



RESOURCES OVERVIEW AND SCRUTINY PANEL

Panel Report

Public

Date of Meeting: 13th October 2011

Title: PROJECT ASSURANCE GROUP

Report of: Acting Chief Executive

Report reference: CE 27/11

Summary

The Project Assurance Group was established to ensure that there are effective governance arrangements on the significant projects that the Council undertakes. This report provides the most recent summary of significant projects currently being undertaken.

Recommendations

Members are asked to note the most recent summary of significant projects. This is contained within Appendix A.

Questions for / input required from Scrutiny

Members are invited to comment upon the projects within the report and identify any further information or updates they may require in relation to the work of the Project Assurance Group.

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Note: in compliance with section 100d of the Local Government (Access to Information) Act 1985 the report has been prepared in part from the following papers: None

City of Carlisle

To: Resources Overview and Scrutiny Panel

Date: 13th October 2011

1. Introduction

The Project Assurance Group has an advisory and high-level monitoring role in relation to the significant projects delivered by Carlisle City Council.

As required by ROSP, a progress update on significant projects is provided to this Committee from the Project Assurance Group every 3 months and this is attached.

2. Project Summary

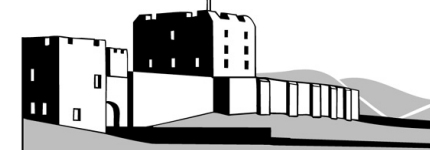
The latest summary of significant projects is included as Appendix A.

3. Recommendations

That Members note the summary of the projects.




Project Assurance Group Monitoring performance of significant projects September 2011

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Project Schedule Icons





-  Project on schedule
-  Concerns with project
-  Significant issues with project



Budget Schedule Icons

-  Project on budget
-  Concerns with budget
eg. profiling issues
-  Under or over spend
greater than £10k

Project	Status	Comments/ Issues	PAG action
Community Resource Centre The new Resource and Training Centre will provide support and opportunities for both homeless and people within the local community. Anticipated completion is November 2011. The budget is estimated at £3.2m which includes £1.89m funding from Government Places of Change Grant. Revenue implications = An external managing agent will be responsible for the financing, running and development of the centre. <i>Project Manager: Simon Taylor/ Mike Swindlehurst</i> <i>Project Sponsor: Keith Gerrard</i>	 	12/09/11: Possible overspend £60k - £100k depending on final account agreement. All contingences have been utilised. Approximately £50k of unforeseen works to John St Hostel required to comply with H&S/regulations in respect of wiring systems, etc that became evident during the refurbishment works. Consultants are also reporting unforeseen design costs with the intention to claim. Exact overspend will not be known until final account Feb 2012. A management contract between the Council and the YMCA is being drawn up and should be in place by early October. Budget for 2011/12 £1,563,300 Expenditure to end of August 2011 £634,187 (significant overspend of profiled expenditure of £590,365).	To investigate how overspend is to be funded or reduced.

Project	Status	Comments/ Issues	PAG action
<p>Replacement Women and Families Accommodation</p> <p>To develop a new provision for homeless families and women to improve the quality of service, address equality and accessibility issues and comply with government legislation. The estimated cost of the project is £1,850,000 which includes a split of funds from the original Centre of Excellence project and funding allocations under the Housing Strategy programme. A capital receipt is also included for the current hostel building.</p> <p>Revenue implications = It is currently proposed that the maintenance of the building will be the responsibility of the City Council and ongoing running costs met from within the service and contained within existing budgets for running the London Road hostel.</p> <p><i>Project Manager: Simon Taylor</i> <i>Project Sponsor: Keith Gerrard</i></p>	 	<p>Consultant commission for the new build has been awarded. Planning submission to be submitted and will be heard 12th Nov 2011. Workshop was held on 5th Sept to view design option as part of the consultation process.</p> <p>Budget for 2011/12 is £905,700. Majority of this budget is proposed to be carried forward to 2012/13.</p>	
<p>Customer Contact Centre Shared Service</p> <p>Shared Customer Contact Centre project between Carlisle, Allerdale and County Councils.</p> <p>Revenue implications = The business case for a shared service demonstrates that revenue savings are possible and will need to be further quantified once a firm decision has been made regarding the option to be adopted.</p> <p><i>Project Manager: Jill Gillespie</i> <i>Project Sponsor: Keith Gerrard</i></p>	 	<p>20/09/11: The provision of the County Council switchboard project run by Carlisle City Council is progressing speedily. A proposal is being put together by officers in ICT Connect and ICT officers at the County Council. Initial investigations indicate that the challenges involved in delivering the County switchboard from the Civic Centre can be overcome within the timescales. A detailed proposal, including costings, is now being developed for discussion. It is envisaged that the timescale of a first draft will be ready in early October.</p>	

Project	Status	Comments/ Issues	PAG action
Historic Quarter – Castle St Public Realm Improvements Enhancements to the Historic Core of the City with particular emphasis on Castle Street: -Restricted zone for traffic -Pedestrianising and stone paving using traditional materials The total budget is £773,100 Revenue implications = The area is adopted highway and is maintained for the County Council under claimed rights funded by them. The additional items of furniture will be maintained by existing pedestrianised area budget. <i>Project Manager: Keith Poole</i> <i>Project Sponsor: Angela Culleton</i>	 	15/09/11: Still awaiting DfT approval for the restricted zone. This project is being completed under budget and some of the remaining budget will be used to complete the road resurfacing work associated with the Roman Gateway project and work at Annetwell St to enhance paving. Budget for 2011/12 is £130,000 Expenditure to end of August 2011 is £12,217 (budget profile to be amended).	
Carlisle Roman Gateway Project This consists of 2 strands - The creation of a new Roman Gallery within Tullie House, and Public Realm works and interpretation to Hadrian's Wall Path to complement the Roman Gallery. The opening date of the new gallery is 25 June 2011. The combined project budget is £2.279m. Council funding is £60k capital funding and £209,100 from its LABGI reserves. £2.01m to be sourced externally. Revenue implications= The new Gallery will be managed by the new Tullie Trust. The external element will be managed and maintained by the City Council; this is considered low maintenance and will be funded from existing budgets. <i>Project Managers: Gavin Campbell</i> <i>Project Sponsor: Jason Gooding</i>	 	The claim for quarter 1 2011/12 is being finalised. Budget for 2011/12 is £440,600 Expenditure to end of August 2011 is £267,440. Negotiations are taking place with the Department for Communities and Local Government (DCLG), who are managing the end of the NWDA funding, regarding the final budgetary figure.	

Project	Status	Comments/ Issues	PAG action
<p>Service Improvement Project (previously named Service Migration Programme) The Service Improvement Project involves a customer centered approach to service delivery, to increase queries dealt with at first point of contact, improve performance, realise efficiencies and explore channel migration. Revenue implications = The project aims to identify and deliver revenue savings by developing more efficient ways of working. <i>Project Manager: Jill Gillespie</i> <i>Project Sponsor: Keith Gerrard</i></p>	 	<p>20/09/11: The Service Improvement Programme is being progressed in Local Environment and Community Engagement. A "train the trainer" training programme has now begun so that facilitated Lean Training can be carried out with relevant officers. A shared area on the intranet is being set up so that case studies can be shared with colleagues and members. Neighbourhoods & Green Spaces is currently being reviewed through Lean within Local Environment. Within Community Engagement, services within Communities, Housing & Health are being reviewed through Lean. Sports booking has just been completed. DFGs is at an implementation stage and Benefits has just been started.</p>	
<p>Kingstown Industrial Estate To bring roads and pavements at Kingstown Industrial Estate up to an adoptable standard. Timescales are to be reprofiled. The total project budget is £473,100. Revenue implications= Following completion the County Council will adopt the Highway. <i>Project Manager: Mike Swindlehurst</i> <i>Project Sponsor: Angela Culleton</i></p>		<p>12/09/11: Agreement with County Council that resurfacing will be limited to upper wearing course with repairs as necessary to the lower layer. Tender enquiries will be aimed at specialists who will produce options of road improvements types, all to an adoptable standard. County Council will view tender returns. Advance works to lighting, drainage testing and pavement refurbishment will be carried out by Carlisle City Council.</p> <p>Project plan and budget have been reprofiled. Budget for 2011/12 is £473,000 Expenditure to end of August 2011 £0</p>	

Project	Status	Comments/ Issues	PAG action
<p>Dalton Avenue, Raffles</p> <p>The project aims to deliver 37 units of housing over 2 years for rent charged at an affordable level. The build will be carried out by the private developer Lovell's (in receipt of a grant from the Homes and Community Agency) on land owned by the Council. A Registered Provider (RP) will purchase the land and properties and manage them. Cost of the land – value £370,000 which should be recouped when it is sold to a RP.</p> <p><i>Project Manager: Simon Taylor</i> <i>Project Sponsor: Keith Gerrard</i></p>		<p>PAG have received the project brief. Two reports were taken to Executive on 30/08/11 outlining the project and sought approval for the release of the land. The outputs reported are as follows;</p> <ul style="list-style-type: none"> • Delivery of affordable rented housing for Carlisle residents which meets their needs and enables the City Council to offer homes to people who are homeless. • 'Early doors' delivery of new housing at a time when traditional supply chains have stalled. • Delivery built upon an existing public / private partnership agreement with Lovell's which provides a readymade vehicle. • The potential to secure additional housing benefits through a tender competition and selection process for a partner Registered Provider / Housing Association. • The opportunity to generate a capital receipt meeting the budgetary objectives of the Asset Review Business Plan Disposal Programme. <p>There is a risk that the scheme fails to come to fruition if a Registered Provider or Housing Association cannot be found to acquire the finished scheme, the anticipated level of grant aid does not materialise or, in the current economic climate, the project does not deliver the expected capital receipt and returns.</p> <p>Tender for RP – 19/9/11 – Nov Planning Permission – Dec 2011 Start on site – March 2012 Year 1 17 units to be delivered by March 2013 Year 2 20 units to be delivered by March 2014</p>	

Project	Status	Comments/ Issues	PAG action
Solar PV feasibility study		Study undertaken by Capita Symonds to assess the feasibility of a PV system. SMT and Executive support has already been established.	A full business case is now required and will be reviewed by PAG at a special meeting if necessary.
Awaiting project briefs Upper Viaduct Car Park/Caldew Riverside City Centre: Business Improvement District		Upper Viaduct Car Park/Caldew Riverside: Report being considered by SMT on 20 th Sept. £70k expenditure incurred on investigative work to date.	