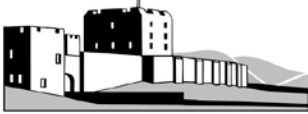


**CARLISLE  
CITY COUNCIL**



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# **CORPORATE RESOURCES OVERVIEW AND SCRUTINY COMMITTEE**

## ***Committee Report***

**Public**

**Date of Meeting:** 2<sup>nd</sup> April 2009

**Title:** Corporate Projects Board Update

**Report of:** Jason Gooding, Deputy Chief Executive and Director of People,  
Policy and Performance

**Report reference:** CE08/09

### **Summary:**

The Corporate Projects Board was established to ensure that there are effective governance arrangements on significant capital projects and programmes of work that the Council undertakes.

This report provides a summary of progress reports from projects that are funded within the 2008/9 budgets.

### **Recommendations:**

That Members note:

1. the disbanding of Corporate Programmes Board
2. the progress in developing Covalent and
3. the progress summaries from capital projects.

**Contact Officer:** Carolyn Mitchell

**Ext:** 7306

## CITY OF CARLISLE

To: Corporate Resources Overview and Scrutiny

Date: 2<sup>nd</sup> April 2009

### Report on Corporate Projects and Corporate Programmes Board

#### **1. Introduction**

The Corporate Projects Board has an advisory and high-level monitoring role in relation to capital and significant revenue projects delivered by Carlisle City Council.

It was agreed by CROS in October 2008 that a progress update should be provided to this Committee from the Corporate Projects Board every 6 months and that is the purpose of this report.

#### **2. Corporate Projects Board**

The principal role of the Corporate Projects Board is to ensure that effective project governance arrangements are in place and adhered to. Members of the Corporate Projects Board continue to work with projects to promote high standards of project management and reporting.

Since the last report, the Corporate Programmes Board has been disbanded as oversight responsibility sits with SMT. The Corporate Projects Board's Terms of Reference will be revised to reflect this.

#### **3. Monitoring Progress**

As reported in October 2008, it is anticipated that Covalent will be used for monitoring most City Council projects in the future. Progress has been made in developing this and Covalent has been used to produce the latest summary of the current position on capital projects that is included as appendix 1.

Further development work will be undertaken to include significant revenue projects and to enable project managers to update Covalent themselves.

#### **4. Recommendations**

That Members note the disbanding of Corporate Programmes Board, the progress in developing Covalent and the progress summaries from capital projects.

## Appendix A Corporate Projects Report

12 March 2009

### Traffic light status Icons:



Green arrow indicates currently active action / project



Green tick indicates a completed action or project, with progress at 100%



Red circle indicates an overdue action/ overspend/ issue





















Triangle indicates an action with a future start date

















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

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Project	Description	Current Status	Due Date	Progress	Annual Budget 08/09	Cost To Date	Latest Note	Title	Status Icon
<b>Sheepmount Synthetic Sports Pitch Project</b>	To provide a floodlit all weather multi-sports playing facility within the Sheepmount complex.		19/09/08	100 %	£362,500	£352,297	05/03/09: Construction phase is now completed. Final testing in March/ April 09 when bedded in. Completed within budget.	Site Setup	
								Excavations	
								Fencing and Floodlighting	
								Drainage	
								Pitch Formation	
								Synthetic Carpet	
								Close down and clear site	
<b>Heysham Park Play Area</b>	To renovate the play area at Heysham Park (Belle Vue)		01/05/09	60 %	£50,000	£4,315	05/03/09: Five tenders received. One has been chosen and will be awarded the contract. Planning permission is not necessary.	Tender	
								Friends of Heysham input	
								Award of contract	
								Mobilisation	
								Construction Period	

Project	Description	Current Status	Due Date	Progress	Annual Budget 08/09	Cost To Date	Latest Note	Title	Status Icon
<b>Lowry Hill Park Moorville Drive</b>	To update obsolete play equipment and provide additional play facilities and relocate play area.		31/03/09	16 %	£90,000	0	05/03/09: Consultations are taking place (phase 1 completed) - including moving location (on same green area). Budget to be carried forward.	Business Case Approval	
								Tender process	
								Groundworks on site	
								Installation of play equipment	
								Safety surfacing and finishing off	
								Commissioning of play area	
<b>Belah Community Centre</b>	To re-design and refurbish Belah Community Centre		15/11/08 Project completed	100 %	£304,900	£274,902	05/02/09: Project completed on time & budget & now in use. A small amount of the budget remains & this is to be used for further security measures (mosquito devices) car parking measures (line marking & parking barriers). These are now all complete. End of defect liability period on 21st August 2009.	Business Case Approval	
								Submit planning and building control applications	
								Invitations to tender for work	
								Vacate site	
								Construction Stage	
								Commissioning and Handover	
								<b>Ghyll Bank Gypsy and Traveller Site</b>	To provide the Gypsy and Traveller Community with a decent place to live, which will enable them to access education, health and other public services.
Planning application approved									
Tender process									
Implementation Programme									
Completion of Project and Evaluation									

Project	Description	Current Status	Due Date	Progress	Annual Budget 08/09	Cost To Date	Latest Note	Title	Status Icon
<b>Centre of Excellence</b>	This Project includes the replacement of the women's and families hostel on London Road with a new hostel, located at the John St car park adjacent to the men's hostel, with a new resource centre for day services. The Project has received a grant of £1.89 million.		30/06/10	22 %	£400,000	£64,000	28/02/09: Centre of Excellence - Council approved. Planning application withdrawn in November 08 and scheme re-focused. Accommodation provision taken out of plans. Government approval given in principle with a number of milestones to reach before seeking planning permission in April/May 09 (consultation/project partnership working group/good practice visits). £1.6 million of the grant secured in principle for 09/10 & 10/11, costs of £97K submitted to the Government for re-imburement. Capital in budget to be carried forward at year end. Families Hostel – Commitment has been given to develop new provision to replace the London Road hostel. Options need to be looked at. Funding will have to come from the Housing programme 2010-15. Issues include site availability, funding and timescales.	Business Case Approval	
								CHIP/HALO funding bids submitted	
								Planning Consent	
								Start of construction on site	
								CHIP/HALO project up and running	
								Completion of building and transfer of residents	
								Transfer of staff/ set up of new service team	
								Sale of existing hostel	
<b>Young Persons Foyer</b>	To refurbish and convert the YMCA building on Fisher Street - to provide accommodation and support service for young people aged 16- 24 who are in need.		31/08/10	33 %	£300,000	£100,000	28/02/09: Planning application approved. Supporting People revenue funding agreed of £100k per annum. YMCA applying for capital funds. Start on site date of June 09. Project partnership board set up. Council's capital contribution of £300k to be carried forward to 09/10.	Business Case Approval	
								Planning permission	
								External Funding granted	
								Tender Process	
								Implementation Programme	
								Project Completion and Evaluation	





Project	Description	Current Status	Due Date	Progress	Annual Budget 08/09	Cost To Date	Latest Note	Title	Status Icon
Willowholme Industrial Estate			15/02/08	66%	£35,000	£281	06/02/09: United Utilities have completed the drainage work in the depot & industrial estate area. Property Services were asked for an instruction to proceed with the division of the yard & associated work. We are still awaiting a decision therefore the project is on hold. Budget will need to be carried over to 09/10. Last of insurance flood monies pay out.	Business Case approval	
								Tender process	
								Implementation Programme	
Extra Care Scheme	To develop a new build unit with 80 units of accommodation for elderly residents. This Project is a Partnership with Cumbria County Council and Eden Housing Association, the preferred housing provider. The total cost of the Projects is £9,545,000: It has been awarded a grant of £4,740,000 from the Department of Health with a contribution of £4,475,000 from Eden HA.		21/02/11	28 %	External funding. The City Council contribution is £330,000 (the cost of the site).		28/02/09: Bid approved by DOH for £4.25 million (Eden Housing the lead partner). Start on site July 09. Funding contribution of £50K from the Housing Provision budget to be rolled forward into 09/10. Key risk is the anticipated sales of some units during a recession.	Business Case Approval	
								Signed Partnership agreement	
								Planning permission	
								Building Work	
								Nomination agreement and Draft Contracts	
								Project Complete	
								Upgrade to ArcGIS 9.2	To upgrade the ArcGIS system to 9.2
							Project Start up		
							Upgrade Implementation		
							Project Closure		




<b>Hammonds Pond CCTV</b>	The Project is a replacement of obsolete CCTV equipment at Hammond's Pond (Upperby Park), thus providing 24-hour live coverage for the park by CCTV. To provide images of 'evidence' quality so that, if required, they can be used in legal actions against anyone suspected of criminal activity. Friends of Hammonds Pond are contributing £5,000.		31/03/09	60 %	£30,000	0	06/02/09: Work will now commence soon.	Business Case Approval	
								Tender Process	
								Award contract	
								Implementation and testing of system	
								Project Completion	








Project	Description	Current Status	Due Date	Progress	Annual Budget 08/09	Cost To Date	Latest Note	Title	Status Icon
<b>Kingsmoor Nature Reserve (Wildlife Pond)</b>	To improve access to the Kingstown Wildlife Pond and the footpath links to the neighbouring reserves, with new boardwalks and dipping platforms, and with improved educational interpretation. The capital for this Project is from sale of a small area of land at Kingstown Wildlife Pond to Barratt Homes.		01/04/09	60 %	£40,000	£16,168	All work expected to be completed by 1 <sup>st</sup> April. Carry forward of £4,343 to 09/10 for contribution to Green Spaces leaflet.	Business Case Approval	
								Obtain quotes from Contractors	
								Check quotations and issue orders	
								Footpaths and car park installed along with boardwalks and pond dipping platform and entrance feature.	
								Completion and installation of interpretation	

















Note: the following projects have not defined stage boundaries yet.

Project	Description	Current Status	Due Date	Annual Budget 08/09	Cost To Date	Latest Note
<b>Greystone Community Centre</b>	To expand and modernise the Centre to meet the needs of growing number and range of users.		01/12/08	£83,200	£76,462	The project is on target.
<b>Chances Park</b>	Restoration of Chances Park. The Project has attracted a HLF grant of £869,500 subject to the successful completion of stage two work, for which a grant of £22,300 has also been approved.		31/03/10	£22,300	£25,051 This expenditure will be funded from the HLF grant.	06/02/09: First Resource Planning Project meeting held 28/01/09. Budget of circa £938.5K - allocation to be confirmed. Biff award may be lost if not expended by 31 <sup>st</sup> March 09. The Council has received the documentation relating to the grant offer and our legal section are looking at it and determining the implications for CCC Needs to go to Executive (Feb or March) to proceed The Project will be managed as a Council project, this is necessary as the Council is land owner and recipient of the grant from HLF on behalf of the group.
<b>Eden Bridge Garden Restoration</b>	Restoration of the original features within the garden. Much has been badly eroded. In receipt of a Heritage Lottery grant.		29/05/09	Grant award of £50k. Council contribution is £50,447 from various revenue budgets.		The project started in November and is due to run until the end of May. Approx 2 weeks behind with the landscaping due to the cold weather hindering the work of the stonemason. However, expect to catch this time up then soft landscaping started (carrying out in-house).
<b>Historic Quarter - Castle St Public Realm Improvements</b>	Enhancements to the Historic Core of the City with particular emphasis on Castle Street: <ul style="list-style-type: none"> <li>• Restricted zone for traffic</li> <li>• Pedestrianising and stone paving using traditional materials.</li> </ul>			£838,000	£23,700	Project deferred while review is carried out. Objections received by the County Council to the closure of West Walls and concerns about loss of parking. Special County Council local committee 15 <sup>th</sup> April.

Project	Description	Current Status	Due Date	Annual Budget 08/09	Cost To Date	Latest Note
<b>Customer Services Review</b>				£50,000	0	Review of Customer Services underway. Action plan and Business Case for Expenditure to be developed.
<b>Kingstown Industrial Estate</b>	To bring roads and pavements at Kingstown Industrial Estate upto an adoptable standard.			£522,000	£24,382	<p>Key Achievements to date - The design has been agreed with the County and works have commenced, the County have also agreed to accept responsibility for the repair of a section of Brunthill Road at their expense to enhance the access to the CNDR.</p> <p>Key issues - The final approval of the carriageway surfacing design is waiting for test results expected next week. Subject to these tests being satisfactory final design can be agreed and contractor appointed.</p> <p>On budget - The final extent of work will be restricted to ensure costs are maintained within budget. Further phases of work are planned to complete work on the estate.</p> <p>On time - The completion of work may be delayed if weather conditions are exceptional.</p> <p>Quality - The County Council will be responsible for approving the quality of the work prior to adopting the final scheme</p>
<b>Durranhill Industrial Estate</b>			31/03/09	£15,600	£10,000	05/02/09: Concerns were raised by businesses on the estate over the proposed parking restrictions. Revised layout has been agreed. Parking restrictions (traffic orders) are to be approved by Cumbria CC local highways committee in the next few weeks. Lines will not be applied until the completion of the new Police HQ in February. Highways section awaiting traffic orders.

Project	Description	Current Status	Due Date	Annual Budget 08/09	Cost To Date	Latest Note
<b>Engine Lonning Gas Trench</b>	Gas venting trench at Engine Lonning - Preventative work to minimise the risk on the Council's land from the effects of contamination. A detailed study into the contamination at the Viaduct Car Park site and the remediation options and costings.		13/03/09	£105,000	£44,984	05/03/09: Construction Phase. Contract awarded. Commenced 2nd Feb with completion scheduled for 13th March. Currently on programme. To comply with grant conditions, any surplus funding will be utilised to enhance the area. Further items & costings are being reviewed, and these could be progressively awarded, depending on timescales. H&S issues: possible gas present. Trench now complete - rumours of youths throwing stones (from trench surface) at resident buildings. Ascertaining if we can cover stone trench surface with soil to camouflage. Temp footpath closure applied for and in place. This programme is extremely tight.
<b>Performance Information System</b>	To develop the City Council's performance management processes			£5,000	£2,835	Covalent Performance Management System is now operational – with further training to be carried out August 2009.
<b>Planned Major Repairs - Asbestos Removal</b>				£10,000	£9,320	Full £10k is committed.
<b>Planned Major Repairs - Bousteads Grassing</b>				£40,000	£27,567	Work is in progress and the project should be complete by the end of the financial year. The spend/commitment is higher than indicated.
<b>Planned Major Repairs - Civic Centre</b>			Project completed	£150,000	£139,789	All work complete. Retention held for next year.
<b>Planned Major Repairs - Public Conveniences</b>				£30,000	19,346	£15k vired from this Project to Chinese Gardens project. £5k left for St Nicholas Bridge.
<b>Planned Major Repairs – West Walls Enhancement</b>				£40,000	£33,370	Weather preventing outside work, procuring stone from bogyard and storing at Willowholme. There will be some carry forward to next financial year.

Project	Description	Current Status	Due Date	Annual Budget 08/09	Cost To Date	Latest Note
<b>Play Raffles MUGA</b>	Provision of a Multi Use Games Area on the site of the existing disused games area at Play Raffles		30/11/08	£95,000	0	05/03/09: Location now specified by sponsor. Tender Documents developed and sent to 5 contractors with return date of 16th March 2009. Location involves removing part of existing play area equipment to accommodate new MUGA footprint, New MUGA also sits on footprint of existing small tarmac play area (which will be removed). Slippage into 09/10–Expenditure to reprofile.
<b>Westmoreland St Group Repairs</b>			Project Completed			Defects liability period has now lapsed & some snagging issues have come to lights, which are being addressed by the contractor. Defects have all been completed & retention released. Project complete just under budget.
<b>LLPG</b>	Land & Property Gazateer Improvement Works		Project completed	£14,100	£12,064	Project completed. End project report received. Most objectives met. Those that were not met were well within revised targets set by the NLPG Custodian after most Local Authorities expressed difficulty in attaining them. Significant difficulties recruiting & retaining temp staff.
<b>Adelaide St Allotment Fencing</b>	Installation of security fencing at Adelaide Street Allotments		Project completed	£10,000	£9,825	Project completed within budget.
<b>River Petteril</b>	Riverbank protection work			£82,000	£42,921	Project completed on 18th Sept 08. Further erosion has been identified, on River Petteril, at Stony Holme & a scheme is currently being drawn up for a start date on the 1st June. This will utilise the remaining budget. Contractor performed well.
<b>Gateway – General Expenses</b>				£29,700	0	The sum is in respect of a retention we are currently holding back (on the advice of the County archaeologist) from the final stage payment due to Oxford Archaeology under the contract we have with them for completing the Millennium Scheme archaeological.
<b>Millennium Gallery – General Expenses</b>				£60,000	0	Project ongoing. Outstanding maintenance work to be completed by contractor following resolution of contractual dispute.
<b>Small Scale Community Projects</b>			31/03/09	£73,400	£83,251	This is a carry forward from 2007/08 for work now being completed. All money allocated but not yet spent.
<b>Environmental Improvements</b>			31/03/09	£253,200	£146,553	Most of the budget has been committed and work will complete by end of financial year.

Project	Description	Current Status	Due Date	Annual Budget 08/09	Cost To Date	Latest Note
<b>CTS/EPS IT System</b>				£97,200	£48,141	EPS system complete. Investigating use of other systems for CTS requirements.
<b>Private Sector Grants</b>	Minor work grants - Disabled Facility grants -			£25,600 £1,305,000	£164 £738,598	The balance of the budget will be required to service the over-committed DFG budget. Spend is on target but actual to date does not show the level of approved/committed grant. Outstanding commitment at end of Feb totals £488,217.
<b>Disabled Adaptations</b>	This relates to the funding for statutory Disabled Adaptation grants.			£218,400	£613,832	A report on funding went to Executive on 18.12.08 and was accepted. Commitments are higher than budget.
<b>Caldew/ City Centre Flood Defence</b>	This is contribution from the City Council to enhance the design of the Flood Defence			£21,000	0	There have been changes made to the proposal/ design which have delayed expenditure.
<b>Creditors/ Document Image Processing</b>	Centralising of creditors/ debtors procedures across the Authority			£45,000	0	Review has been on hold pending the outcome of shared service proposals with Allerdale and will now need addressing as part of the Corporate re-structure.