

<b>SUBJECT:</b>	<b>STRATEGIC PLAN PROGRESS – QUARTERLY REVIEW</b>
<b>DIRECTORATE:</b>	<b>CHIEF EXECUTIVES DIRECTORATE</b>
<b>REPORT AUTHOR:</b>	<b>ROBERT BAXTER, INTERIM CHIEF FINANCE OFFICER</b>

## **1. Purpose of Report**

- 1.1 To provide the Executive with a progress report on the strategic projects, against their milestones for the third quarter of 2017/18.

## **2. Programme Summary**

- 2.1 There are currently **20** strategic projects being monitored.

- 2.2 **18** projects are currently on track in terms of their physical and financial milestones and risk profiles.

Of these **8** projects have been completed and are currently awaiting a Post Implementation Review to be submitted and signed off.

- 2.3 There are no projects off track in terms of all three of the areas of monitoring: physical progress, financial position or risk analysis.

- 2.4 There are **2** projects currently off track in either one or two of the areas of monitoring above and beyond just a missing PIR.

- CCTV Upgrade – Works schedule, Staff Training, and contracts milestones have missed deadlines but work is drawing to an end.
- Compulsory Acquisition - 13 Albany Terrace – 5 missed milestones, primarily relating to the legal aspects

It has been concluded that there are no projects of sufficient concern to bring to CMT's attention.

## **3. New Projects Approved**

- 3.1 **1** new project was reviewed and recommended to the Executive for approval in the third quarter.  
Land and Buildings Acquisition

This project is an outcome of the Asset Rationalisation report presented to the Executive on 8<sup>th</sup> January 2018.

The project is to purchase a piece of land and building under construction within the city that is expected to generate surplus revenue income for the Council.

This scheme was reported to Executive on 8<sup>th</sup> January 2018 (minute no.112).

#### **4. Completed Projects and those awaiting PIR's**

- 4.1 Where it is felt appropriate and beneficial for continuous improvement at the conclusion of a project a completion report and post implementation review (PIR) will be produced. Once they are received and reviewed a project is considered to be complete.

#### **4.2 Strategic Projects awaiting completion of a PIR**

There are eight projects which have completed their defined actions and just now await the completion of a PIR

- Car Park Safety - Broadgate Car Park improvements
- New Build Scheme – Birchwood Bungalows, 20 new build affordable units
- Phase 2 Proposed alterations – City Hall improvements
- Replace CMS Depot Master – (Servitor project) updated software
- St Botolphs Court – Modernisation project at Sheltered Housing Complex
- New Surface Car Parks – Purchase of two new surface car parks in the city

The following projects have submitted an initial PIR, but additional data was requested, so they will be finalised in the next quarter

- DR and back up
- Bereavement Services improvements to facilities

- 4.3 There were no projects signed off as completed during the third quarter.

#### **5. Mega Project Update – Western Growth Corridor**

- 5.1 The public consultation on the proposed masterplan ended on 15 November 2017 and this feedback is being fully considered alongside the results of the updated highway traffic modelling work which we received at the beginning of January 2018.

The key concern from the consultation has been the traffic impact so it is important to ensure that the most suitable transport and movement strategy is identified and incorporated into the Masterplan. Once this has been agreed in principle with the statutory organisations an updated version of the masterplan will be produced.

At this point, a revised project plan (including a timetable for delivery, cost plan and a schedule of proposed Member briefings and public consultation/workshops) will be prepared for consideration by the Executive (expected to be in early Summer 2018).

#### **5.2 Mega Project Update – Transport HUB**

##### Multi Storey Car Park

The first phase of the car park (Ground Floor to Level 3) opened to the public during November and December 2017, offering 639 car parking spaces including:

- 39 disabled spaces on the ground and first floor
- 12 Electric Vehicles charging points on the ground floor
- 2 taxi drop off points at the ground floor level
- Extra-large parking bays (2.5 x 5 metres) to enable easy parking and clearly marked circulation
- Space counting at each level
- CCTV and fully manned car park

Level 4 of the car park will be open in February 2018 offering a further 178 spaces with the final (top) level being opened by April 2018.

The works to create the new access into Network Rail's car park and a reconfigured and paved station forecourt are now complete and open to the public and operating well.

### Bus Station

The new bus station opened to the public on 28th January 2018 and is operating well.

Some of the facilities the new bus station will offer include:

- 14 bus bays
- A fully enclosed glazed concourse which is well lit during the day and the night-time. The lighting system is designed to adjust automatically so that when it starts to become dark the lighting levels will increase and dim when the bus station is closed.
- A dedicated bus apron separating passengers from buses to protect their safety
- Automatic doors into the bus station concourse as well to each bus bay which operate when buses arrive and leave the bus station apron (the doors have a sensor to open and close automatically to allow passengers to board and alight the bus when the bus sets down and leaves the bus stand)
- State of the art, real-time passenger information system displaying bus and train travel information on monitors above each bus bay as well as on totems along the station concourse
- Seating to each bus stand
- A reception desk manned through the day
- Café facility
- WC's including disabled and changing places facilities (with a shower, bench and hoist) The first changing places facility in the City
- Clear internal signage designed in association with the Dementia Alliance Society
- A handrail design for visually impaired users which allows people to navigate themselves through the bus station concourse and identify their required bus stand

- The drivers mess room, cash rooms, WC's etc are located in the east wing and are kept separate from the main passenger entrance

The temporary bus station closed on 28<sup>th</sup> January 2018 and works are now underway to reinstate the area to public car parking, the car park should be operational by the end of February/early March 2018.

There are some works to the highway to be finalised, which could not be completed until the bus station opened and these works should be complete by the end of February 2018.

## 6 Section 106 Group

- 6.1 The Section 106 group is responsible for the monitoring of the Council's Section 106 agreements and to ensure that monies received are used for the correct purpose and spent by the critical expenditure date.

<b>Classification</b>	<b>Value of 106 agreed</b>	<b>Value of 106 triggered</b>	<b>Value of 106 received</b>	<b>Spent/ Commit'd</b>	<b>Balance to be allocated</b>
Playing Fields	1,196,396	988,885	988,885	939,210	49,675
Play Area	953,001	835,872	835,872	467,177	368,695
Open Spaces & Adoption	214,412	135,719	135,719	135,719	0
Highways/ Footpath Improvement	1,680,796	1,412,572	1,412,572	1,412,572	0
Sculpture & Public Arts	10,000	10,000	10,000	10,000	0
Education	1,028,009	537,560	537,560	537,560	0
Affordable Housing	1,144,458	870,000	870,000	870,000	0
Other	119,032	18,531	18,531	18,531	0
<b>TOTAL</b>	<b>6,346,104</b>	<b>4,809,139</b>	<b>4,809,139</b>	<b>4,390,769</b>	<b>418,370</b>

- 6.2 The administration and monitoring of section 106 funding is undertaken by a cross directorate officer working group. All proposals for use of section 106 funds are reviewed by this working group prior to recommendations being made the Executive. The group review all spending proposals against the criteria within the relevant legal agreement. The full value of all section 106 agreements is unlikely to be realised as not all will come forward for development. In these instances the planning permission will expire after three years if it is not implemented and the section 106 agreement will be removed from the agreed list.
- 6.3 To improve communications around the spending of section 106 agreements all future reports will identify why a particular project has been chosen to be funded by section 106. The choice is based on key Council Strategies, the City Centre Master Plan or the Local Plan, all of which have been subject to member review and/or approval.

## **7. Annual ongoing projects**

### **7.1 Disabled Facilities Grants**

During the third quarter 15 Disabled Facilities Grants were completed and this compares to 24 completions for the same period in 2016/17. There were 46 other referrals (6 of which have gone through the pilot scheme without cancellations) within the system which compares to 53 referrals for the same period last year. Of the 46 referrals, 34 had been assessed and had a total DFG value of £167,382. The remaining 12 referrals had not yet been assessed but applying the mean DFG payment for 2016/17 this gave an estimated value of £81,444. Taken together the 46 cases had an estimated value of £248,826.

A pilot scheme is in operation whereby the council makes an initial eligibility assessment of a social services recommendation and then sends the proposal direct to a contractor. The contractor undertakes both the design and the works. This will be assessed to see if it brings about a quicker delivery time for the customer, and if it creates any increased risk to the council e.g. exposure to greater costs. There were 4 pilot completions and 2 active pilot cases in the third quarter.

#### Delivering decent homes in the private sector

It was Council policy to make decent homes grants available to those most in need. The policy was suspended on 2<sup>nd</sup> March 2015 and completions and payments have steadily reduced as previously registered cases have progressed through the system. At the start of the quarter there were four Decent Homes Grants approved and at the end of the quarter this had reduced to one with a total approved amount of £30,000. This is “on site”, (i.e. building work is being undertaken), and interim payments of £26,336 have been made, leaving a commitment of £3,664 at the end of the third quarter.

At the start of the third quarter, four properties had been approved for a Minor Works Grant. This grant had been introduced as an emergency measure during 2015/16 and extended in 2017/18. One of these four is an application we received in 2016/17, however the applicant had 12 months to complete the work. This work was completed in this quarter and therefore we have paid £534 for this scheme.

#### Housing Revenue Account (HRA Business Plan)

Following the achievement of the “Decent Homes Standard” set by the Government, the HRA Business Plan commits to maintaining the standard whilst incorporating the requirements of the Lincoln Property Standard into the investment profile.

By the end of the third quarter 1,811 instances of improvement works (kitchens, bathrooms, rewires, doors etc) had taken place. In the same period 302 instances of improvement works had been refused by tenants.

## **8 Strategic Priorities**

- 8.1 Let's drive economic growth – As this is a summary monitoring report it has no direct effect on Strategic Priorities, however decisions made will have effects through individual projects
- 8.2 Let's reduce inequality – As this is a summary monitoring report it has no direct effect on Strategic Priorities, however decisions made will have effects through individual projects
- 8.3 Let's deliver quality housing – As this is a summary monitoring report it has no direct effect on Strategic Priorities, however decisions made will have effects through individual projects
- 8.4 Let's enhance our remarkable place – As this is a summary monitoring report it has no direct effect on Strategic Priorities, however decisions made will have effects through individual projects

## **9. Organisational Impacts**

### **9.1 Finance**

There are no financial implications arising as a direct result of this report. However CMT are asked to refer to the Financial Performance Report, which appears elsewhere on this agenda, for details of performance against budgets.

### **9.2 Legal Implications including Procurement Rules**

There are no legal implications arising as a direct result of this report.

### **9.3 Land, property and accommodation**

There are no land, property and accommodation implications arising as a direct result of this report.

### **9.4 Human Resources**

There are no human resources implications arising as a direct result of this report.

### **9.5 Equality, Diversity & Human Rights**

There are no equality, diversity and human rights implications arising as a direct result of this report.

## **10. Risk Implications**

- 10.1 The risk implications are covered in the main body of this report where they exist

## **11. Recommendation**

- 11.1 That the Executive note the progress in delivery of the strategic projects.

**Is this a key decision?**

No

**Do the exempt information categories apply?**

No

**Does Rule 15 of the Scrutiny Procedure Rules (call-in and urgency) apply?**

No

**How many appendices does the report contain?**

None

**List of Background Papers:**

None

**Lead Officer:**

Robert Baxter, Interim Chief Finance Officer  
Telephone (01522) 873361