

<b>DECISION-MAKER:</b>	Governance Committee		
<b>SUBJECT:</b>	Project and Programmes Quarterly Report		
<b>DATE OF DECISION:</b>	29 <sup>th</sup> July 2019		
<b>REPORT OF:</b>	Interim Director Finance and Commercialisation		
<b><u>CONTACT DETAILS</u></b>			
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<b>STATEMENT OF CONFIDENTIALITY</b>			
None			
<b>BRIEF SUMMARY</b>			
Summary of key projects and programmes in formal stages of project governance as reported to the Council Management Team programme board.			
<b>RECOMMENDATIONS:</b>			
	(i)	Report to be noted.	
<b>REASONS FOR REPORT RECOMMENDATIONS</b>			
1.	In order to update the Governance Committee on the key activities, projects and programmes currently in progress.		
<b>ALTERNATIVE OPTIONS CONSIDERED AND REJECTED</b>			
2.	None		
<b>DETAIL (Including consultation carried out)</b>			
3.	<p>The purpose of the Council Management Team programme board is as follows:-</p> <ul style="list-style-type: none"> <li>• To act as a gate review point for Justify and Design stages of project governance.</li> <li>• To monitor specific key programmes against agreed milestones and outcomes.</li> <li>• To resolve escalated conflicts between programmes.</li> <li>• To review agreed priorities against progress and pipeline to support delivery and BAU capacity.</li> <li>• To assess project success and benefits realisation at appropriate points including after formal project close</li> <li>• Standard project documentation (Plan, Business case, ESIA, DPIA, RAID log etc) in situ and updated as standard as part of project governance.</li> </ul> <p>We are currently working with colleagues across the council to support the definition and scope of key programmes and deliverables through to 2025.</p>		

4.	<p><b><u>RAG status and definitions</u></b>  Red: Outside agreed parameters, Amber: At risk, Green: On track</p> <p>7 currently overall RAG status green  5 currently overall RAG status amber  0 currently overall RAG status red  1 completed since last report</p>
5.	<p><b><u>Customer Relationship Management system</u></b>  <b>Project stage:</b> Design  Phase 1 - To improve customers' experience when contacting the council by upgrading the current CRM system and introducing a digital assistant to answer questions on the website.  <b>Expected completion:</b> Go live November 2019  <b>Overall project status:</b> Green  <b>Budget:</b> Green</p>
6.	<p><b><u>Kentish Road development</u></b>  <b>Project stage:</b> Design  Develop the site at Kentish Road ensuring the building and space of the site provide a better return and opportunities to Adult Social Care.  <b>Expected completion:</b> tbc  <b>Overall project:</b> Green  <b>Budget:</b> Not yet confirmed.</p>
7.	<p><b><u>St Marks school</u></b>  <b>Project stage:</b> Design  Demolish the existing primary School at St Marks to allow for the construction of a new All Through School (Primary &amp; Secondary) providing a replacement 24 place nursery and 420 primary spaces which are presently provided at St Marks and build on the same site a new 900 Secondary spaces.  Additional resource capacity released to support delivery.  <b>Expected completion:</b> Handover – July 2022; Defects – July 2023  <b>Overall project status:</b> Amber – Undergoing a procurement process with the ESF framework (specialist procurement for school buildings). Intention is still to deliver within budget and timescales; update to be provided later in the year.  <b>Budget:</b> Amber (see above)</p>
8.	<p><b><u>Client Case Management system replacement</u></b>  <b>Project stage:</b> Design  Supporting the changes to the way we work in Adults and Children's areas through the implementation of a new IT system (CareDirector) which will replace PARIS.  <b>Expected completion:</b> 2020  <b>Overall project status:</b> Amber – revised plan being developed, based on supplier release dates of latest version.</p>

	<b>Budget:</b> Amber - initial estimates being reviewed as part of design stage.
9.	<p><b><u>Clean air zone</u></b>  <b>Project stage:</b> Delivery  Review of measures to be undertaken in Southampton to achieve compliance with air quality standards in accordance with EU requirements.  <b>Expected completion:</b> 2021  <b>Overall project status:</b> Green</p>
10.	<p><b><u>Adults residential</u></b>  <b>Project stage:</b> Delivery  Closure of Glen Lee residential home and associated re-provision of care and support for residents.  <b>Expected completion:</b> September 2019  <b>Overall project status:</b> Green  <b>Budget:</b> Green</p>
11.	<p><b><u>Smart ways of working (Phase 1 – Civic centre areas)</u></b>  <b>Project stage:</b> Delivery  First part of a wider programme (including accommodation changes) to enable employee and manager capability to work effectively in a flexible environment and better support residential, business and visitor customers.  <b>Expected completion:</b> March 2020  <b>Overall project status:</b> Green  <b>Budget:</b> Green</p>
12.	<p><b><u>Housing Improvement Programme</u></b>  <b>Project stage:</b> Delivery  Programme is to reduce costs and improve customer satisfaction and to support the Housing Services strategic vision of “delivering jobs well done, on time, every time”. Initial focus on voids, repairs and rents.  <b>Expected completion:</b> December 2019 (IT upgrade)  <b>Overall project status:</b> Amber (at risk due to BAU IT issues potentially impacting upgrade timescales).  <b>Budget:</b> Green</p>
13.	<p><b><u>Potters Court</u></b>  <b>Project stage:</b> Delivery  Existing site at the corner of Wimpson Lane and Romsey Road redeveloped for new build housing. Delivery of 84 “with care” flats and 15 “general needs” flats.  <b>Expected completion:</b> Handover - October 2020, Defects - October 2021  <b>Overall project status:</b> Green  <b>Budget:</b> Green</p>
14.	<p><b><u>Insourcing of Capita contract (Sage)</u></b>  <b>Project stage:</b> Delivery  Insourcing of work, services and staff from Capita back to SCC.  <b>Expected completion:</b> September 2019 – Transfer date 23<sup>rd</sup> July</p>

	<p><b>Project status:</b> Amber (at risk due to the amount of work still to do with a hard deadline of 23<sup>rd</sup> July). Transfer will take place on agreed date, there are likely to be some issues still requiring resolution post transfer date.</p> <p><b>Budget:</b> Green</p>
15.	<p><b><u>Business World</u></b></p> <p><b>Project stage:</b> Delivery</p> <p>Changing the way we work ourselves, with customers and with schools by improving and streamlining into one core (ERP) system – areas include finance, HR, payroll, e-recruitment and other modules.</p> <p><b>Expected completion:</b> Go live October 2019</p> <p><b>Overall project status:</b> Amber (at risk due to level of testing still required to provide assurance. Additional resource being secured to assist the team to minimise the risk.).</p> <p><b>Budget:</b> Amber – budget being reviewed; forecast overspend due to changes in scope and delay to go live.</p>
16.	<p><b><u>Townhill Park (Plot 1)</u></b></p> <p><b>Project stage:</b> Complete</p> <p>Design &amp; Build contract for the delivery of 56 council general needs homes at Affordable Rent (6 houses and 50 flats in one block) Work also includes a new adopted access road private communal open space for the flats, car parking and landscaping.</p> <p><b>Expected completion:</b> March 2019</p> <p><b>Overall project status:</b> Complete</p> <p><b>Budget:</b> Green</p> <p>Programme of future plot phases and delivery will be available in the autumn.</p>
<b>RESOURCE IMPLICATIONS</b>	
<b><u>Capital/Revenue</u></b>	
17.	All implications considered as part of project and managed through project governance.
<b><u>Property/Other</u></b>	
18.	All implications considered as part of project and managed through project governance.
<b>LEGAL IMPLICATIONS</b>	
<b><u>Statutory power to undertake proposals in the report:</u></b>	
19.	S.1 Localism Act 2011, S.111 Local Government Act 1972.
<b><u>Other Legal Implications:</u></b>	
20.	none
<b>RISK MANAGEMENT IMPLICATIONS</b>	
21.	All implications considered as part of project and managed through project governance.

<b>POLICY FRAMEWORK IMPLICATIONS</b>	
22.	All implications considered as part of project and managed through project governance.
<b>KEY DECISION?</b>	<b>No</b>
<b>WARDS/COMMUNITIES AFFECTED:</b>	
<u>SUPPORTING DOCUMENTATION</u>	
<b>Appendices</b>	
1.	None
<b>Documents In Members' Rooms</b>	
1.	None
<b>Equality Impact Assessment</b>	
<b>Do the implications/subject of the report require an Equality and Safety Impact Assessment (ESIA) to be carried out.</b>	<b>No</b>
<b>Data Protection Impact Assessment</b>	
<b>Do the implications/subject of the report require a Data Protection Impact Assessment (DPIA) to be carried out.</b>	<b>No</b>
<b>Other Background Documents</b>	
<b>Other Background documents available for inspection at:</b>	
<b>Title of Background Paper(s)</b>	<b>Relevant Paragraph of the Access to Information Procedure Rules / Schedule 12A allowing document to be Exempt/Confidential (if applicable)</b>
1.	None