







APPENDIX A: Corporate Delivery Plan Q1/Q2 2015-16


Action Status		
		
Action completed	Action in progress	Milestone overdue / tbc


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
B1	Policy Options 2016-17	MDs report to Council – Policy Options 2016/17 - policy options including those to be agreed for consultation	31-Oct-2015		Council meeting 21 October.
		Public consultation on options as necessary	10-Jan-2016		Consultation period 22 October-10 January
		Council to determine Policy Options subject to consultation	24-Feb-2016		
		Commence implementation of policy options	30-Apr-2016		
Status		Note			

Service:	Housing & Regeneration			Head of Service:	Bob Livermore
Action	Description	Milestones	Due Date	Completed	Milestone Note
B2	Implementation of Property Services Organisational Re-engineering Review	Appoint Project Manager	02-Nov-2015		Due to problems recruiting a suitable project manager, implementation to be managed by the Day to Day Repairs Service Manager once temp Senior Surveyor in post.
		Review Contractual Position (Price Per Property) to ensure compatibility of existing contracts	11-Dec-2015		
		Research Repair history and costs to establish the negotiation starting point for the price per property	26-Feb-2016		
		Negotiate the price per property with contractor	01-Apr-2016		
		Following review of existing processes, develop new systems of working and complete staff training	19-Aug-2016		
		Implement Structure changes	15-Sep-2016		
		Go Live	03-Oct-2016		
Status		Note	Recommendations from the OR Review for Day to Day Repairs Maintenance and Voids Maintenance were approved by Cabinet in June 2015.		

Service:	Housing & Regeneration		Head of Service:		Bob Livermore
Action	Description	Milestones	Due Date	Completed	Milestone Note
B3	Housing Asset Management Programme (Year 3)	Complete Consultation on preferred option for for Beechtrees Revival Scheme (Skelmersdale)	31-Jul-2015	Yes	Consultation carried out March-April 2015
		Report to Cabinet	29-Feb-2016	Yes	Cabinet received an early report in September 2015. Given the changes announced in the summer to the budget in relation to social housing and in particular rent levels, it was agreed that a decision regarding the Beechtrees Revival would be deferred until the 2016/17 budget setting process.
		Consider options during the budget setting process in February.	29-Feb-2016		
Status		Note			

Service:	Housing & Regeneration / Transformation		Head of Service:		Bob Livermore / Shaun Walsh
Action	Description	Milestones	Due Date	Completed	Milestone Note
B4	Welfare Reform	Single Fraud Investigation Service (SFIS) - West Lancashire Go Live	01-Aug-2015	Yes	SFIS comprises work elements previously managed by DWP, HMRC, Local Authorities – the Housing Benefits/Council Tax Benefits fraud function together with related staff were successfully transferred to SFIS with effect from 1st August 2015.
		Draft Financial Inclusion Strategy presented to Cabinet	15-Sep-2015	Yes	Report and action plan approved for consultation with key stakeholders. Consultation to run until 31 October 2015.
		Tenants' FI Strategy approved by Cabinet	12-Jan-2016		
		Contribute to Review of the Councils Delivery Partnership Agreement (DPA)	31-Mar-2016		Housing and Regeneration Service will contribute as a partner to the review and renewal of the Councils DPA.
		Manage further roll out of UC in relation to council tenants affected.	31-Mar-2016		Housing and Regeneration to continue partnership meetings with JCP to manage further roll out.
		Universal Credit (UC) roll-out extended to further claimant groups			Initial groups began to claim UC in September 2014. Staged UC roll-out means that groups claiming in West Lancs are: New Claimants (single people, couples without children, families). Work around extending groups continues and is dependent on DWP/HMRC guidance.
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.		


Service:	Housing & Regeneration		Head of Service:		Bob Livermore
Action	Description	Milestones	Due Date	Completed	Milestone Note
B5	Sheltered Housing Offer	Consider further decommissioning of Cat 1 schemes	31-Jul-2015	Yes	Consider remaining Cat 1 schemes for decommissioning.
		Review out of hours emergency response service	30-Sep-2015	Yes	Following split of maintenance/support review response to out of hours emergencies.
		Consult with service users following SP funding consultation exercise	31-Oct-2015		Milestone dependent on LCC having completed their formal consultation exercise. Originally scheduled for September 2015, consultation meeting scheduled with LCC mid October for position statement.
		Review costs of service options following consultation	31-Dec-2015		Service options to be offered to customer.
		Report to Cabinet	31-Mar-2016		
Status		Note			


Service:	Housing & Regeneration		Head of Service:		Bob Livermore
Action	Description	Milestones	Due Date	Completed	Milestone Note
B6	Corporate & Commercial Property Appraisal	Assessment of Utility and maintenance expenditure	31-Jul-2015	Yes	Review to identify where savings on running costs can be made through eg. the introduction of energy saving measures, alterations or improvements to the fabric of the building. Initial meeting convened and terms of reference agreed.
		Review use of buildings and consider options	31-Aug-2015	Yes	Work ongoing to consider draft report.
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
S1	Skelmersdale Town Centre Regeneration Scheme	Agree supplementary agreement relating to land at Findon, Delph Clough and Digmaor	30-Apr-2014	Yes	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. Draft LDO to be considered at Cabinet in November.
		Complete Public Realm and environmental improvements	31-Oct-2014	No	Works deferred pending outcome of the judicial review into the planning consent for the town centre site
		Subject to market interest complete sale of residential sites	31-Dec-2014	No	Subject to LDO process mentioned above.
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
S2	Firbeck Revival	Consultation on street scene & agreed implementation timetable (ensuring WLBC, LCC and others input into final design re refuse collection etc)	31-May-2015	Yes	Discussion undertaken with LCC. Agreement to undertake re-surfacing work following construction of new properties
		Start building of 42 New Properties	01-Jun-2015	Yes	Properties include one- and two-bedroom flats, and two- and three-bedroom houses.
		Complete build of new properties	30-Jun-2016		
		Complete Regeneration works to Street Scene	31-Jul-2016		
Status	Note				

Service:	Housing & Regeneration		Head of Service:		Bob Livermore
Action	Description	Milestones	Due Date	Completed	Milestone Note
S3	Land Marketing & Sale (Whalleys)	Issue ITT	30-Apr-2015	Yes	
		Negotiate new Memorandum of Understanding	30-Apr-2015	Yes	Negotiations begun and remain ongoing
		Dispose of first site	31-Mar-2016		On track for completion
Status		Note			


Service:	Housing & Regeneration		Head of Service:		Bob Livermore
Action	Description	Milestones	Due Date	Completed	Milestone Note
S4	Economic Development Strategy	Improving the knowledge and skills gap by developing initiatives with St Modwens, JCP and training providers	31-Mar-2016		Awaiting notification from St Modwen of the occupiers of units within the town centre in order to prepare skills training and employment support. Delayed activity due to Judicial Review.
		Investigate & report to Cabinet on the potential for a Skelmersdale Leadership Board	31-Mar-2016		Investigations ongoing – proposals in development
		Support business development and growth through increased engagement and identifying appropriate sources of funding & finance	31-Mar-2016		Business Development Officer appointed. Anticipated start date December 2015.
		Supporting the rural and visitor economy	31-Mar-2016		The Lancashire Rural Development Programme has now commenced, officer representation on the Local Action Group, this is a 3 year programme to support the rural communities. Continuing to work with Marketing Lancashire to support and promote our visitor economy and early explorative conversations have taken place with Sefton and Liverpool LEP representatives to look at joint activities.
		Development of a Skelmersdale Brand	31-Mar-2017		Initial discussions have taken place and draft brief to be prepared following visit to MIPIM UK in October 2015. This is anticipated to be a large project including consultation exercises being undertaken over several months.
Status		Note	The ED Study provided a robust evidence base to inform the ED Strategy, eg. 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:	Housing & Regeneration			Head of Service:	Bob Livermore
Action	Description	Milestones	Due Date	Completed	Milestone Note
S5	Ormskirk Town Centre Strategy & Delivery	Detailed Action Plan to be approved for implementation	15-Sep-2015	Yes	Action Plan forms part of the Strategy which was approved in draft by September Cabinet. Further action plans to be developed by individual task and finish groups.
		Cabinet to approve Ormskirk Town Centre Strategy	30-Sep-2015	Yes	
		Establish individual Task and Finish Groups	31-Dec-2015		Taking the lead from the Working Group and by working with a range of partners, establish the individual task and finish groups required to deliver the Key Action Areas within the Strategy.
		Establish Town Centre Working Group to oversee Strategy development	31-Dec-2015		Working with key stakeholders within the town centre to establish a working group
		Research project in connection to branding and marketing activity	31-Mar-2016		Research project underway to understand visitors to Ormskirk, perception and branding activity moving forward
Status		Note			


Service:	Planning			Head of Service:	John Harrison
Action	Description	Milestones	Due Date	Completed	Milestone Note
S6	Infrastructure Delivery - Rail	Final GRIP 2 Report	31-Jan-2015	Yes	
		Outline Strategic Business Case	30-Jun-2015	Yes	
		Identify Programme and Funding for GRIP 3 and associated Business Case	30-Nov-2015		
Status		Note	Delivery and management of project is not within WLBC control. The Council engages with partners on a range of transport-related projects through contributing to the content of plans and projects as appropriate, advising partners, facilitating local consultations and raising awareness in the local community.		

Service:	Housing & Regeneration		Head of Service:		Bob Livermore
Action	Description	Milestones	Due Date	Completed	Milestone Note
S7	Influencing the Regional Agenda	Renew membership of Liverpool LEP	30-Apr-2015	Yes	Membership renewed
		Meet Liverpool LEP re Economic Development Strategy Implementation	30-Jun-2015	Yes	Meeting held.
		Meet with LCC & HCA to discuss Economic Development Strategy Implementation & potential Skelmersdale Growth Deal	30-Jun-2015	Yes	Meeting held. Further discussions ongoing
		Attend meetings of Liverpool City Region Combined Authority (LCRCA) as an Associate Member	Ongoing		Ongoing. Most recent meeting 18 September (by end Sept)
		Negotiate membership status and associated matters in relation to LCRCA and possible LCA	tbc		Approach approved at Council in April 2015. Further report to Council 21 October
		Participate in Governance Review, and discussions in relation to a possible Lancashire Combined Authority (LCA)	tbc		Approach approved at Council in April 2015. Further report to Council on 21 October
Status		Note			

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

Service:	Community Services		Head of Service:		David Tilleray
Action	Description	Milestones	Due Date	Completed	Milestone Note
C1	Moor Street Improvements (Ormskirk)	Commence site works	01-Apr-2015	Yes	Work commenced in February
		Complete site works	30-Sep-2015	Yes	Major site works completed. Tree planting yet to commence.
Status		Note	A joint scheme led by Lancashire County Council (LCC) and supported by WLBC. Funded by LCC and WLBC.		

Service:	Community Services		Head of Service:		David Tilleray
Action	Description	Milestones	Due Date	Completed	Milestone Note
C2	Leisure Strategy & Delivery	Present draft Leisure Strategy 2015-25	31-Oct-2015		Draft Leisure Strategy to be presented to Council on 21 October 2015. Following this, there will be a period of public consultation prior to final publication in Spring 2016.
		Further milestones tbc following Council			
Status		Note			

Service:	Community Services		Head of Service:		David Tilleray
Action	Description	Milestones	Due Date	Completed	Milestone Note
C3	Expanding CCTV coverage	Phase 4: Undertake public consultation exercise and confirm locations with Portfolio Holder for 3 new cameras	30-Jul-2015	Yes	Funding for cameras approved in 2015. Castlehey and Tanfields (Skelmersdale) and Burscough Street area of Ormskirk.
		Phase 4: Feasibility survey order placed	31-Jul-2015	Yes	
		Phase 3: Seven cameras operational	30-Nov-2015		Funding for cameras approved in 2014. Two each at Scarisbrick, Downholland and Tarleton and one in Burscough. Two in Downholland and one in Burscough are now operational.
		Phase 4: Place order for cameras			Date can only be confirmed following survey outcome.
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.		