

Portsmouth City Council Appendix 2:
Directorate Project Reports Q2 2016
– 2017 (July 2016 – September
2016)

Children's Services : Major projects (1)

What are the major projects that the Directorate will be engaged in over the year ?

Project	Progress projected in Q2 (highlighted in Q1)	Progress seen in Q2	Expected progress and issues next quarter (Q3)	Overall status				
				Time (against Q2 plan)	Time (overall forecast)	Budget (against Q2 plan)	Budget (overall forecast)	Outcome
Stronger Futures	<ul style="list-style-type: none"> Public consultation on Stronger Futures Programme Creating the single specification for universal and early help services Commissioning options Finalised restorative practice strategy Revised processes for securing Troubled Families attachments and claims 	<ul style="list-style-type: none"> Restorative Practice Strategy complete SF strategy agreed by Cabinet 	<ul style="list-style-type: none"> Completed Children's Trust Early Help Strategy Team Around the Worker model rolled out in MATs New workflow arrangements for early help Revised Performance Framework in place Restorative Practice Training begins Proposals in place for revised management structure for MAT Strategic mapping of early help offer completed. Further work to be completed on detailed pathways through the offer (mental health) – Commissioning options complete. 	On target	On target	There is no dedicated programme budget for the Stronger Futures work as this represents a reshaping of existing business as usual activity , as outlined in the paper to Cabinet on 22 nd September 2016	On track with timelines set out in Cabinet Paper	

Children's Services : Major projects (2)

What are the major projects that the Directorate will be engaged in over the year ?

Project	Progress projected in Q2 (highlighted in Q1)	Progress seen in Q2	Expected progress and issues next quarter (Q3)	Overall status				
				Time (against Q2 plan)	Time (overall forecast)	Budget (against Q2 plan)	Budget (overall forecast)	Outcome
Portsmouth Education Partnership	Shadow arrangement to be put in place for Q2 (strategic board and operational group), consultation document to go out on 5 th Sept (closing date of 21 st Oct). Launch planned for 4 th Nov. The school improvement function of the LA has been outsourced to the Portsmouth Teaching School Alliance – but will be embedded as part of the PEP arrangements.	All actions for Q2 completed	The shadow operational group will conclude the analysis of the 2016 outcomes against agreed criteria in Q3. This will determine school improvement support in 2016/17 for LA maintained schools and flag areas of concerns for MATs / academies. Early priorities (school improvement, English, maths and teacher recruitment & retention) and action plan to be completed in Q3 + draft education strategy to go to Strategic Board in Q4.	Set up as per milestones	On track with next phase of programme	N/a	n/a	To be monitored through indicators of educational achievement

Children's Services : Major projects (3)

What are the major projects that the Directorate will be engaged in over the year ?

Project	Progress projected in Q2 (highlighted in Q1)	Progress seen in Q2	Expected progress and issues next quarter (Q3)	Overall status				
				Time (against Q2 plan)	Time (overall forecast)	Budget (against Q2 plan)	Budget (overall forecast)	Outcome
Planning and delivering sufficient school places for the city.	Primary Phase 2 Sufficiency: Pre school building works at Northern Parade to commence in Q2 (Sept 2016) with completion in Q4 (March 2017).	Work in progress, as expected.	Northern Parade: Progress with pre-school building works and preparation for main works tendering process, due to start in Q4	On track	On track	On track, except Northern Parade A bid has been submitted to the EFA for capital funding to assist with the Northern Parade Pre School project. The current project is overspent and this will relieve pressure if successful	Northern Parade pressure. All other projects are on track.	On track
	Newbridge Junior Academy: Capital works due to start on site at The Portsmouth Academy in Q3 (to establish a Year Annex of the Junior School on TPA site)	Work in progress, as expected	Work will complete at the end of Q3. School to move in at the start of Q4					
	Craneswater Junior: In design Q2, due to go out to tender in Q4	Design progressing	Design finalised and preparation for tendering process, due to start in Q4					
	Moorings Way Infant: In design Q2, due to go out to tender in Q4	Design progressing	Project due to start in Q4					
	Secondary Phase 1 Sufficiency: St Edmund's Catholic School - tenders return due in Q2 (September)	Tenders returned. 3-way funding arrangement confirmed with Diocese, school, LA	Work due to start on site in Q3					
	Miltoncross Academy - final design and PFI negotiations to be agreed	PFI negotiations and design discussions continued – progress made	Plans expected to be finalised during Q3					
	Springfield School - detailed design and procurement route to be agreed in Q2	Procurement routes agreed	Survey work completed in Q3 to inform detailed design (design due to be signed off Q4)					
	The Portsmouth Academy - procurement route to be agreed.	Costs subject to capital bid – submitted.	Formal Project Board meeting in Q3 to start project					
	Special Schools Remodelling (Cliffdale and Redwood Park): Detailed design to be agreed and procurement route to be identified.							

Adult Social Care : Major projects (1)

What are the major projects that the Directorate will be engaged in over the year ?

Project	Progress projected in Q2 (highlighted in Q1)	Progress seen in Q2	Expected progress and issues next quarter (Q3)	Overall status					
				Time (against Q2 plan)	Time (overall forecast)	Budget (against Q2 plan)	Budget (overall forecast)	Outcome	
LD Day Service Transformation	Measures data not available.								
OPPD Systems Intervention	<p>Redesign stage was in effect in Q1 during which the intervention team worked with live cases and redesigned the work process to remove steps that did not add value to the client. Highlights were:</p> <p>Contact to assessment Reduced to 1.7 days from 96 days; Contact to needs met Reduced to 17.8 days from 203 days Customer satisfaction 9.9/10 Cost per client - staff time £264 reduced from £623 The Roll in stage of the intervention commenced in June 2016.</p>	<p>The intervention team have used the EDIP method – Educate, Demonstrate, Imitate, Practice. With:</p> <p>Hospital Social Work Team – Practitioners EDIP'd. <u>Hospital Leaders</u> working on the system to manage QA generated waste.</p> <p>Community Teams – Occupational Therapy – 2 leaders have EDIP'd OT's. <u>Social Work</u> - 5 leaders in the process of EDIP'ing and 3 of these in the process of EDIP'ing others whilst being close marked</p>	<p>Initial plan for Q3: Complete the Community Social Work roll in Redesign OT and SW duty model. Establish, embed and utilise comprehensive suite of measures. Commence full-scale intervention in Learning Disability services.</p> <p>Over time, conduct interventions (at appropriate scale) across the breadth of ASC and build the capacity of the service to sustain the change at all levels with diminishing external support. This will be achieved by:</p> <p>Re-visit Hospital to adapt approach in light of the IDS. Ensure OP-PD management team is appropriately staffed and skilled to embed VMST at all levels and that all roles add value. Over time, flex and adapt staffing model of OP-PD to design service capacity against predictable demand. Conduct further full-scale interventions in other ASC teams as decided by leaders. Perform rapid check, redesign, and roll-in on other ASC functions to improve flow across service, as directed by leaders. Apply VMST to integration of community health and social care teams, subject to negotiation/agreement with partners. Apply VMST to design of job roles. Review all training provided to staff to ensure consistency with new approach. Redesign the approach to commissioning services for users of ASC, based on VMST principles. Recommission services based on the above approach as existing contracts expire - prioritise domiciliary care and community equipment store (Millbrook). Build VMST principles into tendering process for ASC-related services and make this a requirement for all bidders. Realign ASC's relationship with all relevant PCC support services, based on VMST principles. Prioritise IT, Finance, HR (including training), and, ICU. Work collaboratively with providers and partners to develop a 'pull' model for all mutual referrals</p>						

Adult Social Care : Major projects (2)

What are the major projects that the Directorate will be engaged in over the year ?

Project	Progress projected in Q2 (highlighted in Q1)	Progress seen in Q2	Expected progress and issues next quarter (Q3)	Overall status				
				Time (against Q2 plan)	Time (overall forecast)	Budget (against Q2 plan)	Budget (overall forecast)	Outcome
Health & Social Care Blueprint	Co-location achieved with Solent NHS Trust Community Nursing Services	Integration forum commences during Q3						
Integrated Discharge Service (QA)	Foundation work for relocation of staff and working arrangements for staff from 5 partners completed.	Co-location achieved.						
LD systems intervention		Working arrangements and cover commenced for LD intervention. Staff recruited to commence check.	Check commenced with LD integrated team October. Check to be completed and presented by mid December 2016.					
Transition between Swift / AIS and System 1		Specification drafted	Board to agree data sharing with provider and confirm "rules" for transitioning data from AIS to System 1.					

Public Health : Major projects (1)

What are the major projects that the Directorate will be engaged in over the year ?

Project	Progress projected in Q2 (highlighted in Q1)	Progress seen in Q2	Expected progress and issues next quarter (Q3)	Overall status				
				Time (against Q2 plan)	Time (overall forecast)	Budget (against Q2 plan)	Budget (overall forecast)	Outcome
Ensure the Healthy Child Programme (0-19) is recommissioned by 30 June 2017	Plans are currently being reviewed to align with the Stronger Futures Programme. The recommissioning timescales may be amended	DCS took paper to Cabinet to agree change in timescales and that commissioning responsibility will transfer to DCS	Agreeing MOU to enable transfer of commissioning responsibility to DCS			On track	On track	
Develop and implement the Better Care programme Living Well Scheme	To be reviewed in the context of the Portsmouth Blueprint and restructuring of the Public Health Service.	Review currently underway as part of the reassessment of the restructured PH team business plan	We will continue to work with partners to implement the Blueprint as core business of the new team.	On track	Review may take longer than anticipated	On track	On track	Slightly behind time, budget on track.
Service review and consultation	Consultation launched and final structure to be agreed and implemented	Consultation concluded on 26 Sep 16. Staff proposals on new structure acknowledged and some changes implemented.	Voluntary and compulsory notices to be issued. Transition arrangement to new reduced structure to be worked through.	On track	On track	Shortfall against target	Shortfall against target	On time , shortfall on savings target
Recommission Substance misuse services	Award contract and implement new service	Contract awarded to SSJ; implementation on 1 st November 2016	New service commenced and operating effectively.	On track	On track	On track	On track	Delivered to time and budget
Recommission Sexual health services	tender evaluation is underway during August and September 2016.	Contract awarded to Solent NHS Trust, who are the current provider	Complete contract implementation	On track	On track	On track	On track	Delivered to time and budget

Transport, Environment and Business Services : Major projects (1)

What are the major projects that the Directorate will be engaged in over the year ?

Project	Progress projected in Q2 (highlighted in Q1)	Progress seen in Q2	Expected progress and issues next quarter (Q3)	Overall status				
				Time (against Q2 plan)	Time (overall forecast)	Budget (against Q2 plan)	Budget (overall forecast)	Outcome
The Hard Interchange	No issues. Key construction milestones will include making the building water tight and fitting out internally.	Roof is complete, internal fit-out has commenced, bus apron is nearing completion.	Completion of external areas, make building water tight. Concrete repair works on underside of deck.	Green	Green	Green	Green	Green
Dunsbury Hill Farm Link Road	HCC's adoption of the S278 zone of the works to be progressed. A settlement needs to be reached on payments to the Contractor. A defects schedule is to be issued to the contractor.	HCC have provided a certificate of completion for the S278 zone, which will mean they will adopt within the year. Link road, HCC have provided us with an intent to adopt. Defects schedule has been issued to the contractor.	A settlement needs to be reached on payments to the Contractor. Receipt of the health and safety file from the contractor.	Green	Amber	Amber	Red	Green
Eastern Road Waterbridge	No issues. Developing detailed design and preparing works contract. In the process of gaining necessary consent approvals.	The contract has been awarded. Desktop study and survey preparation has taken place.	Agreement on the detailed design and works information.	Green	Green	Green	Green	Green

Transport, Environment and Business Services : Major projects (2)

What are the major projects that the Directorate will be engaged in over the year ?

Project	Progress projected in Q2 (highlighted in Q1)	Progress seen in Q2	Expected progress and issues next quarter (Q3)	Overall status				
				Time (against Q2 plan)	Time (overall forecast)	Budget (against Q2 plan)	Budget (overall forecast)	Outcome
North Portsea Island Flood Defence scheme	No issues. Detailed design commencing at Tipner Lake / Mountbatten Centre.	Phase 1 and 2 complete on time and below budget.	Detailed design commencing at Tipner Lake / Mountbatten Centre. No issues.	Green	Green	Green	Green	Green
Southsea Flood Defence scheme	No issues. Await outcome of DEFRA and Treasury approvals, expected January/February 2017.	Outline Business Case being reviewed by the Environment Agency.	Awaiting the outcome of DEFRA and Treasury approvals, expected Jan / Feb 2017. No issues.	Green	Green	Green	Green	Green

Transport, Environment and Business Services : Major projects (3)

What are the major projects that the Directorate will be engaged in over the year ?

Project	Progress projected in Q2 (highlighted in Q1)	Progress seen in Q2	Expected progress and issues next quarter (Q3)	Overall status				
				Time (against Q2 plan)	Time (overall forecast)	Budget (against Q2 plan)	Budget (overall forecast)	Outcome
Traffic Management Centre IT infrastructure upgrade	No issues. Implementation plan to be defined and approved. Contract to be drafted and signed.	Options assessment for relocation of TMC to the basement. Contract has been drafted and forwarded for agreement.	No issues. Implementation plan to be defined and approved. Contract to be drafted and signed.	Amber	Amber	Green	Green	Green
Traffic signals optimisation programme	Issue: programme delay, works are expected to begin in March 2017. Completion of detailed design. Production and release of tender documents.	Design progressing. Project split into two to enable fast track delivery of some junctions.	Detailed design work complete. The price of the fast tracked junctions is to be determined. Shortlisting of contractors for remaining junctions complete.	Red	Amber	Green	Green	Green

Culture and City Development: Major projects (1)

What are the major projects that the Directorate will be engaged in over the year ?

Project	Progress projected in Q2 (highlighted in Q1)	Progress seen in Q2	Expected progress and issues next quarter (Q3)	Overall status				
				Time (against Q2 plan)	Time (overall forecast)	Budget (against Q2 plan)	Budget (overall forecast)	Outcome
Hotwalls Studio creative quarter will develop 13 working artists studios in the Grade 11 listed arches former military barracks on broad street with a commercial eatery creating approximately 14 new jobs	Roof of the searchlight structure in worse condition than anticipated and repair scheme to be programmed. Options currently being explored for the future facility/ development management of the studios and wider site	Capital works completed 04.07.2016. The facility opened on 08.07.2016. Some works and defects outstanding. Other elements of project – facilities management, apprenticeships, heritage centre and creative markets under development	Apprenticeship positions recruited and in place Support of facilities manager from seafront services established to support facilities management Creative market ideas for festive period implemented					
Transformation of D-Day Museum: Continue to deliver the 5 year transformation of the D-Day Museum in– start work on site (now May 17)	Revision of schedule may be required Continued fundraising for match funding shortfall of £150,000	Completed RIBA E For Base build	Exhibition design Base Build Activity Programme					
Developing plans for the City Centre Infrastructure as part of the City centre masterplan	Working with Savills and WSP Gensler for master planning and road design preparing full business case for the LEP board and full planning application	Uncertainty over funding Need to acquire 3 rd party land			FBC LEP November 2016 App in Jan 2017		TBC as part of CBB	

Culture and City Development : Major projects (2)

What are the major projects that the Directorate will be engaged in over the year ?

Project	Progress projected in Q2 (highlighted in Q1)	Progress seen in Q2	Expected progress and issues next quarter (Q3)	Overall status				
				Time (against Q2 plan)	Time (overall forecast)	Budget (against Q2 plan)	Budget (overall forecast)	Outcome
City Deal : strategic development at the gateway to the city unlocking critical employment and housing land plus a country park at Tipner and Horsea island	Developing planning application to submit Q3 2017 Continuing transfer of landownership negotiations transfer of firing range April 2018	Transfer of land ownership negotiations completed . Actual transfer dependent on availability of new range at Longmoor, expected March 2018	Planning application to submit autumn 2017 Identify options for public engagement FBC LEP November 2016 Continuing transfer of landownership negotiations transfer of firing range April 2018	On programme	2030	48.75M		Minimum 1250 homes 65,000sq metres employment space
Procurement of a replacement Coroners Caseload Management System	PID brief completed and benchmarking in progress and options appraisal developed	Testing data Secured Hampshire CC agreement to fund 30% of It system	Next steps: Complete the tender process, Confirm viability of system, and complete contract.	On Track	January 2017		£82K	

Community and Communications : Major projects (1)

What are the major projects that the Directorate will be engaged in over the year ?

Project	Progress projected in Q2 (highlighted in Q1)	Progress seen in Q2	Expected progress and issues next quarter (Q3)	Overall status				
				Time (against Q2 plan)	Time (overall forecast)	Budget (against Q2 plan)	Budget (overall forecast)	Outcome
Delivery of the channel shift/digitalisation programme	Personal Accounts Revs full automation Bens – form and RBV IVR telephony Moving to BAU Plan digitalisation review	Over 2000 accounts registered IVR live Revs moves complete Digital team being appointed See slide 2	Completion of Revs changes Benefits and RBV implemented Phase 1 Events implemented	On-plan	On Plan	On Plan	On Plan	Savings exceed targeted
Implementation of Universal Credit (including the Local Support Framework)	43 housing benefit cases to date have been cancelled due to claiming universal credit (since 28/03/2016)	73 housing benefit cases to date have been cancelled due to claiming universal credit (since 28/03/2016)	No issues	DWP programme running behind schedule	N/A	N/A	N/A	Ultimately reduction in staff

Finance and Information Services : Major projects (1)

What are the major projects that the Directorate will be engaged in over the year ?

Project	Progress projected in Q2 (highlighted in Q1)	Progress seen in Q2	Expected progress and issues next quarter (Q3)	Overall status				
				Time (against Q2 plan)	Time (overall forecast)	Budget (against Q2 plan)	Budget (overall forecast)	Outcome
Finance service restructure	No issues foreseen. Job matching and implementation rollout expected from end of quarter	Restructure implemented	None	Green	Green	Green	Green	Green
Purchase 2 Pay roll-in	Relocation of team to space sufficient to commence phased transfer of work. Implementation of Barclaycard spend manager to replace PCAS system	Transfer of work from 2 teams	Transfer of work from remaining teams	Green	Green	Green	Green	Green
Business intelligence	Hardware on site currently being commissioned . BIP appointed and design workshops scheduled	Hardware on site currently being commissioned . BIP appointed and design workshops scheduled	Function configuration stage commences	Green	Green	Green	Green	Green

Finance and Information Services : Major projects (2)

What are the major projects that the Directorate will be engaged in over the year ?

Project	Progress projected in Q2 (highlighted in Q1)	Progress seen in Q2	Expected progress and issues next quarter (Q3)	Overall status				
				Time (against Q2 plan)	Time (overall forecast)	Budget (against Q2 plan)	Budget (overall forecast)	Outcome
Employee benefits portal	Reduction in eligibility criteria announced by HMRC. Currently reviewing schemes which can be run under the new criteria. AVC scheme to be launched once HMRC compliance confirmed.	Awaiting HMRC compliance notification	Anticipate clearer direction in Autumn statement on future salary sacrifice schemes	Red	Amber	Red	Amber	Dependant on government policy
Property investment Fund	Fourth property due to be completed upon shortly. Balance of Investment portfolio budget expected to be utilised by mid 2017/18	Fifth property purchased. Balance of Investment portfolio budget expected to be utilised by January 2018	Mix of properties being purchased and income generated from sale and leaseback of Wightlink	Green	Green	Green	Green	Continuing income generation strategy
Hampshire community bank	Approval being sought for investment of up to £10m in bonds issued by HCB subject to being secured against good quality assets owned by the bank.	Approval obtained in Treasury Management mid year review	Exploratory discussions with HCB	Green	Green	Green	Green	

Finance and Information Services : Major projects (3)

What are the major projects that the Directorate will be engaged in over the year ?

Project	Progress projected in Q2 (highlighted in Q1)	Progress seen in Q2	Expected progress and issues next quarter (Q3)	Overall status				
				Time (against Q2 plan)	Time (overall forecast)	Budget (against Q2 plan)	Budget (overall forecast)	Outcome
Bring Your Own Device	Print functionality and further roll out	BYOD rolled out further		NO PID		N/A	N/A	
Internet upgrade	Migrate other identified business systems and investigate the 50MBPS link	Migration completed		Complete		N/A	N/A	
TPP – ASC	Data migration	Separating CSC data from Swift set going to TPP		Yes	Yes	N/A	N/A	
Upgrade obsolete IT service management software – self service etc	Project start up	- ITSM procurement documents under preparation. - ITSM project team being established		No	Yes	Need to receive tender returns	N/A	
Telecoms efficiencies	Project start up	Project Team established		Yes	Site audits in progress	N/A	N/A	
EBS complete infrastructure to refresh moving to virtual servers	System migration	- Hardware installed - User acceptance testing to commence		No - 3 weeks behind	No - 3 weeks behind	N/A	N/A	Increase in IT resource requirement
Traffic Management Centre	Feasibility of relocating the Traffic Management Centre to the Lower Ground Floor	- Amber due to delay in confirming relocation site and line migrations		No – 2 weeks behind	Yes	On budget	On budget	
Channel shift	Deliver next phase of customer account	Ongoing delivery against program		Yes	Yes	On budget	On budget	

HR, Legal and Performance : Major projects (1)

What are the major projects that the Directorate will be engaged in over the year ?

Project	Progress projected in Q2 (highlighted in Q1)	Progress seen in Q2	Expected progress and issues next quarter (Q3)	Overall status				
				Time (against Q2 plan)	Time (overall forecast)	Budget (against Q2 plan)	Budget (overall forecast)	Outcome
Devolution/ combined authority	Consultation programme on review and scheme. Website developed. Report to prepare for Cabinet to identify whether to submit to HMG	<ul style="list-style-type: none"> - Draft governance scheme review published - Consultation launched and completed, showing broad public support for bid - PCC Cabinet report published 	<ul style="list-style-type: none"> - Cabinet to approve report - Revised review of scheme following outcomes of consultations - Similar approvals IoW and SCC - Submission to Secretary of State for determination - Publication of PWC report looking at local government in HIOW 	Plan achieved	Dependent of SoS determination	No programme/project budget		Dependent on SoS determination
HR self-service (ongoing roll-out and development)	Next stages of roll-out include i-expenses, new diary/leave interface and facility to record qualification data	Diary/leave interface now live. Qualification data development nearing completion. I-expenses live	Qualification data to go live	On track	On track	On track	On track	On track
Commensura Partnership (£2.5m per annum)	Still high levels of non-compliance in some areas of the council. Ongoing work with suppliers and service managers to address this	Non-compliance levels reducing	Continued reduction in non-compliance. Increase in savings. Introduction of c.net software to improve process for hiring					
Apprenticeship levy (potential cost c£700k per year)	Forthcoming actions on project plan include establishing framework of training providers, marketing activities to increase number of apprenticeships, and improving central records of staff qualifications	Additional information received from government about levy. Qualification database being developed. Framework of providers in place	Implement comms plan. Implement payroll improvements to pay levy. Further work to identify higher/degree level apprenticeships					

HR, Legal and Performance : Major projects (2)

What are the major projects that the Directorate will be engaged in over the year ?

Project	Progress projected in Q2 (highlighted in Q1)	Progress seen in Q2	Expected progress and issues next quarter (Q3)	Overall status				
				Time (against Q2 plan)	Time (overall forecast)	Budget (against Q2 plan)	Budget (overall forecast)	Outcome
Development of trading company (temporary agency and training) – c£300k per annum	Scoping and project brief	No further progress. Project not yet commenced	Scoping and project brief	NA	NA	NA	NA	NA
Military Covenant	Work towards achieving MOD Gold award	HR system updated to enable staff to record details of veteran or reservist status or military connections. Event held to promote reservists. Bid submitted to government for funding for covenant officer role	Outcome of funding bid expected. Develop options for inclusion in Gold award submission					