</li> <li>He is keen to have the board's input to having young disabled people and getting businesses invited to these events to promote their apprenticeships and jobs offers.</li> </ul>
	<ul style="list-style-type: none"> <li>Martin agreed that there are employers wondering how they can get involved so will have a conversation with Pete about this.</li> </ul>
<b>10.</b>	<b>Date of Next Meeting – Friday 20<sup>th</sup> September</b>

## Regeneration Programmes update, September 2024

The report provides an overview of progress and performance for the regeneration programmes. The report template has been adapted to report across the Discover Ashfield themes rather than the individual funding streams.


### 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
<b>Succeed in Ashfield</b>				
ADMC	<p>Planning approval now secured. The design team are working through the discharge of pre-commencement conditions.</p> <p>RIBA stage four still progressing under a PCSA agreement with the contractor.</p> <p>The land purchase is progressing with the detailed negotiation estimated to be completed before the end of September 2024.</p>	<p>S: Oct 2024 C: Feb 2026</p>	<p>Contract Start Est: Autumn 2024</p>	↔
Ashfield Construction Centre and Satellite	<p>The detailed negotiations for the purchase of a commercial building in the town centre are being finalised and estimated to be completed by the end of Sept.</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: July / August 2024 C: Dec 2024</p>	<p>Building acquisition Sept 2024</p>	↔
Ashfield Civil Engineering Centre	<p>The key risk remains elevated in relation to the interdependencies with the Council's redevelopment of the Depot site where the project will be based.</p> <p>Draft development options have now been provided for the Depot project and</p>	<p>C: Dec 2025</p>	<p>Partnerships working with local businesses</p>	<p>Remains elevated: until a revised programme and milestone</p>

	the team is progressing feasibility work on improvements to enable the projects to work coherently.			are established																																				
Enterprising Ashfield	<p>The project risk remains elevated because the target outputs are behind plan at this point in the programme. The areas of concern are the Mentorship growth grant and new learners. The proposal is in Section 1.7.1</p> <p>New learners are tracking closely to those planned at 393 from a delivery of 83 short courses. The Headstart programme remains popular.</p> <p>The programme has increased its communications through increased presence at key events such as the Ashfield Show, social media, mail outs to businesses, promotion in the Mansfield and Ashfield Journal, Advertising campaigns, Instream radio advertising. Monitoring of the website visits continues.</p> <p>Support for growth businesses is exceeding expectations. In particular the closer collaborations in research and development is seeing</p> <table border="1"> <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>97</td> <td>112</td> </tr> <tr> <td>Headstart seed corn grant</td> <td>225</td> <td>97</td> <td>109</td> </tr> <tr> <td>Growth -Businesses/Enterprises receiving non-financial support</td> <td>121</td> <td>56</td> <td>81</td> </tr> <tr> <td>Growth – Businesses/Enterprise receiving financial support</td> <td>172</td> <td>78</td> <td>1*</td> </tr> <tr> <td>New Learners- Skills</td> <td>900</td> <td>410</td> <td>393</td> </tr> <tr> <td>Internships- Graduate placements</td> <td>150</td> <td>67</td> <td>28</td> </tr> <tr> <td>Apprenticeships</td> <td></td> <td></td> <td>138</td> </tr> <tr> <td>Closer Collaborations- R&amp;D</td> <td>50</td> <td>17</td> <td>10</td> </tr> </tbody> </table>	Project Output	Total	Total plan to date	Total delivered to date – Aug 2024	Headstart- Entrepreneur Enterprise ready	225	97	112	Headstart seed corn grant	225	97	109	Growth -Businesses/Enterprises receiving non-financial support	121	56	81	Growth – Businesses/Enterprise receiving financial support	172	78	1*	New Learners- Skills	900	410	393	Internships- Graduate placements	150	67	28	Apprenticeships			138	Closer Collaborations- R&D	50	17	10	C: March 2026	December 2024 Enterprising Ashfield Business Support Event.	  Remains Elevated
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High Pavement House	<p>Inspire have now taken occupation within the building and started the delivery of their training programmes.</p> <p>The makerspace coordinator started in their role on the 1<sup>st</sup> of August, although unfortunately has found an alternative role. A temporary arrangement is being established which will include resource from the councils Markets team and ADC officer to support the project.</p> <p>The governance model for the Makerspace is being developed to enable the project to open.</p> <p>The individual room setups and H&amp;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><b>Remains elevated:</b> due to the delays in setting up the governance structure.</p>	C: Nov 2024	Inspire's new learning programme Oct 2024	 Remains Elevated
Supporting Local Business	<p>Enterprise Grants are in delivery. We are continuing to work with partners such as Enterprising Ashfield and the Accelerator programme to attract interest. There have been 201 enquiries and from these 21 grants have been awarded. Currently £112,563 has been committed to projects with a value of £310,912. The private sector has invested £184,242.</p> <p>The planned student programme is being delivered by Ideas4Careers and with the return of students to school, it is expected that outputs will increase.</p> <p>A proposal in section 1.7.2 is provided for the Board to consider.</p> <p>The Online trading opportunities pilot being delivered by West Notts College has seen the programme work with 7 traders but work on this has been delayed with a proposal to extend the time to deliver the project. A proposal to assist Market</p>			Elevated 

	<p>traders combining some of our lessons learned is in section 1.7.2 of this report. A small budget remains and consideration of how this will be invested will follow.</p> <p>Pre-opening ADMC activities remain on track. The ADMC event was held at the Romo Group 's facility on Oddicroft Lane, Sutton. The mix of Industry presentations, and workshops. The event attracted several participants as well as leading industry exhibitors.</p> <p>Officers have worked closely with the East Midland's Chamber (EMC) to deliver on the Ashfield Accelerator. The changes to the Accelerator programme with the complimentary Grant programme will see the Investment plan hit its match funding target for this element of the programme.</p> <p>Officers are working with the Chamber to improve the delivery of both the staff workshops for the District's top five sectors and overseas trade. Due to the changes, the Chamber will meet the Investment Plan outputs and outcomes but is struggling in meeting the joint procurement's outputs and outcomes to which it is contractually obliged to deliver. This potentially means that not all the budgets will be able to be spent. Officers continue to work with the Chamber to put in place an action plan to quantify the outputs and outcomes that can be delivered in the given timeframe. Officers will provide a proposal at the next board meeting on next steps.</p>			
<p><b>People and Skills</b></p>	<p>Academy Transformation Trust Further Education (ATTFE) College are delivering the programme supporting residents to develop basic digital skills needed for day-to-day living, such as using a mobile phone, online banking, staying safe online, and applying for jobs online.</p> <p>ATTFE College 59 out of 150 outputs and 24 out of 125 outcomes have been achieved. From September 2024 onwards work is being done to plan in a</p>			<p style="text-align: center;"></p>








	<p>comprehensive programme of workshops to be delivered over the next few months using venues in the identified priority ward areas. Two case studies have also been submitted.</p> <p>The Futures Group and Voluntary, Community and Social Enterprise (VCSE) partners are delivering a programme that supports the economically inactive. The priority groups they are working with include residents with long term health conditions, residents aged 50+, and ex-offenders.</p> <p>Futures are well on their way to achieving contractual requirements (340 out of 406 outputs achieved and 191 out of 221 outcomes achieved). Key partners they are receiving referrals from include OT food clubs and local children’s centres.</p> <p>The Community Grants delivery from local VCSE organisations will achieve the required output requirements for the contract and are now focusing on converting these participants into positive outcomes (167 out of 294 outputs achieved and 56 out of 164 outcomes achieved). One of the grant delivery partners, Thrive Together, has successfully completed 117% of their grant delivery profile within the first 2 months. One case study has been submitted.</p> <p>The Futures Group are also supporting residents to acquire the Basic and Life skills needed for the workplace, including English, maths, information technology, confidence building, budgeting skills, and English for Speakers of Other Languages (ESOL).</p> <p>The Futures Group are currently behind delivery profile (52 out of 163 outputs achieved and 44 out of 282 outcomes achieved). They have been asked to provide evidence that they have a strong pipeline of delivery from September 2024. Throughout the next month they will be</p>			
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	<p>attending holiday clubs, events and will be more visible at the Family Hubs (partnership) across Ashfield. This time will also allow them to plan engagement for the new academic year where they aim to build partnerships with schools and action their strategy of engaging employed individuals.</p> <p>Business and Education Collaboration (Aspiring Careers Ashfield) is being delivered by Ideas4Careers (I4C). Due to the summer holidays, the programme has been on hold as the work is exclusively with schools. The programme is still progressing well with schools completing activities with the specified cohort, as well as being introduced to local business and Higher Education providers as part of the programme. 64 Students are being supported through the programme – the target is 110. 74 students are attending training sessions, with a target of 110. 40 parents have been engaged from a target of 50 and 10 teachers have been engaged from the target of 24.</p> <p>The Graduate Talent Match programme is being delivered by Graduate Consult. This programme is still in the set-up phase, with the return of students to university marking the availability of the initial cohort that Grad Consult are looking to work with. Meetings have been hosted with most of the East Midlands Universities and there appears to be willingness from these institutions to be involved. The programme has engaged with 3 students and now universities are back, this will increase. Grad Consult are positive about the potential extension and keen to ensure that the programme is delivering outcomes.</p>			
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Project	Achievements/ progress/next steps	Start / Completion Dates	Next key Milestone	Risk Level / programme and Budget
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More to Discover				
Destination Management Plan	<p>The draft Destination Management Plan was circulated to the Board and has received positive comments with some notes from partners.</p> <p>An Evening to Discover Ashfield – VE Theme was held last week with around 20 attendees. The feedback from this will be reviewed alongside the draft consultation.</p>			↔
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. We are also commissioning an arts and cultural strategy which will provide the framework for development over the next ten years. Interviews are scheduled for next week with three candidates.</p>			Risk register to be developed
Events Programme	<p>The three events delivered have attracted 25,500 visitors, provided 68 local businesses the opportunity to trade their products and services with 19 community and charity organisations/ groups attending. There are four more events to be delivered with an expected additional 10,000 people for Sparks in the Park and the Kirkby, Sutton and Hucknall Christmas Festival events. The Christmas events will see an increase in community led involvement from groups and performers.</p> <p>Post-event debrief sessions are taking place for each event where operational, financial and experiential issues/ successes are discussed and recorded. Feedback is also received from visitors on several online and offline platforms. This information is utilised to create efficiencies and to enhance upcoming events activity.</p>			↔
Visitor digital offer	<p>New refinement to the mobile app is being considered to improved accessibility and useability. There was</p>	C: June / July 2024	Marketing / and press release	↔



	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 and key features of the website.			
Science Discovery Centre and Planetarium	<p>Project remains on target for completion.</p> <p>The main planetarium dome is complete both inside and out and the scaffolding has been removed. Solar panels have been installed on the roof. Fit out continues on the inside of the building with all internal walls now uninstalled and painted. Installation of the tiered platforms for the planetarium seats has commenced. An Ashfield Accelerator grant has been awarded to cover some of the cafe soft fit out costs and IT equipment for the new employees.</p> <p>MSAS is working with Enterprising Ashfield to develop role profiles and benchmark salaries for the first two employees and the job adverts will went live during the week of 19th August.</p> <p>Development of the new website is progressing well and is targeted to go live in mid-October. Three members of the Observatory visited RSA Cosmos (the planetarium provider) to receive initial training on the planetarium software and further on-site training has been booked for the week of 4th November. In the coming month, fit out of the technical planetarium equipment will start.</p>	C: Nov 2024	Completion of external works-Oct 2024	
Cornerstone Theatre	<p>The project is in the construction phase and remains on track against cost and time.</p> <p><b>Risk remains Elevated:</b> monitor due to the time pressure on the construction phase work to stay on programme.</p>	S: June 2024 C: Feb 2025	Construction Progress update and Social value September / October 2024	 Remains Elevated
Cycling and walking routes	The design team has completed stage 2 design / feasibility / development appraisal.	S: April / May 2024 C: April 2025		


	<p>Engagement with the highways teams 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 at the end of September.</p>			
Kings Mill Reservoir leisure development	<p>The construction of the building and external works are now complete and the handover process is progressing.</p> <p>The Council is evaluating proposals from potential operators for the restaurant offer and progressing a licences agreement to enable the Sea Cadets to operate from the facilities.</p>	C: July 2024	Operator procurement July / September 2024	<p>Remains Elevated: due to delays in discussions with operators</p> <p></p> <p>Remains Elevated</p>
	<p><b>Ranger / activities</b> - Continuing the activities at Mill Waters with volunteers, wild sessions, wild tot's café, and events. Short-term funding is also being sought from the National Heritage Lottery Fund with the UKSPF funding used as match.</p>			<p></p>

Project	Achievements/ progress/next steps	Start/ Completion Dates	Next key Milestone	Risk Level / programme and Budget
<b>Be Healthy Be Happy</b>				
Kirkby Sports Hub	<p>The team are addressing planning queries relating to the project which will now be determined at the planning committee on the 25th of Sept, following delays relating to updates to the transport assessment and EV charging strategy.</p> <p>A mini competition is progressing to secure the principal contractor for the main works to the pavilion, car park and grass pitches.</p>	<p>Part 1: S:Nov 2024 C: March 2025</p> <p>Part 2: S: April / May 2025 C: Feb 2026</p>	Demolition of Bowls pavilion/ securing planning approval. Sept 2024	<p></p>
Sutton Lawn Sports Hub	<p>The team are addressing planning queries relating to the project which will be determined at the planning committee on the 25th of Sept, following delays relating to updates to the transport assessment and EV charging strategy. A third application is</p>	<p>Part 1: S: March 2025 C: August 2026</p>	Securing planning permission. Sept 2024	<p></p>



	<p>pending submission by the Football Foundation for the new 3G pitch.</p> <p>A mini competition is progressing to secure the principal contractor for the main works to the pavilion, car park and grass pitches</p>	Part 2: Sept 2025 S: March 2026		
Green social prescribing	<p>The grants to support community organisations deliver activities to improve mental health utilising the outdoors are now live. These can be accessed via <a href="https://www.ashfield.gov.uk/environment-health/health-wellbeing/feeding-ashfield/green-activity-grant-scheme/">https://www.ashfield.gov.uk/environment-health/health-wellbeing/feeding-ashfield/green-activity-grant-scheme/</a>.</p> <p>An order has been placed for equipment to encourage a further 100 adults and 30 children to get involved with litter picking. A launch of the new digital platform will take place later this year, which will coincide with the distribution of the equipment.</p> <p>Research is being undertaken currently for options around the nature trails and accessible maps.</p>			↔
Cycling and Walking	<p>The learn to ride and bike maintenance activities continue at Sutton Lawn. They are funded to run every Saturday until the end of October. A Cycle Leader training course was organised for July, but the take up was very low. This will be rescheduled to take place later in the year.</p>			↔
Community Vertical Farming	<p>At the June Board meeting it was agreed to receive a proposal from ATTFE to deliver this programme. ATTFE is in the planning phase of the programme.</p>			↑


Project	Achievements/ progress/next steps	Start/ Completion Dates	Next key Milestone	Risk Level / programme and Budget
<b>Town Centres &amp; High Streets</b>				
High Street Property Fund	A planning application for the change of use to create two flats above Moor	S: April 2024	Planning permission -	↔

	<p>Market and the Banking hub on Lowmoor Road has been submitted.</p> <p>A grant agreement has been prepared which will enable Vison West Notts College to implement the works and support their learning programme.</p>	C: March 26	October / November 2024	
<b>Hucknall</b>				
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 with two grants committed 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 that is being delivered by Save the High Street (STHS) is now focussed on intensive support for 5 businesses and are half-way through the medium support for 15 people. STHS is working with businesses on an individual basis and tailoring their support to ensure that the programme fits the business need in Hucknall. A proposal to roll out similar support across the District that compliments and supports existing programmes, such as Enterprising Ashfield and the Ashfield Accelerator, is in Section 1.7.2. The risk remains at Green</p>			
<b>Kirkby</b>				
North Kirkby Gateway	<p>The conveyancing for the property purchase is progressing.</p> <p>The gateway masterplan has been finalised which outlines the key areas of focus for the Towns Fund delivery phase and future direction of investment.</p> <p>The procurement of a design team for the development is progressing along with the grant agreement for the development partner housing scheme on Pond Hole. Planning permission is due to be submitted for the Pond Hole housing scheme by December.</p>	S: Jan 2025 (Est) C: March 2026	Release of stage two plan for the project December 2024	 Remains Elevated

	<p><b>Remains elevated:</b> monitor delays and seek to progress the design and construction phases.</p>			
West Kirkby Gateway & public transport hub	<p>A planning application for the demolition of the building has been submitted and an order for the demolition of the current building has been placed. The mobilisation for the demolition is approximately 6-8 weeks.</p> <p>Marketing of the proposed option secured some interest although further options are now being explored before a planning application can be submitted.</p> <p>The land to the south of Lane End which was being monitored for a potential purchase and development has now been submitted for planning for a drive-thru takeaway. Options to improve the access and active travel connectivity adjacent to the site are being explored.</p> <p><b>Risk has been elevated;</b> due to delays in a final option being approved to submit for planning. Once the revised options are considered a revised programme will be confirmed.</p>	<p>S: July 2024 C: July 2025</p>	<p>Demolition Nov 2024</p>	
<b>Sutton</b>				
Portland Square & Fox Street	<p>Lindum's have been appointed as the principal contractor for the project. The start date has been delayed due to delays in the S278 agreement however this has now been finalised and the work is planned to commence in late September.</p> <p>Due to the delay in securing the S278 agreement and challenges across the contract relating to securing the S278 agreement, there has been a significant impact on the contingency at this early stage.</p>			



	<b>Remains elevated</b> , due to the early cost impact on the contingency.			
Low Street	<p>9-11 Low Street – The contract work will be completed at the end of September. The installation of the new electric supply has been completed and a commissioning date for the water supply is pending.</p> <p>A prior approval notice has been submitted to the planning authority by ATTFE to enable education use.</p> <p><b>Elevated:</b> The commissioning of the water supply and the prior approval notice have delayed occupation of the building to October.</p>	S: Dec 2023 C: July / August 2024	Project handover.	 Elevated
Library Innovation Centres - Kirkby & Sutton	Project planning is progressing for the Sutton project in collaboration with Inspire, with the works confirmed to start January 2025.	Anticipated S: Q3 2024	Project announcement - Start date. January 2025	

Project	Achievements/ progress/next steps	Start/ Completion Dates	Next key Milestone	Risk Level / programme and Budget
<b>Green Ashfield</b>				
Green Ashfield	<p>The project delivery plan is being reviewed by a new consultant to enable the delivery plan and procurement strategy to be agreed.</p> <p>Evaluation of the completed green interventions has now started on 14 and 9-11 Low Street, High Pavement and Kings Mill buildings.</p> <p><b>Remains elevated:</b> because the project programme has slipped due to delays in agreeing the project plan and performance of the lead consultant. Alternative delivery partner options are being explored.</p>	C: Dec 2025	Retrofit PR - Carbon saving to project sites.	 Remains Elevated

### **1.3 Monitoring and Evaluation**

Monitoring and evaluation for Towns Fund and Future High Streets for the period ending 31 March was submitted on 26 May. We are currently awaiting feedback from the Ministry of Housing, Communities and Local Government (MHCLG).

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

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 are on target. We will provide feedback to the Board once this process has been completed.

Towns Fund and Future High Streets Fund – a programme review was undertaken in August

### **1.4 Communications**

Communication activities during the last period were as follows:

- Sherwood Observatory updates and videos
- ADMC planning approval PR.

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

- FHSF Cornerstone Theatre– Social Value output
- FHSF 9 – 11 Low Street Completion / handover
- TF04 Walking and Cycling – Consultation and delivery / Mapping Plan
- TF16 Website Marketing.
- TF05 Enterprise Ashfield

### **1.5 Risk registers**

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

### **1.6 Procurement**

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

### **1.7 Proposals**

#### **1.7.1 Enterprising Ashfield proposals**

At the Discover Ashfield Board on 10 May more information was requested for a match funded Growth Grant and for more work to be undertaken to consider a proposed revised

learner target by jointly working with education partners. A review has been undertaken and the following proposals are presented for the Board's consideration.

### 1) Growth -Businesses/ Enterprises Specialist support.

Currently the programme offers a mentorship grant which is not being taken up.

PROJECT- GRANTS	TOTAL PLANNED	FORECAST WITHOUT CHANGE	TOTAL PLANNED OUTCOME
***GROWTH – FINANCIAL SUPPORT	£258,701	£1,500	£258,701 IN MATCH FUNDING
NUMBER OF CURRENT GROWTH GRANTS	172	1	0

NTU are proposing to provide specialist support, over and above that which is currently available. They have identified 20 Research and Development Businesses who are working with us on closer collaborations and 15 Growth businesses who would benefit from such support and would be more able to make the investment. 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
- 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.

#### Revised Outputs and Outcomes

PROJECT- OUTPUTS/ OUTCOMES	TOTAL PLANNED	FORECAST WITHOUT CHANGE
OUTPUTS BUSINESSES SUPPORTED	35	0
OUTCOME- JOBS	25	0
OUTCOME- MATCH FUNDING	£258,701	£1,500

Without providing such specialist support, the project will fail to achieve the £258,701 of private sector match funding.

**Decision 1: The Board is asked to consider and approve the above proposal.**

### 2) New Learners – Skills

Enterprising Ashfield is targeted to achieve 900 individual participants during the project. The project has delivered 83 short courses covering a wide range of subjects with 393 participants attending. EA has also delivered 5 bespoke courses to businesses, with one business having 2 closed cohort courses delivered and bespoke Import/Export training with a request for further specialist training.

The range of courses highlight the diverse range of upskilling requirements within the area and reflect the needs of businesses who are reporting the skills gaps and the difficulty in finding individuals with the right skills.

NTU is finding that a large proportion of participants are taking advantage of numerous courses, with some booking on 7 or 8 workshops. Under Towns Fund reporting learners can only be counted once. Currently the project has had 173 additional places taken by repeat learners and have 115 future places being taken by those participants who want to continue their learning journey.

Many of those that have attended or enrolled on future courses have evidenced the need for continued support and NTU want to make sure they can offer a progression route and a support pathway for these, whether those unemployed and looking to improve their CV and portfolio, the new entrepreneurs learning the different aspects of running a business or employed people who are looking at various upskilling needs that benefit both them and the business.

### **Breakdown of new learners through the various strands**

<b>New Learners through HeadStart</b>	<b>56</b>
<b>New learners from the Growth programme</b>	<b>29</b>
<b>New learners from bespoke courses</b>	<b>91*</b>
<b>Sutton &amp; Kirkby residents attending courses</b>	<b>207</b>

\* Some of these are repeat learners that have attended more than one course.

### **Short Courses Summary of where we are now:**

<b>Target of new learners by March 2026</b>	<b>900</b>
Short courses delivered	83
New learners attended	393
New learners enrolled for future courses	175
Total enrolments to date	570
Repeat learners attending numerous courses	75
Places taken by repeat learners	173
Places booked by repeat learners on future courses	115

If the current trajectory of repeat learners continues at the rates forecasted, NTU predict that they will be able to achieve 650 new learners and 250 repeat learners by March 2026. This is based on 173 places taken up by 75 repeat learners. They forecast repeat learners make up around 27% of the programme.

As the EA programme currently does not offer learning that a student can do at their own pace, the project is continuing to look to refer into programmes such as the Ashfield Accelerator for specialist support in:

- Digital Innovation
- Priority sector training
- Oversea Trade
- Decarbonisation

The team are in discussion with Nottingham Business School regarding their Future Learn courses and researching into their course schedule for 2025 to see which would be suitable for online delivery.

They are also continuing their discussions with ATTFE, WNC and Inspire to offer progression routes or staff training. Their focus will always be on attracting new learners and they will continue to research into offering online courses and referrals into other learning opportunities, such as through the East Midlands Chamber of Commerce etc. Should the Board agree to support the proposed changes, a Project Adjustment Request will be required to be made to MHCLG for their approval.

Project Output	Total	Reprofiled	Total delivered to date – End of July 2024	To Deliver	Monthly target
New Learners	900	650	393	267	15
Repeat learners		250	176*	64	4

\* 176 places have been taken up by 75 repeat learners.

**Decision 2: The Board is 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.**

### **1.7.2 Expansion of Hucknall Save the High Street (STHS) pilot across the District E16 Online support and E16 High Street student programme**

Save the High Street support for Hucknall Businesses was agreed by the Discover Ashfield Board as a six-month pilot from 1 April 2024- 30 September 2024 at a cost of £10,000 and, approved subject to the three-month review (which will be brought to the Board) a wider roll out of the programme. The project was aimed at not only supporting the Hucknall High Street businesses but to support businesses to take up the High Street grants which until then had no uptake. The support has helped two businesses to access grants to the value of £13k.

A mid-point review was undertaken in July to evaluate if the Hucknall STHS pilot is meeting a need that is not being met through the other business support. The review found the STHS programme meets a niche that is not addressed by other programmes.

The type of business that are being engaged by the programme are typically smaller, generally long-established businesses with loyal customer bases that have been built through excellent customer service. However, these businesses can find it difficult to access the higher-level support offered by the Council, Enterprising Ashfield and the Ashfield Accelerator.

The roll out is proposed to be a similar programme of light touch, medium and intensive support for High Street and Market Traders. It is proposed to reallocate £40k from the following budgets to STHS.

E16 High Street student support	£30,000
E16 Online trading- Market Traders	£10,000

Rolling this programme out to the rest of the District's High Street traders, including Market traders, would provide a key sector with specialist support that has been previously unavailable.

**Decision 3 - The Board to consider and approve the allocation of £30,000 from E16 High Street student support and £10,000.00 E16 Online trading- Market traders to E16 Supporting High Street and Market traders across the District.**

## **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 are meeting in September – for funding, safety and security and town centre, regeneration and transport. The groups will meet to begin work on developing terms of reference and developing the projects.

## **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
		<b>48,545</b>	<b>143,287</b>	<b>2,155,287</b>	-	-	<b>2,347,118</b>
	<b>Co-funding</b>			<b>100,000</b>			<b>100,000</b>
TF18 Cornerstone	CDEL	-	1,496	-	1,112,067.81	-	1,112,067.81
	<b>TOTAL</b>						<b>3,183,385.81</b>
FHSF High Pavement	RDEL						-
	CDEL	988,342	148,812	514,511			1,651,665
	<b>Sub Total</b>	<b>988,342</b>	<b>148,812</b>	<b>514,511</b>	-	-	<b>1,651,665</b>
	<b>Co-funding</b>		-	<b>937,289</b>			<b>937,289</b>
	<b>Total</b>						<b>2,588,954</b>
FHSF Low Street 9-11 and No 14	RDEL						
	CDEL	86,920	1,081,310	581,770			1,750,000
	<b>Co-funding</b>			<b>647,933</b>			<b>647,933</b>
	<b>Total</b>						<b>2,397,933</b>
FHSF Fox Street pop-up food court and car park	RDEL						
	CDEL	67,314	44,397	419,378			531,088
	<b>Co-funding</b>	-		<b>70,912</b>			<b>70,912</b>
	<b>Total</b>						<b>602,000</b>

## Annex 1 - Towns Fund DA Board approved budgets

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



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

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

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

## Annex 2

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	V
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 Priestsic Road, Sutton In Ashfield, Nottinghamshire, NG17 4EA	3262604

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. 5 businesses are interested to proceed. If so they form part of the first cohort. Officers participated on the site visits and will continue to do so. The risk is the same as the last assessment. Two applications received and £12,967 of the £80k has been allocated. Private sector investment being £3,230.	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 £80k 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 to within the papers to extend the programme. Funding has been identified from other budgets. Risk is the same as last assessment as this not be able to be fully spent on Shop front improvements in the short term. Proposal 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	Coosmor 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. The same as last assessment. Green 4
	Sutton-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	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	Reprocured 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	Unable to deliver within the time frame- insufficient resource to deal with the programme. Underperformed budget for Year 2.	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 Ranges/ 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. Insufficient budget to deliver programme.	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	Cycling and Walking for All- cycle training and access to refurbished bikes	Fail to attract participants. Insufficient budget to deliver programme.	Avoid	3	1	3	Andrea Stone	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 that AATFE, rather than NTU, is deliver a revised plan to meet the required outputs and outcomes.	An EDR is being process for ATTFE to deliver a revised project. The risk has reduced from amber 12 to amber 9.
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
<b>Supporting Local Business</b>										
E16	Enterprise grant for town centre properties and relocation/expansion	Fail to attract potential businesses to take on the grant	Reduce	2	1	2	Melanie Wheelwright	02-Sep-24	Meeting with ADC Web content in June to plan upload of agreed documentation. Aiming for a launch with Hucknall Grant by 31 July 2023. There already interest in the programme. Online applications, ensure support for applicants, 75% intervention rate - up to a £8k 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 pushes and cross referrals from the Accelerator project have increased uptake. 190 enquiries and 21 grants committed to the value of £113k with match funding of £164k. The risk is 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 V3 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 propose 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 allow for Careers to deliver the required outputs and outcomes. A further proposal to support the expanded High Street tailored 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 identified indoor market at £10k for 2023-24. The overall budget is £28k.	The Milewells Market pilot project has stalled. Officers have considered a proposal to support Market traders which is within the papers. If agreed this will then have £13.6k 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 agreed by the DA Board. An agreement for the service is being put in place. Good engagement with existing Business support. On track and proposal to bring forward funding was agreed.	This project is on track for delivery. The risk assessment remains the same as the last assessment at Green 2
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	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.
E23	Specialist events / talks for businesses - expand existing programme	Fail to deliver events or attract businesses due to insufficient resource	Avoid	2	2	4	Paul Stoppard	02-Sep-24	We have identified an events programme for 2024 and our first business leaders networking event is on April 2nd - Unlocking Global Potential (BIG 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	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 £33,910. 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
<b>People and Skills</b>										
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 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 EROR 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
<b>People and Skills Total</b>										

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R
1						Date:	End of August 2024											
2						Version	Rev 1											
3																		
4																		
5	Risk No	Risk	Risk Sub-Category	Probability (P)	Impact (I)	Risk Rank	Programme Impact	Mitigation if Risk Occurs	Risk Response Threat & Opportunities	Residual Probability (RP)	Residual Impact (RI)	Residual Risk Score	Current Position	Responsible Person	Last Reviewed	Status (Active/Inactive/Archived)	Last Update	Changes
6				1 - Never 2 - Hardly Ever 3 - Possible 4 - Probable 5 - Almost Certain	1 - Negligible 2 - Minor 3 - Major 4 - Critical	P x I				1 - Never 2 - Hardly Ever 3 - Possible 4 - Probable 5 - Almost Certain	1 - Negligible 2 - Minor 3 - Major 4 - Critical	RP x RI	stable Increase in risk reduction in risk					
7																		
8	1	Health & Safety Risks																
9	1.1	Authority H&S Policies not adhered to within individual projects.	Social/People	2	2	4	Reputational Damage	Ensure all H&S policy and guidance is followed and monitored.	Avoid	2	2	4	↔	Programme Lead	End August 2024	Active	All works are aligned to H&S legislation and reviewed by the Project PM. Walk about on the potential Civils site to ensure plans for development align with existing activities.	Nil
10	2	Technical Risks																
11	2.1	Business Cases do not correctly include all individual project outputs	Managerial / Professional	3	3	9	Individual projects are incorrectly specified and submitted	Ensure consistent reviews of Business Case Developments. QC & Assurance checks before submission	Accept	2	2	4	↔	Programme Lead	End August 2024	Archived	All business cases have been through the sub-group wand Board- ADMC Business Case was submitted to the department formerly known as DLUHC (now the Ministry of Housing, Communities and Local Government-MHCLG) in March 2023.	Complete
12	2.2	External support/consultants aren't procured at the correct point in project development	Managerial / Professional	3	3	9	Delays to the overall programme through individual project delays	Early identification for each project the necessary external support/consultant requirements and proactive management	Reduce	2	2	4	↔	Programme Lead	End August 2024	Active	Procurements completed and others in progress. Other necessary procurements are in progress. Utilise frameworks where necessary. All consultancy and external support is in constant review. Continue to consider lessons learnt in procurement processes.	Nil
13	2.3	Inability to complete land assembly where required	Governance	4	4	16	Change in overall programme but individual project parameters	Early identification of potential risks and development of Plan 'B's where applicable	Contingency	3	3	9	↔	Programme Lead	End August 2024	Active	Negotiations continue on major projects for pieces of land. Whilst these are proving positive CPO remains a possibility. The issue has decreased with a number of the larger projects. The Deals are near completion, hence the score remains the same. Plan Bs are in place for most of the programme where there is no ability gain CPOs. The risk is slowly reducing.	Nil
14	2.4	Statutory approvals for programme outputs are delayed or not achieved	Legal	3	3	9	Delays or redesign of overall programme deliverables and individual project outputs	Project Plan development that clearly identifies statutory approvals. Seek pre-planning and other advice where possible	Reduce	2	3	6	↔	Programme Lead	End August 2024	Active	Projects which require planning permission are at various stages of development.	The need for statutory permissions such as Highways and Planning for some projects are challenging and could cause delays. This is being actively managed so the risk same the same as the last assessment.
15	2.5	Business Cases are not developed to the necessary Green Book Standard	Governance	3	3	9	Delays with the Business Case being approved/adopted resulting in delays to the overall programme including cost	Ensure that the procurement for the Business Case Consultant clearly identifies the requirement for Green Book Standard and adherence to other Client requirements	Contingency	2	2	4	↔	Programme Lead	End August 2024	Archived	The assurance process details this and acts as a check process. A good relationship exists with MHCLG representative so items can be flagged early if necessary. ADMC FBC has been submitted to MHCLG and approved.	Complete
16	3	Financial risks																
17	3.1	Brexit effect on supply chain -Labour/Materials price increase/fluctuation	Financial	4	2	8	Negative impact on programme affordability due to increased costs	Development of detailed Cost Plans and implementation of Programme/Project Gateway Reviews	Accept	4	2	8	↔	Project Leads	End August 2024	Active	ADC has approved processes in place. Partners who are delivering projects actively manage these issues and adapt as much as possible.	Nil
18	3.2	Covid-19 effect on supply chain - cost increase in labour/materials.	Financial	3	3	9	Negative impact on programme affordability due to increased costs	Development of detailed Cost Plans and implementation of Programme/Project Gateway Reviews	Accept	3	3	9	↔	Project Leads	End August 2024	Active	ADC has approved processes in place. Partners who are delivering projects actively manage COVID impacts, if and when they occur. The risk is reducing.	Nil
19	3.3	Inflation effect on supply chain- supply of materials	Financial	3	3	9	Negative impact on programme affordability due to increased costs	Development of detailed Cost Plans and implementation of Programme/Project Gateway Reviews	Accept	4	3	12	↑	Programme Lead	End August 2024	Active	Being managed at a project level. Constantly in review.	Whilst this is being managed, cost pressures as a result of additional work found in construction and in pre-construction, demolition etc need to be actively managed. The risk has therefore increased From Amber 9 to Amber 12
20	3.4	Cost of borrowing increases against assumptions in Business Cases	Financial	3	3	9	Negative impact on programme affordability due to increased debt repayments	Sensitivity Analysis in assumptions that allows for flex in borrowing costs without breaching financial parameters	Accept	3	3	9	↔	Programme Lead	End August 2024	Active	ADC approved process in place	Nil

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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 August 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 August 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 August 2024	Active	ADC is working with partners and funders to seek a way forward to ensure that projects with delays can be delivered where possible.	Continue to review projects to ensure they can move into each stage to both quality and cost.
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 August 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 August 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 August 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 August 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 August 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 August 2024	Active	PARs submitted. PAR for Towns fund submitted in December 23 and agreed in April 2024	Submit PAR for recent delegated decisions to MHCLG.
30	Legal risks																	



	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 August 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 August 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.	NII
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 August 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	NII
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 August 2024	Active	ADC ensuring that procurement strategies are clear in terms of inputs and outputs and what frameworks/forms of contract are used	NII
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 August 2024	Active		NII
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 August 2024	Active		NII
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 August 2024	Active	Fortnightly meetings in place and strategy at ADC to ensure land acquisitions progress	NII
38	<b>5 Managerial risks</b>																	
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 August 2024	Active	Managed at a project level. In constant review. Where possible adjustments are made.	NII
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 August 2024	Active	Managed at a project level. In constant review. Where possible adjustments are made.	NII
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 August 2024	Active	Managed at a project level. In constant review. Where possible adjustments are made.	NII
42	5.4	Discover Ashfield Board & Sub Group are ineffective as oversight committee	Governance	1	1	1	Ineffective overall governance structure and management of programme	Ensure effective Terms of Reference are in place along with strong leadership inc regular meetings with necessary outputs	Accept	1	1	1	↔	Programme Lead	End August 2024	Active	Actively Managed	NII
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 August 2024	Active	Programme Management team in place not sitting with one individual so risk is spread.	NII

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 August 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 August 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 August 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 August 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 August 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 August 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 August 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 August 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 August 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 August 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 August 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 August 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.																								
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