

# SP&I BUSINESS PLAN 2018/19

## HALF YEAR PROGRESS REPORT



### Service Priorities for 2018/2019 – 2020/2021 14th October 2019

| <b>Service Priority</b><br><i>What it is and why you're focussing on it</i> | <b>'Must do' actions</b><br><i>What do you have to do to make the successful deliver against your priorities</i>   | <b>PROGRESS / UPDATE</b>   |
|---|--|--|
| Delivering Sustainable Growth   | Adopt the Plymouth and South West Devon Joint Local Plan by <del>December 2018</del> March 2019.<br><br><i>Richard Grant</i>   | <b>REPROGRAMMED.</b><br>Revised target of March 2019 given delays caused by timescales that the JLP inspectors are working to. |
| Delivering Sustainable Growth   | Adopt the Plymouth Policy Area and Thriving Towns and Villages Policy Area Supplementary Planning Documents by <del>March 2019</del> July 2019.<br><br><i>Jonathan Bell</i>                            | <b>REPROGRAMMED.</b><br>Revised target of July 2019 as consultation draft cannot be taken to Cabinet until JLP adopted.        |
| Delivering Sustainable Growth   | Publish the Joint Local Plan Annual Monitoring Report and Annual Housing Statement by <del>December 2019</del> January 2019.<br><br><i>Richard Grant</i>   | <b>ON TRACK.</b><br>Development data being collected and collated for presentation to Portfolio Holder in January 2019.        |
| Delivering Sustainable Growth   | Establish strategic partnering and governance framework for monitoring, implementation and review of the Joint Local Plan, and strategic work programme, by December 2018.<br><br><i>Jonathan Bell</i> | <b>REPROGRAMMED.</b><br>Revised target of March 2019 given delays caused by timescales that the JLP inspectors are working to. |

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| Delivering Sustainable Growth   | Determine major planning applications efficiently and effectively, ensuring that all comply with the revised planning guarantee and national planning performance thresholds through to March 2019. In existing 'themed' teams, or area teams as proposed from 01/01/19.<br><br><i>Carly Francis/Kate Saunders/Chris Watson</i>           | <b>ON TRACK.</b><br><br>Continuation of the outstanding performance with 100% of major applications being determined in time.  |
| Delivering Sustainable Growth   | Determine minor and other planning applications efficiently and effectively, ensuring that all comply with the revised planning guarantee and national planning performance thresholds through to March 2019. In existing 'themed' teams, or area teams as proposed from 01/01/19.<br><br><i>Carly Francis/Kate Saunders/Chris Watson</i> | <b>ON TRACK.</b><br><br>Minor and other planning applications consistently being determined on target in over 90% of cases, significantly in excess of National Government's current target of 70%.  |
| Delivering Sustainable Growth   | Prepare and support funding bids to deliver the Sustainable Transport Programme identified in the Joint Local Plan through to March 2019.<br><br><i>Rosie Starr</i>   | <b>ON TRACK.</b><br><br>An Expression of Interest to the Transforming Cities Fund to secure investment in improving sustainable transport has been shortlisted. Continuing to scan for funding opportunities for walking and cycling investment post 2020. |
| Delivering Sustainable Growth   | Publish the Plan for Transport, setting out the detailed programme of transport investment by March 2019.<br><br><i>Rosie Starr</i>   | <b>ON TRACK.</b><br><br>Work on the development of a Plan for Transport is underway, linked to the Infrastructure Needs Assessment of the Joint Local Plan.  |

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|---|---|--|
| Delivering Sustainable Growth   | Prepare and support funding bids for the strategic transport projects identified in the joint Local Plan through to March 2019.<br>Sally Farley | <b>ON TRACK.</b><br>The outcome of a bid to Highways England's Growth and Housing Fund for £5 Million towards Woolwell To the George is awaited. The Transforming Cities Fund bid for £104 Million has been shortlisted. Other bids for various funds are being considered on an on-going basis.   |
| Delivering Sustainable Growth   | Deliver the Strategic Transport Programme on time, to budget through to March 2020.<br>Sally Farley   | <b>ON TRACK.</b><br><u>The following bids and projects are being developed and delivered:</u><br><u>Mannamead Road</u><br>On track: construction 2018/2019.<br><u>Derriford Transport Scheme</u><br>Slippage for final elements of the works: estimated construction completion November 2018.<br><u>Charlton Road</u><br>Approval to proceed in principle, subject to contract.<br><u>Eastern Corridor Junctions (Plymouth Road)</u><br>On Track: Pre-works for this scheme have started at Marsh Mills and Larkham Lane. Construction in phases through 2018 to 2019 with Cot Hill construction planned 2019<br><u>Charles Cross</u> |

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|---|--|---|
|   |  | <p>On track: construction planned 2018 to 2019.</p> <p><u>Forder Valley Link Road</u></p> <p>On track: construction planned 2018 to 2020.</p> <p><u>Forder Valley Interchange</u></p> <p>On track: construction planned 2019 to 2020</p> <p><u>Morlaix Drive</u></p> <p>On track: construction planned 2019 to 2020</p> <p><u>Woolwell to the George</u></p> <p>On track: construction planned 2021 to 2022</p> |
| Delivering Sustainable Growth   | <p>Determine Section 278, Section 38, and other highway consents including the discharging of conditions, focussing on Joint Local Plan allocated sites to ensure there are no highway impediments to delivery through to March 2019.</p> <p><i>Sally Farley</i></p> | <p><b>ON TRACK.</b></p> <p>The modernisation of the Section 38 and Section 278 processes are in train with the development of a specific module in IDOX due for commencement in January 2019.</p>   |
| Delivering Sustainable Growth   | <p>Prepare Plan for Homes 3 with suite of funded initiatives by March 2019.</p> <p><i>Nick Carter</i></p>  | <p><b>NEW SEPTEMBER 2018 BUSINESS PLAN ACTION.</b></p> <p><b>ON TRACK.</b></p> <p>Initial workshop with Portfolio Holder undertaken in September 2019 to scope actions.</p>   |

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| Delivering Sustainable Growth   | Implement detailed actions arising from Plan for Homes 3 Investment Programme through to March 2020.<br><br><i>Nick Carter</i>            | <b>NEW SEPTEMBER 2018 BUSINESS PLAN ACTION.</b><br><br><b>ON TRACK.</b><br><br>Initial workshop with Portfolio Holder undertaken in September 2019 to scope actions.   |
| Delivering Sustainable Growth   | Prepare and support funding bids for housing and regeneration projects through to March 2019.<br><br><i>Nick Carter</i>                   | <b>ON TRACK.</b><br><br>Numerous funding bids made and secured including:<br><br>SOAHP - £5.1 Million to support 105 new homes.<br><br>SOAHP - £6.9 Million bid for North Prospect Phase 4.<br><br>HIF - £2.8 Million bid for North Prospect Phase 4<br><br>Accelerated Construction - £4.4 Million to support 490 new homes.<br><br>Land Release Funding – £3.9 Million to support 660 new homes. |
| Delivering Sustainable Growth   | Establish and Implement a Delivery Strategy for all housing sites within the Joint Local Plan by December 2018.<br><br><i>Nick Carter</i> | <b>REPROGRAMMED.</b><br><br>Limited progress to date due to delays with JLP adoption. Certain individual sites and work on stalled sites are being progressed but comprehensive delivery strategies for all JLP sites yet to be developed.   |

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| Delivering Sustainable Growth   | Establish and Implement a Delivery Strategy for all employment sites within the Joint Local Plan by December 2018.<br><br><i>Peter Ford</i>   | <b>ON TRACK.</b><br><br>Review of Commercial Development Sites document produced by Economic Development completed. Identification of lead officers for all sites commenced and work to establish a mechanism for proactive delivery being designed. |
| Delivering Sustainable Growth   | Establish and Implement a Delivery Strategy for all retail sites within the Joint Local Plan by December 2018.<br><br><i>Peter Ford</i>   | <b>ON TRACK.</b><br><br>Identification of lead officers for all sites commenced and work to establish a mechanism for proactive delivery being designed.   |
| Delivering Sustainable Growth   | Prepare a City Centre and Waterfront Growth Area Delivery Plan and Development Programme, as a primarily web-based marketing resource, by March 2019.<br><br><i>Stuart Wingfield</i>      | <b>ON TRACK.</b><br><br>The team are currently working on the storyboard/ format and gathering content in a sites database.  |
| Delivering Sustainable Growth   | Prepare a Derriford and Northern Corridor Growth Area Delivery Plan and Development Programme, as a primarily web-based marketing resource, by March 2019.<br><br><i>Stuart Wingfield</i> | <b>ON TRACK.</b><br><br>The team currently working on the storyboard/ format and gathering content in a sites database.  |
| Delivering Sustainable Growth   | Prepare an Eastern Corridor Growth Area Delivery Plan and Development Programme, as a primarily web-based marketing resource, by December 2019.<br><br><i>Stuart Wingfield</i>            | <b>ON TRACK.</b><br><br>The team currently working on the storyboard/ format and gathering content in a sites database.  |

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|---|---|---|
| Delivering Sustainable Growth   | Establish and implement a Delivery Strategy for all sites within the 3 Growth Areas in the Joint Local Plan by December 2018.<br><br><i>Stuart Wingfield/Gina Small</i>   | <b>ON TRACK.</b><br><br>The team currently working on the storyboard/ format and gathering content in a sites database.   |
| Delivering Sustainable Growth   | Implement a programme of public realm and place making improvements across the city centre and make significant progress with the delivery of the Millbay Boulevard through to March 2020.<br><br><i>Stuart Wingfield</i> | <b>ON TRACK.</b><br><br>The City Centre Design Framework, supporting evidence and concept designs have all been completed. Member approval for the delivery of Old Town St/ New George St as a first phase project has been secured. Options for the delivery of the Millbay Boulevard and associated works are being explored; in the meantime a project board has been established, programmes of work drafted. |
| Delivering Sustainable Growth   | Prepare and support funding bids in support of low carbon and climate change initiatives set out in the Joint Local Plan through to March 2019.<br><br><i>Alistair Macpherson</i>   | <b>ON TRACK.</b><br><br>ELENA consortium bid with Bristol, Devon and Exeter submitted for technical assistance grant for Energy Efficiency Investments.<br><br>Reg Energy INTEREG NWE project submitted in July 2018 exploring innovative urban and rural energy supply partnerships across the JLP area.<br><br>Sun people INTEREG 2 SEAs project in development for submission in October 2018.                 |

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| Delivering Sustainable Growth   | Deliver, in partnership with Plymouth Energy Community, the Climate Active Neighbourhoods project by <del>March 2019</del> June 2019.<br><br><i>Alistair Macpherson</i> | <b>REPROGRAMMED.</b><br><br>The end date for the project activity has now extended to June 2019.   |
| Delivering Sustainable Growth   | Complete the HEATNET-funded district heating scheme project by December 2019.<br><br><i>Alistair Macpherson</i>   | <b>ON TRACK.</b><br><br>Pilot bore holes for a scheme at Civic Centre commenced in October 2018.   |
| Delivering Sustainable Growth   | Complete the ELENA-funded local energy efficiency projects by March 2021.<br><br><i>Alistair Macpherson</i>   | <b>ON TRACK.</b><br><br>Project governance is currently being established with a start date anticipated in early November 2018.  |
| Delivering Sustainable Growth   | Prepare and support funding bids in support of electric car charging infrastructure.<br><br><i>Alistair Macpherson</i>  | <b>ON TRACK.</b><br><br>Initial scoping work has been completed. Awaiting Portfolio Holder approval of concept and development funds.  |
| Delivering Sustainable Growth   | Deliver improvements to Sutton Harbour Lock Bridge by <del>January 2019</del> March 2019.<br><br><i>Hrach Agobiani</i>  | <b>REPROGRAMMED.</b><br><br>A Funding Agreement and Access Licence Agreement are in place with Sutton Harbour Holdings and the Environment Agency which has allowed a temporary route to have been implemented over Summer 2018 whilst detailed design work has been underway for the replacement bespoke bearing for the lock bridge. This process has delayed the initial delivery programme from January to March 2019. |



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| Delivering Sustainable Growth   | Deliver Cot Hill (West) railway bridge replacement and associated works by March 2020.<br><br><i>Hrach Agobiani</i>  | <b>ON TRACK.</b><br>Topographical surveys to enable highway design options are underway. Preliminary meetings have been held with Network Rail to consider construction options. Initial budget costs for the removal of the Embankment Road disused railway bridge are being developed with Network Rail.   |
| Delivering Sustainable Growth   | Deliver the Peninsula Rail Task Force "20 Year Plan" through to March 2021.<br><br><i>Phil Heseltine</i>   | <b>ON TRACK.</b><br>The Cross Country franchise response was approved at Cabinet on 14 August 2018. The Leader has written to Chris Grayling MP and to Plymouth MP's. MP briefings for PRTF priorities for the period 2018-2021 have been prepared. The City Council continues to provide the secretariat for PRTF Board meetings and now chairs the PRTF Project Officer Group. Meetings with Network Rail on the process for getting Speed to the West track enhancements included in the CP6 track renewal programme have been held. Liaison with DfT on the Great Western Direct Award starting in 2020 has continued. |
| Delivering Sustainable Growth   | Complete a successful retendering of Plymouth's existing supported bus network and new service to Sherford by December 2018.<br><br><i>Debbie Newcombe</i> | <b>COMPLETED.</b><br>The tendering exercise has been completed and all contracts awarded, with the Sherford service commencing on Sunday 9 <sup>th</sup> September 2018.   |

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|---|--|---|
| Delivering Sustainable Growth   | Issue Untidy Land Notices, by October 2018, on 10 key stalled development sites to secure visual improvements, to act as a potential catalyst for beneficial development, including the provision of new homes.<br><br><i>Chris Watson</i> | <b>NEW OCTOBER 2018 BUSINESS PLAN ACTION.</b><br><br><b>COMPLETED.</b><br><br>Initial workshop with Portfolio Holder undertaken in September 2019 to scope actions. 8 Untidy Land Notices issued in October 2018 on stalled housing sites. Untidy Land actions on other sites also being taken. |
| Delivering a Sustainable Natural Environment                                | Establish and Implement a Delivery Strategy for all strategic green space sites within the Joint Local Plan by December 2018.<br><br><i>Kat Deeney</i>   | <b>ON TRACK.</b><br><br>Most sites already have delivery plans in place. The final sites will have plans produced before December 2018 so that this is an over-arching delivery strategy for these sites.   |
| Delivering a Sustainable Natural Environment                                | Deliver the European Marine Site Marine Recreational Impacts Programme to ensure that growth does not have an adverse impact on protected sites by March 2019.<br><br><i>Kat Deeney</i>  | <b>ON TRACK.</b><br><br>Delivery on this project is in line with the business case.   |
| Delivering a Sustainable Natural Environment                                | Establish and Implement a Delivery Strategy for priority projects within the Plan for Playing Pitches through to March 2019.<br><br><i>Kat Deeney</i>  | <b>ON TRACK.</b><br><br>3 key improvement projects at Efford, Bond Street and Central Park are all underway. The Review of the Plan for Playing Pitches is progressing well and will be complete by the end of the year. Future priorities will be informed by this review.                     |

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| Delivering a Sustainable Natural Environment                                | Designate 2 further Local Nature Reserves and expand the number of wildflower meadows by March 2019.<br><br><i>Kat Deeney</i> | <b>ON TRACK.</b><br><br>3 LNR designations received approval from Cabinet on 10th July 2018 and the declarations are now going through the legal process. Options for expanding the wildflower meadow network will be presented to the Portfolio Holder in December 2018 for implementation early in 2019. |
| Delivering a Sustainable Natural Environment                                | Deliver the Plan for Plastics and prepare a detailed supporting action plan by March 2019.<br><br><i>Kat Deeney</i>           | <b>ON TRACK.</b><br><br>The Plan for Plastics was successfully launched on World Ocean's Day on 8th June 2018. The next few meetings of the Plastics Task Force will focus on the development of the detailed Action Plan under the agreed 4 themes.   |
| Delivering a Sustainable Natural Environment                                | Review the Flood Risk Management Strategy by March 2019.<br><br><i>Andy Cottam</i>  | <b>ON TRACK.</b><br><br>Flood risk priority locations and catchments are being reviewed with reference to the new Environment Agency information and recorded incidents. Related technical guidance is also being updated.   |

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|---|--|--|
| Delivering High Quality Services  | Explore opportunities across all teams within Strategic Planning & Infrastructure for additional income and to simplify operations, sharing operations, integrating services and managing customer demand by June 2018.<br><br><i>Paul Barnard</i> | <b>COMPLETED.</b><br>A review of income generating options was undertaken to feed into the corporate "Project 151" initiative over summer 2018 and these are now being implemented and worked up. Options for simplifying operations have been raised with all managers. Options for sharing or integrating services have been discussed with a number of partners and will be considered further linked to the Corporate Customer Peer Challenge. |
| Delivering High Quality Services  | Refresh and relaunch the Plymouth Plan and its governance and monitoring arrangements, by <del>December 2018</del> March 2019.<br><br><i>Jonathan Bell</i>   | <b>REPROGRAMMED.</b><br>Target revised to March 2019 given delays caused by the timescales that the Joint Local Plan inspectors are able to work to.   |
| Delivering High Quality Services  | Implement in full all the recommendations from the New Compliance Audit Report (November 2017) by December 2018.<br><br><i>Chris Watson</i>  | <b>ON TRACK.</b><br>The key recommendations have been implemented in full, and action is being taken to complete all others by December 2018.  |
| Delivering High Quality Services  | Adopt a Building Control Quality Assurance System by December 2018.<br><br><i>Guy Cooper</i>   | <b>COMPLETED.</b><br>The accredited LABC Building Control Quality Assurance System was completed in July 2018.   |

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| Delivering High Quality Services  | Regularly hold Safety at Sports Ground meetings to ensure that safety certification is up to date for all relevant sporting venues and activities through to March 2019.<br><br><i>Guy Cooper</i> | <b>ON TRACK.</b><br>Meetings continue to be held.  |
| Delivering High Quality Services  | Digitise the Highways Register and supporting documents into IDOX by March 2019.<br><br><i>Nick King</i>  | <b>ON TRACK.</b><br>An order placed with DELT in August 2018 has enabled a start with migrating the register to be included within IDOX.       |
| Delivering High Quality Services  | Initialise and Implement the IDOX modules for listed buildings and Tree Preservation Orders by March 2019.<br><br><i>Nick King</i>  | <b>ON TRACK.</b><br>An order placed with DELT in August 2018 has enabled a start with migrating the register to be included within IDOX.       |
| Delivering High Quality Services  | Make significant improvements to the organisation and governance of spatial data and create improved on-line interactive mapping by March 2019.<br><br><i>Tom Lowry</i>                           | <b>ON TRACK.</b><br>An order has been raised with DELT to test database options. A pilot of new interactive mapping system is planned shortly. |
| Delivering High Quality Services  | Review Plymouth's Statement of Community Involvement as part of a wider joint review with South Hams and West Devon for the Joint Local Plan, by March 2019.<br><br><i>Tom Lowry</i>              | <b>ON TRACK.</b><br>The project team has been established and work is underway on the project plan.  |
| Delivering High Quality Services  | Prepare a Neighbourhood Planning Protocol as a framework for advising and supporting local communities in their neighbourhood planning work by December 2018.<br><br><i>Tom Lowry</i>             | <b>ON TRACK.</b><br>A draft Neighbourhood Planning Protocol has been produced and is currently being reviewed.                                 |

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| Delivering High Quality Services  | Review the process for allocating the 'neighbourhood proportion' of CIL by December 2018.<br><i>Tom Lowry</i>   | <b>ON TRACK.</b><br>The Review is underway and proposals are currently being drafted.  |
| Delivering High Quality Services  | Make significant improvements in developing an open data culture through opening up Strategic Planning & Infrastructure datasets to the public by March 2019.<br><i>Tom Lowry</i> | <b>ON TRACK.</b><br>Improvements to the "Data Place Plymouth" portal are complete. Improvements to the graphical content on "Data Plymouth" are also complete. A full set of Open Data standards and guidance is being produced to enable training of colleagues to take place. The Next external "DATAPlay" and an internal mini-"DATAPlay" are scheduled for October 2018. |
| Delivering High Quality Services  | Establish a fully on-line, interactive Joint Local Plan and Plymouth Plan by March 2019.<br><i>Tom Lowry</i>  | <b>COMPLETED.</b><br>The on-line interactive plan is now live. The contents will be updated in accordance with the examination and adoption of the JLP.  |
| Delivering High Quality Services  | Provide support to Neighbourhood Forums to bring forward Neighbourhood Plans for submission through to March 2019.<br><i>Tom Lowry</i>  | <b>ON TRACK.</b><br>Current neighbourhood forums are receiving support and enquires from new groups are being considered. The Plympton Neighbourhood Plan is expected to be formally submitted in October 2018, with a view to a referendum in May 2019.   |

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| Delivering High Quality Services  | Establish a robust performance monitoring regime for highway consents by March 2019<br><br><i>Sally Farley</i>                                       | <b>ON TRACK.</b><br><br>The monitoring of highways consents has been changed to an electronic system designed by the Technical Support Team. The system continues to be refined.   |
| Delivering High Quality Services  | Deliver engineering services to a range of internal and external clients on a cost neutral basis through to March 2020.<br><br><i>Hrach Agobiani</i> | <b>ON TRACK.</b><br><br>Appropriate capital and revenue recharges continue to be made through the provision of engineering, drainage and other services to deliver a cost-neutral service through to March 2020.             |
| Delivering High Quality Services  | Establish a sustainable funding model for Plymouth Energy Community by December 2018.<br><br><i>Paul Barnard</i>                                     | <b>ON TRACK.</b><br><br>Initial discussions have been held with the Chief Executive of PEC, but further progress needs to be made within the context of the Budget Review 2019/2020.   |
| Delivering High Quality Services  | Complete database and introduce new CIL and Section 106 reporting by July 2018.<br><br><i>John Dixon</i>   | <b>SLIPPAGE.</b><br><br>The proposed new reporting format was presented to the SP&I Management Team on 10 <sup>th</sup> September 2018. The roll out of the new reporting arrangement to Members is still to be implemented. |
| Delivering High Quality Services  | Approval of business case for the expansion of viability services by October 2018.<br><br><i>John Dixon</i>  | <b>ON TRACK.</b><br><br>Options for expanding the services already provided to other councils being tested, linked to proposals in the SP&I restructure published in August 2018.  |

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| Delivering High Quality Services  | Creation of a strategically aligned capital programmes with key partners by March 2019.<br><br><i>John Dixon</i>  | <b>ON TRACK.</b><br><br>Key partners have been identified and now consideration is being given to identifying where there might be project/programme alignment with the City Council Capital Programme.   |
| Delivering High Quality Services  | <del>Complete</del> Commence a review of the CIL Charging Schedule by December 2018.<br><br><i>John Dixon</i>   | <b>REPROGRAMMED.</b><br><br>Having established Member and senior officer agreement to align the review of CIL with the infrastructure planning issues arising from the work on the Joint Local Plan, the commencement of this coordinated review will start in December 2018. |
| Delivering High Quality Services  | Complete Concessionary Fares Improvement Plan in response to Audit Review by September 2018.<br><br><i>Debbie Newcombe</i>  | <b>ON TRACK.</b><br><br>The scope of the review was agreed in August 2018 with Devon Audit Partnership.   |
| Delivering High Quality Services  | Deliver an on-line concessionary travel pass application process for senior citizens and people with disabilities by <del>September</del> October 2018. <del>and to roll this out to include those applying on the grounds of a disability by March 2019.</del><br><br><i>Debbie Newcombe</i> | <b>ON TRACK.</b><br><br>The final stages of testing were completed by August 2018, with the launch and go live planned for the end of October 2018 for all applicants for new applications, renewals and replacements including the taking of payments.                       |



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| Delivering High Quality Services  | Complete the upgrade of the Real Time Passenger Information system and ensure upgrades are delivered through robust contract management by November 2018. <del>March 2019.</del><br><br><i>Debbie Newcombe</i>                    | <b>REPROGRAMMED.</b><br><br>This is linked to Pledge 23 and has been brought forward as a consequence. UAT system checks are currently in progress. The target for accuracy is not currently being met but further pressure is being applied to 21 <sup>st</sup> Century to rectify the system faults. A detailed update to the Portfolio Holder is planned for 5 <sup>th</sup> November 2018. |
| Delivering High Quality Services  | Quarterly reporting of performance and service standards under the Learning Through Experience initiative to the Strategic Planning & Infrastructure Management Team, throughout 2018/2019.<br><br><i>Rosie Starr (Nick King)</i> | <b>ON TRACK.</b><br><br>Quarter 1 and Quarter 2 reports produced. 2018/19 Q1 LTE report.   |
| Delivering High Quality Services  | Complete a Productivity and Resource Review in partnership with the Planning Advisory Service by April 2018.<br><br><i>Peter Ford</i>   | <b>COMPLETED.</b><br><br>The results of the review were presented on 8 <sup>th</sup> May 2018 by the Planning advisory Service.  |
| Delivering High Quality Services  | Complete a Peer Review in partnership with the Planning Advisory Service by March 2019.<br><br><i>Peter Ford</i>  | <b>ON TRACK.</b><br><br>Initial scope of the peer review being considered.   |
| Delivering High Quality Services  | Consider restructuring options for Strategic Planning & Infrastructure to reflect budget scenarios by June 2018.<br><br><i>Paul Barnard</i>   | <b>COMPLETED.</b><br><br>The SP&I Restructure proposals were published on 31 <sup>st</sup> August 2018.  |

| <b>Service Priority</b><br><i>What it is and why you're focussing on it</i> | <b>'Must do' actions</b><br><i>What do you have to do to make the successful deliver against your priorities</i>   | <b>PROGRESS / UPDATE</b>  |
|---|--|---|
| Delivering High Quality Services  | Implement the 2017 Strategic Planning & Infrastructure Staff Survey Action Plan by March 2019.<br><br><i>Paul Barnard</i>  | <b>ON TRACK.</b><br><br>Progress with the Staff Survey Action Plan is regularly discussed at the SP&I Staff Forum and most of the actions have been completed or are underway. Some actions are behind schedule.  |
| Delivering High Quality Services  | Undertake an Audit Review with Devon Audit Partnership of the effectiveness of the procedures and controls in operation for Concessionary Fares by July 2018.<br><br><i>Phil Heseltine</i>   | <b>ON TRACK.</b><br><br>The Terms of Reference to benchmark Plymouth against other authorities on reimbursement, eligibility criteria and management processes and identify drivers of expenditure on reimbursement and management over next 5 years have been agreed with Devon Audit Partnership. Evidence gathering is underway. |
| Delivering High Quality Services  | Undertake an Audit Review with Devon Audit Partnership of the governance arrangements and relationships, both financial and legal (existing and potential for the future) of Plymouth Energy Community by September 2018.<br><br><i>Phil Heseltine</i> | <b>SLIPPAGE.</b><br><br>Little progress has been made on this. Currently working to a revised deadline of December 2018.  |
| Delivering High Quality Services  | Undertake an Audit Review with Devon Audit Partnership on the processes following various national building control reforms by June 2019.<br><br><i>Peter Ford</i>   | <b>COMPLETED.</b><br><br>A draft report was received in October 2018.   |

| <b>Service Priority</b><br><i>What it is and why you're focussing on it</i> | <b>'Must do' actions</b><br><i>What do you have to do to make the successful deliver against your priorities</i>   | <b>PROGRESS / UPDATE</b>  |
|---|--|---|
| Delivering High Quality Services  | Undertake an Audit Review with Devon Audit Partnership of the Development Enquiry Service by March 2019.<br><br><i>Peter Ford</i>  | <b>ON TRACK.</b><br><br>Discussions with Devon Audit Partnership are scheduled for October 2018.  |
| Delivering High Quality Services  | Update all information in relation to web pages related to Strategic Planning & Infrastructure annually every December.<br><br><i>Tom Lowry</i>  | <b>ON TRACK.</b><br><br>A full review, updating, and simplification of SP&I webpages is currently underway with teams across the whole department.  |
| Delivering High Quality Services  | Investigate and implement a Consultants Partnering Framework to ensure high quality specialist support for the delivery of the Joint Local Plan and other priority work of the department by March 2019.<br><br><i>Jonathan Bell</i> | <b>ON TRACK.</b><br><br>A draft framework document has already been produced and is now with potential local authority partners for comments. It is likely this will be delivered by December 2018 now, ahead of schedule.  |
| Delivering Corporate Initiatives  | Identify improvements in response to the Hackett Report by September 2019.<br><br><i>Guy Cooper</i>  | <b>ON TRACK.</b><br><br>To date this has formed part of a recent collaborative peer review by LABC and also forms part of the new ISO QA accreditation. Recommendations from these will be implemented in the staff work programme, relevant training sourced, calls for evidence completed and senior management briefings. The SP&I Management Team is due to review the implications of the Hackett Review on 14 <sup>th</sup> January 2018. |

| <b>Service Priority</b><br><i>What it is and why you're focussing on it</i> | <b>'Must do' actions</b><br><i>What do you have to do to make the successful deliver against your priorities</i>  | <b>PROGRESS / UPDATE</b>  |
|---|---|---|
| Delivering Corporate Initiatives  | Undertake a review of the future management of green spaces by September 2018.<br><br><i>Kat Deeney</i>   | <b>COMPLETED IN PART.</b><br><br>The first phase of this review has been complete and recommendations have been made on how to better manage the City Council Green Estate to senior managers. The SP&I restructure also brings forward a new approach to the management of green spaces.                                     |
| Delivering Corporate Initiatives  | Support effective regional partnership arrangements, including the Plymouth-Exeter-Torbay High Growth Corridor Initiative through to March 2020.<br><br><i>Paul Barnard</i>                               | <b>ON TRACK.</b><br><br>The department has contributed to an update of the Plymouth Asks and Offers document, the LEP Housing Summit and on-going meetings with partners.   |
| Delivering Corporate Initiatives  | Input into the Delivery Plan and Investment Framework for the Heart of the South West Productivity Strategy and work programme of the Joint Committee through to March 2020.<br><br><i>Phil Heseltine</i> | <b>ON TRACK.</b><br><br>Work in relation to road and rail is on schedule, but port activities still need to be reviewed. Evidence to support investment and funding for junctions capacity on the A38 and the emerging MRN has been produced and submitted.   |
| Delivering Corporate Initiatives  | Input into the Peninsula Sub National Transport Body through to March 2020.<br><br><i>Phil Heseltine</i>  | <b>ON TRACK.</b><br><br>Agreement for Plymouth City Council to join a Shadow Sub National Transport Body was approved by Cabinet on 10th July 2018. Draft Terms of Reference, governance arrangement and a Collaboration Agreement have been prepared and considered for an initial meeting of Board Members in October 2018. |

| <b>Service Priority</b><br><i>What it is and why you're focussing on it</i> | <b>'Must do' actions</b><br><i>What do you have to do to make the successful deliver against your priorities</i>  | <b>PROGRESS / UPDATE</b>   |
|---|---|--|
| Delivering Corporate Initiatives  | Continue to make the case for investment in the A38 to improve Plymouth's strategic connectivity through to March 2019.<br><br><i>Phil Heseltine</i>                        | <b>ON TRACK.</b><br><br>The A38 Case for Action summary report and Technical report has been completed and circulated to MPs and partners. The next steps will be to respond to the RIS 2 announcements from the DfT, which are expected in November 2018. |
| Delivering Corporate Initiatives  | Review the housing, transport, planning and infrastructure provisions of the Plymouth "Asks and Offers" document by June 2019.<br><br><i>Paul Barnard</i>                   | <b>ON TRACK.</b><br><br>The existing "Plymouth Asks and Offers" document has been reviewed and a first working draft replacement is planned ahead of schedule in January 2019.   |
| Delivering Corporate Initiatives  | Undertake a review of Capital Programme priorities and affordability by June 2018.<br><br><i>John Dixon</i>   | <b>COMPLETED.</b><br><br>The results of this extensive review were reported to the Portfolio Holder on 3 <sup>rd</sup> October 2018.   |
| Delivering Corporate Initiatives  | Undertake a review of capitalisation options by May 2018.<br><br><i>John Dixon</i>  | <b>COMPLETED.</b><br><br>The exercise was completed as part of Project 151 in May 2018.  |
| Delivering Corporate Initiatives  | Complete the Strategic Options Analysis of planning and related functions with Torbay Council and agree future working arrangements by May 2018.<br><br><i>Paul Barnard</i> | <b>COMPLETED.</b><br><br>The work looking at options with Torbay was completed in June 2018 and both authorities decided not to pursue a collaborative planning arrangement.   |