



## Agenda

# Discover Ashfield Board Meeting

Date: **Friday 5<sup>th</sup> April 2024**

---

Time: **9.00 am – 11.00 am**

---

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

---

	<p>For any further information please contact:</p>
--	--

**Hollie Maxwell-Smith**

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

07826 921211

# DISCOVER ASHFIELD BOARD MEETING

## Attendees

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 Ward	Board Member	Chair of Sherwood Forest Hospitals NHS Foundation Trust	
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 Ainsworth	Board Member	Director of Sherwood Forest Hospitals Trust	
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	
Ian Bond	Substitute for Peter Graw	Director of Learning, Inspire: Culture, Learning and Libraries	
Julia Terry	Board Member	Development Worker, Transforming Notts Together	
Kathryn Stacey	Board Member	Quality and Compliance Director, Citizens Advice Ashfield	
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	
Peter Gaw	Board Member	Chief Executive Officer, Inspire: Culture, Learning and Libraries	
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	
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	
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	
Trevor Middleton	Supporting Officer	Town Centres Manager, Ashfield District Council	

## **AGENDA**

**Page**

- 1. Welcome / Introductions / Apologies - Martin Rigley**
- 2. Reflections of Previous Meeting - Martin Rigley**
- a Meeting Minutes** 5 - 16
- a Action Log**  
There were no actions from this meeting.
- 3. New Declarations of Interest - ALL**
- 4. Major Projects & Funding Update - Sarah Daniel** 17 - 42
- 5. Theme Lead Reports - Theme Leads**
- a Succeed in Ashfield - Martin Rigley**
- a Love Where You Live - Liz Barrett**
- a More to Discover - Darron Ellis**
- a Be Healthy, Be Happy - Pete Edwards**
- 6. Discover Ashfield Project Officer Update - Hollie Maxwell-Smith**
- 7. Board Member Updates - ALL**
- 8. Any Other Business - ALL**
- 9. Date of Next Meeting - Wednesday 8th May 2024**



**DISCOVER ASHFIELD BOARD MEETING**

**Wednesday 14<sup>th</sup> February 2024  
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**
- 3. New Declarations of Interest - ALL**
- 4. Major Projects & Funding Update – Sarah Daniel**
- 5. Theme Lead Reports – Theme Leads**
  - a Succeed in Ashfield – Martin Rigley**
  - b Love Where You Live – Liz Barrett**
  - c More to Discover – Darron Ellis**
  - d Be Healthy, Be Happy – Pete Edwards**
- 6. Discover Ashfield Project Officer Update – Hollie Maxwell-Smith**
- 7. Board Member Updates – All**
- 8. Any Other Business – All**
- 9. Date of Next Meeting – Friday 5<sup>th</sup> April 2024**

**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 Ward	Board Member	Chair of Sherwood Forest Hospitals NHS Foundation Trust	
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 Ainsworth	Board Member	Director of Sherwood Forest Hospitals Trust	
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	√
Ian Bond	Substitute for Peter Graw	Director of Learning, Inspire: Culture, Learning and Libraries	√
Julia Terry	Board Member	Development Worker, Transforming Notts Together	
Kathryn Stacey	Board Member	Quality and Compliance Director, Citizens Advice Ashfield	
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	√
Peter Gaw	Board Member	Chief Executive Officer, Inspire: Culture, Learning and Libraries	
Simon Martin	Board Member	Vice Principal, Academy Transformation Trust Further Education (ATTFE)	√
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	
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	√
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	√
Trevor Middleton	Supporting Officer	Town Centres Manager, Ashfield District Council	√

<b>Agenda Item</b>	
<b>1</b>	<b>Welcome / Introductions / Apologies</b>
	<ul style="list-style-type: none"> <li>• Apologies were made for Julia Terry, Jean Sharpe, Kathryn Stacey, Cllr Relf, Fiona Anderson and Leanne Monger.</li> <li>• Introductions were made for David Harper, substitute for Fiona Anderson and Natalie Smith attending as an observer from PJS Engineering.</li> <li>• Natalie introduced herself and explained that the business moved to Sherwood Business Park in Ashfield at the end of 2022, and it has been very successful working in the area. The business has progressed from 18 to 27 team members, they take on degree apprenticeships and work experience. They are keen to give back to the community which they operate within.</li> <li>• David Williams from DWP noted that Jean Sharpe has moved from her role and stepping down from the board, he will pass on the details of the person who will replace Jean.</li> <li>• Martin thanked Jean for all her input into the group. He also noted that Will Morlidge from D2N2 was stepping down from the board also and thanked him for his contribution.</li> </ul>
<b>2</b>	<b>Review of Previous Meeting – Martin Rigley</b>
<b>a</b>	<b>Board Meeting Minutes</b>
	<ul style="list-style-type: none"> <li>• All minutes agreed.</li> </ul>
<b>b</b>	Action Log (these include actions from the below minutes)
	<ul style="list-style-type: none"> <li>• There were no actions from this meeting.</li> </ul>
<b>3</b>	<b>New Declarations of Interest – ALL</b>
	<ul style="list-style-type: none"> <li>• Theresa Hodgkinson noted her declaration of interest as she is a governor for West Notts College.</li> <li>• Cllr Girling declared an interest with the ADMC project as he is on the Action Group for this.</li> <li>• Martin declared an interest with the ADMC project as he is on the Action Group for this.</li> </ul>
<b>4</b>	<b>Major Projects &amp; Funding Update – Sarah Daniel</b>
	<ul style="list-style-type: none"> <li>• Sarah went through the programmes and funding update for February starting with the Future High Streets Fund.</li> <li>• There have been no changes since the last board report to the project budgets and there have been start / completion dates added to the report, along with the next key milestone.</li> <li>• Theatre project – the planning application will be presented at the March planning committee meeting for approval.</li> <li>• A project extension request has been approved in principle by DLUHC.</li> <li>• 9 – 11 Low Street – minor delays have occurred due to site access, but these have now been overcome. The project cost remains controlled.</li> <li>• High Pavement – the Maker Space CIS has been approved. The committee has started to fit out facilities with the new equipment orders being received and there will be a VIP open event on 21<sup>st</sup> March.</li> <li>• Inspires new tenancy within the building will commence February / March.</li> <li>• Fox Street – the project is being progressed alongside the Towns Fund Portland Square scheme. Delays in completing the Section 278 agreement with NCC have pushed the start date back. An extension of time request has</li> </ul>

	<p>been approved by DLUHC. The risk remains elevated due to the delay in starting the contract.</p>
	<ul style="list-style-type: none"> <li>• Sarah then moved onto the Towns Fund update. There were no changes to the project budgets since the last board report.</li> <li>• North Kirkby Gateway – Two options have been drawn up by consultants and a commercial option is being explored with one of the landowners to complete the land assembly. Risk is elevated as the project is behind programme due to delays in securing all the land required for the project.</li> <li>• Kirkby Sports Hub – the project is progressing through RIBA stage 3. The design team are progressing the project in two parts ready for the planning application and procurement: <ul style="list-style-type: none"> <li>○ Bowls pavilion, car park and floodlight work Q4 2024.</li> <li>○ Main changing pavilion / pitch work Q1 2025.</li> </ul> </li> <li>• Sutton Lawn Sports Hub – the project is progressing through RIBA stage 3. The design team are progressing the project in two parts ready for the planning application and procurement. <ul style="list-style-type: none"> <li>○ Car park / pavilion / shale pitch Q1 2025.</li> <li>○ 3G pitches Q3 2025.</li> </ul> </li> <li>• The tennis courts improvements are progressing well on site and are due to be completed in early March.</li> <li>• Cycling and Walking Routes – procurement of the design team is being finalised and the consultant will be appointed in February.</li> <li>• Visitor Digital Offer – the new website is now live. Additional content is being developed / added and adjustments are being made to the Discover Ashfield app. The app will go live once the web infrastructure testing is complete.</li> <li>• Science Discovery Centre and Planetarium – works on site are progressing well with the foundations and sub structure works nearing completion.</li> </ul>
	<ul style="list-style-type: none"> <li>• Martin commented that he was on site at the Planetarium on Monday and the progress is looking good.</li> </ul>
	<ul style="list-style-type: none"> <li>• Sarah continued with the update.</li> <li>• Kings Mill Reservoir leisure development – the construction phase remains on programme and within budget.</li> <li>• Automated Distribution and Manufacturing Centre (ADMC) – the project team are progressing through RIBA stage 3. The planning application is on programme to be submitted by 4<sup>th</sup> March. Development work for the operating model and governance is ongoing. There have been pre-opening event meetings to promote the ADMC.</li> <li>• Ashfield Construction Centre and Satellite – Portland College: Construction works have commenced at Portland and are scheduled to be completed in April with training courses due to commence as soon as possible after completion. Vision West Notts College: The draft grant agreement for the construction centre at West Notts College has been prepared for the college to sign. The revised project plan indicates completion of the construction works in September. Development work is ongoing to explore increasing parking provision.</li> <li>• Ashfield Civil Engineering Centre – The project has been delayed as the site development will need to align to any changes to the Council’s wider depot development work. The project opening will now be delayed until September 2025.</li> </ul>

	<ul style="list-style-type: none"> <li>• Enterprising Ashfield – Risk remains elevated because the target outputs are behind plan. A proposal to adapt the project to improve the target outputs has been drafted and will be reviewed before recommendations are made to the board.</li> </ul>
	<ul style="list-style-type: none"> <li>• Martin asked if the risk arrow on the table shows an increased risk from previous meetings or if the risk has remained the same.</li> </ul>
	<ul style="list-style-type: none"> <li>• Sarah confirmed it remains the same but noted that it could be made clearer whether the risk has changed from previous reports.</li> <li>• She explained they have requested the programme manager from Enterprising Ashfield to attend a board meeting and to discuss the outcomes this project is achieving in the district.</li> <li>• Library Innovation Centres – project planning is progressing for the Sutton project in collaboration with Nottinghamshire County Council (NCC) and Inspire.</li> <li>• West Kirkby Gateway – the design team are in RIBA stage 3 plans. The planning application is due to be submitted in March. The tenancy of the Wyvern Club has now ended, and the Council has secured the site. A public engagement event was held on 9<sup>th</sup> February with information displayed at Moor Market, the outdoor market, and the library in Kirkby. An online update will also be circulation to residents via Facebook.</li> </ul>
	<ul style="list-style-type: none"> <li>• Cllr Girling asked if there were any issues from Nottinghamshire County Council regarding the Library Innovation project.</li> </ul>
	<ul style="list-style-type: none"> <li>• Sarah explained there are planned works by NCC and Peter Gaw from Inspire is working with NCC on this.</li> </ul>
	<ul style="list-style-type: none"> <li>• Cllr Girling offered support if needed as the library building is within his portfolio.</li> </ul>
	<ul style="list-style-type: none"> <li>• Sarah continued with the report.</li> <li>• High Street Property Fund – a project review of the Lowmoor Road flats, above Moor market, is to be undertaken by Vision West Notts College.</li> </ul>
	<ul style="list-style-type: none"> <li>• Sarah then moved on to the Monitoring and Evaluation report – this was submitted for the Future High Streets Fund on 30<sup>th</sup> November including the request for an extension for the theatre project, Fox Street and 9 – 11 Low Street. The extension of time request has now been approved.</li> <li>• The project adjustment request (PAR) was submitted to DLUHC in mid-January, the PAR detailed the movement of funds between projects agreed at the October Discover Ashfield Board. The report detailed the delegated decision which the board can approve and decisions that required DLUHC to sign off.</li> </ul>
	<ul style="list-style-type: none"> <li>• Sarah moved onto an update of the UK Shared Prosperity Fund.</li> <li>• As noted in the last report, the highest risk is the potential underspend on projects and the payment of Year 3 funds at the start of the financial year. To receive 100% of the year 3 payments in April the total combined spend must be 80% or higher. The current spend is at 86% so this is looking positive.</li> <li>• Higher risks remain around committing spend for the Community Vertical Farming project and slippage in the Hucknall High Street Grant and the Environmental Improvements in Coxmoor, these are being closely monitored.</li> </ul>
	<ul style="list-style-type: none"> <li>• Hucknall High Street Grant - £190,000 is allocated to the Hucknall Town Centre High Street Grant - £50,000 in 2023-2024 and £130,000 in 2024-25. Council officers have visited businesses in the eligible areas with only 15</li> </ul>

	<p>enquiries and one application which was not taken further. The area was expanded to include Annesley Road and Watnall Road. Learning from the contact already made with businesses considering their needs, it is proposed to engage Save the High Street to undertake a pilot project. They will engage directly with all businesses directly and provide 30 eligible businesses with foundation support. This is at a cost of £10,000 to be delivered over 6 months.</p> <ul style="list-style-type: none"> <li>• Save the High Street (STHS) comprises an Advisory Board of 200+ high street businesses and industry experts, a community of Local Champions and many other partners across the public and private sectors. They have supported over 25,000 local businesses in the U.K to date.</li> <li>• The pilot project would be delivered by Save the High Street and managed by Council officers.</li> <li>• The project would comprise: <ul style="list-style-type: none"> <li>• Light Touch Support- initial 1to1 engagement, invitation to ongoing newsletter communication - up to 30 businesses.</li> <li>• Medium Touch Support - initial engagement, invitation to ongoing newsletter communication, Business ‘Health Check’ Survey and personalised Action Plan (total</li> <li>• 4 weeks) - up to 10 businesses.</li> <li>• Intensive Support - initial engagement, invitation to ongoing newsletter communication, Business ‘Health Check’ Survey, personalised Action Plan.</li> </ul> </li> </ul>
	<ul style="list-style-type: none"> <li>• Cllr Girling asked what the pilot project would consist of. He has seen other authorities helping businesses with their online presence and using grants for this.</li> </ul>
	<ul style="list-style-type: none"> <li>• Sarah explained this can be an option, it is up to the business what they need. There has been an initiative like this before. Also, there is a pilot which ADC are working with West Notts College to support traders in the Indoor Market.</li> </ul>
	<ul style="list-style-type: none"> <li>• Cllr Girling agreed it is a very worthwhile project to be looking at.</li> </ul>
	<ul style="list-style-type: none"> <li>• David Harper explained that the Enterprising Ashfield programme is behind in certain areas, with the Growth Programme being one of these in Sutton and Kirkby and there is merit in delivering a bespoke programme for retail businesses. They hope to have a plan together within a few weeks and he is keen to discuss this further with ADC to ensure work isn’t being duplicated.</li> </ul>
	<ul style="list-style-type: none"> <li>• Sarah thanked David and confirmed that the business support team meet regularly with the Enterprising Ashfield programme manager so this will be picked up and agreed that if the programme can move into high street support that would be invaluable.</li> </ul>
	<ul style="list-style-type: none"> <li>• Sarah continued with the report.</li> <li>• The support from Save The High Street is intended to be a pipeline for the Hucknall Grant and potentially the Enterprise Grant. Given the timeframe it is unlikely that the current £190,000 budget would be spent, given the time and number of businesses involved. Therefore, it is suggested that the budget is reduced to £90,000 and combined with Enterprise Grant to provide greater flexibility.</li> <li>• The support from Save The High Street would achieve the outputs and outcomes required for this investment.</li> </ul>

	<ul style="list-style-type: none"> <li>The project would be reviewed after three months of operation and if the programme was on target, it would be considered for a roll out of the programme over 9 months to Sutton and Kirkby town centres to cover businesses on a first come first served basis at a budget of £60,000.</li> </ul>
	<ul style="list-style-type: none"> <li>The board was asked to consider and approve a proposal to allocate £10k of the 2023-2024 funding to Save the High Street to deliver the pilot business support project; reducing the overall funding by £100k, leaving an overall budget of £90,000 and, approve subject to the three month review (which will be brought to the Board) to consider a wider roll out to include Kirkby and Sutton town centre businesses.</li> </ul>
	<ul style="list-style-type: none"> <li>Cllr Girling asked if there had been a possibility of Business Improvement Districts (BID) as they are showing success in other areas such as Mansfield. Cllr Girling researched BIDs in depth during his time in Newark.</li> </ul>
	<ul style="list-style-type: none"> <li>Sarah explained this was looked into a few years ago and there could be a potential to review this again.</li> </ul>
	<ul style="list-style-type: none"> <li>Cllr Girling went on to say that the Bassetlaw BID, run by Sally Gillborn as Chief Executive Officer, has been very successful and that Sally is very keen to discuss this with others.</li> </ul>
	<ul style="list-style-type: none"> <li>Martin also confirmed he knows Sally and she has confirmed she would be keen to help if it's needed.</li> </ul>
	<ul style="list-style-type: none"> <li>Theresa Hodgkinson thanked Cllr Girling for his recommendation and explained there were consultations done with businesses regarding a BID however there was no appetite for this at the time.</li> <li>She agreed with Sarah that this can be reviewed however as it's an additional cost to businesses there needs to be support and it needs to compliment the wider programme of works the Council are delivering.</li> </ul>
	<ul style="list-style-type: none"> <li>Martin invited Gary Jordan to discuss, as he is the Chair of the Mansfield BID.</li> </ul>
	<ul style="list-style-type: none"> <li>Gary explained that he meets regularly with Sally to look at the wider area as it is their ballot year this year and they will be looking to widen the BID out across the Mansfield district.</li> <li>If anyone from ADC want to discuss this, he will welcome a discussion with Sally.</li> </ul>
	<ul style="list-style-type: none"> <li>Cllr Girling commented he believes it is the message given that is important, as some small businesses don't have to pay, and they can tend to be the businesses who aren't supportive. There is a lot of support on offer for businesses, but they just need to be aware of all the information.</li> </ul>
	<ul style="list-style-type: none"> <li>Gary Jordan agreed that the communication is key for the BID. He also added partnerships with police, council and stakeholders have benefitted businesses in town centres.</li> </ul>
	<ul style="list-style-type: none"> <li>Martin added it may be something that can be reviewed and picked up again in the future.</li> </ul>
	<ul style="list-style-type: none"> <li>Cllr Girling proposed the decision to make changes to the Hucknall High Street grant and to appoint Save the High Street, and Gary Jordan seconded.</li> </ul>
	<ul style="list-style-type: none"> <li>Sarah continued with the agenda pack on point 3.4.</li> <li>Ashfield have been offered an opportunity to host the Art Explora Mobile Museum, in partnership with the Tate. The mobile museum will visit Kirkby, Sutton and Hucknall between 4<sup>th</sup> March – 23<sup>rd</sup> March, spending one week in</li> </ul>

	<p>each area. Ashfield is the only area in the East Midlands which has been chosen for this.</p> <ul style="list-style-type: none"> <li>• There will be an opportunity for both schools and the community to visit. There will be a fully facilitated exhibition visit and workshop. Schools can visit for a 45-minute exhibition and is completely free of charge.</li> <li>• To expand this offer, ADC are proposing to include face painting, circus workshops, giant garden games, street music and a small market. They would offer free transport to those schools not in walking distance of the locations, including schools in the Rurals.</li> <li>• This year's allocation for events is already committed and spent.</li> <li>• To enable this programme to be delivered, it is requested that £10,000 from the 2024-2025 UKSPF Events budget is brought forward to 2023-2024 to maximise the opportunities that the Art Explora Mobile Museum will bring to the District.</li> </ul>
	<ul style="list-style-type: none"> <li>• The Board is asked to consider and approve a proposal to bring forward £10,000 from the 2024-2025 to host the Art Explora Museum in partnership with the Tate between 4-23 March 2023 to Kirkby, Sutton and Hucknall.</li> </ul>
	<ul style="list-style-type: none"> <li>• Simon Martin expressed that this is great for Ashfield. He asked if the offer would be marketed to schools directly.</li> </ul>
	<ul style="list-style-type: none"> <li>• Sarah confirmed the offer has been sent to schools already and explained that due to the security of the art, the Tate do not like a great deal of advertisement for this in advance.</li> </ul>
	<ul style="list-style-type: none"> <li>• Cllr Girling showed his support for Mobile Museum.</li> <li>• He also highlighted other events which are upcoming in the next two years.</li> <li>• This year it's the 80<sup>th</sup> anniversary of the D Day landings.</li> <li>• In 2025 it is the 80<sup>th</sup> Anniversary of VE Day and VJ Day.</li> <li>• There are 5 residents in Nottinghamshire who are still alive who were there at the landings on D Day.</li> </ul>
	<ul style="list-style-type: none"> <li>• Sarah confirmed ADC were marking those events.</li> </ul>
	<ul style="list-style-type: none"> <li>• Cllr Girling proposed the decision, and Pete Edwards seconded.</li> </ul>
	<ul style="list-style-type: none"> <li>• Sarah continued with point 3.5 of the report.</li> <li>• Enterprise Grants - The grant was launched on 31 July. Premises in the current grant eligibility area have been made aware of the offer either by officer visit, social media, or leaflet. The eligibility criteria and the programme have been under regular review to increase take up. As of January, out of 56 initial enquiries, there have been six applications and 4 grants awarded to a value of £20,250.</li> <li>• To increase take up it is proposed to widen the eligible grant area from town centres and local shopping areas to cover all of the District and to increase the range of eligible items.</li> <li>• From the latest review, it was found that small businesses often struggle with producing the required basic financial information and that businesses had additional areas of need for support. The changes to the grant offer will help address these issues. The proposed additional eligible items are costs relating to research and development, costs to purchase machinery, digital marketing costs, costs associated with specialist advice to support the business and costs to claim back any accountancy support used to help applicants complete a 12-month profit and loss forecast.</li> </ul>

	<ul style="list-style-type: none"> <li>The grant offer amount would remain unchanged at up to £6,000 to contribute towards 75% of the total eligible cost of the project (excluding VAT). We forecast that the budget level of £140k will be sufficient for this programme. Officers will continue to keep the scheme under review and report back to the Board.</li> </ul>
	<ul style="list-style-type: none"> <li>The board is asked to consider and approve a proposal to extend the Enterprise Grant to cover all of the District, within the existing budget, and to agree to the revised grant criteria.</li> </ul>
	<ul style="list-style-type: none"> <li>Martin commented that the changes will made a positive benefit to the scheme.</li> </ul>
	<ul style="list-style-type: none"> <li>Cllr Girling proposed the decision, and Gary Jordan seconded.</li> </ul>
	<ul style="list-style-type: none"> <li>Sarah continued with ADMC Pre-opening support.</li> <li>This project commenced on 1<sup>st</sup> July and had an overall budget of £142,000 (£50,000 2023-2024 and £92,000 in 2024-2025). ADC have been able to accelerate the project following agreement of the site location. Spend for the first five months was £27,867 and with events and activities planned it is forecast to spend around £60,000 by year end. It is requested that £10,000 is brought forward from 2024-2025.</li> </ul>
	<ul style="list-style-type: none"> <li>The board is asked to consider and approve the proposal to bring forward £10,000 of funds from 2024-25 to accelerate delivery this financial year.</li> </ul>
	<ul style="list-style-type: none"> <li>Gary commented that he attended the presentation at Van Elle and noticed that the escalation and pace has increased for the project and acknowledges this and feels it should be further pushed.</li> </ul>
	<ul style="list-style-type: none"> <li>Gary Jordan proposed the decision and Pete Edwards seconded.</li> </ul>
<b>5</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 expressed how superb the Discover Ashfield Awards were and thanked all ADC staff for their efforts getting this together and he is already looking forward to next year. He is keen to continue to celebrate the fantastic people we have within the District.</li> </ul>
	<ul style="list-style-type: none"> <li>He also explained how the Planetarium work is going well and are looking to recruit staff for the opening.</li> </ul>
	<b>Love Where You Live – Liz Barrett</b>
	<ul style="list-style-type: none"> <li>Liz celebrated the Awards night and particularly the young people who were awarded and thanked the people who made this possible.</li> </ul>
	<ul style="list-style-type: none"> <li>The new Discover Ashfield website showcases some brilliant places to visit and believes this will benefit the residents.</li> </ul>
	<ul style="list-style-type: none"> <li>She recognised that it is the 50<sup>th</sup> anniversary of Ashfield District Council and looks forward to celebrating this.</li> </ul>
	<ul style="list-style-type: none"> <li>Liz is excited for the Mobile Museum to visit Ashfield and looks forward to ATTFE being involved with this and hopes as many people utilise this as possible.</li> </ul>
	<ul style="list-style-type: none"> <li>The Ashfield Place Partnership bid with the Arts Council is gathering momentum and work is continuing behind the scenes to hopefully secure £1million for the area.</li> </ul>
<b>c</b>	<b>More to Discover – Darron Ellis</b>
	<ul style="list-style-type: none"> <li>There was no update from Darron.</li> </ul>

<b>d</b>	<b>Be Healthy, Be Happy – Pete Edwards</b>
	<ul style="list-style-type: none"> <li>• Pete echoed how brilliant the awards were and how the event was well planned, despite some hiccups during the evening it was very well enjoyed.</li> </ul>
	<ul style="list-style-type: none"> <li>• The Be Healthy, Be Happy management group met with an agenda to focus on the next 12 months and the plans going forward. One discussion was around the organisations who want to present at the Network events and getting a questionnaire together to understand what messages they'd like to deliver, if they are funded, where their work is based to ensure these are beneficial to attendees.</li> <li>• The next network meeting is on 20<sup>th</sup> March.</li> <li>• Pete also attended the Health Inequalities Innovation Investment Fund (HIIF) meeting with the Place Based Partnership. The main discussion at this was around young people, flu vaccinations and doing outreach projects.</li> <li>• There are also Living Well and Ageing Well networks taking place in Newark &amp; Sherwood. If these prove to be successful, then these will be rolled out in Mid Notts which covers the Ashfield except Hucknall.</li> <li>• Pete will send the information to Hollie to circulate.</li> <li>• He was invited to High Pavement to look at accessibility and will return before it's opening.</li> </ul>
<b>6</b>	<b>Discover Ashfield Project Officer Update – Hollie Maxwell-Smith</b>
	<ul style="list-style-type: none"> <li>• Hollie thanked the presenters and ADC colleagues who helped in any capacity at the Discover Ashfield Awards. There has been some positive feedback from award winners and attendees.</li> </ul>
	<ul style="list-style-type: none"> <li>• Hollie and Sarah are continuing work with the Visitor Economy consultants to formulate a Destination Management Plan.</li> </ul>
	<ul style="list-style-type: none"> <li>• Work is continuing with the Arts bid with Edward Boott.</li> </ul>
	<ul style="list-style-type: none"> <li>• The Delivery Group reviewed the Made in Ashfield logos which students from WNC created and Hollie will go back to the course leader to look at some small changes.</li> </ul>
	<ul style="list-style-type: none"> <li>• Martin commented that this brand would be used to promote businesses and products which are made in Ashfield.</li> </ul>
<b>7</b>	<b>Board Member Updates – All</b>
	<ul style="list-style-type: none"> <li>• Cllr Girling promoted the Boots and Berets Award on 22<sup>nd</sup> August 2024 and explained there is an option for sponsorship. He also noted the Armed Forces Covenant which shows businesses are supportive of the Armed Forces.</li> </ul>
<b>8</b>	<b>Any Other Business - All</b>
	<ul style="list-style-type: none"> <li>• There was no other business.</li> </ul>
<b>9</b>	<b>Date of Next Meeting – Friday 5<sup>th</sup> April</b>

## Programmes and Funding Update April 2024

The report provides an overview of programme performance for regeneration funding.

### 1. Future High Streets Fund

#### 1.1 Finance:

There are no changes since the last board report, the approved budgets are shown in annex 1.

#### 1.2 Progress

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

Project	Achievements/ progress/next steps	Start / Completion Dates	Next key Milestone	Risk Level / programme and cost
Cornerstone Theatre	<p>The planning permission has now been received for the project.</p> <p>The principal contractor has been appointed under a framework contract and is finalising the RIBA stage 4 fixed cost plan.</p>	<p>S: May 2024 C: Dec 2024</p>	Start on Site Spring 2024	
Low Street	<p>14 Low Street - Complete.</p> <p>9-11 Low Street – The contract work is progressing well and remains on track.</p> <p>Minor delays due to legal process for National Grid installing a new supply to the building through Idlewells services yard.</p>	<p>S: Dec 2023 C: April 2024</p>	Securing a tenancy / Social value delivery	
High Pavement House	<p>The High Pavement House renovation work is completed.</p> <p>The Makerspace CIS has been established. The Council is re-evaluating governance options to manage the facilities due to challenges in the committee structure.</p> <p>Recruitment to the Makerspace coordinator role has now been completed. Estimated commencement date will be in May.</p>	<p>C: Nov 2024</p>	Inspire Collaboration and Maker Space – Officer Appointment / May 2024	 Elevated

	Risk has elevated due to delays in opening the Maker space caused by the governance restructure and ensuring the facilities are suitably managed.			
Fox Street	Lindum's have now been appointed as the principal contractor for the project.  The project will commence on site on the 15 <sup>th</sup> May starting with the Fox Street works and then progressing onto the Portland Square refurbishment.	S: Feb 2024 C: May / June 2024	Start on site 15 <sup>th</sup> April 2024	

## 2. Towns Fund

### 2.1 Finance

There are no changes since the last board report, the approved budgets are shown in annex 1.

### 2.2 Project highlights report

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

Project	Achievements/ progress/next steps	Start / Completion Dates	Next key Milestone	Risk Level / programme and cost
<b>Be Healthy Be Happy</b>				
North Kirkby Gateway	Negotiations for the land assembly are progressing alongside the Council's legal due-diligence.  Risk is elevated, the project is behind programme due to delays in securing all the land required for the project. Options are being explored to progress alternative commercial models to overcome the challenges.	S: Jan 2025 (Est) C: March 2026	Completion of Land assembly / master plan April -May 2024	  Remains Elevated
Kirkby Sports Hub	The planning application has now been submitted.	Part 1: S:Nov 2024 C: March 2025	Publish new Bowls pavilion and Changing	

	<p>The design team are progressing RIBA stage 4 and the project in two parts ready for procurement:</p> <ul style="list-style-type: none"> <li>• bowls pavilion, car park and floodlight work Q4 2024</li> <li>• Main changing pavilion/pitch works Q1 2025</li> </ul>	<p>Part 2: S: April / May 2025 C: Feb 2026</p>	<p>room plans: March – April 2024.</p>	
Sutton Lawn Sports Hub	<p>The planning application has now been submitted.</p> <p>The design team are progressing the project in two parts ready for the procurement stage:</p> <ul style="list-style-type: none"> <li>• Car park/Pavilion/shale pitch: Q1 2025</li> <li>• 3G pitches: Q3 2025</li> </ul> <p>The tennis court improvements are now completed, and the courts can now be booked via the app.</p>	<p>Part 1: S: March 2025 C: August 2026</p> <p>Part 2: Sept 2025 S: March 2026</p>	<p>Completion and opening of the new tennis courts and appointment of the operator: March 2024</p>	↔
<b>More to Discover</b>				
<b>Sutton Town Centre</b>				
Portland Square	<p>Lindum's have been appointed as the principal contractor for the project.</p> <p>The project will commence on site on the 15<sup>th</sup> May starting with the Fox Street works and then progressing onto the Portland Square refurbishment.</p>	<p>S: June/ July 2024 C: Dec 2024</p>	<p>Official appointment of the contractor and works start.</p>	↔
Cornerstone Theatre	<p>The planning application has been approved for the project.</p> <p>The principal contractor has been appointed under a framework contract and is finalising the RIBA stage 4 fixed cost plan.</p>			↔
<b>Visitor Economy</b>				
Cycling and walking routes	<p>The design team has been appointed. Procurement is progressing to deliver an initial upgrade identified during the Accelerator programme.</p>	<p>S: April / May 2024 C: April 2025</p>	<p>Release plans around route upgrades and</p>	↔

			improvements	
Visitor digital offer	The new website is live. Additional content is being developed / added and a marketing plan is being prepared.	C: Feb 2024	Marketing / and press release	↔
Science Discovery Centre and Planetarium	Work on site is progressing well with the main structure and planetarium steel frame being installed.  The team are monitoring some budgetary pressures however mitigation measures are being explored to maintain cost controls.	C: Nov 2024		↔
Kings Mill Reservoir leisure development	The construction phase remains on programme and within budget. An operator brief has been issued and an agent is being engaged.	C: July 2024	Operator procurement Feb - April 2024	↔
<b>Succeed in Ashfield</b>				
ADMC (Kirkby/Sutton)	The project team are progressing RIBA stage 3.  The appointment of a principal contractor has now been competed for the RIBA Stage 3-4 phase under a pre-construction Services agreement (PCSA).  The planning application has been submitted.	S: July /August 2024 C: Sept 2025	Design vision release: April 2024	↔
Ashfield Construction Centre and Satellite	Portland College: Construction works have commenced at Portland College and are nearing completion.  Vison West Notts College: The draft grant agreement for the construction centre works at West Notts College at Julia's Way campus has been prepared for signing.  The revised project plan indicates completion of the construction works in September. Development work is ongoing to explore increasing parking provision.	Part 1 Portland College: S: Nov 2023 C: April 2024  Part 2 VWNC: S: July / August 2024 C: Dec 2024	Launch of new Portland facilities April / May 2024	↔

	Options are being explored for an additional site to support expansion and reduce parking demand at the Julia's Way site.																															
Ashfield Civil Engineering Centre	<p>The project has been delayed as the site development will need to align to any changes to the Council's wider depot development work. The key factor is sufficient safe working space to develop the area. The project opening will now be delayed until September 2025.</p> <p>VWNC are exploring additional site options.</p>	C: Dec 2025	Depot plan to be agreed.	  Remains Elevated																												
Enterprising Ashfield	<p>Risks remain elevated because the target outputs are behind plan at this point in the programme. A proposal to adapt the project to improve the target outputs has been drafted and will be reviewed before recommendations are made to the board.</p> <p>An overview of outputs against the project target is provided below to the end of February 2024.</p> <table border="1" data-bbox="371 1160 898 1809"> <thead> <tr> <th>Project Output</th> <th>Total</th> <th>Total planned to date</th> <th>Total delivered to date – February 2024</th> </tr> </thead> <tbody> <tr> <td>Headstart- Entrepreneur Enterprise ready</td> <td>225</td> <td>65</td> <td>83</td> </tr> <tr> <td>Growth - Businesses/ Enterprises receiving non-financial support</td> <td>121</td> <td>30</td> <td>45</td> </tr> <tr> <td>Growth – Businesses/Enterprise receiving financial support</td> <td>172</td> <td>64</td> <td>1</td> </tr> <tr> <td>New Learners-Skills</td> <td>900</td> <td>315</td> <td>256</td> </tr> <tr> <td>Internships- Graduate placements</td> <td>150</td> <td>43</td> <td>19</td> </tr> <tr> <td>Closer Collaborations-R&amp;D</td> <td>50</td> <td>12</td> <td>7</td> </tr> </tbody> </table>	Project Output	Total	Total planned to date	Total delivered to date – February 2024	Headstart- Entrepreneur Enterprise ready	225	65	83	Growth - Businesses/ Enterprises receiving non-financial support	121	30	45	Growth – Businesses/Enterprise receiving financial support	172	64	1	New Learners-Skills	900	315	256	Internships- Graduate placements	150	43	19	Closer Collaborations-R&D	50	12	7	C: March 2026	24th January Free Enterprising Ashfield Business Support Event.	  Remains Elevated
Project Output	Total	Total planned to date	Total delivered to date – February 2024																													
Headstart- Entrepreneur Enterprise ready	225	65	83																													
Growth - Businesses/ Enterprises receiving non-financial support	121	30	45																													
Growth – Businesses/Enterprise receiving financial support	172	64	1																													
New Learners-Skills	900	315	256																													
Internships- Graduate placements	150	43	19																													
Closer Collaborations-R&D	50	12	7																													
Library Innovation Centres -	Project planning is progressing for the Sutton project in collaboration with Nottinghamshire County Council and	Anticipated S: Q3 2024	TBC																													

Kirkby & Sutton	Inspire. Provisionally due to start in November.			
<b>Greener Ashfield</b>				
West Kirkby Gateway & public transport hub	The design team are progressing RIBA Stage 3 plans. The planning application is due to be submitted in May to align to further work being developed for an operator.  Opportunities for the land on Lane End are being monitored.	S: July 2024 C: July 2025	Planning application submission – May 2024	↔
Green Ashfield	The project delivery plan is being prepared and the procurement strategy is progressing.  The risk remains elevated slightly because the project programme has slipped due to delays in agreeing the project plan and performance of the lead consultant.	C: Dec 2025	Retrofit PR - Carbon saving to existing project sites.	↑ Remains Elevated
High Street Property Fund	Vision West Notts have appointed a member of the team to explore the feasibility of developing the space above Moor Market in collaboration with the Council. A market assessment has now been completed of available properties across Sutton, Kirkby, Huthwaite, Annesley and Stanton Hill.	S: April 2024	PR on the Collaboration with VWNC.	↔

## 2.3 Monitoring and Evaluation

### 2.4 Project adjustment request (PAR) delegated decision.

There are no project adjustments during this reporting period.

## 2.5 Communications

A number of communication activities have occurred during this period including the Fox Street renovation work, Science Discovery progress update and Cornerstone Theatre progress.

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

- FHSF Cornerstone Theatre– contractor starts – Social Value output.
- TF03 ADMC Planning submission and design plan.
- TF02 Portland Construction centre completion and launch

- TF02 VWNC Project update
- TF09 Kirkby Sports Hub planning submission and project updates
- TF15 Sutton Sports Hub planning submission and project updates
- TF12 Portland Square contractor starts – Social Value output.

## 2.6 Risk registers

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

## 2.7 Procurement

The following procurement has been undertaken during this period.

Project	Contractor / Consultant	Value	SME or VCSE Y/N	Procurement Type	Project	Status	Address	Award Date
Reporting Period	Jan 2024 - ongoing							
TF16	liddlemarch Environment	£7,580.00		Direct Award	WKG	Order Raised	Triumph House, Birmingham Road, Allesley, Coventry	15/02/2024
TF16	Burton Building Contract	£1,360.00		Direct Award	WKG	Complete	Hollybush Farm, Long Lane, Watnall, Nottingham	01/11/2024
TF16	Quadrant	£3,000.00		Direct Award	WKG	Order Raised	11 Red Lion Street, Stamford, Lincolnshire	21/02/2024
TF16	City Environment	£60,000.00		Direct Award	WKG	Order Raised	Glencoe Yard, Walford Heath, Shrewsbury	28/02/2024
TF16	Unicom Services	£720.44		Direct Award	WKG	Order Raised	No 1 Dovecote, Old Hall Road, Sale	03/08/2024
TF16	Thompson Tree Services	£420.00		Direct Award	WKG	Complete	Ashleigh House, Wirksworth, Derbyshire	13/03/2025
FHSF - LS	National Grid	£4,750.00		Direct Award	Low Street	Order Raised	Elliott Road, Prince Rock, Plymouth	03/11/2024
FHSF - LS	Gleeds	£1,710.00		Extention	Low Street	Order Raised	Apex Business Park, Ruddington Lane, Wilford	27/02/2024

## 3.0 UK Shared Prosperity Fund

### 3.1 Project highlights report

A progress and risked based summary are provided below for Community and Place projects and the Supporting Local Business and People and Skills programmes. It is noteworthy that committed spend for 2023-24 is confirmed at 82.3% of total budget spend. This means that we should receive 100% of the funding for 2024-25. The following provides a highlight report of UKSPF programme.

Programme	Achievements/ progress/next steps	Risk Level / programme and cost
<b>Communities and Place Projects</b>		
Hucknall Town Centre- High Street Property Improvement Fund	As a result of the Boards decision at its last meeting, Save the High Street was appointed to support the eligible Hucknall High Street businesses . Currently they are mobilising to prepare to launch the programme after Easter. They are closely with Towns and Economy Teams preparing promotions for the support they will offer.	↔
Selston Country Park Phase 2 improvements	Completed.	↔
Coxmoor Estate, Kirkby – environmental improvements	The contractor is engaged, and the programme is being developed. The project has been put back to being delivered in 2024-25. The funds will be carried forward.	↑
Sutton – environmental improvements	Completed. Outputs and outcomes are being reported.	N/A
Hucknall Safer Streets	Completed. Outputs and outcomes are being reported. A survey has been undertaken to gauge the success of the investments which have been combined with those of the Police. Overall there is support and people feel safer in the day and night time. Additional projects have covered tackling rogue traders of waste who undertake fly tipping and identifying hot spots. Our other supporting investments have covered CCTV, Safe Points, Radio Watch and Switch up. Participation of local businesses in the Safe Point and CCTV cameras has been a successful way to engage.	N/A
Events and Activities	The Art Explora Mobile Museum, in partnership with the Tate visited Kirkby, Sutton and Hucknall from 4th to 23rd March, spending one week in each area. Attendance from schools during the week and the public on Saturdays was high, we are awaiting detailed feedback from the provider.	↔
Visitor economy	A draft Destination Management Plan has been produced which will be shared with the Board in April. Quotes for the signage are being sought and designs finalised.	↔
Arts Council Bid	The full bid has been submitted and a decision is due in early June. The budget for 2023/24 has been brought forward to 2024-2025 due to delays with the submission. A procurement process will be undertaken for a project manager if the bid is successful.	↔

Ranger / activities	An Order has been raised with the delivery partner.	↔
Green social prescribing	The programme has been accelerated to meet local demand. We are achieving the desired outputs though spend is less than initially anticipated.	↔
Cycling and Walking	The programme has been accelerated to meet local demand. Outputs continue to be greater than planned but the current spend is less than initially forecasted.	↔
Community Vertical Farming	There was no committed spend for this project in 2023-24 and it was concluded that the proposed location at Sutton Lawn was not viable due to the costs. We are currently exploring whether ATTFE could host the project within the college building.	↑
Digital support for local communities	This project is delivering as expected. A more detailed update will be provided at the next Board meeting.	↓
<b>Supporting Local Business</b>	<p>The Ashfield Accelerator programme is providing business support for digital, innovation, workforce skills, overseas trade and decarbonisation plans and grants. Uptake to the programme is on the increase. The initial procured outputs and outcomes through the joint procurement framework were significantly higher than those within our Shared Prosperity Investment Plan. They were increased as our investments were significantly higher than other partnering Councils as we have different needs. Concerns have been raised as to the deliverability of the outputs and outcomes. The Chamber and officers are working to develop a proposal which aligns to the framework contract requirements and the requirements of our Investment Plan. A proposal will be brought to the Board in May, detailing recommendations to deliver the programme.</p> <p>Due to the Board's approved changes to the Ashfield Enterprise Grant uptake has significantly improved. A total of 10 grants totalling £55,475 have been approved for projects with a value of £85,715. There is one application for consideration and others in the pipeline.</p> <p>West Notts College is delivering the online trading pilot with traders from the Idlewells Market. It started delivery in March. West Notts College is unable to undertake the 2024-25 student programme for the High Street. Officers are considering other ways to deliver on this and will provide an update to the Board in May.</p>	↔

	<p>The Pre-opening ADMC programme is in progress. The rate of delivery has accelerated, and this has been enabled by the Board’s decision to bring forward funding.</p> <p>The next special event will be held at the Mour Hotel, <a href="#">Open the world and go global</a> focussing on Global trading. This coincides with a visit from a delegation from Mentor City, Ohio.</p> <p>The High Pavement House marketing material has been finalised and distributed. One rent relief application has been approved. There is potential underspend, and a proposal will be brought to the next Board meeting.</p> <p>The MakerSpace coordinator Grant has been finalised with Inspire and they appointed to the post in March.</p>	
<p><b>People and Skills</b></p>	<p>On 7<sup>th</sup> March Future’s agreement with the Council to deliver Support to the economically inactive was put in place. Support is available to all residents with delivery sites in the following priority areas:</p> <ul style="list-style-type: none"> <li>• Sutton Central &amp; Leamington</li> <li>• Kirkby Central</li> <li>• Selston</li> <li>• Jacksdale &amp; Underwood</li> <li>• The Dales &amp; South Skegby.</li> <li>• Hucknall Town</li> </ul> <p>Futures continue to deliver Ashfield’s Basic and Lifestyle skills programme. A more detailed report will be provided at the next board meeting.</p> <p>Ideas for Careers has been appointed to deliver the Education and Business Collaboration programme for 2024-25. Currently they are mobilising the programme and engaging with businesses and schools.</p> <p>The Careers advice package is out for procurement. The procurement for the Ashfield Digital Hub and the Ashfield’s talent attraction completed on 12<sup>th</sup> and 25<sup>th</sup> March respectively. Unfortunately neither procurement attracted any competent bids, officers are considering next steps with these projects.</p>	

## 4. Kirkby Long-term Plan for Towns

A £20m allocation of government funding was announced for Kirkby in October - £19.51m is allocated to the town with the remaining amount funding a new national High Streets and Towns Taskforce which will provide advice and support.

The allocation will be paid over a period of 10 years, to invest in local people's priorities. The endowment-style fund will be split 25% Revenue, 75% Capital.

The funding is aligned to the themes of:

- **Safety and security:** e.g. new and improved security infrastructure, such as CCTV and streetlights, additional hotspot policing, local authority wardens
- **High streets, heritage, and regeneration:** e.g. preserving and improving heritage sites in the town, creating, and maintaining parks and green spaces, establishing Business Improvement Districts, running high street rental auctions.
- **Transport and connectivity:** e.g. road improvements, such as fixing potholes or improving congested junctions, new programmes to encourage cycling, making the town centre more walkable and accessible.

### Town Board

The Kirkby Town Board (KTB) is being set up to oversee the fund and plan and will include community partners, local businesses, cultural and sporting organisations, schools, the MP, and a representative from the Police and Crime Commissioner.

An initial meeting was held on 22<sup>nd</sup> March to which a number of local businesses and voluntary and community sector organisations were invited as well as partners from the Discover Ashfield Board and other required representatives. The meeting provided an opportunity for partners to learn about the funding and how the programme will be delivered and to discuss the formation of an interim Board. The first board meeting is scheduled for Friday 12<sup>th</sup> April. Thank you to DA Board members who have confirmed they can support the Kirkby Town Board.

We will be reviewing with the board setting up smaller working groups to facilitate wider engagement in the specific themes.

### Engagement

Following a procurement process the Council has appointed a company called Mutual Ventures to support the engagement and development of the vision and three-year investment plan. The plan is due to be submitted by 1<sup>st</sup> August.

The full guidance can be accessed via these links:

[LPT Guidance Oct](#)  
[Guidance Dec 2023](#)

## **5. Hucknall Levelling Up Fund**

It was announced as part of the Spring Budget that the Council has been provisionally awarded up to £9,281,283 as part of the Government's Levelling Up Fund Round 2.

The ambitious plan to drive economic regeneration in Hucknall is centred around three main themes – Skills and Economic Regeneration, Cultural and Heritage Gateway, and Access to Hucknall town centre.

As part of the project, we will improve access into the town to attract more visitors, and businesses to reinvigorate the town centre. The cultural and heritage enhancements will celebrate Hucknall's rich heritage and provide new opportunities for people to learn about this history. The project will be one of the biggest investments in Hucknall for decades.

The project was developed in the summer of 2022, and it will now be reviewed over the next few weeks and a revised proposal developed which can be delivered within the shortened timeframe of 24 months.

## **6. Place Partnership bid**

The full bid was submitted to the Arts Council in March, with a decision expected in June. A procurement process will be undertaken for a project manager if the bid is successful.

## Annex 1 – FHSF approved budgets.

Project	RDEL/CDEL	21/22 (£)	22/23 (£)	23/24 (£)	24/25 (£)	25/26 (£)	Total (£)
<b>FHSF Sutton Academy Theatre / Cornerstone</b>	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>
<b>TF18 Cornerstone</b>	<b>CDEL</b>	-	<b>1,496</b>	-	<b>874,304</b>	-	<b>875,800</b>
<b>TOTAL</b>							<b>2,947,118</b>
<b>FHSF High Pavement</b>	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>
<b>FHSF Low Street 9-11 and No 14</b>	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>FHSF Fox Street pop-up food court and car park</b>	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>						

## Annex 1 - Towns Fund DA Board approved budgets.

Project	RDEL/CDEL	21/22 (£)	22/23 (£)	23/24 (£)	24/25 (£)	25/26 (£)	Total (£)
TF-01 Ashfield Civil Engineering Centre	RDEL (Revenue)	-					-
	CDEL (Capital)	6,902	46,865	2,047,367	-		<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>
TF-02 Ashfield Construction Centre	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>
TF-03 Automated Distribution and Manufacturing Centre	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>
TF-04 Cycling and Walking Routes	RDEL	-	-	-	-	-	-
	CDEL	1,142	30,000	1,808,138	97,000	-	1,936,280
	<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>		45,000
<b>TOTAL</b>							<b>1,981,280</b>
TF-05 Enterprising Ashfield	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	876,305			899,201
	<b>Sub Total</b>	<b>18,265</b>	<b>4,631</b>	<b>876,305</b>	-	-	<b>899,201</b>
	<b>Co-funding</b>			<b>100,000</b>			<b>100,000</b>
<b>TOTAL</b>							<b>999,201</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>-</b>	<b>-</b>	<b>1,229,352</b>
	<b>Co-funding</b>	<b>-</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>-</b>	<b>2,298,004</b>
	<b>Co-funding</b>	<b>-</b>	<b>29,000</b>		<b>956,000</b>		<b>985,000</b>
<b>LUF- Science Discovery Centre</b>	CDEL	-	250,000	1,425,000	1,425,000	-	3,100,000
<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>-</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>	<b>RDEL</b>	-	-	-	-	-	-
	<b>CDEL</b>	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>

This page is intentionally left blank

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	
1		Risk Heat					Date: End of March 2024												
2		Risk Heat					Version: Rev 1												
3		Risk Heat																	
4	Risk No			Probability (P)	Impact (I)	Risk Rank	Programme Impact	Mitigation if Risk Occurs	Risk Response Threat & Opportunities	Residual Probability (RP)	Residual Impact (RI)	Residual Risk Score	CURRENT Position	Responsible Person	Last Reviewed	STATUS	Last Update	Changes	
5				1 - Never 2 - Hardly Ever 3 - Possible 4 - Probable 5 - Almost Certain	1 - Negligible 2 - Minor 3 - Major 4 - Critical	P x I				1 - Never 2 - Hardly Ever 3 - Possible 4 - Probable 5 - Almost Certain	1 - Negligible 2 - Minor 3 - Major 4 - Critical	RP x RI							
6	1	Health & Safety Risks																	
7	1.1	Authority H&S Policies not adhered to within individual projects.	Social/People	2	2	4	Reputational Damage	Ensure all H&S policy and guidance is followed and monitored.	Avoid	2	2	4	↔	Programme Lead	End March 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.	No change from last risk assessment. The risk remains stable.	
8	2	Technical Risks																	
9	2.1	Business Cases do not correctly include all individual project outputs	Managerial / Professional	3	3	9	Individual projects are incorrectly specified and submitted	Ensure consistent reviews of Business Case Developments. QC & Assurance checks before submission	Accept	2	2	4	↔	Programme Lead	End March 2024	Archived	All business cases have been through the sub-group wand Board- ADMC Business Case was submitted to DLUHC in March 2023.	Complete	
10	2.2	External support/consultants aren't procured at the correct point in project development	Managerial / Professional	3	3	9	Delays to the overall programme through individual project delays	Early identification for each project the necessary external support/consultant requirements and proactive management	Reduce	2	2	4	↔	Programme Lead	End March 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.	No change from last risk assessment. The risk remains stable.	
11	2.3	Inability to complete land assembly where required	Governance	4	4	16	Change in overall programme but individual project parameters	Early identification of potential risks and development of Plan 'B's where applicable	Contingency	3	3	9	↔	Programme Lead	End March 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.	No change from last risk assessment. The risk remains stable.	
12	2.4	Statutory approvals for programme outputs are delayed or not achieved	Legal	3	3	9	Delays or redesign of overall programme deliverables and individual project outputs	Project Plan development that clearly identifies statutory approvals. Seek pre-planning and other advice where possible	Reduce	2	3	6	↓	Programme Lead	End March 2024	Active	Projects which require planning permission are at various stages of development.	As more projects move into the delivery phase this risk is gradually reducing. At the last risk assessment this was reducing and the risk continues to reduce.	
13	2.5	Business Cases are not developed to the necessary Green Book Standard	Governance	3	3	9	Delays with the Business Case being approved/adopted resulting in delays to the overall programme including cost	Ensure that the procurement for the Business Case Consultant clearly identifies the requirement for Green Book Standard and adherence to other Client requirements	Contingency	2	2	4	↔	Programme Lead	End March 2024	Archived	The assurance process details this and acts as a check process. A good relationship exists with DLUHC representative so items can be flagged early if necessary. ADMC FBC has been submitted to DLUHC and approved.	No change from last risk assessment. The risk remains stable.	
14	3	Financial risks																	
15	3.1	Brexit effect on supply chain -Labour/Materials price increase/fluctuation	Financial	4	2	8	Negative impact on programme affordability due to increased costs	Development of detailed Cost Plans and implementation of Programme/Project Gateway Reviews	Accept	4	2	8	↔	Project Leads	End March 2024	Active	ADC has approved processes in place. Partners who are delivering projects actively manage these issues and adapt as much as possible.	No change from last risk assessment. The risk remains stable.	
16	3.2	Covid-19 effect on supply chain - cost increase in labour/materials.	Financial	3	3	9	Negative impact on programme affordability due to increased costs	Development of detailed Cost Plans and implementation of Programme/Project Gateway Reviews	Accept	3	3	9	↔	Project Leads	End March 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.	No change from last risk assessment. The risk remains stable.	
17	3.3	Inflation effect on supply chain- supply of materials	Financial	3	3	9	Negative impact on programme affordability due to increased costs	Development of detailed Cost Plans and implementation of Programme/Project Gateway Reviews	Accept	3	3	9	↔	Programme Lead	End March 2024	Active	Being managed at a project level. Constantly in review.	No change from last risk assessment. The risk remains stable.	
18	3.4	Cost of borrowing increases against assumptions in Business Cases	Financial	3	3	9	Negative impact on programme affordability due to increased debt repayments	Sensitivity Analysis in assumptions that allows for flex in borrowing costs without breaching financial parameters	Accept	3	3	9	↔	Programme Lead	End March 2024	Active	ADC approved process in place	No change from last risk assessment. The risk currently stable.	
19	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 March 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. Awaiting Future High Streets approval.	At the last assessment the risk was decreasing. The risk is stable. The Project Adjustment Request for Towns Fund has been submitted in January 2024 for the changes agreed by DA Board in December 2024. We are awaiting feedback and approval from DLUHC for those decisions that are outside of the Board's delegated authorities.	

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	
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 March 2024	Active	Each project cost plan being scrutinised and options for cost reduction or other viability considerations investigated where necessary.	No change from last risk assessment. The risk remains stable.
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 March 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. The risk at the last assessment was reducing and now is stable.
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 March 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 DLUHC highlight the required drawdown profile in DLUHC six monthly reports. At the last assessment this risk was reducing. Regular scrutiny is required to manage this risk and is currently stable.
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 March 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.	No change from last risk assessment. This is an area that is regularly monitored. The risk remains stable.
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 March 2024	Active	Continue to work with partners, finance experts, to ensure opportunities maximised for the betterment of the District and the projects.	No change from last risk assessment. The risk remains stable.
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 March 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.	No change from last risk assessment. The risk remains stable.
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 March 2024	Active	In constant review	No change from last risk assessment. This is an area that is regularly monitored. The risk remains stable.
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 DLUHC regarding underspend and inability to swap.	Contingency	3	3	9	↔	Programme Lead	End March 2024	Active	PARs submitted. Formal confirmation from Towns Fund received. Awaiting formal confirmation	The Project Adjustment Request for Towns Fund has been submitted in January 2024 for the changes agreed by DA Board in December 2024. We are awaiting feedback and approval from DLUHC for those decisions that are outside of the Board's delegated authorities. The last risk assessment showed that the risk was decreasing. It is now stable.
30	<b>Legal risks</b>																	
31	4.1	Submissions to DLUHC 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 March 2024	Active	Report for October 2022 to March 2023 was provided by DLUHC 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 DUHC is creating an on-line tool, current monitoring still uses spreadsheets which are uploaded online.	No change from last risk assessment. The risk remains stable.

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	
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 March 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. Three GFA's are in place. One needs to align with a potential lease agreement and another is awaiting documentation to complete.	No change from last risk assessment. The risk remains stable.
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 March 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	No change from last risk assessment. The risk remains stable.
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 March 2024	Active	ADC ensuring that procurement strategies are clear in terms of inputs and outputs and what frameworks/forms of contract are used	No change from last risk assessment. The risk remains stable.
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 March 2024	Active		No change from last risk assessment. The risk remains stable.
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 March 2024	Active		No change from last risk assessment. The risk remains stable.
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 March 2024	Active	Fortnightly meetings in place and strategy at ADC to ensure land acquisitions progress	No change from last risk assessment. The risk remains stable.
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, affecting the overall programme completion	Ensure procurement strategy includes for early engagement with market to assess potential impact	Reduce	2	2	4	↔	Programme Lead	End March 2024	Active	Managed at a project level. In constant review. Where possible adjustments are made.	No change from last risk assessment. The risk remains stable.
40	5.2	Covid-19 effect on supply chain - limitations on material supply/delivery delays	Managerial / Professional	3	3	9	Delay to projects, affecting the overall programme completion	Ensure procurement strategy includes for early engagement with market to assess potential impact	Reduce	2	2	4	↔	Programme Lead	End March 2024	Active	Managed at a project level. In constant review. Where possible adjustments are made.	No change from last risk assessment. The risk remains stable.
41	5.3	Inflation effect on supply chain - supply of materials	Managerial / Professional	3	3	9	Delay to projects, affecting the overall programme completion	Ensure procurement strategy includes for early engagement with market to assess potential impact	Reduce	2	3	6	↔	Programme Lead	End March 2024	Active	Managed at a project level. In constant review. Where possible adjustments are made.	No change from last risk assessment. The risk remains stable.
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 March 2024	Active	Actively Managed	No change from last risk assessment. The risk remains stable.
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 March 2024	Active	Programme Management team in place not sitting with one individual so risk is spread.	No change from last risk assessment. The risk remains stable.
44	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 March 2024	Active	ADC appointed Business Case Consultants. All FBC submitted and are concluded and agreed by DLUHC	Complete
45	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 March 2024	Active	As more projects move into the delivery phase this creates more momentum.	No change from last risk assessment. The risk remains stable.

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R
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 March 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. In place, where required, are the necessary supports and	No change from last risk assessment. The risk remains stable.
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 March 2024	Active	Regular meetings with key internal stakeholders	Feedback and active engagement with internal stakeholders, especially those who will use or manage the facilities has been seen as vital to ensure the improvements are maximised. At the last assessment this risk was stable, but has increasing as projects are
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 March 2024	Active	Regular meetings with partner organisations	No change from last risk assessment. The risk remains stable.
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 March 2024	Active	Watching brief	No change from last risk assessment. The risk remains stable.
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 March 2024	Active	Within criteria	No change from last risk assessment. The risk remains stable.
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 March 2024	Active	High level communications plan submitted to the DA Group. Engagement Group to be re-engaged to commence programme level deliverables	This is an area that is being focussed on with project managers to ensure that all opportunities to positively promote our projects are taken. The risk from the last assessment remains the same.
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 March 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.	This risk was decreasing at the last assessment and continues to decrease. All Grant agreements for projects in delivery have been completed with only two projects which are in development requiring grant agreements.
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 March 2024	Active	Communication Plan submitted and supported at DA Board	This risk was reducing at the last assessment and is stable at this assessment.
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 March 2024	Active	Covered in Communication Plan	This risk was reducing at the last assessment and continues to reduce. There has been a concerted effort, as projects are in the delivery and completion phases to capitalise on using weekly updates to the communication Plan to highlight progress and the opportunities these investments present..
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 March 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.	All projects have a focus to ensure that the Social Value offer from each contract procured is delivered. The risk continues to be stable as it was at the last assessment.

The categories of risk to prompt identification and to help to identify the cause / source of risks are:

Contractual/Supplier	Governance	Physical
Customer/Citizen	Legal	Political
Economic	Legislative/Regulatory	Procurement/Competitive
Environmental	Managerial/Professional	Social/People
Financial	Partnership	Technological
Actions in service plans	Changes in processes	
Decision-making reports	Finance	
Health and safety risks	Partnership working	
Policy changes	Project management process e.g. new business case	

Risk response	Description
<b>Threats</b>	
Avoid	The risk is avoided e.g. change in strategy
Transfer	Some or all of the risk is transferred to a 3 <sup>rd</sup> party
Reduce	Action is taken to reduce either the likelihood of the risk occurring or the impact that it will have
Accept	The risk may be accepted perhaps because there is a low impact or likelihood
Contingency	A plan is put in place to respond if the risk is realised
<b>Opportunities</b>	
Share	An opportunity is shared with a partner or supplier to maximise the benefits e.g. through use of shared resource/technology
Exploit	A project could be adjusted e.g. to take advantage of a change in technology or a new market
Enhance	Action is taken to increase the likelihood of the opportunity occurring or the positive impact it could have. e.g. Strategic/commercial opportunities such as new partnerships, new capital investment
Reject	No action is taken and the chance to gain from the opportunity is rejected. Contingency plans may be put in place should the opportunity occur. - Political or environmental e.g. new transport links, change of government bringing positive changes in policy/opportunities

Aligned with the Risk Appetite Framework which describes the type of action required in accordance with our risk app

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R
83	<b>Risk rating Score</b>	<b>Risk rating action required</b>															
84	18-24	Risks at this level sit above the tolerance of the Council and are of such magnitude that they form the Council's biggest risks. The Council is not willing to take risks at this level and action should be taken immediately to manage the risk. Corporate Risks, monitored by CLT															
85																	
86																	
87																	
88																	
89																	
90																	
91	15-16	These risks are within the upper limit of risk appetite. While these risks can be tolerated, controls should be identified to bring the risk down to a more manageable level where possible. Corporate Risks, monitored by CLT															
92																	
93																	
94																	
95	5-12	These risks sit on the borders of the Council's risk appetite and so while they don't pose an immediate threat, they are still risks that should remain under review. If the impact or likelihood increases then risk owners should seek to manage the increase. Corporate Risk only if deemed threat to delivery of Corporate Objectives															
96																	
97																	
98																	
99																	
100																	
101																	
102																	
103	3-4	These are low level risks that could impede or hinder achievement of objectives. Due to the relative low level it is unlikely that additional controls will be identified to respond to the risk.															
104																	
105																	
106	1-2	Minor level risks with little consequence but not to be overlooked completely. They are enough of a risk to have been assessed through the process, but unlikely to prevent the achievement of objectives.															
107																	
108																	
109																	
110	Impact 4, Likelihood 1	Rare events that have a catastrophic impact form part of the Council's Business Continuity Planning response.															
111																	
112																	

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

This page is intentionally left blank

UKSPF	UKSPF Project & Intervention	Risk response	Residual Probability (RP)	Residual Impact (RI)	Residual Risk Score	Responsible person	Date	Update	Changes		
			1 - Never 2 - Hardly Ever 3 - Possible 4 - Probable 5 - Almost Certain 6 - Almost Definite	1 - Negligible 2 - Minor 3 - Major 4 - Critical	RP x RI						
	<b>Communities and Place</b>										
E1	E1 Hucknall Town Centre - High Street Property Improvement Fund	Fail to attract potential businesses to take on the grant	Reduce	2	2	4	Melanie Wheelwright	27 March 2024	Launched Jointly on 31 July 2023 and is now live. Under constant review. 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. Only 15 enquiries and one application. No accepted applications. Proposal for additional support approved and budget for works reduced to £80k	As a result of the Board's decision, Save the High Street has been appointed to support local businesses in the eligible area in Hucknall Town Centre. Engagement with internal services has occurred and now we plan to move into the delivery phase. The risk has reduced from its amber status in the last assessment to green.	
E3	E3 Selston Country Park Phase 2 improvements - play area, footpaths and biodiversity	Costs escalate due to inflation	Avoid	2	2	4	Paul Crawford	27 March 2024	On capital programme-Started in December 2023	Completed	
E5	E5 Cosmoor Estate, Kirby - environmental improvements to reduce crime & ASB	Delayed programme due to problems with the site, costs escalate due to inflation	Avoid	2	2	4	Paul Crawford	27 March 2024	Met with Stakeholders to agree priorities. Contractor engaged-developing programme	In progress. The risk is stable and is the same as the last assessment.	
		Sutton-environmental improvements	Fail to promote UKSPF	Avoid	2	2	4	Antonio Taylor	27 March 2024	Logos and branding- provided- project complete- required to monitor outputs and outcomes	Completed. Outputs and outcomes are provided for annual reporting. Value being seen locally. The risk in the assessment was green and remains the same.
		Hucknall Safer Streets initiative - CCTV/ Safe Spaces	Fail to promote UKSPF	Avoid	2	2	4	Antonio Taylor	27 March 2024	Logos and branding- provided- project complete- required to monitor outputs and outcomes	Completed. Outputs and outcomes are provided for annual reporting. Value being seen locally. The risk remains the same from the last assessment
E6	E6 Events and activities - increase resource/ create opportunities with local providers & groups - May not spend all the budget.	Fail to promote UKSPF. Underspend budget for Year 2	Avoid	2	2	4	Andrea Stone	27 March 2024	Reprofiling programme- delivered Coronation Event, planning Ashfield Day and Season event. Budget of £0k from 2024/25 has been approved to support Mobile Tate exhibition.	Complete for the year. Preparing for reporting. The risk remains the same from the last assessment.	
		Visitor economy - Consultancy & officer role for visitor economy/tourism, arts & culture	Unable to deliver within the time frame insufficient resource to deal with the programme. Underspend budget for Year 2.	Reduce	2	2	4	Sarah Daniel	27 March 2024	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 is being procured. The risk at the last assessment was green and has decreased more due to the improvement in progress.
		Arts Council Bid			2	2	4	Sarah Daniel	27 March 2024	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.	No changes. The risk remains the same.
E9	E9 Kings Mill Ranger/ activities	Unable to deliver programme- insufficient funds	Avoid	2	2	4	Paul Crawford	27 March 2024	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	E9 Green Social prescribing, community growing / allotments / nursery	Fail to attract participants. Insufficient budget to deliver programme.	Avoid	3	2	6	Andrea Stone	27 March 2024	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.	Spend is in constant review, preparing for reporting. The risk remains the same from the last assessment.	
E10	E10 Cycling and Walking for All- cycle training and access to refurbished bikes	Fail to attract participants. Insufficient budget to deliver programme.	Avoid	3	1	3	Andrea Stone	27 March 2024	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.	Project spend is in constant reviewed. No changes the risk remains the same from the last assessment.	
E13	E13 Community Vertical Farming Initiative	Delayed due to differing requirements of partner	Avoid	6	4	24	Sarah Daniel	27 March 2024	Whilst there is commitment in Ashfield to deliver the programme, requirements from MDC have altered. MDC has agreed to fund the project and transfer the funds to ADC to ensure delivery. Due to delays in site selection and planning the project delivery, the overall budget reduced. An EDR has been approved to enter into contractual relations with NTU has been agreed. However, MDC has opted to have the Council to oversee the project on their behalf, therefore once agreed an expanded EDR will be required.	There is no site plan and NTU is looking at working with ATTFE to site the project and delivery plan will be required by May 2024 at the latest for delivery to come to fruition. This project is at high risk and this has increased since the last assessment.	
E15	E15 Digital support for local communities	Unable to attract bidders to deliver the programme	Reduce	2	2	4	Nathan MoNicholas/ Melanie Wheelwright	27 March 2024	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.	No changes. The risk remains the same.	
	<b>Supporting Local Business</b>										
E16	E16 Enterprise grant for town centre properties and relocation/separation	Fail to attract potential businesses to take on the grant	Reduce	2	1	2	Melanie Wheelwright	27 March 2024	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 is already interest in the programme. Online applications, ensure support for applicants. 75% intervention rate - up to a £5k grant. Programme Launched 31 July 2023. A number of enquiries, eligibility requirements extended. Review has been undertaken. Proposal to improve the programme was agreed by the DA Board.	Uptake is high and in 2023-24 and continues to grow. The risk was green at the last assessment and now has decreased again.	
		Student programme for design/manufacture of property fronts	Fail to deliver plan	Reduce	3	3	9	Melanie Wheelwright	27 March 2024	Although this is a Y3 investment, the agreed criteria for the Town Centre enterprise grant will influence how this project will be implemented. Officers will work closely with the College to develop this project and provide a proposal to the DA Board. The criteria will align to the grant provision. Officers reviewing the programme. Officers are reviewing the feasibility	Officers and WNC have reviewed the feasibility and the current project is unable to go forward. However we are looking at other options. The risk which was an amber 6 in the last assessment is now increased to an amber 9.
		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	Trevor Middleton	27 March 2024	Developing a potential online approach involving a project centred around traders in the Idlewells indoor market. Still in development. Budget is 28k. Options are being considered.	The project has been finalised and is ready for delivery. Will still need to consider Phase 2. Therefore amber risk in the last assessment is still in place.
		Preopening support - ADMC	Fail to deliver the plan. Unable to spend the Year 2 budget	Reduce	2	1	2	Sarah Daniel	27 March 2024	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.	The last risk assessment saw this project at a green rating. Due to the Board's approval to bring forward funds from 2024-25 into the 2023-24 year the risk has reduced further by accelerating delivery.
E18	E18 Ashfield Accelerator- Adopting digital technologies	Fail to deliver the plan	Avoid	3	2	6	Paul Stoppard	27 March 2024	This agreement has been signed and the contract order form has been sent to the Chamber to be signed. Launched November 2023	Contract order complete. There is an improvement in the number of participants. However a concern that the contracted outputs and outcomes are to high to be achieved. Officers and the Chamber are looking at alternatives that are able to be delivered. Therefore the risk has increased from green to amber.	

	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	27 March 2024	The contract order form has been sent to the Chamber to be signed Launched November 2023	Contract order complete. There is an improvement in the number of participants. However a concern that the contracted outputs and outcomes are to high to be achieved. Officers and the Chamber are looking at alternatives that are able to be delivered. Therefore the risk has increased from green to amber.
E19	Business advice and support - Improving productivity & innovation	Fail to deliver the plan	Avoid	2	2	4	Paul Stoppard	27 March 2024	The contract order form has been sent to the Chamber to be signed Launched November 2023	Contract order complete. There is an improvement in the number of participants.
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	27 March 2024	We have identified an events programme for 2024 and our first business leaders networking event is on April 23rd - Unlocking Global Potential (title TBC). This will see Mentor City from US visit and be linked to inward investment opportunities across Ashfield. This event will also see East Midlands chamber talk about the 'trading overseas' UKSPFF programme. The Go green event attracted 53 attendees at Van Elle construction. The Spring event is being planned for 23 April 2024 to coincide with the delegation from Mentor City, Ohio.	No changes. The risk remains the same from the last assessment.
E24	High Pavement Business Hub- rental incentives	Fail to deliver the plan	Avoid	3	3	9	Matthew Kirk	27 March 2024	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.	The decrease in spend and the lack of uptake will need to be reviewed and considered. Hence the risk has increased from Amber 6 to amber 9.
E24	Maker space coordination	Unable to recruit	Avoid	2	2	4	Paul Crawford	27 March 2024	Develop a specification for Makerspace support person. Work with partners to deliver. Working with partner on the job description. Job description agreed.	Grant agreement is in place. Coordinator has been recruited in March 2024. The risk assessment has improved from an Amber 6 to a Green 4
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	27 March 2024	The contract order form has been sent to the Chamber to be signed Launched November 2023	Contract order complete. There is an improvement in the number of participants. However a concern that the contracted outputs and outcomes are to high to be achieved. Officers and the Chamber are looking at alternatives that are able to be delivered. Therefore the risk has increased from green to amber.
E29	Ashfield Accelerator - decarbonisation, with grant	Fail to deliver plan	Avoid	3	2	6	Paul Stoppard	27 March 2024	The contract order form has been sent to the Chamber to be signed. Launched in November. Refining the required outputs and outcomes with the Chamber.	Contract order complete. There is an improvement in the number of participants. However a concern that the contracted outputs and outcomes are to high to be achieved. Officers and the Chamber are looking at alternatives that are able to be delivered. Therefore the risk has increased from green to amber.
E29	General business support through ADC team, need marketing budget	Unable to recruit, insufficient funding	Avoid	2	2	4	Melanie Wheelwright	27 March 2024	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 £3,510.50 - This includes oncosts. Post is being advertised for recruitment. Recruitment completed and the Graduate Economic Development Officer, Berte Chadwick is in post.	No changes. The risk remains the same from the last assessment.
<b>People and Skills</b>										
E33	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	27 March 2024	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 in the framework on 7 March 2024. Leaving each participating Council to make take the steps to put in place the orders for Futures. This has been done by ADC. The risk has improved from the last assessment of Amber 9 to Green 4.
E34	E34 Basic Skills Courses - English/ESOL & Maths, IT & Life Skills (no gardening, cooking, baking)	Fail to deliver plan	Avoid	2	2	4	Nathan McNicholas/ Melanie Wheelwright	27 March 2024	Procure independently. DA Board agreed to move E13 Financial resilience to Basic skills to compliment the activities being provided 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.	The project is in progress. There is no changes in risk since the last assessment.
E38A	Ashfield Education and Business Collaboration package Careers Service in schools	Fail to deliver plan. Cost increases	Avoid	2	2	4	Nathan McNicholas/ Melanie Wheelwright	27 March 2024	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 ERDF and ESF offer.	Ideas for Careers have been appointed. There are no changes in risk since the last assessment.
E37	E38B Ashfield Digital Training	Fail to deliver plan. Cost increases	Avoid	3	3	9	Nathan McNicholas/ Melanie Wheelwright	27 March 2024	Part of the NCC framework agreement. Aim to complete by January 2024. The timescales for joint tendering are slow - out to tender in Oct, delivery start end of Dec. ADC officers to push for quicker timescale. Met with NTU with partners regarding current ERDF and ESF offer.	Specification has been drafted in-house for tender that was published on 25 February 2024 and returned on 12 March 2024. There were no competent bids. Officers are considering the next steps with this
E38	E38C Ashfield talent Attraction	Fail to deliver plan. Cost increases	Avoid	3	3	9	Nathan McNicholas/ Melanie Wheelwright	27 March 2024	Part of the NCC framework agreement. Aim to complete by January 2024. The timescales for joint tendering are slow - out to tender in Oct, delivery start end of Dec. ADC officers to push for quicker timescale. Met with NTU with partners regarding current ERDF and ESF offer.	Specification has been drafted in-house for tender that was published on 4 March 2024 and returned on 26 March 2024. There were no competent bids. Officers are considering the next steps with this programme. The risk has increased from Out for tender.
	Ashfield Local Careers Service Training/Careers Hub - businesses/Ambassadors engaging with hub	Fail to deliver plan. Cost increases	Avoid	2	2	4	Nathan McNicholas/ Melanie Wheelwright	27 March 2024	ADC will procure this independently for a Year 3 start up. Aim to complete by January 2024 at the latest. Plan to tender Autumn 2023. Met with NTU with partners regarding current ERDF and ESF offer.	
<b>People and Skills Total</b>										