



REPORT OF UNIT Corporate Policy and Performance Manager

COMMITTEE(S): Environment

DATE OF MEETING: 22 May 2008

<b>Report Title:</b>	<b>2008/09 Corporate Plan Work Programme Projects</b>
Recommendation(s):	<ul style="list-style-type: none"> <li>To decide what action should be undertaken to address those Corporate Plan Work Programme Projects that are flagged as being 'At risk'.</li> </ul>
Reasons for the Recommendation(s):	<ul style="list-style-type: none"> <li>To ensure member scrutiny of Corporate Plan Work Programme Projects which fall within the remit of this committee.</li> </ul>
Exempt/Confidential	<b>No</b>
Wards affected:	All
Local Ward Member(s):	All
<b>Contact Officer:</b>	
Name:	Mark Blunsum
Designation:	Principal Policy Officer
Tel No:	0151 356 6603
Email Address:	mark.blunsum@epnbc.gov.uk

#### **Purpose/Summary of the Report:**

Council, at its meeting on the 15 April 2008, approved the council's 2008/09 Corporate Plan Work Programme (minute 157(1)). Council also agreed that the status of the delivery of these projects should be reported each committee cycle, on an exception basis, to the relevant committee (minute 157(2)).

This report provides details of those projects that fall within the remit of this committee, their current delivery status, highlights those projects flagged as being 'At risk' and what action is to be undertaken to address 'At risk' projects.

## 1. Introduction

- 1.1. Council, at its meeting on the 15 April 2008, approved the council's 2008/09 Corporate Plan Work Programme (minute 157(1)). Council also agreed that the status of the delivery of these projects should be reported each committee cycle, on an exception basis, to the relevant committee (minute 157(2)).
- 1.2. This report provides details of those projects that fall within the remit of this committee, their current delivery status, highlights those projects flagged as being 'At risk' and describes what action is to be undertaken to address 'At risk' projects.

## 2. Environment Committee 2008/09 Corporate Plan Work Programme Projects

2.1. The 2008/09 Corporate Plan Work Programme Projects allocated to Environment Committee are attached as Appendix 1.

2.2. For each project, the following information is provided:

- Project details
- Expected 'Measures of success'
- Key milestones
- Unit and Officer lead
- Delivery status at end of May 2008

2.3. The table below provides a summary of the delivery status of these projects.

Total number of projects	Delivery status			
	Not yet commenced	Commenced	Completed	Now 'At risk' see section 3 for more details
16	1 (Project 23)	13	2	0

## 3. 'At risk' Projects

3.1. Projects are flagged as being 'At risk' when any of the following conditions apply:

- Budget overspend now expected
- Project delivery timescales now expected to significantly slip
- Project delivery failure now expected

3.2. None of the projects are currently flagged as being 'At risk'.

## 4. Conclusion

4.1. The report provides details of how the 2008/09 Corporate Plan Work Programme Projects allocated to Environment Committee will be monitored and managed. The flexibility of these arrangements should ensure that any project delivery issues are quickly identified and rectified.

**Are there any implications to the proposal(s)/recommendation(s) etc?**

**Legal:** Procurement of goods and services must be in accordance with the council's Contract Standing Orders.

**Financial:** Council agreed to allow the Chief Executive to exercise delegated powers with regard to use of capital resources to ensure the delivery of capital schemes (minute 157(3), 15.04.08). Projects that fall into financial difficulty have the option of applying for funding from capital resources to address potential financial shortfalls.

**ICT:** None.

**Crime & Disorder:** Some projects indirectly impact on reducing crime and disorder issues.

**Equality and Diversity/Human Rights:** None

**Value for Money:** Notwithstanding the financial implications above, corporate work programme projects are to be delivered within existing financial resources.

**Human Resources:** The council will have to ensure that there is sufficient capacity available to deliver the work programme during 2008/09. The corporate plan work programme management process will be used to identify any likely capacity issues impinging on work programme delivery during 2008/09.

Training Needs

Terms and Conditions of Service

Health and Safety

**Consultation:** None

**Property Asset Management Requirements:** None

**Risk Management:** those units that are delivering corporate plan work programme projects have assessed the risks associated with the delivery of those projects. The council's corporate risk register includes a Major Project delivery risk (corporate risk 4).

**Impact on Children and Young Persons:** None

**Partnerships:** None

**Environmental:** Many of the corporate plan work programme projects allocated to this committee will have a positive impact on addressing environmental attractiveness issues within the borough.

**Necessary Permission, e.g. Planning:** Further progress of the delivery of projects 19 and 21 will be dependent on the approval of the planning application submitted for the redevelopment of Neston Town Centre.

## Meeting Corporate Priorities

<b>The Council has a mission and clearly stated priorities. The Mission Statement is: 'To be a businesslike and caring authority that delivers on its priorities'.</b>	
<b>The Council's Priorities are detailed below:</b>	<b>Briefly outline how what is proposed /recommended meets the Council's priorities.</b>
<b>The Environment:</b>	
<b>E1</b> To implement the integrated Waste Management Strategy.	The Environment Committee corporate plan work programme includes projects that align with this priority.
<b>E2</b> To improve the environmental attractiveness of the Borough.	The Environment Committee corporate plan work programme includes projects that align with this priority.
<b>Community Safety:</b>	
<b>CS1</b> Prolific Offenders.	
<b>CS2</b> Anti Social Behaviour particularly amongst young people.	The Environment Committee corporate plan work programme includes a cemeteries CCTV project that aligns with this priority.
<b>CS3</b> Domestic Abuse.	
<b>CS4</b> Alcohol.	
<b>CS5</b> Drugs.	
<b>CS6</b> Environment.	The Environment Committee corporate plan work programme includes projects that align with this priority.
<b>CS7</b> Fear of Crime.	
<b>Removing Inequalities:</b>	
<b>R11</b> Improving education and skills to meet the needs of individuals, families, the community and business (includes Grange Ward).	
<b>R12</b> Helping individuals and families on low incomes to address their financial needs.	
<b>R13</b> Improving poor health outcomes relating to: Smoking, Obesity, Conditions in the Workplace (i.e. Health and Safety at Work).	
<b>R14</b> Improving access to decent housing	
<b>Physical and Economic Regeneration:</b>	
<b>PER1</b> Ensuring vital and attractive town centre	The Environment Committee corporate plan work programme includes projects that align with this priority.
<b>PER2</b> Securing new and better quality employment opportunities in the Borough.	
<b>PER3</b> Revitalising our parks by: continuing the refurbishment programme, improving and sustaining maintenance standards.	
<b>Businesslike and Caring:</b>	
<b>BC1</b> Ensuring the provision of customer focused services.	The Environment Committee corporate plan work programme includes projects that align with this priority.
<b>BC2</b> Ensuring at least minimum levels of delivery on all statutory functions.	
<b>BC3</b> Securing efficiency improvements in service delivery.	
<b>BC4</b> Managing and supporting the workforce to ensure efficient and effective employees.	
<b>Over-riding Principles: That</b>	
<ul style="list-style-type: none"> <li>services which have clear benefit for the lives of local people will be protected and, where possible, improved;</li> </ul>	
<ul style="list-style-type: none"> <li>services which are statutorily provided will be maintained; and</li> </ul>	
<ul style="list-style-type: none"> <li>proposals, which reduce expenditure in the short or long term, will be given preference.</li> </ul>	

**List of Background Documents**

*[These are documents that you have relied on in the preparation of the report, except for those included as appendices, any published information that is freely available and any documents which are exempt/confidential in accordance with the Local Government Act 1972, as amended. Documents identified as background documents must be kept for inspection for six years.]*

Report submitted to Council 15 April 2008 concerning the council's 2008/09 Corporate Plan Work Programme

**Available for Inspection at:**

Corporate Policy and Performance Unit, 2<sup>nd</sup> Floor, Civic Way, Civic Way, Ellesmere Port

## Appendix 1

### Environment Committee 2008/09 Corporate Plan Work Programme Projects

**MPD:** major physical development project      **SD:** service delivery project

Ref no.	Theme	Details	Measure of Success	Key Milestones	Officer lead	Officer support	Delivery status at Mid-May 2008
19	MPD	NTC - Neston Town Centre environmental improvements	Enhancement of town centre	Completion of Town Square Car Parks Completed Other works to be agreed by Council	Brenda Harvey	Bob Hindhaugh Margaret Morris Development & Property Units	Planning applications submitted. Further progress dependent on planning application approval.
20	MPD	EPTC – Shrewsbury Road and McGarva Way car parks	Handed over car parks	Practical Completion 12 and 19 May respectively	Margaret Morris	Matthew Pendergast	12 May – Shrewsbury Road Handover 19 May – McGarva Way Handover
21	MPD	NTC - Neston car parking strategy	Improved car parking provision	Upgrade town centre car parks Library extension	Margaret Morris	Bob Hindhaugh Julie Powell Development Unit	Planning applications submitted. Further progress dependent on planning application approval.
22	MPD	Upgrade of unadopted roads in industrial estates – Phase 1 consultants report	Phase 1 – works identified to improve roads	Consultant's report completed	Jane Williamson	Julie Powell Kieran Collins	Brief for consultant completed
23	SD	Overpool Cemetery extension equipment <b>Funding:</b> £20,000 <b>Project details:</b> The items identified include concrete beam rafts for the placement of memorial headstones, landscaped features, litter baskets and public seats. These will be required to be installed prior to the opening of the new burial areas and surrounding areas.	This scheme will benefit all cemetery users	Project completed October 2008	Julie Proctor	Barry Smalley	Due to commence June 2008
24	SD	Overpool Cemetery CCTV	This scheme will benefit all cemetery users	Project completed April 2008	Julie Proctor		
25	SD	Cemetery footpath repairs <b>Funding:</b> £35,000 <b>Project details:</b> Requests of this nature have been sought over a period of time for the repair of the public footpaths and driveways within both Overpool and Neston Cemeteries. Work is urgently required to ensure a safe environment for the visitors and users of the cemeteries.	This scheme will benefit all cemetery users	Project completed September 2008	Julie Proctor	Andy Fazakerley Barry Smalley Ian McNeill	At design phase

Ref no.	Theme	Details	Measure of Success	Key Milestones	Officer lead	Officer support	Delivery status at Mid-May 2008
26	SD	Noise monitoring equipment <b>Funding:</b> £10,000 (capital), £500 (revenue) <b>Project details:</b> The purchase of a new noise monitoring kit including level meter, calibrator and software to enable the Unit to meet the current demand in noise complaints, particularly those that occur out of hours when officers are not available to conduct witnessing visits.	Equipment Purchased and being used.	Equipment Ordered; Equipment received and checked; Staff Trained; Equipment routinely used.  Project completed May 2008	Lyn Collins		
27	SD	Car Parking patch repairs and filling <b>Funding:</b> £14,500 <b>Project details:</b> Several of the Borough Council car parks require the parking bays and aisles markings to be repainted as they have become faded and in some cases are non-existent. If the parking bays are unclear drivers park in a disorganised manor. Unclear road marking can cause accidents in the car park.	Health and safety of car park users Reduction in insurance claims	Completion by end of July 2008	Margaret Morris	Barry Smalley Kieran Collins	At design stage
28	SD	Car parking - improvements to lighting at Civic Way and Westminster <b>Funding:</b> £11,000 <b>Project details:</b> The provision of additional high-level lighting to main town centre car parks.	Improvements to lighting to for health & safety reasons and to reduce fear of crime	Completion by end August 2008	Margaret Morris	Barry Smalley Kieran Collins	At design stage
29	SD	Car parking - Marina Drive/Civic Way <b>Funding:</b> £70,500 <b>Project details:</b> The project is to remove the granite setts from the above areas and replace with a new binder course and HRA surface course with red chippings. The area has numerous missing or loose setts. Some of the setts are also standing proud causing a trip hazard. The bitumen jointing is deteriorating allowing water to penetrate causing the setts to lift.	Improvements completed for health & safety reasons	Completion by 31 March 2009	Margaret Morris	Barry Smalley Kieran Collins	At design stage
30	SD	Residents Parking Scheme	Implementation of scheme	Progressed as part of the Neston Town Centre Development and Parking Strategy	Margaret Morris	Kieran Collins	Survey completed for residents of Beechways Drive, Neston

Ref no.	Theme	Details	Measure of Success	Key Milestones	Officer lead	Officer support	Delivery status at Mid-May 2008
31	SD	Decriminalised car parking enforcement	Scheme implemented to improve traffic management borough-wide	Completion 15 October 2008	Margaret Morris	Kieran Collins Wendy Carr Janice Davies	Application completed, to submit to Department for Transport for approval.
32	SD	Provision of GPS in Waste and Street Scene Vehicles <b>Funding:</b> £30,000 <b>Project details:</b> The Street Scene and Waste collection services are scheduled to attend specified areas of the borough each day. In order to scientifically assess the most economic method of service provision and identify areas of change, the satellite tracking initiative is fundamental. The installation of devices on certain vehicles will allow all routes of the borough to be assessed. A full record of the percentage completions in accordance with work schedules can also be produced. The use of GPS is widely used throughout the UK by street scene and waste management services.	Improved fuel efficiency through analysis of routes and use of vehicles.	Installation and operation of equipment by October 2008	Ian Lifford	Ian Mealor	Meetings held with a number of GPS suppliers
33	SD	Kerbside Recycling Plant (KRP) improvements <b>Funding:</b> £50,000 <b>Project details:</b> The current KRP building has deteriorated over the last 2 years of use and now requires some structural attention. Additionally, more storage area is required within the site to accommodate the extra bales of recyclables from our every improving recycling scheme. For this purpose certain areas of the site require suitable hard standing.	All works completed by 31 March 2009	May 2008 – Appointment of Structural Engineers/Contract Administrator July 2008 – Design complete September 2008 – Procurement of contractor November 2008 – Works complete	Ian Mealor	Barry Smalley	Structural Engineers/Contract Administrator appointed
34	SD	Provision of Recycling and Dog Litter Bins <b>Funding:</b> £50,000 <b>Project details:</b> Provision of recycling and dog litterbin units to be sited at strategic locations across the borough to complement the Council's multi-material kerbside recycling scheme. Secondary retail shopping outlets would be prime locations for these containers, e.g. Little Sutton shops and Underwood Drive shops.	Maximum number of new and replacement bins installed and subject to a regular emptying schedule.	For both dog bins and recycling bins. Identify bin types and locations; Identify revenue resource constraints; Circulate details of locations to Members; Let contract/s; Install Bins; Finalise emptying schedule	Lyn Collins	Ian Mealor	Project team created and has met to plan-out practicalities of project delivery