



PRCC.05 15/16
Prosperous Communities Committee
8 June 2015

Subject: Progress and Delivery Report – Projects – 3rd Period January to March 2015.

Report by:

Chief Operating Officer

Contact Officer:

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Purpose / Summary:

This report deals with the progress and delivery of projects which are aimed at the delivery of the corporate plan. This report highlights those projects which are either off track or at risk of not delivering.

RECOMMENDATION(S):

- 1) That councillors examine the areas where a project is off target and seek assurance from officers that the rectifications proposed will deal with the issues identified.**

IMPLICATIONS

Legal: None arising from this report

Financial : fin / 25 / 16 None

Staffing : None arising from this report

Equality and Diversity including Human Rights : None arising from this report.

Risk Assessment : None arising from this report

Climate Related Risks and Opportunities : None arising from this report

Title and Location of any Background Papers used in the preparation of this report:

Call in and Urgency:

Is the decision one which Rule 14 of the Scrutiny Procedure Rules apply?

Yes

No

Key Decision:

Yes

No

1. Background

- 1.1 Councillors have received progress and delivery reports since 2012. They have sought to give councillors information on how the council is performing through its services, project delivery and finances. This has given councillors the opportunities to question officers on performance and ensure that any rectification measures proposed to remedy poor performance are sufficient to tackle the issues identified.
- 1.2 The process has been audited twice. The second audit in 2013 found (amongst other things) that the process was not being used effectively to drive service improvement and needed to be reviewed.
- 1.3 A councillor working group was set up to examine how the progress and delivery system was working and to recommend changes to improve the system so that it clearly drove service and project improvements.
- 1.4 The councillor working group came to a number of conclusions, including:
 - That reporting should be “by exception” with the full information being available to councillors through an appendix or other means.
 - That the report should be split between services and project reporting
 - That the measures should be reviewed to ensure that they are evidence based and that they adequately described service performance.
- 1.5 In order to address these requirements a full review of service measures was undertaken with the Heads of Service, monitoring of key service measures was undertaken monthly (reviewed through reports to the Corporate Management Team) and the council’s Minerva computer system was fully utilised in order to collect performance information.
- 1.6 Alongside the review of service measures a review has been undertaken of reporting projects progress and deliver. This report deals with those projects which are either off track and require action to ensure that they delivery on time or have delivered within the reporting period.

2. The report

- 2.1 This report covers the period from January to March 2015.
- 2.2 It is a report whilst being “by exception” will contain information on projects that have been delivered within the reporting period.
- 2.3 Projects at risk of not delivering with their target time from the last progress and delivery report:

Project 1 – Empty Homes

Project	Empty Homes
What is it seeking to achieve?	To return 100 empty properties to full occupation in Gainsborough South West Ward cluster area by end of March 2015
End Date	31 March 2015
Action to Date	3 properties have been purchased, refurbished and let. 1 Complete but not yet let 71 Properties brought back into use DCLG criteria satisfied
Risks	That 100 properties will not be brought back into use by the target date. Project risking rating amber.
Next Steps	Commence refurbishment of a further 7 properties
Proposed Rectification	Rescope project now DCLG funds are secure

Project now closed and will be rescope.

Project 2 – Land Charges Automation

Project	Land Charges Automation
What is the Project Seeking to achieve?	To move away from the manual processing of land charges searches to a fully automated system which should provide a quicker and more robust service to the customer
End Date	31 December 2014
Action to date	Weekly telephone conference calls have resolved all outstanding issues regarding data load and new dates for test loads have been agreed. The due date for loading is w/c 22 September 2014
Risks	The automation will not happened by 31 December 2014 leading to the risk of longer search times should key staff be unavailable. Project risk rating red.
Next Steps	Ensure that the data transfer is successfully achieve
Proposed Rectification	Rescope project to ensure a realistic date for the achievement

	of the projects aims is set.
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This project is now closed and the work to develop an automated system for land charges will be incorporated into a project to improve the systems used for all the development services.

Project 3 – Gainsborough Young Persons Supported Accommodation

Project	Gainsborough Young Persons Supported Accommodation
What is the project seeking to achieve?	To enable the delivery of a 12 unit young persons supported housing scheme in Gainsborough, in partnership with Axiom Housing Association and the Homes and Communities Agency to reduce young people's homelessness in the town
End Date	31 March 2015
Action to date	Start has been made on site with anticipated build being completed at the end of March 2015
Risk	Revenue funding to enable the unit to open will not be in place in March 2015. Project risk rating amber
Next Steps	Discussions to be held with LCC
Rectification	Ensure LCC and other revenue funding partners put in place the necessary funding to enable the unit to open.

Project now closed as revenue funding has been secured for the facility and the facility was formally opened on 29 May 2015.

3.0 New Projects

Project 1 – Gainsborough Town Centre Regeneration

Project	Gainsborough Town Centre Regeneration
What is it seeking to achieve?	To continue the regeneration of the town centre of Gainsborough by facilitating the development of vacant and underused sites in the Town Centre
End Date	November 2015 (planning and strategy development stage)
Action to Date	The project is at initiation stage.

Risks	That the strategy will not deliver the required outcome of the regeneration of Gainsborough. This is currently an amber risk from the Corporate Governance Team.
Next Steps	<ul style="list-style-type: none"> • Define Project Team • Prepare development framework • Approve development framework • Implementation of development framework by November 2015
Proposed Rectification	Growth Board seeks assurance from the project manager that the timetable for the project are realistic.

Project 2 – Selective Licensing

Project	Selective Licensing
What is it seeking to achieve?	To achieve the a landlord licensing scheme in the South West Ward of Gainsborough to improve the quality of life for residents in the area
End Date	July 2015 (approval by Prosperous Communities Committee)
Action to Date	The need for a selective licensing scheme in the South West Ward has been established. Evidence has been gathered about the impact of a selective licensing scheme in the South West Ward on anti social behaviour and legal advice has been sought around the developing body of case law.
Risks	That there will be a continuing delay in the implementation of selective licensing in the South West Ward leading to the continuation of aspects of anti – social behaviour that will continue to impact om the lives of the residents of south west ward. This is rated as a amber (medium risk) by the Corporate Governance Team.

Next Steps	Report to Prosperous Communities Committee in July.
Proposed Rectification	Amend the project plan to ensure that a selective licensing is introduced as quickly as possible should PCC approve the scheme at it's July meeting.

Project 3 – Up Grade of CCTV

Project	Up Grade of CCTV
What is it seeking to achieve?	To upgrade CCTV coverage to tackle issues with ageing infrastructure, monitoring of the system and costs. This should improve community safety.
End Date	Not yet decided
Action to Date	The project is at the stage 1 (project initiation) stage and the action to deliver the outcomes are still being scoped
Risks	That the project will not deliver. The Corporate Governance Team rate this project as green (low risk of non-delivery)
Next Steps	Agree timeline for the project, decide committee schedule, define benefits.
Proposed Rectification	None at this stage.

5. Conclusion

- 5.1 The reporting of progress and delivery on projects is still in its development stage. More projects will be added to the report as this process develops.