

## Update of Major Projects

Over the page is a summary of the Council's Major projects:

### Please note before reviewing the “Large” project information:

- The Summary of “Large” projects will evolve over time as projects progress, are completed and new projects are initiated and is provided to inform the committee in performing its role of risk and assurance of the project management approach.
- Any project that achieves a score of 106 or more out of 160 qualifies as a “Large” or Major project and is included in this list.
- Executive is responsible for scheme financing/policy and Scrutiny will perform detailed reviews of any relevant project.
- The status (RAG – Red, Amber or Green) is provided as an overview. (RAG description, below, as agreed at the July 2016 A&G committee)

Green	All the elements of delivery are within acceptable parameters.
Amber	There are risks/issues with one or more elements of delivery. There is a plan in place to bring the project back within acceptable parameters and it is in the control of the project team.
Red	There are issues with one or more elements of delivery and there is no plan in place to mitigate or there is a plan emerging, but it is out of the control of the project team

- See the matrix below when reviewing the risk scores.

Impact	Catastrophic	17	22	23	24	25
	Major	12	18	19	20	21
	Moderate	6	13	14	15	16
	Minor	2	8	9	10	11
	Insignificant	1	3	4	5	7
		Remote	Unlikely	Possible	Probable	Highly Probable
Likelihood						

<b>Large projects summary</b>	<b>Previous period (RAG)</b>	<b>This period (RAG)</b>	<b>Direction of travel</b>
Older Person's Accommodation Phase 2(ASC)	<b>Green</b>	<b>Green</b>	Same
York Central	<b>Amber</b>	<b>Amber</b>	Same
Castle Gateway	<b>Amber</b>	<b>Amber</b>	Same
Local Plan	<b>Amber</b>	<b>Amber</b>	Same
Guildhall	<b>Green</b>	<b>Green</b>	Same
Community Stadium	<b>Green</b>	<b>Green</b>	Same
Adult Social care – Future Focus	<b>Green</b>	<b>Green</b>	Same
Outer ring road (A1237)	<b>Amber</b>	<b>Amber</b>	Same
Housing Delivery Programme (HCA partnership)	<b>Amber</b>	<b>Amber</b>	Same
Centre of Excellence	<b>Green</b>	<b>Green</b>	Same
Provision of School Places 2017-2023	<b>Amber</b>	<b>Amber</b>	Same
Housing ICT Programme	<b>Green</b>	<b>Green</b>	Same
Smart Travel Evolution Programme (STEP)	<b>Amber</b>	<b>Amber</b>	Same
Procurement of ICT Managed Services/Strategic Delivery Partner	<b>Green</b>	<b>Green</b>	Same
Flood Risk	<b>Green</b>	<b>Green</b>	Same
City Centre Access Project	<b>Amber</b>	<b>Amber</b>	Same
Parking Review	<b>Green</b>	<b>Green</b>	Same
Sufficiency Strategy	<b>Green</b>	<b>Green</b>	Same
Inclusion Review	<b>Green</b>	<b>Green</b>	Same
Be independent	<b>Green</b>	<b>Green</b>	Same

## Detailed Updates

<b>Project title</b>	Older Persons' Accommodation Programme Phase 2
<b>Reporting period</b>	June 2019
<b>Description</b>	
<p>To provide, and ensure the provision of, a range of accommodation to address the housing (and care) needs of the city's older residents. The Council's Executive on 30th July 2015 approved the Business Case for the Older Persons' Accommodation Programme in order to prepare the city for a 50% increase in the size of the over 75 population. This will:</p> <ul style="list-style-type: none"><li>• Deliver a 10 unit extension and refurbishment of Lincoln Court Independent living scheme</li><li>• Build a 29 unit extension to the Extra Care scheme at Marjorie Waite Court, plus provide 4 bungalows on the site</li><li>• Carry out community and stakeholder engagement to establish the demand for specialist older person's housing and the issues facility residents of the city in relation to age related housing.</li><li>• Complete procurement of a new residential care facility as part of the wider Health and Wellbeing Campus at Burnholme; and</li><li>• Encourage the development of additional residential care capacity, extra care and age related housing, supporting older people to continue to live independently in their own home.</li><li>• Complete the transfer of Haxby Hall care home to a care provider who will extend and enhance the provision on site.</li><li>• Review the Council's Independent Living stock to ensure it meets the needs of existing and new tenants and to seek opportunities to increase its capacity.</li></ul>	
<b>Current status</b>	
<b>GREEN</b>	
<b>Glen Lodge Extra Care scheme</b>	
<ol style="list-style-type: none"><li>1. Officers are carrying out a systems review of the CYC Extra care operating model. There have been a number of workshops to establish current working practices and challenges, with recommendations for the future to be discussed in June.</li><li>2. Redecoration and refurnishing of the old lounge area and corridors has been completed.</li></ol>	

## **Burnholme Health & Wellbeing Campus**

1. Construction of the care home started on site on 13 May. A turf cutting ceremony will be held in June to celebrate this.
2. A resident's newsletter has been delivered to residents in neighbouring streets and to the many on site stakeholders.
3. The Sports centre redevelopment works are progressing well. The sports hall and pitches continue to be in operation. Good collaborative working between the pitch contractor and the sports centre contractor.
4. A drainage and nature pond has been created on site, fencing and paths have been procured following consultation with Applefields School.
5. The JRHT appointed contractor has carried out work to redirecting the cycle track and replacing the track lighting. The cycle track will be open next month.

## **Oakhaven Extra Care Facility**

1. An alternative route to deliver specialist older person's accommodation on this site is being sought.

## **Marjorie Waite Court Extra Care scheme**

1. Work is progressing well on site.
2. The next phase of work for the OPAP project team will be finalising the brief for the interior design element of the project, to include works required to integrate both the original wing and new extension.
3. Brick work has begun on site, initially on the bungalows and the plant room.
4. The community halls staff are working with a community partner to develop a business plan for operating the community hall once complete.
5. The project will be managed to incorporate some of the lessons learned from the Glen Lodge development. There will be a focus on staff and resident engagement, communication between teams and ensuring that the existing and new build elements of the scheme are well integrated.

## **Haxby Hall**

1. Following a Procurement exercise Yorkcare Homes have been selected as the preferred bidder to take forward the transformation of Haxby Hall care home. The scheme is reliant on the acquisition of the adjacent ambulance station. A possible site has been identified for the provisional of the ambulance station.
2. We have now appointed a planning agent to take the reprovision of the

ambulance station scheme forward to planning.

3. A revised draft design for the Ambulance station on York Rd has been developed following feedback from the council's landscape architect. This now minimises the impact on the surrounding residents and the mature trees.
4. We now have provisional approval from the Yorkshire Housing to sell the site to CYC for the ambulance station, subject to planning approval.
5. The revised ambulance station plans have been shared with Yorkshire Housing and Yorkshire Ambulance service for feedback.
6. Yorkare are still keen to take the scheme forward and are hoping to complete the transfer in the autumn.

### **Lincoln Court**

1. Early works to enable the build work to start have begun on site. This includes a fence to separate the site from Hob Moor School, electricity sub station, temporary access road and parking.
2. The contract has now been agreed with Sewell at a cost within the available budget.
3. Work is due to start on site on 3rd June. There are still some items that pose a financial risk. A detailed asbestos survey can not be undertaken until the tenants have all vacated the building. This has been included as a provisional sum in the contract.
4. All of the tenants at Lincoln court have been safely rehoused to alternative properties, a mix of extra care, independent living and general needs properties.
5. Sewell Construction and their appointed design team have completed RIBA stage 4 designs for the scheme. These have been reviewed by the client team. Sewell are incorporating the feedback into their final submission for stage 2 of the procurement.

### **Lowfield Care Home**

1. The procurement for a care home operator and developer is now live on Yortender. This process has learned from issues faced by previous procurement exercises in the programme.

### **New Independent Sector Extra Care Provision**

1. JRHT are progressing well with their replacement care home and extra care units at New Lodge. They have approached us to assist with marketing, stakeholder contacts and information distribution about the availability of the properties. The first phase is due for completion in

summer 19.

2. The Abbeyfield Society has secured planning consent and Homes England grant for the construction of a 25 home extension to their scheme at Regency Mews off Tadcaster Road. We have agreed nomination rights to a proportion of these homes.
3. Work is progressing well on site to construct a new care home on the former Fordlands care home site and is due for completion by December 2019.
4. A number of developers have approached CYC for planning or policy advice on the development of extra care and care home schemes across the city, there are currently 3 potential commercial extra care schemes.

### Future outlook

- Work is due to start on site at Lincoln Court on 3rd June.
- Burnholme pitch work due to be completed in June.
- Burnholme fencing due to be completed in June.
- Turf cutting ceremony for Burnholme Care home on 12th June.
- SQ responses for the Lowfields Care home are due to be returned on 6th June.
- Discussions will take place with Yorkshire Housing and Yorkshire Ambulance Service about the replacement ambulance station site in Haxby.

### Key risks

Risk (brief description/ consequence)	Control/action	Gross	Net
There is insufficient funding to deliver all of the elements of the project. <u>Consequences</u> The Programme does not progress.	- Sale of vacant OPH sites and land at Burnholme. <u>Actions</u> - Alternative sources of funding to be identified and secured in order to achieve full project.	19	1
Increase in interest rates would impact negatively on borrowing. <u>Consequences</u> Investment doesn't go ahead.	- Use of capital receipts rather than borrowing. <u>Actions</u> - Ensure impact is capped or controlled through the contracts.	19	8
Project does not deliver the right number and type of	- Regular market review. <u>Actions</u>	19	6

<p>care places required by the City.  <u>Consequences</u>  Needs remain unmet.</p>	<ul style="list-style-type: none"> <li>- Modelling of predicted care levels to look at effect of the provision of different numbers of care places by type.</li> </ul>		
<p>The cost of running an in house extra care model becomes prohibitive - Extra Care models are traditionally delivered by housing associations who commission a registered care provider to deliver on site planned and reactive care. The CYC model is delivered by Housing management services and the council's care team. This service costs the council more than similar services purchased at Auden house, but allow flexibility and assurance. However as the number of extra care units is increased the cost of care at these schemes will also increase. This may highlight the cost difference between the inhouse and commissioned services. Recruitment, staff morale and ultimately service delivery may all be affected if we move to a commissioned model.  <u>Consequences</u>  Delay to change</p>	<ul style="list-style-type: none"> <li>- Business and financial management.</li> <li>- Options to combine on site care and housing teams to bring efficiencies being considered.</li> </ul> <p><u>Actions</u></p> <ul style="list-style-type: none"> <li>- Maintain staff morale and focus through regular, open and honest briefings/updates; engagement through EPH Managers and staff groups; investment in staff training, support and development.</li> </ul>	14	8
<p>Failure to secure planning consent for key developments will mean that new care provision and associated facilities are not</p>	<ul style="list-style-type: none"> <li>- Careful pre-planning consideration of likely objections and possible mitigations.</li> <li>- Pre-planning public</li> </ul>	20	19

<p>forthcoming.</p> <p><u>Consequences</u></p> <p>Reduction in the number of new units of care accommodation delivered and, as a consequence, the increased pressures on the care system in York and upon the health and well-being of older citizens.</p>	<p>engagement.</p> <ul style="list-style-type: none"> <li>- The use of skilled advisers.</li> </ul> <p><u>Actions</u></p> <ul style="list-style-type: none"> <li>- Use of skilled advisers.</li> <li>- Pre-planning engagement in order to hear and explain.</li> </ul>		
<p>Delay to the transfer of Haxby Hall care home - A care home developer and provider have been procured to take on the operation of the care home from 1 March 2019. The transfer is subject to the developer having a site that would allow them to develop a new care home in a 2 phase approach. This is reliant on acquiring the ambulance station site. Work is on going to acquire the site, acquire a site to relocate the ambulance station, get planning, design and build an ambulance station. There are risks that:</p> <ul style="list-style-type: none"> <li>• we are unable to acquire a relocation site.</li> <li>• we are unable to get planning for a relocated ambulance station</li> <li>• that the cost of relocating the ambulance station is prohibitive</li> <li>• Any of these will then</li> </ul>	<ul style="list-style-type: none"> <li>- Regular updates to Director and executive member. Increased resources being put into the work. Preferred bidder working with CYC to progress the work.</li> </ul> <p><u>Actions</u></p> <ul style="list-style-type: none"> <li>- A temporary scheme for CYC to run the care home for a further 6 months to 1 year is being considered.</li> </ul> <p><u>Latest Update</u></p> <p>The transfer of Haxby Hall has been delayed until the relocation of the ambulance station can be secured. The programme is aiming for completion of the transfer of the site within this financial year to avoid on going revenue implications.</p>	21	15

<p>delay or prevent the transfer of the site to the preferred bidder and CYC will have to continue to operate the care home.</p> <p><u>Consequences</u> CYC will have to continue to operate the care home which is not fit for purpose and expensive. That budget savings are not made. Reputational damage.</p>			
<b>Reports to</b>	Executive, CMT, Project Board, DMT		
<b>Exec member</b>	Cllr. Carol Runciman and Cllr Denise Craghill		
<b>Director responsible</b>	Corporate Director of Health, Housing and Adult Social Care: Sharon Houlden		
<b>Dependencies</b>	Burnholme Health & Wellbeing Campus Capital Programme		
<b>Link to paper if it has been to another member meeting (e.g. executive, council, a scrutiny committee)</b>	<p>Executive July 2015 <a href="http://modgov.york.gov.uk/ieListDocuments.aspx?CId=733&amp;MId=8840&amp;Ver=4">http://modgov.york.gov.uk/ieListDocuments.aspx?CId=733&amp;MId=8840&amp;Ver=4</a></p> <p>Executive October 2015 - Grove House and Oakhaven Older Persons' Homes <a href="http://democracy.york.gov.uk/ieListDocuments.aspx?CId=733&amp;MId=8842&amp;Ver=4">http://democracy.york.gov.uk/ieListDocuments.aspx?CId=733&amp;MId=8842&amp;Ver=4</a></p> <p>Executive July 2016 Demonstrating Progress on the Older Persons Accommodation Programme <a href="http://modgov.york.gov.uk/ieListDocuments.aspx?CId=733&amp;MId=9303&amp;Ver=">http://modgov.york.gov.uk/ieListDocuments.aspx?CId=733&amp;MId=9303&amp;Ver=</a></p> <p>Executive November 2016 (Willow house OPH) <a href="http://democracy.york.gov.uk/ieListDocuments.aspx?CId=733&amp;MId=9307&amp;Ver=4">http://democracy.york.gov.uk/ieListDocuments.aspx?CId=733&amp;MId=9307&amp;Ver=4</a></p> <p>Executive December 2016 - Older Persons' Accommodation Programme Update <a href="http://democracy.york.gov.uk/documents/s111003/Older%20Persons%20Accommodation%20Programme%20Update.pdf">http://democracy.york.gov.uk/documents/s111003/Older%20Persons%20Accommodation%20Programme%20Update.pdf</a></p> <p>Executive Feb 2017 - Sale of Land at Fordlands Road as</p>		

Part of the Older Persons' Accommodation Programme  
<http://democracy.york.gov.uk/documents/s112465/Sale%20of%20Land%20at%20Fordlands%20Road.pdf>

Executive March 2017 - Oakhaven Extra Care Facility: the sale of land to facilitate the development  
<http://democracy.york.gov.uk/documents/s113398/Oakhaven%20Extra%20Care%20Facility.pdf>

Executive March 2017 - Burnholme: the sale of land to facilitate the development of a Care Home; agreement to management arrangements for the Community & Library facilities; disposal of the Tang Hall Library site  
<http://democracy.york.gov.uk/documents/s113384/Burnholme%20Report.pdf>

Executive August 2017 - Investment in New Extra Care Accommodation for Older People at Marjorie Waite Court Following the Closure of Burton Stone Lane Community Centre  
<http://democracy.york.gov.uk/documents/s116717/Investment%20in%20New%20Extra%20Care%20Accommodation.pdf>

Executive August 2017 - A Further Phase of the Older Persons' Accommodation Programme Deciding the Future of Woolnough House Older Persons' Home  
<http://democracy.york.gov.uk/ieListDocuments.aspx?CId=733&MId=10190&Ver=4>

Executive September 2017 - Demonstrating Delivery of the Older Persons' Accommodation Programme  
<http://democracy.york.gov.uk/documents/s117298/Older%20Persons%20Accommodation%20Programme.pdf>

Executive October 2017 - Disposal of Willow House, Walmgate, York  
<http://democracy.york.gov.uk/documents/s117577/Willow%20House.pdf>

Executive December 2017 - A Further Phase of the Older Persons' Accommodation Programme: Deciding the Future of Windsor House Older Persons' Home  
<http://democracy.york.gov.uk/documents/s119256/Deciding%20the%20future%20of%20Windsor%20House.pdf>

Executive January 2018 - Securing a Sustainable Future for Haxby Hall Older Persons' Home

<http://democracy.york.gov.uk/documents/s120959/Securing%20a%20Sustainable%20Future%20for%20Haxby%20Hall%20OPH.pdf>

**Health, Housing and Adult Social Care Policy and Scrutiny Committee January 2018 - Update on Older Persons' Accommodation Programme**

<http://democracy.york.gov.uk/documents/s120609/Older%20Persons%20Accommodaiton%20Programme.pdf>

**Executive February 2018 – Disposal of Willow House**

<http://democracy.york.gov.uk/ieListDocuments.aspx?CId=733&MId=10196&Ver=4>

**Executive March 2018 - Investment at Lincoln Court to Create an Independent Living with Support Facility**

<http://democracy.york.gov.uk/ieListDocuments.aspx?CId=733&MId=10189&Ver=4>

**Executive April 2018 - Deciding the Future of Morrell House Older Persons Home**

<http://democracy.york.gov.uk/ieListDocuments.aspx?CId=733&MId=10197&Ver=4>

**Executive July 2018 – Delivering Improved Sports and Active Leisure Facilities at Burnholme**

<http://democracy.york.gov.uk/documents/s124728/Burnholme%20Leisure%20Facilities.pdf>

**Executive September 2018**

**Demonstrating Delivery of the Older Persons' Accommodation Programme and Preparing for Further Action**

<http://democracy.york.gov.uk/documents/s126105/Executive%2027th%20September%202018%20-%20Demonstrating%20delivery%20of%20the%20Older%20Persons%20Accommodation%20FINAL.pdf> \o "Link to document 'Demonstrating Delivery of the Older Persons' Accommodation Programme and Preparing for Further Action' pdf

**Executive October 2018 – A Further Phase**

<https://democracy.york.gov.uk/documents/s127171/Next%20Phase%20nov%202018%20onward%20nov%20exec%20V2.pdf>

<b>Project title</b>	York Central
<b>Reporting period</b>	June 2019
<b>Description</b>	
<p>York Central is a key strategic development site for economic growth and housing delivery for the city. The majority of the land is in the ownership of Network Rail and Homes England. CYC have a role to play in de-risking the site and accelerating delivery with public sector partners. In recent months, the site and the opportunity it presents have been positioned at all levels of Government as a priority site for support to enable delivery of locally-led regeneration and development schemes. The capacity for the site to contribute to the achievement of the local plan housing targets is also a key consideration.</p>	
<b>Current status</b>	
<b>AMBER</b>	
<p>The Outline Planning Application was approved by Planning Committee in March 2019. The Reserved Matters Application for phase 1 infrastructure is being prepared and will be submitted in late June 2019.</p> <p>Following executive approval of the Heads of Terms for partnership agreement, Network Rail and Homes England are now formalising their developer partnering agreement.</p> <p>Procurement by CYC of infrastructure delivery partners is progressing with tender documents issued in February and 4 tender returns were received in April 2019.</p> <p>The WY+TF Full business case (having been conditionally approved by WYCA PAT), was approved by the Investment Committee in March. The HIF FBC is in 'clarification' stage with investment panel consideration May 2019.</p>	
<b>Future outlook</b>	
<p>The Reserved Matters Application for phase 1 infrastructure is being prepared and will be submitted in July 2019.</p> <p>Procurement by CYC of infrastructure delivery partners is progressing with winning Contractor to be confirmed in June 2019.</p> <p>The HIF Full Business Case is in 'clarification' stage with investment panel</p>	

consideration June 2019.

**Key risks**

<b>Risk (brief description/ consequence)</b>	<b>Control/action</b>	<b>Gross</b>	<b>Net</b>
<p>Off plot infrastructure costs are unaffordable, driven by construction cost inflation, professional fees, abnormal costs and funding shortage. <b>Consequence</b> Development does not come forward</p>	<p>1. Infrastructure scheme devised to match available budget 2. Review of funding programmes and opportunities to aid viability of scheme <u>Actions</u> 1. Resourcing of controls</p>	23	14
<p>The proposed infrastructure to access the site is not feasible due to adverse reaction and inability to agree terms with Millennium Green Trustees. <b>Consequence</b> Changes to lease agreement required/unable to form an agreement.</p>	<p>1. Early 'positive' dialogue and maintained communication between the Millennium Green Trustees and Working Group. 2. Decision made by CYC Exec to proceed with a western access option (A2) - alignment that does not require MG land (other than reserved land). 3. Legal advisors review of position of Village Green application not being determined and Millennium Green lease. 4. Counsel opinion sought and provided on most suitable strategic way forward (MG/Charities Commission negotiation/CPO/alternative alignment). 5. All terms agreed with MG trustees prior to outline planning submission. All matters agreed and awaiting completion and entering into the final legal agreement. <u>Actions</u></p>	24	22

	Continued resourcing of the identified control measures.		
<p>Inability to secure all/ some identified HIF infrastructure funding due to:</p> <p>a) Delivery timescales</p> <p>b) Business case assessment</p> <p><b>Consequence</b> Scheme does not proceed.</p> <p>Delayed and/or disjointed development of the site.</p> <p>Increased costs attributed wider funding streams.</p> <p>Full benefits not realised.</p> <p>Extended timescales for site delivery</p>	<ol style="list-style-type: none"> <li>1. The timely and appropriate resourcing of co-development work.</li> <li>2. Identify what infrastructure is needed and a strategy for how it will be funded in different funding availability scenarios.</li> <li>3. Resource HIF business case development process appropriately.</li> <li>4. Review infrastructure delivery programme and establish date by which RIBA stage 3 and Stage 4 will need to be instructed.</li> <li>5. Agree Governance Arrangements.</li> <li>6. Submission of planning application to assure on deliverability achieved.</li> <li>7. HIF application process has passed into the co-development phase.</li> </ol> <p><u>Actions</u> Continued resourcing of the identified control measures.</p> <p><u>Update</u> HIF Bid Funding decision waited May/June 2019.</p>	22	22
<p>No availability of land for bridge landing point.</p> <p><b>Consequence</b></p> <p>Failure to provide access road.</p>	<ol style="list-style-type: none"> <li>1. Response from Northern required confirming No Objection to disposal. No other outstanding responses or objections.</li> <li>2. Application for specific consent for disposal to be applied for once Northern response received.</li> </ol> <p><u>Actions</u> Continued resourcing of the</p>	22	17

	identified control measures.		
<b>Reports to</b>	York Central project working group feed in to the York project steering group which feeds Executive, Economic Development and Transport Policy and Scrutiny Committee.		
<b>Exec member</b>	Cllr Keith Aspen and Cllr Andy D'Agorne		
<b>Director responsible</b>	Neil Ferris – Corporate Director of Economy and Place		
<b>Dependencies</b>	Local Plan Policy, Economic Strategy, City Transport Policy		
<b>Link to paper if it has been to another member meeting (e.g. executive, council, a scrutiny committee)</b>	<p>Executive December 2015 – York Central and Access Project  <a href="http://democracy.york.gov.uk/ieListDocuments.aspx?CId=733&amp;MId=8844&amp;Ver=4">http://democracy.york.gov.uk/ieListDocuments.aspx?CId=733&amp;MId=8844&amp;Ver=4</a></p> <p>Executive July 2016 – York Central  <a href="http://democracy.york.gov.uk/ieListDocuments.aspx?CId=733&amp;MId=9303&amp;Ver=4">http://democracy.york.gov.uk/ieListDocuments.aspx?CId=733&amp;MId=9303&amp;Ver=4</a></p> <p>Executive November 2016 - Consultation on access options  <a href="http://democracy.york.gov.uk/ieListDocuments.aspx?CId=733&amp;MId=9307&amp;Ver=4">http://democracy.york.gov.uk/ieListDocuments.aspx?CId=733&amp;MId=9307&amp;Ver=4</a></p> <p>Third party acquisitions  <a href="http://democracy.york.gov.uk/documents/s110392/York%20Central%20-%20Third%20Party%20Acquisition%20November%2016%20v7.pdf">http://democracy.york.gov.uk/documents/s110392/York%20Central%20-%20Third%20Party%20Acquisition%20November%2016%20v7.pdf</a></p> <p>Executive July 2017: Project and Partnership Update  <a href="http://democracy.york.gov.uk/documents/s115798/York%20Central%20Uupdate.pdf">http://democracy.york.gov.uk/documents/s115798/York%20Central%20Uupdate.pdf</a></p> <p>Executive November 2017 - Preferred Access Route and Preparation for Planning  <a href="http://democracy.york.gov.uk/documents/s118290/York%20Central.pdf">http://democracy.york.gov.uk/documents/s118290/York%20Central.pdf</a></p> <p>Executive March 2018 - York Central Access Construction  <a href="http://democracy.york.gov.uk/ieListDocuments.aspx?CId=733&amp;MId=10189&amp;Ver=4">http://democracy.york.gov.uk/ieListDocuments.aspx?CId=733&amp;MId=10189&amp;Ver=4</a></p> <p>Executive June 2018 – Masterplan and Partnership Agreement  <a href="http://democracy.york.gov.uk/documents/s124296/York%20Central%20Exec%20Masterplan%20and%20PA%20JUne%2018%20V7.pdf">http://democracy.york.gov.uk/documents/s124296/York%20Central%20Exec%20Masterplan%20and%20PA%20JUne%2018%20V7.pdf</a></p>		

**Executive July 2018 – Clifford’s Tower Visitors Centre Update**

<http://democracy.york.gov.uk/documents/s124737/Cliffords%20Tower%20Exec%20report%20July%202018.pdf>

**Decision Session – York Central Design Guidelines**

<http://democracy.york.gov.uk/documents/s125211/Report%20-%20York%20Central%20Design%20Guide.pdf>

**Executive August 2018**

**York Central Update – Western Access**

<http://democracy.york.gov.uk/documents/s125516/York%20Central%20Update%20-%20Western%20Access%20V8.pdf>

**Executive November 2018 – York Central Enterprise Zone investment Case**

<https://democracy.york.gov.uk/documents/s127174/York%20Central%20Exec%20-%20EZ%20Nov%2018%20v8.pdf>

**Executive January 2019**

**York Central Partnership Legal Agreement**

<https://democracy.york.gov.uk/documents/s129230/York%20Central%20Exec%20-%20PA%20Jan%2019%20v%2011.pdf>

<b>Project title</b>	Castle Gateway
<b>Reporting period</b>	June 2019
<b>Description</b>	
<p>City of York Council (CYC) are one of the principal land owners in the area around Piccadilly, the Eye of York, St George's Field and the Foss Basin. This area is being referred to as the "Castle Gateway" and many parts of the area are underused, semi derelict or of poor quality. Many of the properties are for sale or owned by investors and there is a risk that the area will continue to be blighted or that important sites will be developed in a piecemeal manner. The area is urgently in need of a fresh vision to improve the locality and create a socially and economically sustainable future. As the principal landowner, CYC will be instrumental in delivering a joined-up regeneration of the area which will maximise social and economic benefits for the City.</p>	
<b>Current status</b>	
<b>AMBER</b>	
<b><u>Work Package 1</u></b>	
<p><b>St George's Field</b> - The final design decisions have been taken to allow completion of the planning application for submission at the end of June. Due to the sensitivity of the surrounding heritage environment Historic England's national Advisory Panel will consider the proposal the first week in June to provide detailed feedback.</p>	
<p><b>Castle Mills</b> - following public engagement and discussions with technical officers it has been decided that the new bridge will be a shared pedestrian/cycle space rather than segregated lanes. This is consistent with other new bridge infrastructure in the city. This decision will allow the bridge to be 4m wide instead of 5.5m, reducing cost and allowing the foundations to be kept at a greater distance from the Yorkshire Water sewer.</p>	
<p>Estate agent advice on the values of the apartments has allowed the final design decisions to be taken. The key change has resulted in the removal of the 13 car parking spaces at ground floor associated with the flats. This will allow the council to take the lead in sustainability by creating a car free development, and also enables better connections to the river and an active river frontage. Due to the significance of these decisions the consequent redesign of the ground floor means the application will only be submitted at the end of July.</p>	

**Fishergate junction improvements** - WSP have been commissioned to lead the West Yorkshire Transport Fund bid for the junction improvements and other highway interventions in the Castle Gateway and wider city and are now working on the proposal to re-purpose the council's outstanding funding headroom from historic projects which are no longer proceeding. Work is progressing on target and the aim is to submit an Outline Business Case to WYCA in June.

**Piccadilly** - street and highway improvements to Piccadilly have been brought forward from work package 4. This is because the first private developer-led schemes on Piccadilly are nearing the point where they want to implement highway works in front of their development plots. Rather than this work proceed without coordination and being developer-led we have agreed that the council will undertake the comprehensive design for the whole street, then each developer will implement the section for which they are responsible. The proposed designs have been agreed with developers and technical officers. However, the cycle forum have expressed concerns as they had hoped to see a segregated cycle lane, but due to the constrained width at the top end of Piccadilly this has not proven possible whilst meeting the wider public brief to create street planting and better pedestrian areas. We are continuing to work with the cycle groups to explore options before a final decision is taken on the design.

**Public engagement** - two public events will take place on the 1 and 5 June to showcase the final plans for St George's Field and Castle Mills before planning submission. The programme of events for work package 2 is currently being developed through the My Castle Gateway project.

### **Work Package 2**

**Castle and the Eye of York** - public engagement will begin in the spring to consider what the new public spaces and realm should look and feel like, and the type, form and frequency of events that will take place. This will run through the spring and summer and will provide the architects, BDP, with a public development brief for the site.

### **Future outlook**

**St George's Field** - the planning application will be submitted at the end of June.

**Castle Mills** - the final design work will be ongoing throughout June to allow

the planning application to be submitted at the end of July.

**Land at the rear of the Castle Museum** - the agreement will be finalised to allow the land to be taken back in to council control once the work to build the new pedestrian cycle bridge over the Foss commences.

**Castle Gateway events** - the programme of events to be curated by York Mediale through the Leeds City Region Business Rates Pool fund will be announced, and the Rose theatre will return to Castle Car Park

**Delivery strategy** - a series of workshops will map out the soft market testing required to decide on the recommended delivery strategy for work package 1, which will be taken to the Executive in September/October.

**Key risks**

<b>Risk (brief description/ consequence)</b>	<b>Control/action</b>	<b>Gross</b>	<b>Net</b>
<p>The project experiences a loss of public and/or political support</p> <p><b>Consequences</b></p> <ul style="list-style-type: none"> <li>• Project abandoned</li> <li>• Reputational damage to the council</li> <li>• Abortive costs</li> <li>• Project benefits not realised</li> <li>• Judicial review(s)</li> <li>• Unattractive Castle Car Park remains</li> <li>• Council incomes at risk as Coppergate stagnates</li> <li>• However, Castle</li> </ul>	<ul style="list-style-type: none"> <li>• Clear approved vision for the area</li> <li>• My Castle Gateway engagement</li> <li>• Cross party engagement</li> <li>• Identified political champions</li> <li>• Clear articulation of scheme benefits</li> <li>• Clear and appropriate governance arrangements</li> <li>• Effective project management</li> <li>• Commitment to dedicated resources</li> <li>• Executive approvals for work packages 1 and 2</li> <li>• Public transparency as to issues and challenges to the project</li> <li>• Cost control</li> </ul> <p>Mitigating Actions</p> <ul style="list-style-type: none"> <li>• Next stage of the My Castle Gateway engagement about to commence</li> <li>• Continual updates through the My Castle Gateway social media accounts</li> <li>• Ongoing dialogue with all political party leaderships</li> </ul>	19	14

<p>Car Park revenue remains</p> <ul style="list-style-type: none"> <li>• Frees up resource for alternative projects</li> </ul>	<ul style="list-style-type: none"> <li>• Attendance at appropriate ward committees and public meetings</li> <li>• Short term and meanwhile uses to build public confidence in delivery</li> </ul> <p><u>Latest Update</u> Following a project risk workshop all major risks have been updated or replaced</p>		
<p>The project proves to be financially unviable</p> <p><b>Consequences</b></p> <ul style="list-style-type: none"> <li>• Project abandoned</li> <li>• Additional finance required</li> <li>• Ambition and scope of the masterplan reduced</li> <li>• Benefits of the project are not achieved</li> <li>• Impact on other services of reduced revenue from car park and/or stagnating assets</li> <li>• Council tax increases to bridge funding gap</li> <li>• Impact on other projects of an increased capital commitment to Castle Gateway</li> <li>• The council chooses not to act as developer,</li> </ul>	<ul style="list-style-type: none"> <li>• Financial planning</li> <li>• Financial management</li> <li>• Contract management</li> <li>• Performance management</li> <li>• Procurement processes</li> <li>• Ongoing assessment of design iterations</li> </ul> <p>Mitigating Actions</p> <ul style="list-style-type: none"> <li>• Cost analysis of each iteration of the design process</li> <li>• Masterplan broken down in to self-contained work packages</li> <li>• Seeking and applying for new regional and national funding streams</li> </ul>	20	20

resulting in the viability gap increasing			
<p>Project partners fail to deliver, impacting on the masterplan</p> <p><b>Consequences</b></p> <ul style="list-style-type: none"> <li>• Masterplan vision not realised</li> <li>• Failure to redevelop Castle Museum</li> <li>• YMT hand back Castle Museum or CYC have to fund repairs</li> <li>• Decline of tourism and economic benefits</li> <li>• Can't redevelop and realise value from the site at rear of the Coppergate Centre</li> <li>• No capital expenditure or investment in Coppergate Centre</li> </ul>	<ul style="list-style-type: none"> <li>• York Museum Trust/English Heritage/City of York Council partnership</li> <li>• Ongoing Steamrock negotiations</li> <li>• Programme Management</li> <li>• Communication plan</li> <li>• Compartmentalising the masterplan to safeguard delivery in sections</li> </ul> <p>Mitigating Actions</p> <ul style="list-style-type: none"> <li>• Memorandum of Understanding between York Museums Trust/English Heritage/City of York Council setting out shared ambitions and delivery timescales</li> <li>• Leeds City Region Business Rates Pool funding secured for York Museums Trust to bring forward their design proposals</li> <li>• Ongoing negotiations with Steamrock over lease restructure</li> </ul>	15	14
<p>Planning consent for work package 1 is refused or delayed</p> <p><b>Consequences</b></p> <ul style="list-style-type: none"> <li>• Refusal of St George's Field multi-storey car park means Castle Car Park can't close</li> <li>• Refusal of Castle</li> </ul>	<ul style="list-style-type: none"> <li>• Significant public engagement through My Castle Gateway</li> <li>• Communication with Members</li> <li>• Engagement with statutory bodies</li> <li>• Pre-application advice</li> <li>• Respond to and mitigate concerns</li> <li>• Commit sufficient resources</li> </ul> <p>Mitigating Actions</p> <ul style="list-style-type: none"> <li>• Ongoing dialogue with statutory</li> </ul>	19	18

<p>Mills means there is no financial return to fund the multi-storey car park</p> <ul style="list-style-type: none"> <li>• Masterplan vision can not be delivered</li> <li>• Masterplan is no longer viable</li> <li>• Public support/ confidence is lost</li> <li>• Political/ stakeholder confidence is lost</li> <li>• Project is abandoned</li> </ul>	<p>bodies</p> <ul style="list-style-type: none"> <li>• Public engagement through My Castle Gateway</li> <li>• Delayed planning application submission to respond to merging concerns and constraints</li> </ul>		
<p>The council's Local Plan is not adopted and/or there are issues with the sections and policies which relate to Castle Gateway</p> <p><b>Consequences</b></p> <ul style="list-style-type: none"> <li>• Lack of control over private developer planning applications</li> <li>• Reduced ability to seek developer contributions to deliver masterplan aims</li> <li>• Area of Opportunity policy does not reflect approved</li> </ul>	<ul style="list-style-type: none"> <li>• Engagement with the Local Plan team to prepare for the examination</li> <li>• Seek external legal advice</li> <li>• Depth of public engagement through My Castle Gateway</li> <li>• Work with Environment Agency and flood risk colleagues to explore solutions to flood plain designation</li> </ul> <p>Mitigating Actions</p> <ul style="list-style-type: none"> <li>• Engagement with the Local Plan team to prepare for the examination</li> </ul>	14	14

<p>masterplan, hindering delivery</p> <ul style="list-style-type: none"> <li>• Foss Basin apartments can not be delivered due to flood plain designation</li> <li>• Loss of commercial return from apartments means masterplan is unviable</li> </ul>			
<p><b>Reports to</b></p>	<p>The Executive sponsor for the Castle Gateway is the Leader of the Council in his remit as Executive Member for Finance and Performance. The Executive have approved a whole series of recommendations over the last three years to advance the project, with delivery of these being the responsibility of the Castle Gateway Working Group. This working group was established in January 2017 and serves as the project board and meets on a monthly basis. It is chaired by the Director for Economy and Place, and the wider interests of the council are represented by the Assistant Directors for Regeneration and Asset Management; Planning and Sustainable Development; and Transport, Highways and the Environment. The group also has Heads of Service for legal, finance and property.</p> <p>The working group is the key interface point with wider stakeholders, with the project manager and Assistant Director for Regeneration and Asset Management chairing the Castle Gateway Advisory Group (which consists of key stakeholders and principal custodians of the city) and the My Castle Gateway public engagement partnership. The interests of the formal partnership with York Museums Trust will also be represented by the same individuals and outcomes and decisions fed back in to the working group.</p> <p>The Castle Gateway project manager has defined expenditure levels under the Council’s Contract</p>		

	<p>Procedure Rules. Any decisions that are outside the remit of previous recommendations from the Executive are taken to the appropriate decision making route as set out by the council's governance and decision making framework. Dependent on the nature and scope of the issue this may be an officer decision, Executive Member decision, or require a full Executive decision.</p>
<b>Exec member</b>	Cllr Cllr Nigel Ayre
<b>Director responsible</b>	Neil Ferris – Corporate Director of Economy and Place
<b>Dependencies</b>	Local Plan Policy, City Transport Policy
<b>Link to paper if it has been to another member meeting (e.g. executive, council, a scrutiny committee)</b>	<p>Executive October 2015 - York's Southern Gateway  <a href="http://democracy.york.gov.uk/ieListDocuments.aspx?CId=733&amp;MId=8842&amp;Ver=4">http://democracy.york.gov.uk/ieListDocuments.aspx?CId=733&amp;MId=8842&amp;Ver=4</a></p> <p>Executive November 2016 - Land Assets on Piccadilly  <a href="http://democracy.york.gov.uk/documents/s110378/Executive%20report%20-%20Update%20on%20land%20assets%20on%20Piccadilly.pdf">http://democracy.york.gov.uk/documents/s110378/Executive%20report%20-%20Update%20on%20land%20assets%20on%20Piccadilly.pdf</a></p> <p>Executive January 2017 – Update York Castle Gateway  <a href="http://democracy.york.gov.uk/documents/s112252/York%20Castle%20Gateway.pdf">http://democracy.york.gov.uk/documents/s112252/York%20Castle%20Gateway.pdf</a></p> <p>Executive August 2017 - Proposed Temporary Use of Part of Castle Car Park  <a href="http://democracy.york.gov.uk/documents/s116648/Castle%20Car%20Park.pdf">http://democracy.york.gov.uk/documents/s116648/Castle%20Car%20Park.pdf</a></p> <p>Executive April 2018 - Castle Gateway Masterplan  <a href="http://democracy.york.gov.uk/ieListDocuments.aspx?CId=733&amp;MId=10197&amp;Ver=4">http://democracy.york.gov.uk/ieListDocuments.aspx?CId=733&amp;MId=10197&amp;Ver=4</a></p> <p>Executive October 2018  Proposed Temporary Uses of Part of Castle Car Park  <a href="http://democracy.york.gov.uk/documents/s126509/Rose%20and%20Viking%20Hall.pdf">http://democracy.york.gov.uk/documents/s126509/Rose%20and%20Viking%20Hall.pdf</a></p>

<b>Project title</b>	Local Plan
<b>Reporting period</b>	June 2019
<b>Description</b>	
<p>The 'Local Plan' is a citywide plan which sets the overall planning vision and the spatial land use strategy for the city. It provides a portfolio of both housing and employments sites for at least a 15 year period and will set the Green Belt boundaries for York. In addition it incorporates both policies and approaches to set the context for development management decisions. Effectively, it sets out the opportunities and policies on what will or will not be permitted and where, including new homes and businesses.</p> <p>The Local Plan must be accompanied by an infrastructure delivery plan setting out the Council's approach to strategic infrastructure and its funding. All housing and employments sites included must be viable and deliverable this is directly linked to future approaches to planning gain i.e. CiL and S106.</p> <p>In response to both the Council resolution in autumn 2014, and the changed national and local context, officers have initiated or a series of work streams to inform the next stages of plan production. This relates to housing need, economic growth and the related need for employment land, and detailed site assessments.</p> <p>The production of the plan has to be in accordance with statute and national guidance. This includes a legal requirement to work with neighbouring authorities. It also means that the plan must be subject to Sustainability and Environmental Assessments. It will also ultimately be subject to an independent examination by a government inspector.</p>	
<b>Current status</b>	
<b>AMBER</b>	
<p>A report on Local Plan progress was taken to LPWG on 10th July and Executive on 13th July. The report sought to:</p> <ul style="list-style-type: none"> <li>• provide an update to Members on the work undertaken on the MOD sites highlighted in previous reports to LPWG and Executive;</li> <li>• seek the views of Members on the methodology and studies carried out to inform the housing and employment that the City is tasked with accommodating;</li> <li>• seek the views of Members on the most appropriate way of</li> </ul>	

accommodating this future growth for consultation;

- ask for Members approval of non-housing and employment site specific policies for consultation; and
- request the approval of Members for officers to undertake the necessary work to produce a draft plan based on the recommendations of the Executive for the purposes of consultation along with associated technical papers.

The Executive on 13th July decided in respect of the latest housing need assessment to 'accept the increased figure of 867 dwellings per annum based on the latest revised sub national and household projections published by ONS/CLG'. The report and background papers are available at the following link:

<http://democracy.york.gov.uk/ieListDocuments.aspx?CIId=733&MIId=10188>

In respect of employment need they decided to accept the updated Employment Land Review. In terms of sites for both housing and employment Members decided to accept minor changes to sites included in the Preferred Sites Consultation along with the addition of some new sites including the MOD sites at Imphal Barracks and Queen Elizabeth Barracks for housing and at Towthorpe Lines for employment. A range of non-site specific policy modifications were also approved.

Following agreement at Executive in July 2017 the Draft Plan (Pre-Publication Draft) commenced a 6 week on 18th September 2017, which ended on 30th October 2017.

The consultation was in accordance with the Council's adopted Statement of Community Involvement (2007). It was produced working alongside colleagues in the Communications Team and Communities and Equalities Team. The consultation included a city wide 'Our City' special distributed to all households with a response form, a letter to all people registered on the Local Plan database (approx 10,000), a dedicated website and response form and a series of drop in exhibitions across the city.

A report was taken to Local Plan Working Group and Executive in January 2018 which provided:

- a background summary of the previous iterations of draft policies and the circumstances which led to the rationale of the Executive decision to approve the Pre-Publication Draft Local Plan for consultation;
- a summary of the present national policy and legislative context,

including the “soundness” requirement and potential for Government intervention;

- a summary of responses to the Autumn 2017 Pre Publication Draft Local Plan Consultation; and
- Officers’ advice regarding appropriate responses to the Consultation outcomes.

The report also requested Members approval of the next steps in the York Local Plan making process, including further city wide consultation.

Executive on 25th January voted in favour of progressing with the Regulation 19 stage of plan production. Following decisions made at committee a composite Local Plan and Policies map and accompanying statutory documents were finalised. Consultation on the Local Plan Publication draft (Regulation 19) consultation commenced on 21st February and ran for 6 weeks until 4th April 2018.

The consultation ended on 4<sup>th</sup> April 2018 and a report was taken to LPWG on 2<sup>nd</sup> May and Executive on 8<sup>th</sup> May detailing the responses and requesting that Members consider whether the Local Plan should be submitted to the Secretary of State for examination. Members of the Executive resolved to recommend to Council that the Plan should be submitted for examination subject to amendments to the schedule of minor modifications (Annex G) agreed at the meeting regarding pub protection.

At an extraordinary meeting of the Full Council on 17<sup>th</sup> May 2018 members resolved to submit the Local Plan to the Planning Inspectorate (PINS) for independent examination.

The Plan was submitted to PINS on 25<sup>th</sup> May 2018. Please see following link;

<https://www.york.gov.uk/LocalPlanSubmission>

### **Future outlook**

Following approval by Executive on 7th March 2019 the Council submitted proposed modifications to the submitted Local Plan to the Inspectors for their consideration. These proposed modifications relate to the updated Habitat Regulations Assessment (HRA), updated Objectively Assessed Need (OAN) and the Green Belt Topic Paper 1 Addendum requested by the Inspectors. The modifications were submitted to the Inspectors on 26th March 2019.

The Inspectors wrote to the Council on 7th May 2019 and have requested that the Council undertake a statutory 6 week consultation on the proposed modifications prior to hearing sessions taking place later this year. The Council are proposing that the consultation is undertaken for 6 weeks from Monday 10th June to Monday 22nd July and will invite comments on the proposed modifications and the supporting updated evidence base.

### Key risks

Risk (brief description /consequence)	Control/action	Gross	Net
<p>Unable to steer, promote or restrict development across its administrative area</p> <p><b>Consequence</b> Development exists without a framework in place to guide and without consistency</p>	<ul style="list-style-type: none"> <li>- Local Plan with associated core documents and evidence base submitted for examination in public.</li> </ul> <p>Actions</p> <ul style="list-style-type: none"> <li>- Ongoing work in the LP team. LP team assessing weight of submitted policies in line with the NPPF to inform planning applications.</li> </ul>	19	18
<p>The plan isn't adopted in an appropriate timeframe potentially leading to damage to the council's image</p> <p><b>Consequence</b> Damage to council's image and reputation</p>	<ul style="list-style-type: none"> <li>- Approved LDS completed and Local Plan submitted for examination in public.</li> </ul> <p>Actions</p> <ul style="list-style-type: none"> <li>- Ongoing work in the LP team, including EiP.</li> </ul>	19	18
<p>Risks arising from failure to comply with the laws and regulations relating to Planning, the SA, the SEA and HRA processes.</p> <p><b>Consequence</b> Lengthened Local Plan Examination process and potentially judicial review focussed on legality of process undertaken. Consequences in relation to steering development.</p>	<ul style="list-style-type: none"> <li>- Procure appropriate legal and technical advice to evaluate risk as the plan progresses.</li> </ul> <p>Actions</p> <ul style="list-style-type: none"> <li>- Appropriate technical support in place and working alongside the Local plan team</li> </ul>	19	18

Financial risk associated with the Council's ability to utilise planning gain and deliver strategic infrastructure.	Develop Local Plan policies linked to planning gain, undertake viability and deliverability work and progress CIL. Actions Work ongoing in the Local Plan team.	19	18
Failure to submit or adopt a Local Plan <b>Consequence</b> Intervention by Government in local plan making.	- Local Plan submitted for examination in public by PINs Actions - Local Plan submitted for examination and ongoing work of the Local Plan team, including EiP.	19	18
<b>Reports to</b>	Executive, Local Plan Working Group		
<b>Exec member</b>	Cllr. Keith Aspden, Cllr Andrew Waller and Cllr Nigel Ayre		
<b>Director responsible</b>	Neil Ferris – Corporate Director of Economy and Place		
<b>Dependencies</b>	Deliverability of York Central		
<b>Link to paper if it has been to another member meeting (e.g. executive, council, a scrutiny committee)</b>	<p>Executive July 2015  <a href="http://democracy.york.gov.uk/ieListDocuments.aspx?CId=733&amp;MId=8840&amp;Ver=4">http://democracy.york.gov.uk/ieListDocuments.aspx?CId=733&amp;MId=8840&amp;Ver=4</a>  Document  <a href="http://democracy.york.gov.uk/documents/s98802/Report.pdf">http://democracy.york.gov.uk/documents/s98802/Report.pdf</a></p> <p>Executive June 2016  City of York Local Plan – Preferred Sites Consultation  <a href="http://democracy.york.gov.uk/ieListDocuments.aspx?CId=733&amp;MId=9191&amp;Ver=4">http://democracy.york.gov.uk/ieListDocuments.aspx?CId=733&amp;MId=9191&amp;Ver=4</a>  Document  <a href="http://democracy.york.gov.uk/documents/s106782/Final%20report%20for%20Executive%2022.06.16.pdf">http://democracy.york.gov.uk/documents/s106782/Final%20report%20for%20Executive%2022.06.16.pdf</a></p> <p>Executive December 2016 – Update on Preferred Sites Consultation and Next Steps  <a href="http://democracy.york.gov.uk/documents/s111019/City%20of%20York%20Local%20Plan.pdf">http://democracy.york.gov.uk/documents/s111019/City%20of%20York%20Local%20Plan.pdf</a></p> <p>Executive January 2017  Update on Local plan</p>		

<http://democracy.york.gov.uk/documents/s112269/City%20of%20York%20Local%20Plan%20Update.pdf>

#### **Executive July 2017**

<http://democracy.york.gov.uk/documents/s115803/Local%20Plan.pdf>

#### **Executive October 2017**

##### **Minerals and Waste Joint Plan - Submission**

<http://democracy.york.gov.uk/documents/s117549/Minerals%20and%20Waste%20Plan.pdf>

#### **Local Plan Working Group January 2018**

<http://democracy.york.gov.uk/documents/s120857/LP%20LPWG%20FINAL%20REPORT.pdf>

#### **Executive January 2018**

<http://democracy.york.gov.uk/documents/s120988/Local%20Plan.pdf>

#### **Executive May 2018**

##### **City of York Local Plan – Submission**

<http://democracy.york.gov.uk/documents/s123448/LP%20Exec%20final.pdf>

#### **Executive September 2018**

##### **Supplementary Planning Documents to support the emerging York Local Plan**

<http://democracy.york.gov.uk/documents/s126117/EXEC%20SPD%20report%20FINAL%20Sept%202018.pdf>

#### **Executive March 2019 - Update**

<https://democracy.york.gov.uk/documents/s130691/Final%20Exec%20Local%20Plan%20report%20Feb%202019.doc.pdf>

<b>Project title</b>	The Guildhall
<b>Reporting period</b>	June 2019
<b>Description</b>	
<p>City of York Council vacated the Guildhall in April 2013, moving to West Offices as part of the Admin Accommodation programme, in order to make approx £1m pa savings. An evaluation of potential future uses had already been undertaken, and following further feasibility work and review a decision on the Future of the complex was taken by Executive in October 2015. Approval was granted for detailed project development work to secure the future of the Guildhall as a serviced office venue; with virtual office and business club facilities, maximising the benefits of the different spaces within the complex, its heritage appeal, and also ensuring ongoing council use and public access in a mixed use development.</p>	
<b>Current status</b>	
<b>GREEN</b>	
<b>Statutory Consents / Approvals</b>	
<ul style="list-style-type: none"> <li>• Executive approval 8 May 2018 to re-tender the works with some scope reduction / VE</li> <li>• Planning and LBC approvals granted 16 Feb 17</li> <li>• Executive approval for scheme delivery 16 Mar 2017</li> <li>• Full Council approval of budget requirement 30 Mar 2017</li> <li>• Grant Agreement letter signed with WYCA 7 Apr 2017 securing £2.347m of LGF funding from LCR LEP to support project delivery.</li> </ul>	
<b>Project Progress</b>	
<p>In response to the 8 May Executive approval a revised project programme was prepared for Project Board Approval on 15 June covering the re-design and re-tender process.</p> <p>Tender process has completed and a successful contractor has been selected. The project has now passed through the standstill period prior to advancing to contract award anticipated June 2019.</p>	
<b>Future outlook.</b>	

<ul style="list-style-type: none"> <li>- Complete contract documents and sign up contractor.</li> <li>- Work on site to commence June/July 2019.</li> </ul>			
<b>Key risks</b>			
<b>Risk (brief description/ consequence)</b>	<b>Control/action</b>	<b>Gross</b>	<b>Net</b>
<b>Insufficient funding to deliver the project</b> - Capital costs and /or gap between cost of repaying borrowing and income from lease/rentals exceeds agreed limit	LGF funding application for 'gap funding' as soft load to secure delivery of LCR SEP objectives in partnership with CYC.	25	20
<b>Capital costs increase/exceed budget</b> -Costs of scheme exceed current budget estimate as scheme is developed in detail.	Project team approach - early contractor involvement - value engineering workshops <u>Update</u> The construction budget is now set at the tender return price.	23	19
<b>Insufficient revenue income to repay borrowing</b> - Gap between cost of repaying borrowing and income from lease/rental exceeds agreed limit.	<ul style="list-style-type: none"> <li>• Soft market testing</li> <li>• Robust marketing - selection and assessment process</li> <li>• LGF funding application for 'gap funding' to secure delivery of LCR SPE objectives in partnership with CYC</li> </ul>	23	19
<b>Failure to secure pre-let on restaurant unit at appropriate value</b> <ul style="list-style-type: none"> <li>• No offers at expected value</li> <li>• Failure to agree heads of terms</li> </ul>	<ul style="list-style-type: none"> <li>• Soft market testing</li> <li>• Robust marketing - selection and assessment process, may require re-marketing</li> </ul>	23	18
<b>Quality of Tender Documentation</b> – Traditional contracting with bills of quantity relies on very detailed accurate drawing and specifications any deficiencies in the tender documents give rise to opportunity for the	<ul style="list-style-type: none"> <li>• Pre tender review of documentation</li> </ul> <b>Actions</b> <ul style="list-style-type: none"> <li>• Rectification of deficiencies</li> </ul>	19	19

contractor to seek extra payment.			
<b>Reports to</b>	The Guildhall board reports to Economy and Place DMT and PM updates Executive member and Executive when required for updates and approvals.		
<b>Exec member</b>	Cllr Nigel Ayre		
<b>Director responsible</b>	Neil Ferris – Corporate Director of Economy and Place		
<b>Dependencies</b>	Local plan		
<b>Link to paper if it has been to another member meeting (e.g. executive, council, a scrutiny committee)</b>	<p>Executive October 2015  <a href="http://democracy.york.gov.uk/ieListDocuments.aspx?CId=733&amp;MId=8842&amp;Ver=4">http://democracy.york.gov.uk/ieListDocuments.aspx?CId=733&amp;MId=8842&amp;Ver=4</a></p> <p>Scrutiny – 13 June 2016  <a href="http://modgov.york.gov.uk/ieListDocuments.aspx?CId=144&amp;MId=9420&amp;Ver=4">http://modgov.york.gov.uk/ieListDocuments.aspx?CId=144&amp;MId=9420&amp;Ver=4</a></p> <p>Exec – 14 July 2016  <a href="http://democracy.york.gov.uk/ieListDocuments.aspx?CId=733&amp;MId=9303&amp;Ver=4">http://democracy.york.gov.uk/ieListDocuments.aspx?CId=733&amp;MId=9303&amp;Ver=4</a></p> <p>Planning application links</p> <p>16/01971/FULM   Alterations and refurbishment of Guildhall complex to create conference rooms, meeting rooms and offices, refurbishment and part rebuild of existing south range to provide cafe and ancillary accommodation, and erection of extension on north side of complex to form restaurant and office accommodation   The Guildhall Coney Street York YO1 9QN  <a href="https://planningaccess.york.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=OCD5KESJMZK00">https://planningaccess.york.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=OCD5KESJMZK00</a></p> <p>16/01972/LBC   Alterations and refurbishment of Guildhall complex to create conference rooms, meeting rooms and offices, refurbishment and part rebuild of existing south range to provide cafe and ancillary accommodation, and erection of extension on north side of complex to form restaurant and office accommodation   The Guildhall Coney Street York YO1 9QN  <a href="https://planningaccess.york.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=OCD5LDSJMZL00">https://planningaccess.york.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=OCD5LDSJMZL00</a></p> <p>Executive March 2017</p>		

<http://democracy.york.gov.uk/documents/s113442/Development%20of%20the%20Guildhall%20Complex.pdf>

**Executive May 2018: The Development of the Guildhall Complex**

<http://democracy.york.gov.uk/documents/s123444/Guildhall%20May%202018%20-%20Exec%20final%20update.pdf>

**Executive February 2019: Redevelopment Tender Evaluation & Project Business Plan Appraisal**

<https://democracy.york.gov.uk/documents/s130231/Exec%20Guildhall%20May%202019%20Final%203.pdf>

<b>Project title</b>	Community Stadium
<b>Reporting period</b>	June 2019
<b>Description</b>	
<p>The Community Stadium project will deliver a new football and rugby stadium for professional sport and community sport and leisure facilities for the city of York. The project also includes a new athletics facility for use by York Athletic Club as well as many community uses and work with community partners.</p> <p>The core project objectives are to provide a new Community Stadium within a new leisure facility complex on the grounds of the existing Huntington Stadium / Waterworld swimming pool.</p> <p>This project represents an opportunity to create one of the country's most far reaching community stadium complexes.</p>	
<b>Current status</b>	
<b>GREEN</b>	
<p>In the last six months of the project progress has been made as follows:</p> <ul style="list-style-type: none"> <li>• Internal fit outs and structure are progressing.</li> <li>• Construction and the project are progressing, noting the 4 month delay now confirmed on the commercial site due to requested changes by L&amp;G.</li> <li>• Tenant now secured for the lantern unit with legal agreements ready for execution.</li> <li>• Build delay now confirmed on the stadium and leisure site with minimum 16 week delay currently being notified by the GLL consortium. This is subject to further review and scrutiny. BGCL note a potential further delay which as yet is unquantified.</li> <li>• Build will now miss the start of the football season and all partners have been informed of the current impact and new timeline. Original deadline of May 2019 for build completion has passed.</li> <li>• Build now expected as a minimum autumn 2019 build completion.</li> <li>• Pitch construction now complete and on schedule.</li> <li>• Seats now complete in 3 stands.</li> </ul>	
<b>Future outlook.</b>	
<p>The next steps for the project are as follows:</p>	

- Seats all in by end of June 2019.
- Pitch construction to June 2019.
- Contract dispute resolution to begin through formal process following commercial advisor assessment of the claim detail.
- Completion of the road and connections build by end of September 2019.
- Completion of the commercial build by end of December 2019.
- Confirmation of tenants for the commercial unit by September 2019.
- Lantern tenant now confirmed.
- Confirmation of sponsorship and naming by autumn 2019.
- Stadium and leisure site build completion now expected late autumn 2019.
- Commercial tenants fit out July 2019 to January 2020.
- Stadium, Leisure and Hub Tenant fit out expected late autumn 2019.
- Stadium and leisure Site open and operational autumn/ winter 2019.
- Commercial site predicted opening December 2019 onwards.

### Key risks

<b>Risk (brief description/ consequence)</b>	<b>Control/action</b>	<b>Gross</b>	<b>Net</b>
YCFC go out of business before the stadium is operational	<ol style="list-style-type: none"> <li>1. Deliver project without delay to ensure all legal agreements signed become active at point of occupation.</li> <li>2. Ongoing review of accounts of YCFC as part of proposed occupancy agreement.</li> <li>3. Mitigating CYC's financial exposure as part of risk transfer to bidders.</li> <li>4. Ongoing project meetings with YCFC to review position</li> <li>5. Ongoing review of clubs financial position and accounts.</li> </ol> <p><u>Actions</u> Ongoing review of clubs financial position and accounts.</p>	19	18
<b>Commercial return on land receipt</b> - Not realising estimated commercial return on commercial proposals to	<ol style="list-style-type: none"> <li>a. Savills report supports figures as proposed</li> <li>b. Potential to increase the amount of retail in the final scheme</li> </ol>	19	19

the full value expected.	c. Reduce the outputs of the project <u>Actions</u> Agreement now in place with sectional completion and first payment already received. £1.4m at risk of the overall £10.8m. Project revenues are sufficient to allow this to proceed with minimal risk.		
Project exceeds existing financial parameters agreed under current March 2016 approvals.	Additional capital investment from CYC, funding from alternative sources or stadium sponsorship. Increase commercial aspects to generate further income. VE possible in areas like second floor of leisure. <u>Actions</u> Risk remains live until DBOM financial close. Ongoing risk we may breach new financial parameters.	19	19
Finalisation of the NHS design.	Complete design to be received by 11 May 2018. This was received on 17 December 2018 and will likely impact on the build schedule. <u>Actions</u> Proceed on agreed plan in the lease with all changes at cost to the NHS. Limited mitigation, all changes are only with CYC agreement but impact and cost sit with the NHS.	20	20
Failure to find tenants for the Lantern unit and commercial unit	Tenant for the lantern is at agreement for lease and awaiting legal sign off. Commercial agents have been appointed for the commercial unit. <u>Actions</u> Mitigation is to find tenants. Failure will leave the revenue	19	19

	<p>model at risk.</p> <p><u>Update</u></p> <p>Tenant now secured for the lantern unit with legal agreements ready for execution.</p>		
Failure to find a sponsor for the stadium naming rights	<p>Ongoing discussions with a number of potential sponsors.</p> <p><u>Actions</u></p> <p>Mitigation is to find a sponsor. This is progressing well at present.</p>	14	14
Stadium certification and licensing - Work on the licensing and certification for the new stadium is currently behind schedule. A new programme has been implemented and resourced by GLL to address the risk of not achieving compliance by the target opening date.	<p>Plan agreed with the Safety Advisory Group by GLL on completing and submitting the documentation in good time. DBOM contract places all risk of certification and operation on GLL. CYC contract manager and stadium project manager reviewing and agreeing documentation and process on a weekly basis.</p> <p><u>Actions</u></p> <p>Licensing and certification is GLL's responsibility for the site. Stadium Management contract now in place and signed and resource now allocated to deliver these documents in the agreed timescales. CYC's role is to manage GLL and their contracted deliverables.</p> <p><u>Latest Update</u></p> <p>Operational risks remain that work on the safety certificate and ticketing system are now behind schedule, though progress is being made on these and additional resource has been supplied from GLL to address the programme agreed.</p>	19	18
The commercial development has made a	Contract completion and handover are subject to penalties	14	14

<p>number of changes to the layout of the building for secured tenants. This has resulted in a 4 month delay to the handover and opening of the commercial site. This may impact completion of the stadium and leisure site due to works on roads and services.</p>	<p>if late. Potential to accept delay if only minor and has no real impact on CYC or its partners. <u>Latest Update</u> The commercial development has made a number of changes to the build and fit out of the structure. This has meant a re-timed opening for the commercial element.</p>		
<p>Construction costs exceed the approved budget and finance in place. Consequences Approval required for additional capital funds at project close.</p>	<p>Delay cause is to be ascertained and subject to forensic scrutiny, cost is then attributable to the party causing the delay. Ultimately this is unlikely in the long run to be CYC. <u>Actions</u></p> <ul style="list-style-type: none"> <li>• Review delay and cause.</li> <li>• Agree time to be approved in the request for time.</li> <li>• Review cost applicable to the time.</li> <li>• Apportion cost to the party responsible.</li> </ul> <p><u>Latest Update</u> Build completion is now noted 11 weeks behind schedule with mitigation measures and impacts still being assessed by the consortium. Completion and opening is now expected Autumn 2019. Cost of delay is subject to ongoing dispute. Full extent of the delay is still to be confirmed.</p>	19	18
<b>Reports to</b>	Project team report to the Director of Finance and prepare reports to the project Board. The project Board Chair updates Exec and Full Council when needed. Subject to Audit and Governance scrutiny.		
<b>Exec member</b>	Cllr. Nigel Ayre		
<b>Director responsible</b>	Ian Floyd – Deputy Chief Executive and Corporate Director of Customers and Corporate Services		
<b>Dependencies</b>	Yearsley review. The continued operation of Yearsley is		

	Potentially linked to the DBOM contract proposed.
<b>Link to paper if it has been to another member meeting (e.g. executive, council, a scrutiny committee)</b>	<p>Full Council March 2016:  <a href="http://democracy.york.gov.uk/ieListDocuments.aspx?CId=331&amp;MId=8836&amp;Ver=4">http://democracy.york.gov.uk/ieListDocuments.aspx?CId=331&amp;MId=8836&amp;Ver=4</a></p> <p>Executive December 2016  <a href="http://democracy.york.gov.uk/documents/s111121/Stadium%20Project_Dec16%20Exec%20Report_VERSION%20A_vF.pdf">http://democracy.york.gov.uk/documents/s111121/Stadium%20Project_Dec16%20Exec%20Report_VERSION%20A_vF.pdf</a></p> <p>Executive March 2017  <a href="http://democracy.york.gov.uk/documents/s113417/Community%20Stadium%20Leisure%20Facilities.pdf">http://democracy.york.gov.uk/documents/s113417/Community%20Stadium%20Leisure%20Facilities.pdf</a></p> <p>Executive July 2017  Community Stadium &amp; Leisure Facilities Report  <a href="http://democracy.york.gov.uk/documents/s116230/Stadium%20Project.pdf">http://democracy.york.gov.uk/documents/s116230/Stadium%20Project.pdf</a></p> <p>Executive October 2017  Community Stadium Project Report  <a href="http://democracy.york.gov.uk/documents/s117601/Community%20Stadium.pdf">http://democracy.york.gov.uk/documents/s117601/Community%20Stadium.pdf</a></p> <p>Executive 27<sup>th</sup> September 2018  Community Stadium Project Update  <a href="http://democracy.york.gov.uk/documents/s126189/Stadium%20Exec%20Report_27th%20Sept%202018_vF.pdf">http://democracy.york.gov.uk/documents/s126189/Stadium%20Exec%20Report_27th%20Sept%202018_vF.pdf</a></p>

<b>Project Title</b>	ASC - Future Focus
<b>Reporting period</b>	June 2019
<b>Description</b>	
<p>Demand for Adult Social Care rises each year. People are living longer into old age requiring support, there are more people living longer with complex long term conditions and there are increasing numbers of young adults in transition to adult services with complex needs.</p> <p>This increased demand for services coincides with significant financial pressure arising from reduced Local Authority funding, legislative changes driven by the Care Act and an increased public expectation of Adult Social Care and rightly an expectation of high quality, personalised and flexible support for those who are eligible for care.</p> <p>The goal of health and care services is to help older, vulnerable or disabled adults who have ongoing support needs to live well and have a good life. A “good life” means living independently at home wherever possible, with opportunities to spend time with other people and to do things which are meaningful to that individual.</p> <p>Current ways of supporting adults do not consistently result in everyone achieving all of their goals and living well where they want to live. People and families are not always helped enough to look after themselves and each other. Services can be overly paternalistic and lack the choice and control that services users rightly demand.</p> <p>Social care is often a vital part of enabling people to live independent lives but it is far from being the only component to enable people to live fulfilled lives. We must be ready to have different conversations which take full account people’s assets, strengths, knowledge and skills to build and harness the contributions of people, their personal networks, social capital and their local communities. This will support greater wellbeing and independence.</p> <p>The nature and scale of these challenges requires a fundamental shift in how Adult Social Care is delivered to ensure financial sustainability and to help those with social care needs, their families and carers have a better quality of life.</p> <p>There is an emerging consensus that community based models of social work based on Asset Based Conversations that will support a collaborative approach alongside communities, families and carers are the most effective</p>	

way to approach the challenges outlined above. A review of national best practice and emerging evidence to identify the elements of such approaches that are likely to be of key importance for any operating model that seeks achieve both improved lives and financial sustainability for Adult Social Care.

To be successful this will entail:

Changing culture and reducing bureaucracy, with an emphasis on having deeper and more specific conversations based upon what people, their families and carers want in terms of their outcomes;

Focussing on maximising the Assets, Skills Knowledge and Strengths of individuals and their communities in maintaining health, wellbeing and independence and thereby helping people develop and maintain skills that will maximise their independence in the long term;

Reaching people earlier and being more accessible in local communities;

Helping people access community solutions and improve their connections with others to reduce isolation and loneliness;

Emphasising the importance of being highly responsive when people are in crisis and developing a plan that helps them to regain as much independence as possible;

Making the best use of digital and technological solutions to support employees to be more effective and efficient in their work, and help people lead independent lives.

Working closely with Community and Health Partners to make best use of resources and ensure that people receive the right care, in the right place at the right time.

### **Current status**

**GREEN**

Work completed this period as follows:

### **Visit of the Chief Social Worker for England and Wales and DHSC commissioning lead**

Lyn Romeo and Patrick Joyce from the dept of Health and Social Care spoke with staff about our work to connect Strength based practice and Outcomes based commissioning. This allowed staff the opportunity to talk about their experiences and allow us to describe how we have solved the

conundrum of connecting these two intrinsic aspects of social work practice. This was well attended and a very successful day. Since then we have been connected to the University of Manchester to examine how our model supports strength based practice in safeguarding and in other areas of social care.

### **Amalgamation of Teams**

The amalgamation of the teams and the required systems changes were completed as planned over the weekend of 10th and 11th of May. The teams were in place on the 12th May to start work under the new structures and processes.

### **Forms work in Mosaic - See issues.**

The new suite of forms to support strength based practice have been delayed due to late concerns from BI and ICT. These have been resolved. This element of work has now been passed as a work package to ICT. This suite of forms consists of 15 documents, each with a relative importance to the process. These have been prioritised based on process value. The work was expected to go on throughout this period and complete in June 2019 however the impact of this delay may impact on this timescale.

### **Initial Commercialisation work**

IM23 have been appointed to objectively evaluate whether this approach has commercial potential; ascertain a potential market value for the product; and evaluate the commercial vehicle or approaches to realise this value. Work will continue during the next quarter with delivery of the findings by end of August 2019.

### **Talking Points**

The following options are now live. York Explore; Lidgett Grove; Oaken Grove; Monkgate Medical Centre; York Hospital; Burnholme Centre.

### **Future outlook**

Work next period.

### **LD review**

We will be bringing NDTi on site to begin the LD review this month. At present we have not been able to source a business lead to progress this work, but have covered this from early June with a secondment from HR/WDU.

### **Progressing Reviews.**

Work continues on the paperwork and processes around Self reviews and

Strength Based reviews to support CLS approach and benefits.

**Paper work.**

IT expected that priority paperwork will be entered onto the systems and tested during the next period. See issues.

**Working with University of Manchester**

We will be progressing our strength based work with University of Manchester with a meeting with Professor Sam Bolton in June 2019. This will look at the applicability of our work to safeguarding and other practice elements of social work arising from the Strength Based Practice Framework published in February of this year.

**York Model**

This month we will be speaking with Leeds Senior managers, Bradford project managers, the regional Principle Social Workers network, the Isle of Wight and the Scottish Community Led Support Local Authorities at their national gathering in Edinburgh. All of these groups have approached us to learn about our progress and design of systems. We have been supported by legal services to protect our work as an asset, and by IM23 to use these conversations as evidence for commercial possibilities of our work.

**Talking Points**

Pop-up Talking Points one in Tang Hall and one in New Earswick will happen in June. These are being held as part of wider community events and partners from CYC benefits, Age UK, OCAY, Credit Union and CAB will be attending. The events are aimed at over 50's and we hope to be able to provide preventative advice, information and support. The CCW's will be supporting these events from ASC.

**Key risks**

<b>Risk (brief description/ consequence)</b>	<b>Control/Action</b>	<b>Gross</b>	<b>Net</b>
Material inaccuracies in the assumptions and/ or benefits and / or costs of the future model have been miscalculated. <b>Consequence</b> Savings not realised despite change.	Objective external appraisal of Benefits / Savings. <b>Actions</b> Benefits will have been sensitivity tested as part of the Full Business Case created in Phase 1 before Proceeding into Phase 2.	14	8
The changes do not realise the required levels of	An extensive and tested Cost/Benefit Analysis to be	19	14

<p>financial benefits.</p> <p><b>Consequence</b> Despite changes, external or unforeseen factors prevent full extent of savings to be realised putting ASC financial Savings plan at risk.</p>	<p>created during the design phase with an agreed Benefits Realisation Plan. Benefits will be monitored throughout the lifecycle of the programme, with updates at key milestones for all Stakeholders.</p> <p>The project approach will seek to deliver the changes in a stepped and structured manner, identifying any false assumptions and seeking to maximise benefits during deployment.</p> <p>The project will identify key command and control data sets to oversee the effects of change in process or procedure against expectations.</p>		
<p>The VoY CCG may have different CHC targets and priorities to CYC (now raised as Issue in Verto PMS). There may be insufficient sponsorship from leadership in the CCG and CYC to pursue joint working and processes. Reduction in delivered benefits against Business Case.</p> <p><b>Consequence</b> Reduction in delivered benefits against Business Case.</p>	<p>Early engagement and identification of risk benefit sharing opportunities will ensure all parties feel engaged in the process.</p>	15	1
<p><b>Reports to</b></p>	<p>The Programme uses existing Management Structures in the HHASC Directorate and uses DMT as its Programme Board.</p>		
<p><b>Exec member</b></p>	<p>Cllr. Carol Runciman</p>		
<p><b>Director</b></p>	<p>Sharon Houlden: Corporate Director of Health, Housing</p>		

<b>responsible</b>	and Adult Social Care
<b>Dependencies</b>	Market development, Comprehensive Information, Advice and Guidance for ASC
<b>Link to paper if it has been to another member meeting (e.g. executive, council, a scrutiny committee)</b>	<p>Health, Housing and Adult Social Care Policy Scrutiny Committee – November 2017</p> <p>Future Focus Update Report</p> <p><a href="http://democracy.york.gov.uk/documents/s118247/Future%20Focus%20Report_November_2017_v2.pdf">http://democracy.york.gov.uk/documents/s118247/Future%20Focus%20Report_November_2017_v2.pdf</a></p> <p>Additional Adult Social care Support and Resources Executive May 2018</p> <p><a href="http://democracy.york.gov.uk/ieListDocuments.aspx?CId=733&amp;MIId=10198&amp;Ver=4">http://democracy.york.gov.uk/ieListDocuments.aspx?CId=733&amp;MIId=10198&amp;Ver=4</a></p>

<b>Project title</b>	Outer Ring Road (A1237)		
<b>Reporting period</b>	June 2019		
<b>Description</b>			
<p>This project increases the capacity of 7 roundabouts on the ring road to reduce orbital and radial journey times. Upgrades would be to a similar standard to the A59 and A19 roundabouts with 3 lane approaches and 2 lane exits on the A1237. The enhancements will be designed to accommodate future dualling where possible.</p>			
<b>Current status</b>			
<b>AMBER</b>			
<ol style="list-style-type: none"> <li>1. Certificate of Lawfulness for Jcn 3 Clifton Moor has been granted by the Planning Authority. This approval enables the Highway Authority to undertake upgrading proposals using Permitted Development Rights on a larger scheme proposal as consulted upon in March 2019.</li> <li>2. Negotiations with landowners at Jcn 7 Monks Cross have continued in order to enable the acquisition of land and provide Great Crested Newt mitigation measures.</li> <li>3. An announcement on the HIF bid for Jcn 3 Clifton Moor is still awaited from Central Government.</li> <li>4. Options for upgrading Jcn 4 Wigginton Rd are being drafted.</li> <li>5. Environmental surveys and site investigation commenced on Jcn 3 Clifton Moor and Jcn 4 Wigginton Road.</li> </ol>			
<b>Future outlook</b>			
<ol style="list-style-type: none"> <li>1. Continue negotiations with landowners at Monks Cross to acquire the required plots.</li> <li>2. Continue exploring options for mitigation measures required for Great Crested Newts.</li> <li>3. Consider traffic modelling options for Jcn 2 Great North Way to seek a scheme with reduced magnitude in terms of land take and works.</li> <li>4. Continue to work up details on scheme proposals for Jcn 3 Clifton Moor.</li> <li>5. Continue to work up options for dealing with B1363 Wigginton Road north of A1237.</li> <li>6. Hold Compulsory Purchase initialisation meeting with suppliers.</li> </ol>			
<b>Key risks</b>			
<b>Risk (brief description/ consequence)</b>	<b>Control/action</b>	<b>Gross</b>	<b>Net</b>

<p>Land acquisition - Risk of programme delay due to uncertainty of acquiring land in a timely and efficient manner.</p> <p><b>Consequences</b> This could lead to programme delays, which in turn will lead to inability to deliver the junction upgrades in accordance with the timetable set by WYCA.</p>	<p>DVA have been appointed to acquire land on behalf of CYC by private agreement.</p> <p><b>Actions</b> It is proposed that a Compulsory Purchase Order will be drafted in parallel to the private negotiations. If private negotiations become protracted or break down, the CPO will be enacted. This mitigation plan is likely to be successful in future junction upgrades, but the short lead in time for Wetherby Road means that this will not be possible to arrange.</p>	20	19
<p>WYCA withdraw funds for YORR Improvements. All projects overseen by WYCA in the Growth Fund (inc WY+TF) are under review by HM Government. Failure to deliver projects within the control period 2016-2021 may result in the withdrawal of funds.</p> <p><b>Consequences</b> Withdrawal of funding will mean the YORR Improvements will not be completed.</p>	<p>Comprehensive Project planning to ensure timely delivery of the project.</p> <p><b>Actions</b> To ensure the project is planned and managed efficiently. A Senior PM has been appointed to undertake this.</p>	18	13
<p>Planning approval is required for two of the junction upgrades. Getting these approvals could be time consuming and cause programme delays. At this stage it is not thought that the principle of getting planning approval is a problem.</p> <p><b>Consequences</b></p>	<p>Commencement of talks with the Planning Authority to understand what reports and activities will be needed to be undertaken.</p> <p><u>Actions</u> Project planning to ensure the sequencing of the preparation for and submission of a planning application. The control period 2016-2021</p>	14	13

<p>Delays getting planning approval will impede the overall programme and places a risk of delivering the upgrades in a timely and efficient manner, possibly resulting in the withdrawal of funding in the most extreme case.</p>	<p>presents sufficient time at this point to achieve this.</p>		
<p>Great Crested Newts (GCN) are present on the south west side of the A1237 at Monks Cross. This affects two segments of the proposed works. A GCN relocation licence was granted by Natural England in October 2018. However the landowner did not grant access to enable the provision of a hibernaculum on their land. This feature will have to be provided elsewhere and whilst negotiations with another landowner are favourable, this will require a change to the licence. Whilst this change has been notified to Natural England, the consequence is that the trapping of newts is delayed until spring 2019. This means that no work can take place on the two segments affected until the newts have been cleared.</p> <p>Dec 2018 - The work of the ecologist is being carefully managed. A revised application should be submitted to English Nature</p>	<ol style="list-style-type: none"> <li>1. The change to the Natural England licence has been resubmitted to gain a revised permission in early 2019.</li> <li>2. The Ecology consultant has been instructed to implement trapping at the earliest juncture.</li> <li>3. The design of the junction upgrade is being considered for minor alterations to reduce the impact.</li> <li>4. The contractor's programme will be adjusted to accommodate this risk.</li> <li>5. As a key risk, this matter is being given a weekly level of scrutiny.</li> </ol> <p><b>Latest Update</b>  Negotiations were progressing in March 2019 to provide GCN Hibernaculum on land south west of A1237 at Jcn 7 Monks Cross. A change in the landowner's approach has now meant that the land previously identified is no longer available. Other options are now being pursued.</p>	<p>20</p>	<p>19</p>

<p>in late Dec 2018. This does not reduce the risk but ensures that the admin arrangements are in place. The GCN are only present in two segments of the proposed junction upgrade and there is scope to work around this in the early stages of the project.</p> <p><b>Consequences</b> Delay to commencement of civil engineering work on two segments of the junction improvement. Potential impact on the opening of the Monks Cross Community Stadium.</p>			
<p>Purchase and access to land at Monks Cross - There are five areas of land to purchase at Monks Cross to accommodate the junction upgrade. Two landowners have entered into discussions with CYC's agents and discussions are positive. However the other three landowners are proving difficult to get hold of. One is a bank, one is a trust and the final one is a business which is not active.</p> <p><b>Consequences</b> This could delay commencement of Phase 2 Monks Cross junction upgrade and impact on the opening of the Community Stadium.</p>	<p>DVS, land agents acting on behalf of CYC have been instructed to go ahead with all speed to purchase the necessary land. This is reviewed weekly.</p> <p><b>Latest Update</b> Whilst there is no real progress to report the relationships remain good with the landowners. It is noted that the CYC Delivery Team have now developed a programme which would be compatible if acquisition could be secured i.e. 'entry' by June 2019.</p> <p>May 2019 - As difficulties persist acquiring land at Jcn 7, other options to enable progress are being considered.</p>	21	21

<b>Reports to</b>	Project reports into the Transport board, Project Board and Lead Members Board		
<b>Exec member</b>	Cllr Andy D'Agorne		
<b>Director responsible</b>	Neil Ferris – Corporate Director of Economy and Place		
<b>Dependencies</b>	LTP4, Local plan		
<b>Link to paper if it has been to another member meeting (e.g. executive, council, a scrutiny committee)</b>	<p>Executive West Yorkshire Transport Fund – 24 November 2016  <a href="http://democracy.york.gov.uk/documents/s110381/WYTF%20Exec%20Nov%202016%20v5.pdf">http://democracy.york.gov.uk/documents/s110381/WYTF%20Exec%20Nov%202016%20v5.pdf</a></p> <p>Executive July 2017  Proposed York Outer Ring Road Improvements – Approach to Deliver  <a href="http://democracy.york.gov.uk/documents/s115804/York%20Outer%20Ring%20Road.pdf">http://democracy.york.gov.uk/documents/s115804/York%20Outer%20Ring%20Road.pdf</a></p> <p>Executive December 2018  A1237 Outer Ring Road – Dualling Update  <a href="https://democracy.york.gov.uk/documents/s128823/Exec%20report%20-%20YORR%20Dualling%20-%202020-12-18%20Final.pdf">https://democracy.york.gov.uk/documents/s128823/Exec%20report%20-%20YORR%20Dualling%20-%202020-12-18%20Final.pdf</a></p>		

<b>Project title</b>	Housing Delivery Programme
<b>Reporting period</b>	June 2019
<b>Description</b>	
<p>The accelerated delivery of mixed tenure housing across multiple sites in the city.</p>	
<b>Current status</b>	
<b>AMBER</b>	
<u>Lowfield</u>	
<p>The creation of a new site access off Tudor Road as well as off-site works including the creation of new off-street parking bays has commenced and is due to be complete in around 6 weeks.</p> <p>Wates have been selected as the preferred contractor for the construction of the new homes and associated infrastructure and public open space. Final contractual negotiations are on-going.</p>	
<u>Askham Bar, Duncombe Barracks and Burnholme</u>	
<p>Mikhail Riches have been selected as the preferred contractor to lead the multi-disciplinary design team to progress the next sites within the programme. A Public Consultation Strategy and Design Guide is being created in collaboration in order to enable the concept design stage to commence in the coming weeks.</p> <p>Terms have been agreed for the purchase of the Duncombe Barracks site. Final contractual issues are being resolved and it is expected that the sale will be completed in the next couple of weeks.</p>	
<b>Future outlook</b>	
<u>Lowfield</u>	
<p>It is expected that the construction contract will be completed and signed with Wates. A programme will be agreed with an expectation of a start on site within the next 8 weeks.</p> <p>The new access off Tudor Road will be completed, as will the construction of new off-street car parking bays. Bus stop improvements will be programmed in.</p>	
<u>Burnholme, Askham Bar, and Duncombe</u>	

The purchase of Duncombe Barracks should complete in the next period. The contract with Mikhail Riches as the lead member of the multi-disciplinary design team will be signed. This will enable the start of public consultation regarding the residential redevelopment of this site alongside Burnholme and Askham Bar.

**Key risks**

<b>Risk (brief description/ consequence)</b>	<b>Control/action</b>	<b>Gross</b>	<b>Net</b>
<p><b>Development tender returns for Lowfield exceed budget</b> - Exec approval given to utilise £4.5m of HRA resources to deliver the project. This is supplemented by sales receipts.</p> <p><b>Consequences</b> Inability to award contract. Houses not delivered further adding to the housing shortage in the city.</p>	<p>Regularly updating of costs and revenue analysis prior to release of tender documents.</p> <p><b>Actions</b> Value engineering to reduce costs and additional revenue/grant opportunities explored.</p> <p><b>Latest Update</b> Detailed estimated cost analysis has been undertaken for Lowfield. However, there is a risk that building contractor prices may exceed the estimated costs, particularly given existing uncertainty in the economy around Brexit. This could result in the approved budget being exceeded.</p>	19	18
<p><b>Progressing sewer diversion across Lowfield to meet programme</b> - A major sewer crosses the site which needs to be diverted such that houses can be built on the site.</p> <p><b>Consequences</b> Delay in starting housing construction on site.</p>	<p>Close partnership working with Yorkshire Water to ensure works are carried out on schedule and budget.</p> <p><b>Actions</b> Phase construction such that works take place on the part of the site unaffected by the sewer diversion. Or delay start on site.</p>	19	18
<p><b>Steep rise in build costs for future schemes</b> - An increase in build costs</p>	<ul style="list-style-type: none"> <li>Continued monitoring of market trends to ensure an accurate picture is in place</li> </ul>	20	18

<p>above those estimated in the financial model would harm the feasibility of the housing development projects</p> <p><b>Consequences</b> Potential financial viability issues leading to financial losses for the council</p>	<p>regarding foreseen construction costs</p> <ul style="list-style-type: none"> <li>Continued re-appraisal of scheme to help bring costs down where required</li> <li>Cost control as part of project management on site</li> <li>Utilisation of cost consultants in estimating likely build costs at today's prices and in the future allowing for inflation</li> </ul> <p><b>Actions</b></p> <ul style="list-style-type: none"> <li>Only develop sites with sufficient margins when sensitivity tested.</li> <li>Review phasing and financial plan if this occurs.</li> <li>Stay up to date on build cost trends for any early warnings of potential inflation above modelling level.</li> </ul> <p><b>Latest Update</b> Risks remain around build costs until lender returns are assessed.</p>		
<p><b>Drop in housing market demand and prices</b> - A steep decline in either the demand for houses or the sales and rental prices would affect the financial viability of the project.</p> <p><b>Consequences</b> Reduced financial viability of the Housing Delivery Programme.</p>	<p>Long term housing trends have shown a significant rising market. Close liaison with local estate agents to understand the York market and likely asking prices for houses on proposed developments. York has a strong housing market.</p> <p><b>Actions</b></p> <ul style="list-style-type: none"> <li>Continued monitoring of housing market</li> <li>Options to amend projects to reduce costs and therefore maintain the required financial margin</li> </ul>	19	18

	<ul style="list-style-type: none"> <li>Options to further mix the tenure of schemes in a market recession</li> </ul> <p><b>Latest Update</b> There is a risk of house price deflation as a result of Brexit which would impact the viability of the programme.</p>		
<b>Reports to</b>	Project team consisting of officers at the council who will advise on specialisms such as legal, housing, finance, and procurement. This project team feeds into the Housing Delivery Programme Board, which consists of senior officers and managers. The board guides decisions shaping the programme, setting objectives, scope, and timelines for projects. The board reports into the HCA as part of the partnership arrangement as well as One Public Estate. When milestones are met the programme will report into 'Capital and Asset Board' and 'Health, Housing and Adult Social Care' and 'Employment and Place' Management Teams for co-ordination and major project issues. Decisions taken by the Council Management Team followed by Executive.		
<b>Exec member</b>	Cllr. Denise Craghill		
<b>Director responsible</b>	Sharon Houlden: Corporate Director of Health, Housing and Adult Social Care		
<b>Dependencies</b>	None		
<b>Link to paper if it has been to another member meeting (e.g. executive, council, a scrutiny committee)</b>	<p>March 2017 Executive Meeting <a href="https://democracy.york.gov.uk/documents/s113451/HCA%20Partnership%20Housing%20Development.pdf">https://democracy.york.gov.uk/documents/s113451/HCA%20Partnership%20Housing%20Development.pdf</a></p> <p>December 2017 Executive Meeting Establishing a Delivery Model and the Scope of the Programme <a href="http://democracy.york.gov.uk/documents/s119302/Housing%20Delivery%20Programme.pdf">http://democracy.york.gov.uk/documents/s119302/Housing%20Delivery%20Programme.pdf</a></p> <p>December 2017 Executive Meeting Delivering the Lowfield Scheme <a href="http://democracy.york.gov.uk/documents/s119289/Delivering%20the%20Lowfield%20Scheme.pdf">http://democracy.york.gov.uk/documents/s119289/Delivering%20the%20Lowfield%20Scheme.pdf</a></p>		

	<p><b>July 2018 Executive Meeting</b> <a href="http://democracy.york.gov.uk/documents/s124782/Housing%20Delivery%20Programme%20Executive%20Report%20-%2012th%20July%202018.pdf">http://democracy.york.gov.uk/documents/s124782/Housing%20Delivery%20Programme%20Executive%20Report%20-%2012th%20July%202018.pdf</a></p> <p><b>October 2018 Executive Meeting</b> <b>Duncombe Barracks, Burton Stone Lane</b> <a href="http://democracy.york.gov.uk/documents/s126458/Duncombe%20Barracks.pdf">http://democracy.york.gov.uk/documents/s126458/Duncombe%20Barracks.pdf</a></p> <p><b>January 2019 Executive Meeting- Building More Homes for York – removal of the HRA borrowing cap</b> <a href="https://democracy.york.gov.uk/documents/s129234/Building%20More%20Homes%20for%20York%20-%20Exec%20Report.pdf">https://democracy.york.gov.uk/documents/s129234/Building%20More%20Homes%20for%20York%20-%20Exec%20Report.pdf</a></p>
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<b>Project title</b>	Centre of Excellence
<b>Reporting period</b>	June 2019
<b>Description</b>	
<p>City of York Council with its partners are planning to:</p> <ol style="list-style-type: none"> <li>a. Deliver a feasibility study to explore the opportunities and benefits of building a Specialist Disabled Children Short Break Facility in York.</li> <li>b. To expand the Family Intensive Rapid Support Team (FIRST) to incorporate a therapeutic short break residential element and to explore the opportunities and benefits of increasing the service offer to neighbouring Local Authorities across the region.</li> </ol> <p>The project is part of the wider development of services for disabled children and young people across the city and provides the council with an opportunity to:</p> <ul style="list-style-type: none"> <li>– Invest capital in developing a ‘Disability Centre of Excellence’ which has the potential to be a leader in innovative practice both regionally and nationally.</li> <li>– Make York Home for more disabled children and young people by reducing out of Area placements.</li> <li>– Develop and invest in service provision in order to generate future savings and income generating potential.</li> <li>– Deliver better outcomes for disabled children and young people including those with the most complex needs.</li> </ul> <p>FIRST is a specialist Clinical Psychology led service that supports families with children/ young people who have a learning disability, autism and the most complex behavioural needs. FIRST provides intensive assessment and intervention for children and their family at the point of potential placement breakdown.</p> <p>The proposed Specialist Disabled Children Short Break Facility would potentially incorporate and replace the short break residential provision currently provided at The Glen and Glen House.</p>	
<b>Current status</b>	
<b>GREEN</b>	
<b>Finance</b>	
<ul style="list-style-type: none"> <li>• Financial close has been agreed with Sewell Construction.</li> <li>• Decision has been made to seek an Executive decision from Portfolio</li> </ul>	

Holder for Children to increase the budget by 250k. This increase will ensure that the project has a client contingency of 7%+ which will mitigate the risk of over spend. This proposed decision has been placed on the forward plan for June.

### **Procurement**

- Amendments to contract have been agreed with procurement, legal and Contractor

### **Design**

- Design work complete to RIBA stage 4 in line with value engineered changes
- Contractor Proposals have been agreed
- Contractor proposals agreed for playing field development.

### **Communication**

- Communication team with CYC, School and Contractor representation has been set up to manage the future communication strategy.
- Letters have been sent out to School Parents and Local Residents.
- Drop in discussion has been planned.

### **Legal**

- Draft PFI Deed of Variation has been sent to PFI funders, Ebor Academy and DfE.
- Schedules and attached drawings need to be circulated.
- Letter of agreement from PFI funders has been received to ensure enabling works can start in advance of formal agreement of DOV.
- This is delay in completion continues to be a risk to programme.

### **Governance**

- Risks and decisions are been monitored, recorded and agreed through Project Board.

## **Future outlook**

### **Procurement**

Contracts signed and sealed.

### **Programme**

Start on site.

### **Communication and engagement**

Drop in with local residents.

Briefing for Executive and Ward Councillors.

<p><b>Planning</b> Resolve and discharge planning conditions.</p> <p><b>Legal</b> Final and formal agreement on PFI Deed of Variation from PFI funders, Ebor Academy and DfE.</p>			
<b>Key risks</b>			
<b>Risk (brief description/ consequence)</b>	<b>Control/action</b>	<b>Gross</b>	<b>Net</b>
<p><b>Budget Overspend</b> - Costs increase and exceed allocated budget. <b>Consequences</b> Impacts the financial viability of the business case.</p>	<ul style="list-style-type: none"> <li>Finance reporting at every Project Board</li> <li>Identified finance lead</li> </ul> <p><b>Actions</b></p> <ul style="list-style-type: none"> <li>Effective management of contingency</li> </ul>	20	21
<p>Planning application delayed or refused. <b>Consequences</b> Project is delayed or can not progress.</p>	<ul style="list-style-type: none"> <li>pre application</li> <li>work with planning officer to address issues</li> </ul> <p><b>Actions</b></p> <ul style="list-style-type: none"> <li>proactive engagement with local community</li> <li>proactive engagement with planning officer / department</li> <li>Anticipated issues addressed as part of feasibility</li> </ul>	23	23
<p><b>Section 77 DfE application</b> - to build on playing fields delayed or refused. <b>Consequences</b> Project is delayed or can not progress</p>	<ul style="list-style-type: none"> <li>Guidance and involvement for CYC lead</li> <li>Early initiation</li> <li>Involvement of CYC lead</li> <li>Conversation with DfE lead</li> <li>Compensation and mitigation in place</li> </ul> <p><b>Actions</b></p> <ul style="list-style-type: none"> <li>Pro actively identify and address application barriers and issues.</li> </ul>	23	18
<p><b>Engagement of parents</b> - Parents of disabled children object to plans and</p>	<p>Project Board report Communication, engagement plan for parents</p>	21	19

relocation of the Glen. <b>Consequences</b> Potential judicial review Negative coverage externally including local press	<b>Actions</b> <ul style="list-style-type: none"> <li>• Co production approach to planning and development</li> <li>• Communication and engagement plans in place for parents</li> <li>• Engagement officer capacity</li> </ul>		
Playing fields compensation can not be delivered at back of school. <b>Consequences</b> Impacts on ability to build on playing field.	Contract Landscape Architect to scope out the works, issues, risks.	23	23
<b>Reports to</b>	<ul style="list-style-type: none"> <li>• The project is accountable to a Project Board chaired by Amanda Hatton - Director CEC.</li> <li>• The project Board contains representation from Children's Social Care, Health, Education, Adult Services and Finance.</li> <li>• The project Board is accountable to CEC DMT chaired by Amanda Hatton, Director of Children, Education and Communities.</li> <li>• The project Sponsor is Amanda Hatton.</li> </ul>		
<b>Exec member</b>	Cllr Ian Cuthbertson		
<b>Director responsible</b>	Amanda Hatton - Director of Children, Education and Communities		
<b>Dependencies</b>	None		
<b>Link to paper if it has been to another member meeting (e.g. executive, council, a scrutiny committee)</b>	<p>Executive August 2017 - Re-Commissioning a Short Break Service for Adults with a Learning Disability based at Flaxman Avenue, York  <a href="http://democracy.york.gov.uk/documents/s116684/Short%20Breaks%20Flaxman.pdf">http://democracy.york.gov.uk/documents/s116684/Short%20Breaks%20Flaxman.pdf</a></p> <p>Executive January 2018  Develop a Centre of Excellence for Disabled Children and their Families in York  <a href="http://democracy.york.gov.uk/documents/s120973/Centre%20of%20Excellence%20for%20Disabled%20Children%20Executive%20Paper%20April%202018%20Final.pdf">http://democracy.york.gov.uk/documents/s120973/Centre%20of%20Excellence%20for%20Disabled%20Children%20Executive%20Paper%20April%202018%20Final.pdf</a></p> <p>Executive April 2018 - Revised Recommendation in Relation to the Capital Budget  <a href="http://democracy.york.gov.uk/documents/s122950/Centre%20of%20Excellence%20for%20Disabled%20Children%20Executive%20Paper%20April%202018%20Final.pdf">http://democracy.york.gov.uk/documents/s122950/Centre%20of%20Excellence%20for%20Disabled%20Children%20Executive%20Paper%20April%202018%20Final.pdf</a></p>		

<b>Project title</b>	Provision of School Places
<b>Reporting period</b>	June 2019
<b>Description</b>	
<p>The need to provide sufficient school places for current and future residents is a key statutory duty of CYC and will build an educational infrastructure for the city by forecasting likely demand and supply of school places over the medium term (until 2022/23).</p> <p>The aims of this project are to identify where and when additional school places will be required, and work with central government and the school community to provide places in good or outstanding schools.</p> <p>CYC is provided with some 'Basic Need' funding from central government for this purpose and will need to ensure that this and other sources of funding are used to best effect in those areas of greatest need, and to ensure that all educational provision is sustainable in the longer term, working with the school community.</p> <p>The project represents a significant priority for City of York council in delivering educational opportunities for residents.</p>	
<b>Current status</b>	
<b>AMBER</b>	
<b>This Period</b>	
<p>Throughout late 2018 and early 2019 the major focus of the project is on communicating – principally with schools and multi-academy trusts – both the general project approach to build awareness and confidence in the aims of the project, but also awareness of the headline figures of the future need for school places in each of the 4 secondary and 17 primary planning areas. This builds upon earlier project work in building a robust and resilient data model to take account of many variables as they change. The key variables are capacity, births, migration, additional housing and parental preference with forecasting work undertaken on an annual basis. As new datasets have been published in early 2019, these conversations with partners have needed to mature and develop to include finding solutions to the issues raised. The project includes many statutory tasks and processes within the project framework to aide the project's aims - these include annual processes around school admissions and school buildings. This project has five major work streams: capacity; communication; data modelling; forecasting; and policy. Many of these are by the nature of the project and subject area annual or cyclical in each school year, with many related dependencies between them.</p>	

## **Capacity**

- Work on the capacity of the school estate is now complete after a comprehensive review of all school buildings and teaching spaces in the past 18 months that included site visits to ascertain the capacity of each school's estate.
- Identification of all potential teaching spaces, including those that could be recommissioned from alternative uses, has greatly improved the ability of the LA to effectively plan for future provision of school places. In some schools this has increased the number of school places available without capital funding.
- This process will next be reviewed in late 2019 to continue to provide an accurate baseline for capacity moving forward.
- 'Net Capacity' calculations have now been produced and sent to all schools including those with sixth forms to be signed off.
- This data will continue to be used for the 'SCAP' process with central government, where it will be used for future funding calculations.
- Communication is ongoing, with further information required from Archbishop Holgate's School, to enable a report to go to the Executive Committee. This proposal will address secondary school place requirements in the Secondary Planning Area - East York.

## **Communication**

- Communication continues to take place with local schools and academy trusts in the city re: future forecasts. Schools continue to approach the LA where they wish to propose their own visions for expansion. We continue to offer schools and academy trusts the opportunity to discuss trends and findings in forums such as clusters or multi-academy trust groupings, or in smaller discussions between officers and school leadership/governing bodies.
- Schools and academy trusts continue to jointly identify potential solutions in the form of Planning Area Action Plans (PAAPs) which are now available on the York Education Website. The scope of PAAPs have been defined to provide data on top of Planning Area Forecasts and they include i) data on the expected number of additional dwellings and pupil yield that are not yet included in known housing or incorporated into the forecasts; ii) details of any current education infrastructure projects; and iii) details of any ongoing conversations with schools regarding necessary or requested changes to infrastructure. There will be significant work to maintain alignment between Forecasts and Action Plans as the datasets evolve, and throughout the emerging Local Plan period
- The February 2019 base forecasts are now completed and available on

the York Education Website.

- Continued communication with residents, elected members, and with other partners throughout the lifetime of this project. Communication with developers of some forthcoming housing sites continues as do those with those officers overseeing the draft Local Plan and future infrastructure plan for the city, to ensure the information we have is the most up to date.

### **Data Modelling**

- The 2018 annual SCAP process for central government review has now been validated and the information published on gov.uk, although formal sign off has still not been received from central government. Having only had minor feedback to date and with the data now being in the public domain, we expect to formally sign off SCAP with no changes.
- The latest allocations data is now mapped to catchment areas in the primary and secondary forecasting models for the forthcoming 2019 data model.
- Business Intelligence has now undertaken an internal audit of forecasting methodology and both the primary and secondary forecasting models have been tested.

### **Forecasting**

- Continued development of data sets especially where significant housing is proposed, and these forecasts used to plan for future need and work alongside colleagues in economic development and other major projects. Several data analyses and reports have been modelled that can be deployed where there is a need for an indepth analysis of pupil attendance and preference trends to aide discussions on the future planning of school places and admission arrangements.

### **Policy**

- All other admission authorities who do not adopt the City of York Local Authority admissions policies should have by now all determined and returned their 2020/21 policies.
- In order to maximise the limited Basic Need funding, potential additional funding streams continue to be investigated. Priority areas continue to be supported with a limited amount of Basic Need funding, through the policies employed. Future spending needs to include supporting the growth in the numbers of pupils with additional needs - though this is outside the scope of this project, it is part of the parallel Inclusion Review.
- Delivery of a very small number of basic need funding schemes for the current and upcoming financial year is ongoing at St. Mary's and

Westfield.

## **Future outlook**

The main focus of this period:

### **Capacity**

- Final formal sign off of the 2018 SCAP return is overdue, though this is dependent on work of the Department for Education.
- Continue to gather information to refine the proposal to address secondary school place requirements in the Secondary Planning Area - East York, to enable this to go to the Executive Committee.

### **Communication**

- Continued engagement with local schools and academy trusts to gather their views and identify any potential plans about how they could assist in providing for future need, following the updating for 2019 Planning Area Action Plans (PAAPs) on [yorkeducation.co.uk](http://yorkeducation.co.uk) for 17 primary and 4 secondary planning areas across the city, as well as city wide headlines at primary and secondary level. These PAAPs will be reviewed periodically and updated to reflect ongoing conversations with schools and academy trusts.
- Continue to liaise with Archbishop Holgate's school regarding the proposal to address secondary school place requirements in the Secondary Planning Area - East York.
- Identify related projects that may arise as a result of this project's findings - particularly those at secondary level. Some initial projects have already been identified and these proposals are included in the PAAPs. Early stage meetings have now taken place with Fulford.

### **Forecasting**

- Continue working toward the 2019 data model, including confirming planning areas with DfE, and refining forecasting methodology.
- Work will continue over the next period to calculate the cost per place of expected future expansions when assessing the viability of projects to increase the number of school places available in a planning area.
- Housing data is expected at the end of June and will be mapped to catchment areas in primary and secondary forecasting models at this point.
- Early investigations have begun to look at how to model future SEN

need across the city.

**Policy**

- Seek continued support to update and seek authorisation regarding project approach, scope and processes - to focus on the business changes as well as the business as usual processes identified initially in the project plan
- Continued work around a refined planning policy approach re: Housing Developer Contributions (HDCs) for current and future developers is in review with colleagues in Planning to ensure compliance with wider CYC policy and agreements re: Local Plan.
- In response to feedback from the auditing of this project, plans are now in place to monitor the project risk register periodically, in order to evidence effective management of risk.

**Project Plan**

- Further develop, communicate and agree the project plan.

**Key risks**

Risk (brief description /consequence)	Control/action	Gross	Net
<p><b>Cost per place too high</b> - The project delivers a sufficient number of places but with a cost per place that is too high – stretching the ability of funding to meet all needs. New places created are of a high per pupil cost.</p> <p><b>Consequences</b> Funding sources will not meet the needs of the educational infrastructure required.</p>	<p>Project to work first to increase existing schools capacity at lowest cost over new school provision - utilising existing infrastructure rather than new schools at high revenue cost and high entry costs e.g. land, overheads.</p>	<p>19</p>	<p>13</p>
<p>Places provided too early for schools -The project delivers a sufficient number of</p>	<p>Engagement with stakeholders (schools, MATs, DfE, developers) to ensure that places are provided only once demand is</p>	<p>19</p>	<p>12</p>

<p>new places before these places are required by residents, leading to under subscription of other schools.</p> <p><b>Consequences</b> Existing schools become undersubscribed and experience financial difficulties as rolls are lower.</p>	<p>known and is in the process of being delivered. LA manages supply to minimise significant under subscription at existing schools.</p> <p><b>Actions</b> Continued examination of educational infrastructure and development of parallel data sets where significant housing is proposed, these forecasts are used to plan for future need.</p>		
<p><b>MATs don't engage</b> - Multi Academy Trusts (MATs) with schools in York do not engage with the project to deliver sufficient school places on existing sites.</p> <p><b>Consequences</b> Insufficient places are created at existing schools, therefore more new small schools created with higher start up costs and being of a less than optimal size, with higher revenue costs.</p>	<p>Plan to engage with MATs at an early stage in the project through the York Schools and Academies Board (YSAB), providing MATs with data and potential solutions.</p> <p><b>Actions</b> Continued communication with schools through ongoing conversations and through the publication of forecasts and action plans for each primary and secondary planning area on the York Education website.</p>	19	12
<p><b>Lack of financial resources</b> - Housing developer contributions (HDCs from S106/CIL), direct CYC funding planned for and Basic Need (BN) capital funding for government is insufficient (when taken together) for the total costs.</p> <p><b>Consequences</b> Requirement for</p>	<p>Plan for the estimated costs of educational infrastructure early as part of the Local Plan process - identifying indicative costs and recognising that HDCs and BN will not meet total funding requirement. Planning early will increase the time available to source sufficient funds by exploring available funding streams and therefore will reduce the likelihood of it happening, if not the impact if it did.</p>	19	12

additional CYC sources of funding increased - through HIF bids, capital borrowing, CRAM funding etc.	<u>Actions</u> Continue to source sufficient funds by exploring available funding streams.		
<b>Data Quality</b> - Data quality is low, inputs are delayed, or assumptions are flawed; Forecast methodology and data inputs fails to provide accurate forecasts. <b>Consequences</b> Too many or too few places are created, leading either to under subscription or continued place pressures.	Quality assuring methodology with DfE through SCAP process, and internally delivering this work through Business Intelligence	18	12
<b>Reports to</b>	Project is overseen by Children, Education and communities Directorate Management Team and Executive Member for Children and Young People as necessary.		
<b>Exec member</b>	Cllr Ian Cuthbertson		
<b>Director responsible</b>	Amanda Hatton - Director of Children, Education and Communities		
<b>Dependencies</b>	Local Plan Policy, Economic Strategy, City Transport Policy		
<b>Link to paper if it has been to another member meeting (e.g. executive, council, a scrutiny committee)</b>	Executive February 2018 Admission arrangement for the 2019/20 school year <a href="http://democracy.york.gov.uk/documents/s121171/Final%20Admissions%20Report%20-%201920%20for%20Executive.pdf">http://democracy.york.gov.uk/documents/s121171/Final%20Admissions%20Report%20-%201920%20for%20Executive.pdf</a>		

<b>Project title</b>	Housing ICT Programme
<b>Reporting period</b>	June 2019
<b>Description</b>	
<p>The Housing ICT Programme is a major ICT enabled business transformation and culture change programme which will deliver a new operating model and systems for Housing and Building Repairs Services, based on customer centric, holistic services to be delivered with first point of contact resolution at a place, time and manner that suits the customer.</p>	
<b>Current status</b>	
<b>GREEN</b>	
<p>The programme status remains green, progress is on track and all risks continue to be managed.</p> <p>Phase 1 of 3 of the programme is now complete following the successful signature of the Solution Contract with Capita. The programme has now moved into phase 2 of 3 (implementation).</p> <p>Following contract signature, Ruth Whitehead has been assigned as the Capita Project Manager for CYC. The project initiation and technical initiation meetings have now taken place.</p> <p>A paper is on the agenda to cover the additional resources requested to come on to the programme.</p> <p>A full business change readiness assessment has now been completed and the report has been shared with Tom's Senior Management Team. Feedback from SMT is being built into the report before being shared with wider stakeholders and SMEs.</p> <p>The first Business Change Assurance Group meeting was held to review the Terms of Reference and discuss the overall approach to assuring business change on the programme.</p> <p>The SX-3 split work continues on track. A second round of testing has been carried out following the initial split testing, issue resolution and re-testing.</p> <p>All programme RAID items continue to be monitored by the programme team. There are no new risks to report to this month's Board. One risk has</p>	

increased (Servitor performance) and this is reported separately.

## PROGRESS DURING REPORTING PERIOD

### General:

<b>Status:</b>	<b>Green</b>	On track and/or no major issues being encountered.
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The programme status remains green, progress remains on track and all risks continue to be managed.

Phase 1 of 3 of the programme is now complete following the successful signature of the Solution Contract with Capita. The programme has now moved into phase 2 of 3 (implementation) and implementation planning has started with Capita.

Following on from the contract signature, initial implementation planning has taken place. Ruth Whitehead has been assigned as the Capita Project Manager for CYC and an initial introductory meeting has been held.

The project initiation meeting and technical initiation meeting have taken place and a range of activity is underway following those meetings. These are the formal business and technical kick off meetings that will shape the implementation going forward and will start to form the basis of the first draft implementation plan. Capita have agreed to pause implementation activity and come in and present the plan back to CYC as they mistakenly believed we had received the implementation plan.

A paper is on the agenda to cover the additional resources requested to come on to the programme to deliver the programme to time and quality.

A full business change readiness assessment has now been completed and the report has been shared with Tom's Senior Management Team. Feedback from SMT is being built into the report before being shared with wider stakeholders and SMEs. The report will now form the basis of an action plan to address the issues raised and support emerging directorate wide work around staff engagement and empowerment that the programme will support. Benefit workshops have taken place that will help shape the benefits that the programme will help the business to deliver and tackle some of the key themes in the report.

The first Business Change Assurance Group meeting was held to review the Terms of Reference and discuss the overall approach to assuring business change on the programme. No changes to the TOR or ways of working were made and the group will now focus on a series of emerging business change requests. Both TAG and BCAG will report back to Board on low/medium change requests received going forward. Any high risk/major impact requests will still be brought to Board escalated from

TAG/BCAG as appropriate.

The SX-3 split work continues on track. A second round of test split has been carried out following the initial test split, issue resolution and re-testing. A paper is on the agenda to summarise the key points of this work.

All programme RAID items continue to be monitored on a monthly basis by the programme team. There are no new risks to report to this month's Board. One risk has increased this month (around current Servitor performance degrading due to the technical change freeze) and this is reported separately.

### **Business Change**

<b>Status:</b>	<b>Green</b>	On track and/or no major issues being encountered
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- Business Change Readiness Assessment, Gap Analysis and Impact Assessment have been shared and discussed with Tom Brittain – Programme Sponsor.
- Business Change Readiness Assessment, Gap Analysis and Impact Assessment shared with Housing and Community Services Senior management Team other than some wording amendments requested prior to sharing with management teams and SMES all are happy with the report and signed up to the requirements and proceeding with the Change Agenda.
- Business Change Readiness Assessment, Gap Analysis and Impact Assessment shared with key Housing ICT Programme Stakeholders AC and IC, a few minor amendments to be made.
- The first BCAG has been held.
- Two further change requests have been received and the BCAG Housing representatives are gathering further detail around the request in advance of the next BCAG to be held on 22<sup>nd</sup> May 2019.
- Staff Sessions for Housing and Community Services attended.
- Met with Sharon Houlden, Corporate Director HHASC to discuss Change and Empowerment across Housing and Community Services.
- Collaborating with Kelly Conn, Service Improvement Team Leader to look at the Empowerment and Change Agendas; current staff journeys from induction to exit, how we can facilitate staff being and feeling more empowered. Examining other LAs and HAs who have empowered staff

and improved service delivery – with a view to looking at best practice models, appropriate training and staff sessions for the future.

- Visit arranged to Stockport Homes to look at best practice around empowerment, service delivery and improvement etc. (11<sup>th</sup> June 2019)
- Attended introductory meeting with Ruth Whitehead Capita PM.
- Attendance at TAG.
- Attended NHC Policies and Procedures workshop around best practice, Policy frameworks etc.
- Attended HSMT
- Attended Benefits Mapping, following on from this working collaboratively with HIPT to look at how this links into the Business Change Action Plan

## ICT

<b>Status:</b>	<b>Green</b>	On track and/or no major issues being encountered.
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- SX3 Split project is progressing with the 2<sup>nd</sup> iteration of the SX3 Split on the test server being completed on the 9<sup>th</sup> - 11<sup>th</sup> April, and the clear down scripts run again on 15<sup>th</sup> and 16<sup>th</sup> April in preparation for full end to end user acceptance testing between 20<sup>th</sup> May and 7<sup>th</sup> June which is now almost completed. A full progress update paper is on the agenda for Board, including an updated project risk log.

Technical Assurance Group meetings continue on 17<sup>th</sup> April a change freeze on SX3 until the split completed was agreed. At the last meeting held on 3<sup>rd</sup> June TAG reviewed the results of the end to end user acceptance testing and recommended that the project proceed to Go Live on 8<sup>th</sup> July.

- Systems Group meetings continue with the focus being on transition planning to ensure all activity is scheduled in over the Go Live weekend, checkpoints and conference calls are in place to share progress and to get sign off to proceed to next stage. Also to ensure should they be needed that back out plans are also in place.
- Business Change Assurance Group initiated and attended by TPM.
- Northgate CCN required to amend the contract to record the change to the designated system from one database to two is with Legal, meeting held on 24<sup>th</sup> May to progress sign off.

## BI Hub

<b>Status:</b>	<b>Green</b>	On track and/or no major issues being encountered
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- Support to project at technical assurance group.
- Improve DQ through SX3 role and discussing with system support the deployment of scripts to fix identified issues.
- Connected Servitor to MDM and initial results shared.
- Continued providing short term additional help to structure up access/excel lists held by business.

BI starting to look at detailed migration plan (requires IMPLEMENTATION ORDER document first).

## **Future Outlook**

### **General**

- Completion of project initiation and technical initiation meetings.
- Implementation planning continuing towards draft implementation plan.
- Team resources mobilised and HR process initiated to fill roles.
- Benefits mapping session completed and next steps agreed.
- Support to Empowerment Business Case being prepared.
- SX-3 project continuing.
- Business Change Assessment baselined and action plan being drafted with Heads of Service.

### **Business Change**

- Attendance at benefit mapping workshop working with the Programme Team and Key Stakeholders to identify true, tangible Programme and Business Benefits.
- Work with the Programme Manager and Technical Project Managers to produce job specifications for additional Change and Training resources should they be approved at Board.
- Continue to attend Service and Operational Manager Meetings.
- Begin attending BSMT following invitation from MG at SMT.
- Continue to collaborate with Kelly Conn around the Change and Empowerment Agendas, looking at best practice, training opportunities etc.
- Continue work on systems analysis, identifying any potential quick wins for the business liaising with representatives from Housing and Building Services.
- Continue to investigate pockets of data identified outside of main

systems and assess their value for migration etc.

- Continue to review system architecture linking to identified pockets of data, data issues etc working closely with colleagues from the IT work stream.

## ICT

- Continue to progress SX3 Split project – full end to end user acceptance testing undertaken, issues logged and resolved.
- Await further information regarding upgrade to Version 6.19.1 from DWP and Northgate. Monitor and update of project documentation as necessary.
- Attendance at benefit mapping workshop working with the Programme Team and Key Stakeholders to identify true, tangible Programme and Business Benefits.
- Attendance at Project Initiation and Technical Project Initiation meetings.
- Work with the Programme Manager and Business Change Manager to produce job specifications for additional Training and Testing roles if approved by Board.
- Chair and attend Technical Assurance, and Systems Group meetings. Attendance at Business Change Assurance Group.

## BI Hub

- Meeting with Capita for both project initiation and data migration discussion.
- BI continuing detailed migration plan.
- Deploying SX3 scripts for DQ.
- Assistance on Contract and responsibilities with supplier around Migration.

## Key risks

Risk (brief description /consequence)	Control/action	Gross	Net
<p>Approved budget insufficient and/or funding reduced/removed.</p> <p><b>Consequences</b> Project slippage and inability to obtain the required product. Programme will not be</p>	<p>Funding approved in business case and set aside based on initial market research / indicative costing.</p> <p>Submission of revised business case for additional funding at a senior level.</p> <p>Retain high profile of project at senior level and clearly make clear ongoing revenue and</p>	19	19

<p>fully delivered or delivered at all. Implementation of a partial fix which doesn't fully deliver service needs. Failure to deliver full efficiencies or improvements required for all parts of the service.</p>	<p>reputational risks of failure to deliver.</p>		
<p><b>Resistance to change</b> - Inability and/or unwillingness to adopt new ways of working and/or technologies.</p> <p><b>Consequences</b> Failure to realise the efficiencies and potential benefits of a new integrated system &amp; improved service channels for customers. Failure to fully embrace new working practices and systems and replication of ineffective business practices within new IT/business processes. System not fully or comprehensively tested. Processes lengthened, additional manpower resources required.</p>	<ul style="list-style-type: none"> <li>- Stakeholder engagement and communication plan and comprehensive and regular communications with all business areas.</li> <li>- Change management best practice approach and ensuring the business is fully involved, from start to end, about the goals of the programme.</li> <li>- Sufficient staff training programme which runs alongside rollout of new system.</li> <li>- Any areas of extreme concern or resistance reported to HSMT/BSMT and discussed as to what appropriate actions can be put into place.</li> <li>- Ongoing positive sell from senior management teams to ensure engagement across services and beyond.</li> <li>- Ongoing engagement of staff inputting into the programme and testing.</li> <li>- Co-ordinated communication plan for customers and investment into training for digitally excluded customers.</li> <li>- Business readiness</li> </ul>	<p>20</p>	<p>20</p>

	assessment		
<p>Failure of suppliers to deliver a solution which meet business functional requirements and/or technical specification.</p> <p><b>Consequences</b> Requirement to retain and invest in some existing systems / functionality or purchase further systems. Failure of the programme to realise potential benefits. Reputational damage for Housing and Building Services. Inability to deliver required service to customers and meet legal obligations. Inability to collect revenue, forecast needs of service. Failure to deliver full efficiencies or improvements required for all parts of the service.</p>	<ul style="list-style-type: none"> <li>- Business functional requirements fully scoped, documented and signed off by appropriate business users.</li> <li>- Robust specification and comprehensive detailed ITT. Approved procurement framework.</li> <li>- Strong contract management. Clearly defined selection criteria.</li> <li>- Full testing of all requirements undertaken by SMEs.</li> <li>- Technical capabilities and specification of new solution fully understood and tested to meet all business requirements.</li> <li>- Comprehensive market testing, site visits/references/trials.</li> <li>- Pre tender meetings with suppliers</li> </ul>	18	18
<p>Solution does not comply with GDPR.</p> <p><b>Consequences</b> Breach of new GDPR resulting in financial and/or reputational damage to CYC as the service holds a lot of personal data, some of which is shared with others.</p>	<p>Production &amp; sign-off of PIA and completion of required actions. Clear understanding of GDPR implications and how personal information is used and stored. GDPR requirements in ITT and tested for compliance.</p> <p><b>Actions</b> Production &amp; sign-off of PIA and completion of required actions. Clear understanding of GDPR</p>	18	18

	implications and how personal information is used and stored. GDPR requirements in ITT and tested for compliance.		
<p>Inability and/or failure to migrate sufficient, accurate, good quality and/or unique data to new system.</p> <p><b>Consequences</b>  Failure to deliver aims &amp; objectives to agreed timescales, cost and quality. Inability to report effectively/poor customer/asset records/complaints/maladministration. Inability to provide management information reports which add value to business or meet legal requirements. To report out when required legally. Lack of data will mean any build for an intuitive system will be pointless. Failure to deliver full efficiencies or improvements required for all parts of the service. Reputational damage to IT, Housing &amp; Building Services and CYC as a whole. Staff frustration and failure to use new technology to its fullest potential. Data breach and consequent fines/prosecution.</p>	<p>Data cleansing.  Detailed data migration strategy.  Appropriate specialist involvement.  Lead person with an understanding of the needs of the service areas.  Sign off for a Data Cleansing resource.</p> <p>*BI to update controls*.</p>	23	23
<b>Reports to</b>	A monthly Housing ICT Programme Board meets to oversee key project decisions, the RAID and progress		

	for the programme. This board reports into the HHASC Directorate Management team and is chaired by the Assistant Director of Housing with key representatives from the HHASC senior management team.
<b>Exec member</b>	Cllr. Denise Craghill
<b>Director responsible</b>	Sharon Houlden: Corporate Director of Health, Housing and Adult Social Care
<b>Dependencies</b>	None
<b>Link to paper if it has been to another member meeting (e.g. executive, council, a scrutiny committee)</b>	Executive December 2017: Procurement of ICT Managed Services <a href="https://democracy.york.gov.uk/documents/s119247/Procurement%20of%20ICT%20Managed%20Services.pdf">https://democracy.york.gov.uk/documents/s119247/Procurement%20of%20ICT%20Managed%20Services.pdf</a>

<b>Project title</b>	Smart Travel Evolution Programme - STEP
<b>Reporting period</b>	June 2019
<b>Description</b>	
<p>STEP is a programme of delivery – not research – that will drive York towards being the first city in the UK truly ready for the coming revolution in managing whole city mobility, through utilising new data and the gradual adoption of connected and autonomous vehicles.</p> <p>Preparing York to be the <b>FIRST SMART TRANSPORT CITY</b> in the UK.</p> <p>Building a <b>PLATFORM</b> to ensure the City can meet the challenges of <b>BIG DATA, CONNECTED</b> and <b>AUTONOMOUS VEHICLES</b> and <b>FULL IP</b> connectivity.</p> <p>STEP adds a <b>MODELING</b> layer that allows us to run City wide models at varying scales, in near real time. This allows us to understand the way the transport network is performing, and improves our <b>TRANSPORT PLANNING</b> activities.</p> <p>This allows us implement a third, <b>DECISION MAKING</b> layer to provide better real-time management of the transport network and implement transport policies more effectively.</p>	
<b>Current status</b>	
<b>AMBER</b>	
<p>In the last reporting period:</p> <ul style="list-style-type: none"> <li>• STEP system architecture revised and test system upgraded.</li> <li>• Modelling consultancy and software legal contracts reviewed by ICT and Project Manager and to be submitted to procurement by 31/05/2019 ready for tender package.</li> <li>• ATC hardware delivered to CoYC, installation costs acquired.</li> <li>• Road side interviews completed.</li> <li>• GLOSA specification under stakeholder review.</li> <li>• Communications upgrades reviewed to reflect work to be done under operational works.</li> </ul>	
<b>Future outlook</b>	
<p>In the next reporting period:</p> <ul style="list-style-type: none"> <li>• Modelling package to go out to tender.</li> </ul>	

- Communications upgrade contractor to be appointed.
- Dates for ATC install to be confirmed.
- GLOSA specification to be sent to procurement.
- RSI data to be received and light reviewed.

**Key risks**

<b>Risk (brief description /consequence)</b>	<b>Control/action</b>	<b>Gross</b>	<b>Net</b>
<p><b>Suppliers fail to deliver within defined timescales</b> - There is a possibility that the suppliers will fail to deliver their works on time.</p> <p><u>Consequences</u> Failure to deliver work on time will mean that the project falls behind schedule. This could potentially result in project time scale tolerances being exceeded.</p>	<p>Suppliers will be engaged during work plan creation.</p> <p><u>Actions</u> Suppliers will be engaged during work plan creation and they will sign up to accept the time-scales defined through the procurement process. Close supervision of suppliers by PM.</p>	15	14
<p><b>Inaccurate Estimates</b> - Project costs can be estimated, however all estimates contain an element of error. Costs estimates could be significantly inaccurate.</p> <p><u>Consequences</u> If costs estimates are significantly underestimated, the project can exceed cost tolerances.</p>	<p>Use of model costings to estimate costs.</p> <p><u>Actions</u> Where possible, model costings will be used to estimate costs. Furthermore, experienced team members with experience of similar projects shall be engaged to sense-check cost estimates. Suppliers shall also be engaged at an early opportunity with respect to costings and frameworks with fixed prices shall be utilised where appropriate.</p>	19	12
<p><b>Integration</b> - There is a large element of system architecture design and implementation required to deliver the</p>	<p>Establish the role of systems integrator as the single point 'design authority' for systems architecture and standards implementation.</p>	24	14

<p>project and this will require strict control of system integration and adherence to agreed standards by suppliers.</p> <p><u>Consequences</u> Failure to ensure this will lead to delays and costs as systems are made to fit together.</p> <p>Failure to adhere to integration standards will also lead to;</p> <ul style="list-style-type: none"> <li>- ad-hoc design decisions</li> <li>- causing the project to deviate further from agreed principles and making ongoing delivery increasingly complex.</li> </ul>	<p><u>Actions</u> A systems integrator has been established as single point 'design authority' for systems architecture and standards implementation - Jon Wade. The use of standards will be agreed at the first stages of the project so costs and associated affects of design decisions can be understood and accommodated with the project scope. Integration issues will for a main element of regular project update and progress meetings and tracking.</p>		
<p>Inadequately resourced strategic modelling team.</p> <p><u>Consequences</u> Unable to deliver project on time and to budget, CYC resource unable to SAT the modelling package leading to procurement of a modelling package that we cant use.</p>	<p>Internal discussions as to inhouse resource. Risk raised to programme manager.</p> <p><u>Actions</u> Awaiting strategic modelling resource.</p> <p><u>Update</u> Internal Modelling resource required to ensure model procurements can be adequately accepted and used indefinitely to utilise the value the project adds.</p>	21	21
<p><b>GLOSA not an off the shelf technology</b> - GLOSA has been chosen as a 'MUST' deliverable, however GLOSA has only been done in research</p>	<p>Research into other LA projects, discussions with industry consultants who have worked with GLOSA and careful choosing of a site to implement it. Sites should be kept to a minimum as proof of concept.</p>	21	14

<p>projects and is hard to implement without disrupting traffic control methods.</p> <p><u>Consequences</u> GLOSA doesn't work OR forces CYC to put a signal site under a less efficient method of control to make it work.</p>	<p><u>Update</u> GLOSA is a project deliverable but is not deployed outside of research within the UK. Research has been carried out and solution is now identified but it still presents a risk as its new to UK.</p>		
<p><b>Overall timescales unachievable</b> - Due to a delayed start with the project and a combination of all the project elements taking longer than assessed when feasibility was done. Early estimates showing mid 2021 but completion needed by 2020.</p> <p><u>Consequences</u> The project is not delivered on time and CYC loses some bidding power for future projects</p>	<p>Close management &amp; planning of the project by PM and QA process will help mitigate future delays and aim to accelerate progress back on track. The Project will focus on 'what is deliverable before research' to minimise 'unknowns-delays' and ensure that value for money can be demonstrated to DfT.</p> <p><u>Update</u> Due to technicalities involved with procuring the strategic and real-time modelling, there is a delay in the procurement of these packages which will subsequently delay the population, calibration and validation of the models - most likely beyond the April 2020 deadline. This will be monitored closely.</p>	21	14
<p><b>Reports to</b></p>	<p>The STEP board reports in to Economy and Place DMT and PM updates executive member and Executive when required for updates and approvals.</p> <p>Key decisions are agreed by the Transport Board before reaching executive member or Executive.</p>		
<p><b>Exec member</b></p>	<p>Cllr Andy D'Agorne</p>		
<p><b>Director responsible</b></p>	<p>Neil Ferris – Corporate Director of Economy and Place</p>		
<p><b>Dependencies</b></p>	<p>None</p>		
<p><b>Link to paper</b></p>			

<b>if it has been to another member meeting (e.g. executive, council, a scrutiny committee)</b>	
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<b>Project title</b>	Procurement of ICT Managed Services/Strategic Delivery Partner		
<b>Reporting period</b>	June 2019		
<b>Description</b>			
<p>Procure a technology provider to deliver the City of York Council's (CYC) essential managed network services that all the council's other Information and Communications Technology (ICT) services require to be highly available and fit for purpose.</p> <p>Network connectivity, be that internal or external, has become known as the fourth utility, and is a vital requirement to the council's frontline and supporting services as they cannot function without this service being in place, and it also underpins the council's current and future digital programme.</p>			
<b>Current status</b>			
<b>GREEN</b>			
<p>The change control to extend the current MSA for a further year while the procurement goes on concurrently has been sent to Pinacl to risk assess and price up. It will then be returned to Legal and to the appropriate governance route for approval.</p> <p>School Forum have been updated on the current status of the procurement and pricing to cover the period September 2019 to March 2020 is being drawn up to circulate to schools in early June.</p> <p>There has been a delay in the completion of the requirements specification documentation which was due end of May, this is likely to now be early or mid June. The delay is within tolerance at the moment but further delays could impact the projected procurement timeline.</p>			
<b>Future outlook</b>			
Requirements Specification and contract are expected to be completed in June and the procurement should begin with the pre-selection questionnaire.			
<b>Key risks</b>			
<b>Risk (brief description /consequence)</b>	<b>Control/action</b>	<b>Gross</b>	<b>Net</b>
<b>Partners within the</b>	- Keeping schools informed via	20	15

<p><b>current MSA withdraw eg. Academy schools</b>  - If any current partners in the MSA opt not to come with us for the new procurement it impacts on costs of the new MSA. Budget issue for CYC  <b>Consequences</b>  Higher cost of MSA.</p>	<p>School Forum  <u>Actions</u>  - Ensuring that the negotiated prices for partners such as schools shows a demonstrable saving in new MSA.  - Providing an update to School Forum verbally on 4th February 2019 and in May 2019 a paper will be presented.  <u>Update</u>  The costs will remain the same for schools if no schools pull out however there is a likelihood one Academy MAT may withdraw. The impact would be to raise the price for the remaining schools unless the shortfall in budget can be funded from elsewhere. A rise in prices would not be received well by schools.</p>		
<p>HBC requirements will be substantially different to CYC requiring a more complicated contract and schedules</p>	<p>Decision point early on whether to procure jointly. Report and recommendations by external consultant.  <u>Actions</u>  Separate the two procurements</p>	10	5
<p>Delay in requirements specification  <b>Consequences</b>  Timeline for the project is impacted.</p>	<p>- Weekly Teleconference between CYC and the Consultant to review progress.  - Completion of some parallel activities to keep momentum going despite delay in the requirements specification document.  <u>Actions</u>  Access to the document as it is being created through sharepoint so that CYC and HBC can review the document as it develops rather than leaving sign off to completion.  <u>Update</u></p>	14	9

	A delay in the production of the requirements specification is currently within tolerance but delays beyond mid June would likely impact the procurement timetable.		
<b>Reports to</b>	Head of ICT/ Director level/CMT/Executive		
<b>Exec member</b>	Cllr Nigel Ayre		
<b>Director responsible</b>	Neil Ferris – Corporate Director of Economy and Place		
<b>Dependencies</b>	None		
<b>Link to paper if it has been to another member meeting (e.g. executive, council, a scrutiny committee)</b>	Executive December 2017: Procurement of ICT Services <a href="https://democracy.york.gov.uk/documents/s119247/Procurement%20of%20ICT%20Managed%20Services.pdf">https://democracy.york.gov.uk/documents/s119247/Procurement%20of%20ICT%20Managed%20Services.pdf</a>		

<b>Project title</b>	Flood Risk – York 5 Year Plan		
<b>Reporting period</b>	June 2019		
<b>Description</b>			
<p>CYC are working closely with the Environment Agency to deliver a range of localised improvements to the cities flood defences, this work – the York Five Year Plan – has been developed following the floods and is supported by Government investment. In addition to this we are working with the EA on a catchment scale study to identify opportunities for wider interventions across the River Ouse catchment to further reduce future flood risks into the long term.</p>			
<b>Current status</b>			
<b>GREEN</b>			
<p>CYC continue to work closely with the EA on the delivery of the York Flood Alleviation Scheme as part of the York Five Year Plan.</p> <p>CYC are members of the Programme Board and EA continue to attend quarterly Executive Member for the Environment Decision Sessions and Economy &amp; Place Overview and Scrutiny bi-annually.</p> <p>19 flood cells have been identified and schemes to improve existing or build new defences are in varying stages of development in a prioritised manner across the city to deliver the projects stated required outcomes, as determined by Defra, to better protect 2000 homes and businesses in the city.</p> <p>The Outline Business Case has been agreed by the EA Large Project Review Group for all 19 flood cells.</p>			
<b>Future outlook</b>			
<ul style="list-style-type: none"> <li>• Site set up activity will commence on the north Street and Memorial Gardens flood cell, construction will commence immediately after mobilisation.</li> <li>• Three further flood cells continue to move through the planning process.</li> <li>• Appraisals and design works continue across all other flood cells.</li> </ul>			
<b>Key risks</b>			
<b>Risk (brief description /consequence)</b>	<b>Control/action</b>	<b>Gross</b>	<b>Net</b>
<b>Programme versus</b>	Ensure there is the appropriate	20	19

<p><b>expectation -</b> Significant investment is being made in order to put in place the appropriate measures in the identified 19 flood cells. The objective is to put in place measures to derisk in all 19 areas. There will be disagreement around the allocation and prioritisation and there is a risk that the programme is influenced by subjective argument rather than the evidence base and the outcomes are not achieved.</p>	<p>stakeholder engagement. CYC engage fully with EA and other partners in the working groups. Evidence base in place to justify the measures for the risk areas. <u>Actions</u> CYC fully engaged in the working groups with the EA and resident and business engagement.</p>		
<p><b>Foss barrier Improvements -</b> Understanding Foss barrier risk and impact of works upstream</p>	<p>There is a full understanding of the impact of the operation of the Foss barrier. <u>Actions</u> Work with the EA on modelling scenarios and ensure that this is fed into the evidence base.</p>	20	19
<p><b>Funding for the 19 flood cells -</b> A sum of £45m has been allocated to be invested in the measures across the 19 flood cells. With this value of investment there may be an unrealistic expectation of investment in individual cells and the consequent measures that are put in place.</p>	<p>Development of evidence base that supports the measures in the 19 cells in the context of the wider programme. Engage with residents and businesses and ensure that they have access to the case for the measures and reasoning. <u>Actions</u> Engage in resident and business engagement and work with the EA on developing the evidence base.</p>	20	19
<p><b>Reports to</b></p>	<p>The Project board sits within the Environment Agency. The Environment Agency has a formal programme board</p>		

	in compliance with PRINCE2 methodology, CYC are a member of the board. The lead Executive member receives a quarterly report and it is the subject of a bi-annual report to Economy and Place scrutiny committee. This approach to governance has been approved and adopted by Executive.
<b>Exec member</b>	Cllr Andrew Waller
<b>Director responsible</b>	Neil Ferris – Corporate Director of Economy and Place
<b>Dependencies</b>	None
<b>Link to paper if it has been to another member meeting (e.g. executive, council, a scrutiny committee)</b>	Executive February 2017: CYC Response to the Independent Flood Inquiry <a href="https://democracy.york.gov.uk/documents/s112541/CYC%20Response%20to%20Independent%20Flood%20Inquiry.pdf">https://democracy.york.gov.uk/documents/s112541/CYC%20Response%20to%20Independent%20Flood%20Inquiry.pdf</a>

<b>Project title</b>	City Centre Access
<b>Reporting period</b>	June 2019
<b>Description</b>	
<p>York is one of the most visited places in the UK with over 7 million visitors and each year hosts a number of events and festivals that attract a growing number of people from across the world into the city for the benefit of its economy and residents. In addition the desirability of the City as a place to live, raise children and grow old is well documented. These factors of success are however vulnerable and precious and easily lost as they rely heavily on societies perceptions of the safety offered by a City such as York. York can also boast one of the nation's most iconic sites in its boundaries, York Minster.</p> <p>Keeping the residents and visitors safe by protecting the public and the economy of York is a key role and priority for the Council. The consequences of an attack on the City would be severe. Measures to improve the protection within the city are within this project.</p>	
<b>Current status</b>	
<b>AMBER</b>	
<p>Detailed design is entering the final stages for the priority 1 area of the city centre and York Racecourse.</p> <p>We have engaged with the Civic Trust and Historic England around the look of the static and automated bollards and provided mock ups of the bollards for viewing.</p> <p>Gough and Kelly have taken the lead on developing the Operational procedure and protocols in addition to CCTV camera location and installation with our security consultants as well as the PIA work.</p> <p>Permission has been given for an interim project manager to take this work forward prior to the E&amp;P restructure taking place and filling this role permanently.</p>	
<b>Future outlook</b>	
<p>New project management resource has started from this week commencing 3/6/19. This resource will lead on the procurement work and coordination of the detailed design as well as operational level works for this programme.</p>	

Key work to be completed in this next period will be:-

- Detailed design plans of the priority 1 area subject to final changes due to trial trenches being dug
- Operational procedures
- Procurement process start
- Finalising of the York Racecourse plans
- Meeting and comments to York Minster masterplan, including planning, transport and HVM.

**Key risks**

<b>Risk (brief description /consequence)</b>	<b>Control/action</b>	<b>Gross</b>	<b>Net</b>
<b>Unsuccessful delivery</b> - The service does not have an appropriate Project Manager in place.	Recruit qualified project manager. <u>Update</u> New project management resource has started from this week commencing 3/6/19.	20	18
<b>Loose political support</b> - Change of leadership - Change of direction - Loss of confidence in project delivery	Monitor political opinion and assess throughout	20	18
<b>Cannot design a solution which will satisfy the CTU</b> - CTU request tech that does not exist	Hold procurement exercise based on MFD advice, working with the HVM measures suppliers to ensure fit for purpose.	19	18
<b>No viable CCTV location available</b> - Current CCTV design may not be feasible due to STATS. - Unable to install CCTV at design locations.	Consult with Gough & Kelly as to possible CCTV locations.	20	18
<b>Reports to</b>	Programme reports to the Transport Board and is advised by the York Counter Terrorism Working Group There is a CYC internal working group working on the detail. This group is chaired by the Assistant Director for		

	Transport, Highways and Environment.
<b>Exec member</b>	Cllr Andy D'Agorne
<b>Director responsible</b>	Neil Ferris – Corporate Director of Economy and Place
<b>Dependencies</b>	None
<b>Link to paper if it has been to another member meeting (e.g. executive, council, a scrutiny committee)</b>	<p>Executive February 2018: City Transport Access Measures  <a href="https://democracy.york.gov.uk/documents/s121198/City%20Transport%20Access%20Measures.pdf">https://democracy.york.gov.uk/documents/s121198/City%20Transport%20Access%20Measures.pdf</a></p> <p>Executive September 2018: City Centre Access Update and Priority 1 Proposals  <a href="https://democracy.york.gov.uk/documents/s126199/Executive%20Report%2027%20September%202018%20-%20City%20Centre%20Access%20Update%20and%20Priority%201%20Proposals%20Post%20Scruti.pdf">https://democracy.york.gov.uk/documents/s126199/Executive%20Report%2027%20September%202018%20-%20City%20Centre%20Access%20Update%20and%20Priority%201%20Proposals%20Post%20Scruti.pdf</a></p>

<b>Project title</b>	Parking Review
<b>Reporting period</b>	June 2019
<b>Description</b>	
<p>This project deals relates specifically to the research, procurement and implementation of a new parking back office system to replace the old and soon to be out of date back office system, Parking Gateway. In turn this new system will help to bring around a change in how parking is managed and how our customer interact with us by taking forward a customer self service system, such as the purchasing of parking permits and dealing with PCNs (Penalty Charge Notices).</p> <p>Historically there have been a number of issues relating to the delivery of the Parking services. More than 25% of footfall in the customer centre is for Parking related matters. This has been attributed to complex policy, under performing IT systems and associated processes and lack of available online services for customers. There is an opportunity to resolve a number of issues with a change project with an ICT back office system change as the catalyst supported by a developed parking strategy and technological roadmap for the next 10+ years.</p> <p>As part of the project the council ICT team are looking into how this system could interface with existing CYC systems, such as FMS and CRM but looking forward, of these systems can interface with other systems such as parking machines.</p>	
<b>Current status</b>	
<b>GREEN</b>	
Key progress for this period:	
<ul style="list-style-type: none"> <li>• Data Privacy Impact Assessment work underway</li> <li>• Preparation of tender document</li> <li>• Tender documents issued on 22nd May 2019</li> </ul>	
<b>Future outlook</b>	
<ul style="list-style-type: none"> <li>• Tender return deadline currently the 14th June</li> <li>• Tender review and report</li> <li>• Project Board Meeting June/July</li> <li>• Prepare and issue contract</li> <li>• Contract award - July/August</li> </ul>	

<b>Key risks</b>			
<b>Risk (brief description /consequence)</b>	<b>Control/action</b>	<b>Gross</b>	<b>Net</b>
<p><b>Decisions made that stray from parking policies to meet ad-hoc requirements:</b> Without work to clarify some of the long-standing governance questions and decisions being made on consistent approaches.</p> <p><b>Consequences</b> Implementation may be delayed or issues with the current system may be replicated in the new system meaning identified benefits may not be achieved.</p>	<ul style="list-style-type: none"> <li>- Senior level officers finding solutions where the blanket policies may not meet a certain need that is deemed should be met. This will be delegated up to the Head of Transport for decision like this based on the authority given to override the TRO.</li> <li>- Discussions with Network Management to identify the common issues in policy and agree the above solution to use Head of Transport authority.</li> </ul> <p><b>Actions</b> As above but also as part of the parking permit review and its policies that will be taken forward for approval to begin in the new administration. This will review and refine the number and types of permits and policies in the TRO covering parking permits. This will also be subject to resource within Network Management to take this work forward.</p>	20	20
<p><b>New system not reconciling with CYC systems such as FMS</b> - There is a risk that the new system may not resolve the reconciliation issues identified by Veritau and Finance in the Parking audits.</p>	<p>Manual reconciling only generated through random financial and PCN reports between Finance and Parking Services and manually checked.</p> <p><b>Actions</b> While not guaranteed the procurement and implementation of a new parking back office system will help to mitigate against this risk</p>	13	13
<p><b>Council processes may not be ready to meet new system -</b></p>	<p>Creating resource to review the processes with related services including Network Management</p>	21	21

<p>The council is not ready for changes to processes that may be required for the new system</p> <p><b>Consequences</b> The benefits of the new system will either not fully or in part be realised due to outdated process with Parking and related services that either haven't changed or may still be in the process of changing. For example elements of the TRO need to be reviewed and decided upon within statutory time scales</p>	<p><b>Actions</b> Engage with colleagues in the teams on the changes and create a communications plan with key messages at key stages.</p>		
<p><b>Scope not clearly defined</b> - The scope and vision is not clearly defined leading to confusion of requirements and priorities and ultimately leading to scope creep.</p> <p><b>Consequences</b> Scope creep and lack of robust specification leading to a system that either may not meet our needs or only in part.</p>	<p>All effected services sit on the project board for this work and ensure their service areas are feeding into this work including the specification, issues need and wants.</p> <p><b>Actions</b> Initial scope is defined as implementation of as-is processes as the current system will be out of support in October 2019. Further projects or phases of the project will be defined after initial implementation.</p>	21	19
<p><b>Poor data quality</b> - Poor data quality in legacy systems impacts data migration.</p> <p><b>Consequences</b> The new system may not be able to process the data correctly</p>	<p>(See mitigation section) Review of our current data and system mapping our current system to the new system. This will allow the new supplier to understand our system and how the data migration can successfully be completed.</p>	20	20

<p>or/and missing or part PCN and permit records are only accessible. This will also add to delays in implementation of the new system</p>	<p><b>Actions</b>  Review our data in advance of the implementation and perform any cleanse data based on the supplier's feedback. Perform a mapping exercise with the supplier to understand how our current data maps to the new system. Explore with selected supplier the risks of not migrating the data.</p>		
<p><b>Reports to</b></p>	<p>The project is steered by the Parking working group and reports to the Transport Board</p>		
<p><b>Exec member</b></p>	<p>Cllr Andy D'Agorne</p>		
<p><b>Director responsible</b></p>	<p>Neil Ferris – Corporate Director of Economy and Place</p>		
<p><b>Dependencies</b></p>	<p>None</p>		
<p><b>Link to paper if it has been to another member meeting (e.g. executive, council, a scrutiny committee)</b></p>	<p>Executive February 2017: Parking Review  <a href="https://democracy.york.gov.uk/documents/s103397/Car%20Parking%20report.pdf">https://democracy.york.gov.uk/documents/s103397/Car%20Parking%20report.pdf</a></p>		

<b>Project title</b>	Sufficiency Strategy
<b>Reporting period</b>	June 2019
<b>Description</b>	
<p>City of York Council utilises many placement options in order to look after children and young people who are not able to live within their immediate birth family. City of York Council's mainstream and short break foster carers are recruited and trained to look after York's most vulnerable children and young people.</p> <p>To deliver on our commitment to the Making York Home vision and the aims of the Child in Care Strategy our priorities are;</p> <ul style="list-style-type: none"> <li>• The recruitment of new foster carers</li> <li>• The retention of the current fostering workforce, and</li> <li>• Increasing the options and flexibility of other placement provisions including residential.</li> </ul>	
<b>Current status</b>	
<b>GREEN</b>	
<b>Foster care</b>	
<ul style="list-style-type: none"> <li>• Foster Care support, training and remuneration proposals agreed with Lead Member and communication sent out to Foster Carers</li> <li>• Implementation of proposals started with staff team</li> <li>• Foster care recruitment business case developed and submitted for agreement</li> </ul>	
<b>Children's Homes</b>	
<ul style="list-style-type: none"> <li>• Contract extended with existing residential provider agreed</li> <li>• Mapping of property and finance options for new residential provision being progressed with colleagues in property, housing and finance</li> <li>• Summary service specifications drafted</li> <li>• Options discussed and agreed to DCS</li> <li>• Data being collated to develop location profile to inform decision</li> <li>• Early discussions started with key partners</li> <li>• CMT paper drafted and circulated</li> </ul>	
<b>Future outlook</b>	
<ul style="list-style-type: none"> <li>• CMT paper on residential sufficiency options</li> <li>• Brief councillors</li> </ul>	

<ul style="list-style-type: none"> <li>• Develop location profiling work</li> <li>• Scrutinise financial profiling</li> </ul>			
<b>Key risks</b>			
<b>Risk (brief description /consequence)</b>	<b>Control/action</b>	<b>Gross</b>	<b>Net</b>
<b>FC recruitment and retention -</b> Changes and proposals negatively impact on Foster Carer recruitment and retention	<ul style="list-style-type: none"> <li>- Regular monitoring</li> </ul> <u>Actions</u> <ul style="list-style-type: none"> <li>- Marketing and recruitment strategy</li> <li>- Retention work</li> <li>- Increase the support and training of FC as per proposals</li> </ul>	20	19
<b>New Sufficiency Provision -</b> New provision does not effectively respond to current and sufficiency challenges	<ul style="list-style-type: none"> <li>- Regular reporting to DMT and CMT</li> </ul> <u>Actions</u> <ul style="list-style-type: none"> <li>- Collate learning from other LAs</li> <li>- Mixed economy of provision</li> </ul> <u>Latest Update</u> If foster carers recruitment budget is not agreed based on BC the numbers of new FCs is not likely to increase to required level to meet need/demand.	20	19
<b>Budget Overspend -</b> New provision exceeds agreed budgets	<ul style="list-style-type: none"> <li>- Financial Reporting</li> </ul> <u>Actions</u> <ul style="list-style-type: none"> <li>- Financial modelling in advance of decisions</li> <li>- Risk budgeting</li> </ul> <u>Latest Update</u> If foster carers recruitment budget is not agreed based on BC the numbers of new FCs is not likely to increase to required level to meet need/demand.	21	20

<b>Gap in residential provision -</b> New provision is not in place before the end of the existing residential contract.	<ul style="list-style-type: none"> <li>- Regular contract management meetings</li> </ul> <u>Actions</u> <ul style="list-style-type: none"> <li>- Extend existing residential contract</li> </ul>	21	19
<b>Response from market -</b> Market does not respond adequately to procurement specifications	<ul style="list-style-type: none"> <li>- Input from Procurement team</li> </ul> <u>Actions</u> <ul style="list-style-type: none"> <li>- Market engagement exercises</li> </ul>	23	19
<b>Foster Carers are unhappy with proposals and process of consultation</b>	<ul style="list-style-type: none"> <li>- Briefing of Directors, Councillors and CMT PH</li> </ul> <u>Actions</u> <ul style="list-style-type: none"> <li>- Careful and considered consultation process</li> <li>- Briefing of key decision makers</li> </ul>	21	16
<b>Reports to</b>	CEC DMT and Project Board		
<b>Exec member</b>	Cllr Ian Cuthbertson		
<b>Director responsible</b>	Amanda Hatton – Corporate Director of Children Education and Communities		
<b>Dependencies</b>	None		
<b>Link to paper if it has been to another member meeting (e.g. executive, council, a scrutiny committee)</b>			

<b>Project title</b>	Inclusion Review
<b>Reporting period</b>	June 2019
<b>Description</b>	
<p>The purpose of the inclusion review will be to ensure that The Local Authority and School Community work together to maximise the opportunity for early intervention and prevention and to improve the outcomes of children and young people with special educational needs and/or disabilities (SEND).</p> <p>The review will examine the current configuration of services and the use of funding to support SEND to ensure that there is greater clarity and accountability around the use and impact of resources. The pressures on the High Needs funding block within the designated schools grant (DSG) means that there are accelerating financial pressures in meeting the needs of children and young people with SEND.</p> <p>A key purpose of the Inclusion Review is ensuring that the pressures on High Needs funding are being managed effectively whilst ensuring that the local authority is able to deliver its statutory duties articulated in the Children and Families Act, 2014 and the SEND code of practice.</p>	
<b>Current status</b>	
<b>GREEN</b>	
<p>Phase 3 of the Inclusion Review has started and a steering group appointed. The programme plan will be developed by this group using the recommendations from phase 2 of the review.</p> <p>The strategic principles developed in stage 2 have been agreed and shared with the Council's Executive, Schools forum and members of the York Schools and Academies Board.</p> <p>Capital works have taken place at Hob Moor Oaks primary special school (August 2018) and capital works have been agreed to support the development of the post 19 local education offer at Blueberry academy and Askham Bryan College.</p> <p>Expressions of interest for secondary satellite provision have been received and a project plan is in the early stages of development.</p> <p>A feasibility study is taking place with a primary school to support the</p>	

development of a proposed primary ERP provision.

Preliminary work to review the Behaviour and Attendance Partnership protocols and processes is underway.

A steering group has been established to oversee the academy conversion of the Danesgate Community. This will put in place a commissioning agreement with the South Partnership Multi-Academy Trust which will define the future relationship between the local authority and Danesgate when it becomes an alternative provision academy.

### **Future outlook**

The update report was submitted to Schools Forum on 9th May. The report summarised the work done by the Steering Group and identified next steps which will focus on:

1. Developing provision pathways for children with SEMH as their primary need
2. Progressing work on trauma informed schools to support mainstream staff in understanding and intervening with presenting behaviours
3. The work of the steering group has identified the need to maintain a mix of provision to best meet need, however, it has also recognised that there needs to be greater clarity around the admissions criteria and processes across the different types of provision so that this process is transparent for all stakeholders. In order to achieve this it has been suggested that we need to develop a combined assessment and admissions panel for the special schools, Danesgate and the ERP/satellite provisions.
4. Work has taken place to review the cost/benefits of the current enhanced resource provision (ERP). There are currently 5 ERPs across the early years, primary and secondary phases. The early findings from the review of ERP provision is that there is an increasing parental demand for places in the existing ERPs (this suggests that there may be a need for an additional Primary ERP) and that the current funding model needs revisiting due to the increasing complexity of needs that the ERPs are dealing with – this is particularly the case at St Paul's Nursery and Haxby Road.
5. SEND capital is also being used to support the development of additional specialist provision at Applefields and Hob Moor Oaks Schools to meet

the needs of children with complex autism.

6. The success of the Orchard and Satellite provision at Manor Church of England Academy in partnership with Applefields Special School has also led to the need to develop an additional secondary satellite for young people with learning difficulties and high anxiety. Millthorpe Academy has expressed an interest in hosting this provision in partnership with Applefields.
7. SEND capital projects to support the development of an additional primary ERP and outreach alternative provision (AP) and specialist AP at the Danesgate Community are also being investigated during phase 3 of the Inclusion Review and will be reported to the Council's Executive.

The Steering Group has identified the need to look at the actual costs of provision for children with specific primary needs. Given the growth in numbers of those with autism and SEMH as their primary need we need to understand the actual costs of meeting need both in mainstream and specialist provision. This will inform the development of the options to be presented to Schools Forum in July and will go to the Council's Executive in the autumn.

### Key risks

Risk (brief description /consequence)	Control/action	Gross	Net
<p><b>Children and young people with SEND are unable to access education provision</b> - There are insufficient specialist and mainstream places for children and young people with SEND. This will mean that the LA is failing to deliver its statutory sufficiency duty.</p> <p><b>Consequences</b> The LA would be subject to legal challenge from parents and carers.</p>	<p>Work taking place both through the School Place Planning Project and the Inclusion Review is identifying where additional mainstream and specialist places are needed. The LA has received additional capital funding from the DfE to provide places for children with SEND and an outline programme of capital works has been developed.</p> <p><u>Actions</u> Work has taken place at Hob Moor Oaks to meet the needs of children with complex autism. Project plans are being developed for an additional primary enhanced resource provision and a secondary satellite.</p>	21	20

<p><b>The financial pressures</b> on the High needs block are not managed effectively which would create an increasing deficit.</p> <p><b>Consequences</b> There would need to be a reduction in central SEN services and/or the LA would need to request a virement of funding from the Schools Block of the DSG, this would impact adversely on school budgets and would cause reductions in school staffing and the curriculum which would have a negative impact on provision for children and young people</p>	<ul style="list-style-type: none"> <li>- The current use of high needs funding is being reviewed and potential savings identified. The development of more in city provision for children and young people with SEND is reducing cost post 19 as more young people are staying in city rather than accessing residential placements out of city.</li> <li>- The development of joint commissioning processes across education, health and care will help to mitigate pressures on the High Needs DSG.</li> <li>- Development of alternative provision pathways which are locality based will help to reduce transport costs.</li> </ul> <p><u>Actions</u></p> <ul style="list-style-type: none"> <li>- Development of more provision through completion of capital projects.</li> <li>- Review of alternative provision to ensure a graduated response to children with SEMH as their primary need has been developed.</li> </ul>	21	20
<p><b>The number of permanent exclusions increases</b> - The work to rewrite the BAP protocols and to tighten admissions criteria for the Danesgate Community may result in an increase in permanent exclusions.</p> <p><b>Consequences</b> The LA will have to arrange provision for permanently excluded</p>	<p>The current approach to management has kept permanent exclusions low however, there has been a rapid rise in the number on roll at the Danesgate Community.</p> <p><u>Actions</u> A sub group is working on the re-drafting of the BAP protocols. Changes to the Ofsted inspection framework will challenge schools to ensure that they are not off rolling children.</p>	20	20

pupils.			
<b>Increase in legal challenge from parents</b> - There is an increase in parents pursuing tribunal claims as a result of not being able to access education provision for their children. <b>Consequences</b> Legal costs escalate and there is reputational damage to the LA	The review and development of the additional ERP and satellite provision plus extension of the post 19 local offer. <u>Actions</u> Use of SEN capital to add additional places and co-construction with parents.	20	20
<b>Reports to</b>	CEC, DMT		
<b>Exec member</b>	Cllr Ian Cuthbertson		
<b>Director responsible</b>	Amanda Hatton - Director of Children, Education and Communities		
<b>Dependencies</b>	None		
<b>Link to paper if it has been to another member meeting (e.g. executive, council, a scrutiny committee)</b>	Executive November 2018: The Inclusion Review and the Special Needs Capital Grant <a href="https://democracy.york.gov.uk/documents/s127183/The%20Inclusion%20Review%20and%20SEN%20Capital%20Grant%20Executive%20final%20draft.pdf">https://democracy.york.gov.uk/documents/s127183/The%20Inclusion%20Review%20and%20SEN%20Capital%20Grant%20Executive%20final%20draft.pdf</a>		

<b>Project title</b>	Be Independent
<b>Reporting period</b>	June 2019
<b>Description</b>	
<p>Be Independent (BI) is the provider of the Council's community alarm and equipment service. This includes a 24 hour response service, assessment and installation of equipment, telecare and assistive technology services. These services play a key role in supporting better outcomes for individuals either in their own homes, supported living or in residential and nursing homes across the City. The aim is to prevent, reduce or delay the need for care, enabling people to be as independent as possible. Previously provided in-house, the service was externalised in 2014 and the Council supported the establishment of a social enterprise in the form of a Community Interest Company (CIC) to deliver the service.</p> <p>In June 2018 the Executive agreed to the transfer of Be Independent service back to the Council and the direct management of Health, Housing &amp; Adult Social Care.</p> <p>All assets and liabilities will be transferred from Be Independent to the City of York Council and staff transfers will be agreed under TUPE.</p> <p>Following the transfer which was completed in August 2018, an operational review of the service has commenced to understand its core functions, purpose, strengths and areas for improvement to ensure that it is sustainable. Whilst the overarching vision for the service will be co-produced in line with the Council's vision, a 3 month IT scoping project has been commissioned to review the systems/processes currently in use as this is a key priority to move the service forward.</p> <p>Be Independent needs to have a robust IT infrastructure in line with CYC protocols to enhance and grow the business, and improve the customer experience of this Community Equipment &amp; Response Service.</p> <p>By utilising the latest technology (GDPR compliant), workers will become agile and customers will have a seamless service from all teams including Business Support, Response, Assessment and Control Teams, where an overburden on paperwork is phased out. IT aims to integrate different software systems used for call handling, stock management and financing linked to a service manager with comprehensive performance reporting tools. Streamlining software systems and providing teams with the appropriate hardware (with internet connection) is a primary focus in order</p>	

for the teams to perform efficiently and effectively. This will improve the use of resources, develop capacity and ensure a strength based approach can be implemented in the future.

**Current status**

**GREEN**

- A call traffic report has been issued by Pinnacel to identify BI phone numbers which are on call diverts from Marjorie Waite Court to James St. A decision on the removal of diverts from certain numbers needs to be made by higher management.
- A temporary solution for rota management has been set up on a shared folder which can be remotely accessed via Airwatch on CYC mobile devices for on-call managers.
- A printer in reception has been installed for ease of administrative staff to print receipts and documents.
- A meeting with IT and Procurement was set and information regarding current and future contracts will be shared between relevant teams for this project going forward.
- New headsets are now being used by Control Room staff which has improved call quality.
- SIM cards have been installed into 2 generic mobile phones for Control Room staff to communicate information to remote working teams.
- Work has started on considering the option of re-integrating full access of Mosaic and Total Mobile, further resources are required for this to be carried out.
- Market research on software suppliers on GCloud has been carried out. Some suppliers have been contacted to identify level of fulfilment, configuration costs and timeframes. Information from Tunstall on new upgrade has also been received.

**Future outlook**

Submission of final Business Case which will include a high level roadmap and associated costs of different options to fulfil Be Independent's objectives.

**Key risks**

<b>Risk (brief description /consequence)</b>	<b>Control/action</b>	<b>Gross</b>	<b>Net</b>
Inability for on-call managers/control room mobile phones to access real-time/"live" spreadsheet for rota management.	In case of an emergency, remote access to an updated spreadsheet would be necessary.	14	5

	<p><u>Update</u> A temporary solution for rota management has been set up on a shared folder which can be remotely accessed via Airwatch on CYC mobile devices for on-call managers.</p>		
<p>Ability of CYC kit to integrate with Tunstall kit due to firewalls and network set up. Consequences Increase in duplication of work, margins of human error and time wasted.</p>	<p>Clearly identified interfaces / external requirements, regular reviews and communication with ongoing projects, corporate teams and external providers.</p>	14	14
<p>Inability to input updated and accurate information by Mobile Response workers and Assessment team on current IT kit and systems (connectivity) during community visits. <b>Consequences</b> Delay in having important real-time customer data, should another emergency occur very shortly after a visit.</p> <ul style="list-style-type: none"> <li>Lack of data flow impacting on business efficiency and data available.</li> <li>Staff lose faith and resources utilised to find work around solutions.</li> <li>Failure to realise efficiencies due to requirement to double key information from many other systems and send paper information to other areas.</li> </ul>	<ul style="list-style-type: none"> <li>Comprehensive detailed ITT.</li> <li>Clearly defined contractual agreement, expectations, requirements and selection criteria.</li> <li>Clearly identified interfaces / external requirements, regular reviews and communication with ongoing projects, corporate teams and external providers.</li> <li>Lead person with an understanding of the needs of the service areas.</li> </ul>	23	23
<b>Reports to</b>	CEC DMT and Project Board		
<b>Exec member</b>	Cllr Carol Runciman		
<b>Director</b>	Corporate Director of Health, Housing and Adult Social		

<b>responsible</b>	Care: Sharon Houlden
<b>Dependencies</b>	None
<b>Link to paper if it has been to another member meeting (e.g. executive, council, a scrutiny committee)</b>	