



CAI.12 16/17

Challenge and improvement committee

28 June 2016

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Subject: Progress and Delivery Report – Projects – 4th Period Report – January to March 2016

Report by:

Director of Resources

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 that have entered the delivery stage and are either off track or at risk of not delivering.

RECOMMENDATION(S):

- 1) That the committee examine the responses given to the report by the Corporate Policy and Resources Committee and the Prosperous Communities Committee and assure themselves that the appropriate level of challenge is being made by those committees to the information contained in the report.**

IMPLICATIONS

Legal: None arising from this report

Financial : FIN23/17 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

1.0 Background

1.1 Councillors have received progress and delivery reports since 2012. The Leadership team has sought to give councillors information on how the council is performing through its services, project delivery and finances. Members are asked to :

- Identify and recognise achievements and success
- Seek assurance on remedial actions where appropriate
- Make recommendations for any changes to policy or request for strategic reviews

1.2 This report is about the projects the council is delivering in order to meet the objectives it has set itself in the corporate plan.

1.3 For clarity and in order to comply with the council's project management requirements only those projects which are in the "delivery stage" will be reported through this mechanism.

1.4 In addition from time to time projects are rescope and their timelines altered during the delivery phase. That can mean that their status can change. Where this happens, when a project was red in a previous progress and delivery report (at significant risk of not delivering either to the timetable or within budget) this will be reported to members through this mechanism, together with an explanation of why the project has been rescope and new time lines set.

2.0 Programme/Projects Overview

2.1 To oversee programme/project development and delivery the Council has established three 'themed' Boards – Transformation; Commercial and Growth. Each Board oversees projects relating to their particular theme and seeks assurance from project managers that where issues are identified rectifications are in place.

2.2 A fourth Board is in existence; The Entrepreneurial Board, which has an overall view of programme/project delivery with each of the three Boards report to it and highlight successes or areas/issues to be addressed. By having an overarching view, the Entrepreneurial Board plays a key role in resource allocation and prioritisation of work.

3.0 The Report

3.1 This report covers the period from January to March 2015. It is a report "by exception" which contains information on those programmes/projects that are current during the reporting period and are at risk of not delivering their outcomes and/or may not be completed within prescribed timescales or costs.

4.0 Programmes/Projects by Exception

- 4.1 The following programmes/projects are considered to be at risk of delivery within agreed timescales and/or costs, or the intended outcomes are at risk of being realised. Recommendations and/or rectifications have been offered by the relevant project managers and have been considered by both the respective Board and the Entrepreneurial Board.

Fraud Investigation Services - AMBER

Following the creation of the Single Fraud Investigation Service (SFIS) and the subsequent transfer of Housing Benefit investigation responsibilities to the Department for Work and Pensions, many local authorities took the decision to transfer on block their investigatory staffing resource. West Lindsey District Council recognised the need to retain investigatory resource to protect the integrity of its systems and processes and to explore potential commercial opportunities. A new business case has been approved and this project will no longer be amber in future reports.

Hemswell Cliff MasterPlan - AMBER

Development of the Masterplan has been delayed. Work is underway to bring this back on track.

5.0 Movement Since the Previous Report

- 5.1 There is one update on a project that was previously Amber.

5.2 Gainsborough South West Ward Programme - Green

The South West Ward is a priority area and has a number of issues associated with high levels of deprivation. A multi-agency Strategic Groups has been developed to tackle the issues and the causes. Additional resources have been provided to tackle environmental and ASB issues. The partners engaged in this programme are now developing their own tactical plans for the area.

6. Conclusion

- 6.1 Across the Council there is a significant volume of programme/project associated work underway. The Boards are playing a key role in ensuring that business cases are effectively scrutinised and where projects are initiated progress is maintained. Any potential issues affecting progress or the delivery of projects are assessed and remedial actions are applied.

6.2 From the report provided, Members can be assured that the current position of programme/project development is as stated and that this represents a positive position.

7.0 Consideration by Policy Committees

7.1 This report has been considered by both the Policy Committees and the relevant minute from each is attached.

EXTRACT FROM MINUTES OF MEETING OF THE PROPSEROUS COMMUNITIES COMMITTEE – 7 JUNE 2016

18 PROGRESS AND DELIVERY – FINAL PERIOD 15/16 – PROJECTS (PRCC.09 16/17)

Members gave consideration to the final Progress and Delivery report for 2015/16 year, which dealt with the projects.

The Chief Operating Officer reminded Members that the Progress and Delivery reports were by exception only, either above or below target, and only reported on those projects currently in delivery stage which were regularly monitored.

The report contained an update on one item contained in the previous report; this Gainsborough South West Ward Programme, previously reported as amber status, now reported as green with supporting commentary.

The following projects were reported as being an Amber Rating during this period: -

- Hemswell Cliff MasterPlan
- Fraud Investigation Services

and further reasoning for such was offered to the Committee. It was anticipated that both projects would be back on track when the next report was due for consideration.

RESOLVED that that having given consideration to the matters listed in the report, assurance was received that the arrangements in place to oversee Programme and Project development across the Council are effective.

EXTRACT FROM MINUTES OF MEETING OF THE CORPORATE POLICY
AND RESOURCES COMMITTEE – 12 MAY 2016

**12 PROGRESS AND DELIVERY - PROJECTS - PERIOD 4 (CPR.07
16/17)**

The Director of Resources presented the second of the quarterly Progress and Delivery reports for period 4, on the Council's Projects.

The report set out the projects the council was delivering in order to meet the objectives it had set itself in the corporate plan. Only those projects which were in the "delivery stage" will be reported through this mechanism.

The following programmes/projects were designated as Amber and were considered to be at risk of delivery within agreed timescales and/or costs, or the intended outcomes are at risk of being realised. Recommendations and/or rectifications had been offered by project managers and have been considered by the relevant Boards.

- Fraud Investigation Services
- Hemswell Masterplan

One project previously designated as Amber was updated for the Committee i.e. Gainsborough South West Ward Programme.

RESOLVED that, having examined the report Members were assured that the arrangements in place to oversee Programme and Project development across the Council are effective