




APPENDIX 1: Business Plan Delivery Plan Q4 2014/15


Action Status		
		


Balancing the budget and providing the best possible services within the resources available


Service:	Corporate		Head of Service:	Managing Directors	
Action	Description	Milestones	Due Date	Completed	Milestone Note
B_01	MSR 15-16	Revise methodology	30-Sep-2014	Yes	
		Heads of Service to conduct base budget reviews and provide any new or emerging Policy Options to Managing Directors	31-Oct-2014	Yes	
		MDs report to Council – MSR 15/16 (Part 1) base budget review approval and approach to closing remaining budget gap, and Business Plan 2015-18	17-Dec-2014	Yes	Part 1 has no service delivery implications.
		MDs report to Council – MSR 15/16 (Part 2)	25-Feb-2015	Yes	A number of savings proposals were agreed at February Council. A further savings/efficiency report will go to Council in July.
		Budget 15/16 takes effect	01-Apr-2015	Yes	
		Public consultation on options (as necessary)	31-May-2015		N/A
Status		Note			


Service:	Transformation		Head of Service:	Shaun Walsh	
Action	Description	Milestones	Due Date	Completed	Milestone Note
B_02a	OR in Housing (Voids & Allocations, Estate Management, Rents & Money Advice)	Start OR review of the Operational Services area within Landlord Services	01-Apr-2013	Yes	
		Complete review of Landlord Services	30-Jul-2014	Yes	
		Findings / recommendations report submitted to Cabinet	16-Sep-2014	Yes	
		Begin implementation of recommendations	01-Oct-2014	Yes	
Status		Note	Review conducted inhouse. OR contributes to the Council's equality objectives by obtaining the wants of customers accessing services under review and applying the information to help form process redesign and tailor services to help meet the specific needs of customers.		

Service:	Transformation			Head of Service:	Shaun Walsh	
Action	Description	Milestones	Due Date	Completed	Milestone Note	
B_02b	OR within Property Services (one service area, Day to day Repairs Maintenance and Voids Maintenance)	Start OR review of the Operational Services area within Landlord Services	01-Sep-2014	Yes	Day to day Repairs Maintenance and Voids Maintenance	
		Complete review	08-May-2015			
		Findings / recommendations report submitted to Cabinet	30-Jun-2015			
		Begin implementation of recommendations	01-Jul-2015			
Status		Note	Review being conducted inhouse.			


Service:	Transformation			Head of Service:	Shaun Walsh	
Action	Description	Milestones	Due Date	Completed	Milestone Note	
B_02c	OR in Legal & Member Services	Bring forward area for review	26-Apr-2013	Yes	Legal & Member Services	
		Identify organisation to conduct review	25-Oct-2013	Yes	Consultants engaged via mini-competition between OR Assessment Framework	
		Begin OR review	20-Jan-2014	Yes	Revised date to accommodate appointment and timetabling of consultancy support.	
		Complete review	24-Oct-2014	Yes		
		Findings / recommendations report submitted to Cabinet	17-Mar-2015	Yes		
		Begin implementation of recommendations	31-Mar-2015	Yes	Ongoing process	
Status		Note	Review conducted by consultants from the OR Assessment Framework.			


Service:	Transformation			Head of Service:	Shaun Walsh	
Action	Description	Milestones	Due Date	Completed	Milestone Note	
B_02d	Planning for future efficiency/change projects	Consider approach to delivering future efficiency reviews	01-Sep-2014	Yes		
		Decision by Members in principle on which option to adopt	31-Jul-2015			
Status		Note				


Service:	Housing & Regeneration			Head of Service:	Bob Livermore	
Action	Description	Milestones	Due Date	Completed	Milestone Note	
B_03	Strategic Asset Management Plan	Review SAMP process	30-Jun-2014	Yes		
		Implement revised SAMP process	31-Jul-2014	Yes	Approved by Cabinet in September.	
		Broad sweep of remaining wards concluded	30-Sep-2014	Yes		
		Tanhouse Ward survey	31-Dec-2014	Yes		
		Moorside Ward survey	30-Jun-2015		Work due to start in April	
Status		Note				


Service:	Housing & Regeneration			Head of Service:	Bob Livermore	
Action	Description	Milestones	Due Date	Completed	Milestone Note	
B_05	HRA Self-financing Business Plan	Agree budget for 2014/15	26-Feb-2014	Yes		
		Council Approval of 2014/15 Budget	26-Feb-2014	Yes		
		Revenue bids allocated to specific officers to manage budget heads	28-Feb-2014	Yes		
		Capital Growth bids to be built into project plan of schemes	01-Apr-2014	Yes		
		Implement project plan for delivery of major capital schemes	01-Apr-2014	Yes		
		Revise budgets and schemes in line with realistic outturning dependent on current performance and tender prices	30-Sep-2014	Yes		
		Mid-year review to be agreed	17-Dec-2014	Yes		
		Finalise Accounts	31-Mar-2015	Yes		
Status		Note				

Caring for our borough by delivering the small improvements that can make a big difference

Service:	Community Services			Head of Service:	Dave Tilleray
Action	Description	Milestones	Due Date	Completed	Milestone Note
C-02	Moor Street	Engage consultants for design work	28-Feb-2013	Yes	Initial scoping design work underway to options appraisal
		Member/public consultation	27-Jul-2014	Yes	June/July including an exhibition of potential designs.
		Commence site works	01-Apr-2015	Yes	Work commenced in February
		Complete site works	30-Sep-2015		
Status		Note	A joint scheme in partnership with Lancashire County Council (LCC). Funded by LCC and WLBC.		


Service:	Street Scene			Head of Service:	Graham Concannon
Action	Description	Milestones	Due Date	Completed	Milestone Note
C-04	Public Realm	Apply spring/summer weed control	31-Oct-2014	Yes	Weed spraying applications start in April then continue throughout the growing year into October 2014
		Complete agreed grass cuts	31-Oct-2014	Yes	Grass cuts across LCC land between April and October 2014
		Complete agreed tree work	31-Mar-2015	Yes	Tree maintenance work as authorised by LCC between October and March 2015. This work was completed by mid-April.
Status		Note	Following a number of successful years of partnership working, WLBC will continue to manage the Public Realm across the Borough delivering services such as grass cutting of verges and hedge trimming on behalf of Lancashire County Council. It should be noted that this area of partnership working is aligned to the funding provided by Lancashire County Council the Highway Authority. Due to Lancashire County Council funding reductions, there will be a proportionate reduction in the work carried out by the Borough Council on their behalf.		


Service:	Housing & Regeneration			Head of Service:	Bob Livermore
Action	Description	Milestones	Due Date	Completed	Milestone Note
C-05	Housing Asset Management Programme	Update Asset Management Sustainability Model	30-Nov-2014	Yes	
		Start Consultation on preferred option for Beechtrees revival	31-Dec-2014	Yes	
		Deliver year 2 of the 5 year investment plan	31-Mar-2015	Yes	
		Complete Consultation on preferred option for Beechtrees revival	31-Jul-2015		
		Report to Cabinet and Council	29-Feb-2016		
Status		Note			


Service:	Community Services			Head of Service:	Dave Tilleray
Action	Description	Milestones	Due Date	Completed	Milestone Note
C-06	Expanding CCTV coverage	Invite draft locations from Parish Councils	30-Jun-2014	Yes	
		Commence public consultation on proposed sites	15-Jul-2014	Yes	Consultation 03 - 31 July
		Final decision on sites (Asst. Director of Community Services in consultation with Portfolio Holder and Leader)	15-Sep-2014	Yes	
		Place order with ATEC Security Solutions	30-Sep-2014	Yes	
		Seven cameras operational	30-Nov-2015		
Status		Note	CCTV can directly contribute to the corporate/equality objectives of the Council in relation to addressing the effects of ASB since cameras can help reduce ASB and therefore improve the quality of life of residents. For 2015/16, funds for three further three cameras have been approved for Castlehey and Tanfields (Skelmersdale) and Burscough Street area of Ormskirk. Consultation on location will be carried out during 2015/16.		


Service:	Housing & Regeneration		Head of Service:	Bob Livermore	
Action	Description	Milestones	Due Date	Completed	Milestone Note
C-07	Ormskirk Town Centre Strategy	Draft Ormskirk Town Centre Strategy & Action Plan to Cabinet	11-Nov-2014	Yes	
		Cabinet approval of Strategy & Action Plan for consultation purposes	31-Jan-2015	Yes	
		Cabinet to approve Ormskirk Town Centre Strategy	30-Jun-2015		
		Detailed Action Plan to be approved for implementation	30-Jun-2015		
Status		Note			


Focussing upon sustainable regeneration and growth within the borough


Service:	Housing & Regeneration		Head of Service:	Bob Livermore	
Action	Description	Milestones	Due Date	Completed	Milestone Note
F-01	Remodelling Industrial Estates	Appoint consultant within EPS Framework	30-Jun-2014	Yes	
		Obtain detailed planning permission	30-Apr-2015		Framework not now operational so consultants NPS seeking planning consent.
		Enter into contract with Design and Build Contractor	31-Aug-2015		
		Complete build	29-Feb-2016		
Status		Note			


Service:	Planning Services		Head of Service:	John Harrison	
Action	Description	Milestones	Due Date	Completed	Milestone Note
F-04	Infrastructure Delivery – Transport	Draft GRIP 2 Report (Skelmersdale)	31-Oct-2014	Yes	
		Final GRIP 2 Report	31-Jan-2015	Yes	
		Outline Strategic Business Case	30-Jun-2015		
		Report to Members	31-Jul-2015		Postponed from March.
Status		Note	Delivery and management of project is not within WLBC control		

Service:	Housing & Regeneration		Head of Service:	Bob Livermore	
Action	Description	Milestones	Due Date	Completed	Milestone Note
F-05	Skelmersdale Vision	Agree supplementary agreement relating to land at Findon, Delph Clough and Digmaor	30-Apr-2014	No	Draft Agreement has been agreed and in the processes of being finalised and signed off by all parties. This will now be rolled into supplementary agreement for the core town centre scheme
		Complete appraisal of alternative development options to deliver Town Centre regeneration	31-May-2014	Yes	Planning application approved at Planning Committee on 19 March 2015 subject to Section 106 agreement
		Remarket residential sites at Findon, Delph Clough and Digmaor	31-May-2014	No	Delayed as a decision was taken to front load this action, i.e. carry out ground investigation works on Findon and prepare all necessary legal documentation required to facilitate a quick sale of the sites in the event of developer interest. Successful LDO funding bid made which will allow ground investigations to take place.
		Complete Public Realm and environmental improvements	31-Oct-2014	No	Works deferred pending outcome of the current planning application for the town centre site.
		Subject to market interest complete sale of residential sites	31-Dec-2014	No	
Status		Note	<i>Project Board Meetings</i> are held regularly and involve representation from HCA, WLBC, St Modwen and LCC. <i>Skelmersdale Town Centre District / County Liaison Group</i> meetings involving Members from WLBC and LCC are held to ensure full political engagement.		

Service:	Housing & Regeneration		Head of Service:	Bob Livermore	
Action	Description	Milestones	Due Date	Completed	Milestone Note
F-06	Firbeck Revival	Agree energy efficiency scheme for houses and Firbeck Court	30-Jun-2012	Yes	
		Agree revival scheme	30-Sep-2012	Yes	
		Complete Phase 2 work (decant and demolition)	30-Jun-2014	Yes	
		Consult on Phase 3 (New housing and Street Scene improvements)	30-Sep-2014	Yes	
		Complete Phase 1 Improvements (energy efficiency)	31-Dec-2014	Yes	Completed in February 2015.
		Commence Phase 3 (New housing and Street Scene improvements)	30-Jun-2015		
		Complete Phase 3 - new housing element	31-Jul-2016		
		Complete Phase 3 - Street Scene element	30-Nov-2016		
Status		Note			

Service:	Housing & Regeneration		Head of Service:	Bob Livermore	
Action	Description	Milestones	Due Date	Completed	Milestone Note
F-07	Land Auctions Pilot with Homes & Communities Agency	Produce expression of interest that complies with Delivery Partner Panel 2 (DPP2)	31-Mar-2014	Yes	
		Determine S.106	30-Apr-2014	Yes	
		Redraft of Memorandum of Understanding	30-Apr-2014	Yes	
		Produce and issue sifting document	31-May-2014	Yes	
		New officer from HCA appointed to deal with case	30-Nov-2014	Yes	All documentation produced to date revisited.
		Procure site investigations for Whalleys 4	31-Jan-2015	Yes	Contractor finished on site.
		Issue ITT	30-Apr-2015		
		Offer to the market and select a developer	30-Sep-2015		
Status		Note			


Service:	Housing & Regeneration			Head of Service:	Bob Livermore
Action	Description	Milestones	Due Date	Completed	Milestone Note
F-08	Economic Development Strategy	Final Consultant's Economic Development Study and Action Plan	31-Aug-2014	Yes	
		Draft Economic Development Strategy & Action Plan to Cabinet	31-Jan-2015	Yes	
		Cabinet approval of Strategy & Action Plan	17-Mar-2015	Yes	Strategy approved for implementation with recommended consultation comments included.
Status		Note	The ED Study provides a robust evidence base that will inform the ED Strategy, information such as levels of deprivation, skills and qualifications, employee numbers. This information will help to shape new projects that will improve the life chances of residents, having a direct and positive impact on the equalities agenda		


Service:	Transformation / Housing & Regeneration			Head of Service:	Shaun Walsh / Bob Livermore
Action	Description	Milestones	Due Date	Completed	Milestone Note
F-09	Preparing for Universal Credit (including Financial Inclusion Strategy)	Complete draft FI strategy	01-May-2014	Yes	Work on the draft FI strategy within H&R has been completed.
		Initial engagement with DWP	23-Jun-2014	Yes	Go-live date for West Lancs announced for 15 September.
		Delivery Partnership Agreement (DPA) sign off	31-Aug-2014	Yes	DPA signed and dispatched to DWP 25th September
		Mobilisation and transition activity	15-Sep-2014	Yes	All elements of UC delivery framework implemented by go-live date.
		Scheduled go-live of UC in West Lancs (1st cohort only)	15-Sep-2014	Yes	Went live on schedule – including extended cohort – single and couples. Families went live February 2015.
		On-going review of UC delivery model in West Lancs	31-Mar-2015	Yes	WLBC Delivery Partnership Agreement for 2015-16 reviewed
		Finalise FI strategy and present to Cabinet	15-Sep-2015		Draft Strategy and action plan completed. A needs analysis exercise has been undertaken as part of the EIA. Research into existing provision and methods to tackle the issues identified in the EIA is being conducted along with targeted consultation and stakeholder consultation.
Status		Note	The Council have an equality objective in relation to Financial Inclusion. The development of a strategy will have to have regard to some of the most vulnerable in society and full regard will be had to equality impacts throughout this work. A Universal Credit Task Group involving the Council, the local JCP Team and BTLS has been set up to manage implementation within West Lancs.		


APPENDIX 2: Business Plan Delivery Plan Q3 2014/15


Action Status		
		


Balancing the budget and providing the best possible services within the resources available


Service:	Corporate		Head of Service:	Managing Directors	
Action	Description	Milestones	Due Date	Completed	Milestone Note
B_01	MSR 15-16	Revise methodology	30-Sep-2014	Yes	
		Heads of Service to conduct base budget reviews and provide any new or emerging Policy Options to Managing Directors	31-Oct-2014	Yes	
		MDs report to Council – MSR 15/16 (Part 1) base budget review approval and approach to closing remaining budget gap, and Business Plan 2015-18	17-Dec-2014	Yes	Part 1 has no service delivery implications
		MDs report to Council – MSR 15/16 (Part 2)	25-Feb-2015		
		Budget 15/16 takes effect	01-Apr-2015		
		Public consultation on options (as necessary)	31-May-2015		
Status		Note			


Service:	Transformation		Head of Service:	Shaun Walsh	
Action	Description	Milestones	Due Date	Completed	Milestone Note
B_02a	OR in Housing (Voids & Allocations, Estate Management, Rents & Money Advice)	Start OR review of the Operational Services area within Landlord Services	01-Apr-2013	Yes	
		Complete review of Landlord Services	30-Jul-2014	Yes	
		Findings / recommendations report submitted to Cabinet	16-Sep-2014	Yes	
		Begin implementation of recommendations	01-Oct-2014	Yes	
Status		Note	Review conducted inhouse. OR contributes to the Council's equality objectives by obtaining the wants of customers accessing services under review and applying the information to help form process redesign and tailor services to help meet the specific needs of customers.		

Service:	Transformation			Head of Service:	Shaun Walsh	
Action	Description	Milestones	Due Date	Completed	Milestone Note	
B_02b	OR within Property Services (one service area, day to day Repairs Maintenance and Voids Maintenance)	Start OR review of the Operational Services area within Landlord Services	01-Sep-2014	Yes	Day to day Repairs Maintenance and Voids Maintenance	
		Complete review	08-May-2015			
		Findings / recommendations report submitted to Cabinet	30-Jun-2015			
		Begin implementation of recommendations	01-Jul-2015			
Status		Note	Review being conducted inhouse. Provisional dates to be agreed at scoping stage of the project.			


Service:	Transformation			Head of Service:	Shaun Walsh	
Action	Description	Milestones	Due Date	Completed	Milestone Note	
B_02c	OR in Legal & Member Services	Bring forward area for review	26-Apr-2013	Yes	Legal & Member Services	
		Identify organisation to conduct review	25-Oct-2013	Yes	Consultants engaged via mini-competition between OR Assessment Framework	
		Begin OR review	20-Jan-2014	Yes	Revised date to accommodate appointment and timetabling of consultancy support.	
		Complete review	24-Oct-2014	Yes		
		Findings / recommendations report submitted to Cabinet	17-Mar-2015			
		Begin implementation of recommendations	31-Mar-2015			
Status		Note	Review conducted by consultants from the OR Assessment Framework.			


Service:	Transformation			Head of Service:	Shaun Walsh	
Action	Description	Milestones	Due Date	Completed	Milestone Note	
B_02d	Planning for future efficiency/change projects	Consider approach to delivering future efficiency reviews	01-Sep-2014	Yes		
		Decision by Members in principle on which option to adopt	31-Jul-2015			
Status		Note	Action milestones revised to include options review ahead of further projects.			


Service:	Housing & Regeneration		Head of Service:	Bob Livermore	
Action	Description	Milestones	Due Date	Completed	Milestone Note
B_03	Strategic Asset Management Plan	Review SAMP process	30-Jun-2014	Yes	Officers have now reviewed the SAMP process. Report to Cabinet in September
		Implement revised SAMP process	31-Jul-2014	Yes	Approved by Cabinet in September.
		Broad sweep of remaining wards concluded	30-Sep-2014	Yes	
		Tanhouse Ward survey	31-Dec-2014	No	Appraisal around 50% complete - staff absence has delayed work.
		Moorside Ward survey	30-Jun-2015		Due date moved to reflect the above.
Status		Note			


Service:	Housing & Regeneration		Head of Service:	Bob Livermore	
Action	Description	Milestones	Due Date	Completed	Milestone Note
B_05	HRA Self-financing Business Plan	Agree budget for 2014/15	26-Feb-2014	Yes	
		Council Approval of 2014/15 Budget	26-Feb-2014	Yes	
		Revenue bids allocated to specific officers to manage budget heads	28-Feb-2014	Yes	
		Capital Growth bids to be built into project plan of schemes	01-Apr-2014	Yes	
		Implement project plan for delivery of major capital schemes	01-Apr-2014	Yes	
		Revise budgets and schemes in line with realistic outturning dependent on current performance and tender prices	30-Sep-2014	Yes	
		Mid-year review to be agreed	17-Dec-2014	Yes	
Status		Note			

Caring for our borough by delivering the small improvements that can make a big difference

Service:	Community Services			Head of Service:	Dave Tilleray
Action	Description	Milestones	Due Date	Completed	Milestone Note
C-02	Moor Street	Engage consultants for design work	28-Feb-2013	Yes	Initial scoping design work underway to options appraisal
		Member/public consultation	27-Jul-2014	Yes	June/July including an exhibition of potential designs.
		Further milestones to be confirmed during project development exercise.			Report to Cabinet Jan 2015. Milestones tbc once Project Plan received from LCC.
Status		Note	A joint scheme in partnership with Lancashire County Council (LCC). Funded by LCC and WLBC.		


Service:	Street Scene			Head of Service:	Graham Concannon
Action	Description	Milestones	Due Date	Completed	Milestone Note
C-04	Public Realm	Apply spring/summer weed control	31-Oct-2014	Yes	Weed spraying applications start in April then continue throughout the growing year into October 2014
		Complete agreed grass cuts	31-Oct-2014	Yes	Grass cuts across LCC land planned between April and October 2014. Cuts continued into November due to extended growing season.
		Complete agreed tree work	31-Mar-2015		Tree maintenance work as authorised by LCC between October and March 2015.
Status		Note	Following a number of successful years of partnership working, WLBC will continue to manage the Public Realm across the Borough delivering services such as grass cutting of verges and hedge trimming on behalf of Lancashire County Council. It should be noted that this area of partnership working is aligned to the funding provided by Lancashire County Council the Highway Authority. Due to Lancashire County Council funding reductions, there will be a proportionate reduction in the work carried out by the Borough Council on their behalf.		


Service:	Housing & Regeneration			Head of Service:	Bob Livermore
Action	Description	Milestones	Due Date	Completed	Milestone Note
C-05	Housing Asset Management Programme	Update Asset Management Sustainability Model	30-Nov-2014	Yes	
		Start Consultation on preferred option for Beechtrees revival	31-Dec-2014	No	Consultation event scheduled for February to be co-ordinated with the issue of the consultation pack.
		Deliver year 2 of the 5 year investment plan	31-Mar-2015		On target
		Complete Consultation on preferred option for Beechtrees revival	31-Jul-2015		Revised due date.
		Report to Cabinet and Council	29-Feb-2016		Revised due date for February Council.
Status		Note			


Service:	Community Services			Head of Service:	Dave Tilleray
Action	Description	Milestones	Due Date	Completed	Milestone Note
C-06	Expanding CCTV coverage	Invite draft locations from Parish Councils	30-Jun-2014	Yes	
		Commence public consultation on proposed sites	15-Jul-2014	Yes	Consultation 03 - 31 July
		Final decision on sites (Asst. Director of Community Services in consultation with Portfolio Holder and Leader)	15-Sep-2014	Yes	
		Place order with ATEC Security Solutions	30-Sep-2014	No	Order expected to be made by end of January, dependent on confirmation of funding.
		Seven cameras operational	30-Nov-2015		Date extended to reflect anticipated date of order.
Status		Note	CCTV can directly contribute to the corporate/equality objectives of the Council in relation to addressing the effects of ASB since cameras can help reduce ASB and therefore improve the quality of life of residents.		


Service:	Housing & Regeneration			Head of Service:	Bob Livermore
Action	Description	Milestones	Due Date	Completed	Milestone Note
C-07	Ormskirk Town Centre Strategy	Draft Ormskirk Town Centre Strategy & Action Plan to Cabinet	11-Nov-2014	Yes	Draft Strategy went Exec O&S Committee in November for pre-scrutiny ahead of Cabinet.
		Cabinet approval of Strategy & Action Plan for consultation purposes	31-Jan-2015	Yes	
		Cabinet to approve Ormskirk Town Centre Strategy	30-Jun-2015		
		Detailed Action Plan to be approved for implementation	30-Jun-2015		
Status		Note			


Focussing upon sustainable regeneration and growth within the borough


Service:	Housing & Regeneration			Head of Service:	Bob Livermore
Action	Description	Milestones	Due Date	Completed	Milestone Note
F-01	Remodelling Industrial Estates	Appoint consultant within EPS Framework	30-Jun-2014	Yes	
		Obtain detailed planning permission	30-Apr-2015		Framework not now operational so consultants NPS seeking planning consent.
		Enter into contract with Design and Build Contractor	31-Aug-2015		
		Complete build	29-Feb-2016		Due date moved
Status		Note			


Service:	Planning Services			Head of Service:	John Harrison
Action	Description	Milestones	Due Date	Completed	Milestone Note
F-04	Infrastructure Delivery – Transport	Draft GRIP 2 Report (Skelmersdale)	31-Oct-2014	Yes	
		Final GRIP 2 Report	31-Jan-2015		On track
		Report to Members	31-Mar-2015		On track
Status		Note	Delivery and management of project is not within WLBC control		

Service:	Transformation			Head of Service:	Kim Webber (land owner)
Action	Description	Milestones	Due Date	Completed	Milestone Note
F-05	Skelmersdale Vision	Agree supplementary agreement relating to land at Findon, Delph Clough and Digmoor	30-Apr-2014	No	Draft Agreement has been agreed and in the processes of being finalised and signed off by all parties.
		Complete appraisal of alternative development options to deliver Town Centre regeneration	31-May-2014	Yes	Completed and revised planning application submitted September 2014
		Remarket residential sites at Findon, Delph Clough and Digmoor	31-May-2014	No	Delayed as a decision was taken to front load this action, i.e. carry out ground investigation works on Findon and prepare all necessary legal documentation required to facilitate a quick sale of the sites in the event of developer interest.
		Complete Public Realm and environmental improvements	31-Oct-2014	No	Works deferred pending outcome of the current planning application for the town centre site
		Subject to market interest complete sale of residential sites	31-Dec-2014	No	
Status		Note	<i>Project Board Meetings</i> are held regularly and involve representation from HCA, WLBC, St Modwen and LCC. <i>Skelmersdale Town Centre District / County Liaison Group</i> meetings involving Members from WLBC and LCC are held to ensure full political engagement.		

Service:	Housing & Regeneration			Head of Service:	Bob Livermore
Action	Description	Milestones	Due Date	Completed	Milestone Note
F-06	Firbeck Revival	Agree energy efficiency scheme for houses and Firbeck Court	30-Jun-2012	Yes	
		Agree revival scheme	30-Sep-2012	Yes	
		Complete Phase 2 work (decant and demolition)	30-Jun-2014	No	Sept: Decant completed. Demolition due to commence 15 October.
		Consult on Phase 3 (New housing and Street Scene improvements)	30-Sep-2014	Yes	Consultation on new build procurement completed. Outline Planning application submitted.
		Complete Phase 1 Improvements (energy efficiency)	31-Dec-2014	No	Pilot Scheme to 8 properties demonstrating works being offered is complete. Works to remaining properties to be completed by February.
		Commence Phase 3 (New housing and Street Scene improvements)	01-Apr-2015		
		Complete Phase 3 - new housing element	01-Apr-2016		
		Complete Phase 3 - Street Scene element	30-Sep-2016		
Status		Note			

Service:	Housing & Regeneration			Head of Service:	Bob Livermore
Action	Description	Milestones	Due Date	Completed	Milestone Note
F-07	Land Auctions Pilot with Homes & Communities Agency	Produce expression of interest that complies with Delivery Partner Panel 2 (DPP2)	31-Mar-2014	Yes	
		Determine S.106	30-Apr-2014	Yes	
		Redraft of Memorandum of Understanding	30-Apr-2014	Yes	
		Produce and issue sifting document	31-May-2014	Yes	Third party appointed and ITT draft produced.
		New officer from HCA appointed to deal with case	30-Nov-2014	Yes	All documentation produced to date revisited.
		Procure site investigations for Whalleys 4	31-Jan-2015		Revised due date.
		Issue ITT	30-Apr-2015		
	Offer to the market and select a developer	30-Sep-2015			
Status		Note	Milestones revised to reflect current work		

Service:	Housing & Regeneration			Head of Service:	Bob Livermore
Action	Description	Milestones	Due Date	Completed	Milestone Note
F-08	Economic Development Strategy	Final Consultant's Economic Development Study and Action Plan	31-Aug-2014	Yes	
		Draft Economic Development Strategy & Action Plan to Cabinet	31-Jan-2015	Yes	Report to Exec O&S Committee in November for pre-scrutiny ahead of Cabinet. Draft agreed for consultation (Jan-Feb) at January Cabinet.
		Cabinet approval of Strategy & Action Plan	17-Mar-2015		
Status		Note	The ED Study provides a robust evidence base that will inform the ED Strategy, information such as levels of deprivation, skills and qualifications, employee numbers. This information will help to shape new projects that will improve the life chances of residents, having a direct and positive impact on the equalities agenda		

Service:	Transformation / Housing & Regeneration		Head of Service:	Shaun Walsh / Bob Livermore	
Action	Description	Milestones	Due Date	Completed	Milestone Note
F-09	Preparing for Universal Credit (including Financial Inclusion)	Complete draft FI strategy	01-May-2014	Yes	Work on the draft FI strategy within H&R has been completed.
		Initial engagement with DWP	23-Jun-2014	Yes	Go-live date for West Lancs announced for 15 September.
		Delivery Partnership Agreement (DPA) sign off	31-Aug-2014	Yes	DPA signed and dispatched to DWP 25th September
		Mobilisation and transition activity	15-Sep-2014	Yes	All elements of UC delivery framework implemented by go-live date.
		Scheduled go-live of UC in West Lancs (1st cohort only)	15-Sep-2014	Yes	Went live on schedule – including extended cohort – single and couples
		On-going review of UC delivery model in West Lancs	31-Mar-2015		Review will commence following Go-live.
		Finalise FI strategy and present to Cabinet	tbc		Strategy and action plan currently being drafted and due to be completed at the end of March. A needs analysis exercise has been undertaken. Research into existing provision and methods to tackle the issues identified is being conducted.
Status		Note	The Council have an equality objective in relation to Financial Inclusion. The development of a strategy will have to have regard to some of the most vulnerable in society and full regard will be had to equality impacts throughout this work. A Universal Credit Task Group involving the Council, the local JCP Team and BTLS has been set up to manage implementation within West Lancs.		