



LATE REPORTS, URGENT BUSINESS and SUPPLEMENTARY INFORMATION

Cabinet

Tuesday, 14 September 2021

9	2 - 4	DELIVERING OUR PRIORITIES		
		The following revised Highlight report was circulated at the Cabinet meeting and replaces the Highlight report published on the agenda.		



Corporate programmes, projects and performance update – 30th June 2021 (Q1)

Status Key

R	Red – The project is unlikely to meet its agreed plan, costs or benefits unless immediate remedial action is taken	C	Complete or Closed
A	Amber – The project is at risk of failing to meet its agreed plan, timescales, costs or benefits unless action is taken	N	Not Started
G	Green – The project is on track to meet its agreed plan, timescales, costs and benefits	H	On hold
X	No data available		

Priorities Key

I	An inclusive and Prosperous Local Economy (Economy)
S	A Sustainable District (Environmental)
H	Healthy and Happy Communities (Social)
R	A Co-operative, Kind and Responsible Council (Governance)

All projects, programmes and performance figures on this list are reporting quarterly

An Inclusive and Prosperous Local Economy (Economy)

Projects

Priority	Programme & Project Name	Update	Date of Update	Status
S	Canal Quarter	The phase 2 masterplan approach has been defined and the master-planning procurement launched.	12/7/21	G
I	Bailrigg Garden Village Masterplanning	Extensive community and stakeholder engagements led by consultancy JTP led and significantly informed work by JTP to prepare the Masterplan.	9/7/21	G
I	Heysham Gateway	Project management and procurement route has been set out by officers. Documentation has been approved by senior management and tender process initiated.	12/7/21	G
I	H Eden Project North	The City Council and Eden have continued working in partnership towards planning application submission. Detailed design work continues to advance, and is accompanied by environmental, flood risk, heritage and landscape/visual modelling and assessment.	25/6/21	G
I	S Lune Flood Protection, Caton Road	A Practical Completion certificate was issue for 29 th May 2021, following the flood defence being in place in Dec 2020 and the cycle path opening on 1 st April 2021. Work continues with delivery of a Community Pump and Upstream Attenuation Ponds to add further surface water flood risk benefit to the businesses on Caton Road	7/7/21	G
I	Heritage Action Project	Delivery in terms of outputs is only a little behind at this stage, but there are risks of further delays going forward which could impact on funding and therefore delivery.	9/7/21	A
I	H Morecambe Co-op Building Renovation	The impact of the pandemic have put the project behind schedule in terms of external funding, updated costs and the lease. Work is needed to update costs and plans in Q2 to begin bidding in Q3.	7/7/21	A
I	H Lancaster City Museum Boiler	Authorisation to utilise the budget set aside in the capital programme will not be sought until it is clear which of the two options for replacement is favoured.	5/7/21	A
I	H Museums Redevelopment	The project has been delayed due to staff being reallocated during the pandemic. Request for reserves allocated to be re-programmed into future years being drawn up.	12/7/21	H
I	1 Lodge Street Urgent Structural Repairs	A site visit by Building Control has meant that the tenants have had to cease use of the property. Costs for this project have increased as the building has deteriorated further.	5/7/21	A
I	H Palatine Recreation Ground Pavilion	The project has been delayed because of the pandemic. The surveyor is reviewing the site and schedule of works before discussions with the contractor recommence.	5/7/21	A
I	Dalton Square	The focus of this project is the repair and restoration of the Queen Victoria Monument in the centre of the square. A condition and structural report has been carried out and a schedule of works has been created so we can go out to tender.	5/7/21	G
I	H Ryelands Park – Ryelands House	The project to carry out extensive roof repairs is currently in the planning phase and a structural engineer has carried out site visits and a drone survey.	6/7/21	G
I	R Council Assets Programme (Palatine Hall, Old Fire Station Development Works, Improvements to Ashton Hall)	Palatine Hall on hold until decisions are made around the future working environments etc. from the Working Well project. Old Fire Station is a stand-alone project as it is currently in the planning phase.	6/7/21	H

Performance

	Measure	Q1	Q2	Q3	Q4	Comments
I	% of minor planning applications determined within 8 weeks or agreed time	80.77				Performance for Q1 shows improvement across each of the three measures. The service is currently implementing an improvement plan, including the allocation of extra resource and a review of its practices, with the intention of further increasing the timely processing of applications.
I	% of other planning applications determined within 8 weeks or agreed time	81.43				
I	% of major planning applications determined within 13 weeks or agreed time	81.82				
I	Proportion of total procurement expenditure with local suppliers (quarter behind)	30%				This is a newly-introduced measure, reflecting the figure for Q4 2020-21 (Jan-Mar 2021). This figure represents expenditure of £1,566,276 with local suppliers during the relevant period. Further reporting will be provided separately on the topic of local procurement and the implementation of the updated Procurement Strategy. However, for an initial comparison, data shows that the latest figure of 30% is a significant increase from 15% (£465,661) for the equivalent period in 2018-19, although the data shows some fluctuation in proportion if not total expenditure, with a figure of 39% (£1,502,175) for the equivalent period in 2019-20.

A Sustainable District (Environmental)

Projects

Priority	Programme & Project Name	Update	Date of Update	Status
S	Carbon Neutral Programme	-	-	-
S	- Salt Ayre Leisure Centre Decarbonisation	The decarbonisation project is currently on track to achieve the delivery deadline at the end of September 2021.	30/7/21	G
S	- Electric Car Club	In May two cars were launched for public use in the evenings and weekends.	28/7/21	G
S	- Travel Plan	Officers have found a potential system which provides a suite of software tools that will enable the council to evidence, track modal shift, plan and change staff commuter emissions by analysing the real-world active travel, public transport and Liftshare options available.	30/7/21	G
S	- Electric Vehicle Charge Points	Update pending (Izzy Maher)	N/A	X
S	- Burrow Beck 2.5MW Solar Farm and Battery	Site not considered financially viable due ROI exceeding 19 years	26/7/21	H
S	- Roof Mounted Solar Array – Gateway, White Lund	The project is on track to deliver solar electricity from roof mounted panels by 30 th September 2022, subject to a structural survey of the roof.	30/7/21	G
S	Corporate CCTV Platform	All cameras part of Phase 2 have been installed. Amendments to cameras requested by site staff to suit their operational needs have been made. The project is now complete.	28/7/21	C
S	Local Authority Delivery for Green Homes Grant (part of Council Housing Thermal Energy Efficiency)	The council have been successful in securing funding of approximately £175K for works to improve thermal energy efficiency in the bottom 25% of our housing stock to at least an EPC 'c' rating. Work is scheduled for completion by end of September 2021.	12/7/21	G
S	1 Million Trees	On hold until Q3	N/A	H

Performance

	Measure	Q1	Q2	Q3	Q4	Comments
S	% of household waste recycled (quarter behind)	34.3%				This has increased from 32.7% when compared to the same quarter last year.
S	Kg of residual waste per household (quarter behind)	84.0kg				Despite an increase in green waste and recycling tonnage, residual waste weight remains similar.
S	Diesel consumption of council vehicle fleet	115733 ltrs				Litre usage decreased compared to both Q1 and Q4 2020-21.
S	Cost/m2 energy across corporate buildings (quarter behind)	£2.37				Corporate buildings are: -Lancaster Town Hall -Morecambe Town Hall -Palatine Hall -Old Fire Station Slight increase on previous quarter and as expected given that LTH was in use during this quarter by the courts and NHS, and the Jan-March quarter is often the coldest.
S	Gas usage in council buildings (quarter behind)	2,280,000 KwH				Increase from previous quarter as expected due to winter months and LTH in use by courts and NHS during this quarter.
S	Electricity usage in council buildings (quarter behind)	593,000 KwH				Increase from previous quarter as expected due to winter months and LTH in use by courts and NHS during this quarter. As last quarters report, the usage is a lot lower compared to the same period last year. This is likely to be because the number of lights and PCs running in the buildings is significantly lower due to working from home.

Healthy & Happy Communities (Social)

Projects

Priority	Programme & Project Name	Update	Date of Update	Status
	Homes Programme	-	-	-
S	- My Mainway	A project board has been formed who have appointed Anderton Gables to assist with project planning, exploring further development options and detailed viability modelling and tenure scenarios. Good progress is being made.	8/7/21	G
	- Mellishaw Park	A project board has been established and a programme plan has been developed. Communication has started with the residents on the site.	9/7/21	G
I	Funding the Future	-	-	-
	LATCo - Housing Companies	The LATCo – Morehomes for the Bay was incorporated at the end of June 2021. The Articles of Association and Shareholder Agreement have been prepared and training for relevant parties has been undertaken.	12/7/21	G
I	LATCo - Commercial Trading Services	Suspended as initial appraisal did not suggest LATCo model would be viable at that time. Revisit as pandemic work eases.	19/7/21	H
	Outcomes Based Resourcing (OBR)	Evidence gathering stage is now complete a short-term phase of work to address the structural deficit is being carried out by Heads of Service and Executive during August and the mid-term project design for detailed OBR will be implemented in Q4 2021/22.	19/7/21	G

Performance								
			Measure	Q1	Q2	Q3	Q4	Comments
		H	Number of people statutorily homeless	12				Still below the national average for homeless acceptances. An increase in numbers is possible as lockdown restrictions, including eviction ban, are lifted.
		H	Number of Disabled Facilities Grants completed	76				The number of DFGs completed in 2019-21 reduced to 225 due to pandemic disruption, in comparison to 387 in 2018-19 (the last full year of data) and 97 completions for the Q1 2019-20. Demand for DFGs in Q1 has risen to pre-pandemic levels. This should result in a significant increase in the number of completions in 21/22.
		H	Number of properties improved	59				This measure shows the number of Category 1 and/or 2 hazards addressed in private rented properties. The pandemic has impacted on the speed at which improvements can be secured; as a comparison, 133 improvements were made during Q1 2019-20.
I		H	% of premises scoring 4 or higher on the food hygiene rating scheme	90.5%				Figure has been adjusted to remove number of premises awaiting inspection and therefore do not have a rating. This applies to new businesses and businesses that have new ownership. This accounts for 116 premises out of a total 1177 businesses eligible for a rating and in the public domain listed in the Food Standards Agency website. 97.5 % of all rated premises are rated broadly compliant or better (i.e. rated 3, 4, or 5)
		H	Number of admissions to Salt Ayre Leisure Centre	105,640				This reflects closure, reduced opening hours and reduced capacity due to the pandemic, causing visits to reduce by almost half from the last equivalent quarter, with 209,041 visits to the Centre during Q1 2019-20.
		H	Average time taken to re-let Council houses (days)	51.80				The re-let time remains significantly higher than previous year, largely due to pandemic disruption which limited our ability to let properties for a prolonged period of time in 2020-21. However, the re-let time has steadily decreased through the course of Q1. We continue to lessen the backlog of void properties, which have accrued a large amount of void time. A performance & procedure review is currently underway to achieve further improvement.

A Co-operative, Kind and Responsible Council (Governance)

Projects				
Priority	Programme & Project Name	Update	Date of Update	Status
I	Working Well Project	Stakeholder engagement is being undertaken before project planning is carried out, allowing workstreams to progress during quarter 2.	13/7/21	G
	Customer Contact System	The main element of the project is now nearing completion. The one comprehensive conditional form called the 'Report It' form which will replace 60+ existing forms is finished.	13/7/21	G
	Digital Programme		16/7/21	A
	- High Capacity Fibre Cable Network Provision	Discussions are continuing to progress around utilising PIA (publicly available fibre ducting) to drive down the cost and increase the coverage for the available budget.	-	-
	- Digital Market Place	This is delayed due to resourcing issue but will be progressed ASAP.	-	-
	- 5G Strategy	The 5G strategy has been completed, the next step is to determine how and what should be taken forward.	-	-

Performance								
			Measure	Q1	Q2	Q3	Q4	Comments
		R	Average social media engagement rate	0.72				This measure represents the average level of interaction with the Council's social media posts.
		R	Total digital audience	388,690				This measure represents the total number of followers of the Council's social media accounts, combined with users of the Council's website. The audience level is subject to fluctuation, and has decreased somewhat from a peak of 879,820 during Q2 2020-21, which could be attributed to the Council's communication campaign during the initial phases of the pandemic.
		R	Average number of days' sickness per full-time employee	1.85				
		R	Occupancy rates for commercial properties	96.65%				Occupancy rates have increased mainly due to offices and accommodation being let at CityLab and The Storey, plus the lease for accommodation at 26 St George's Quay has been completed.
	H	R	Average time taken to process new Housing Benefit claims	20.41 days				The processing time has remained consistently within the target of 23 days, ensuring residents are able to access support in a timely way.