

# Project Report (as at the end of December 2019)

| Project Name  | Overview | Overview Reason   | Risks | Issues | Budget | Schedule | Manager              | Sponsor        | Start Date | End Date   | Revised End Date | Costs Planned (£) | Costs Actual (£) |
|---|----------|---|-------|--------|--------|----------|----------------------|----------------|------------|------------|------------------|-------------------|------------------|
| Playground Improvements Phase 4   | Amber    | The Play Strategy has been agreed and priorities for improvements and refurbishments of play areas have been determined. A project brief for the final four sites to be refurbished has been drafted. Loop Road play area to commence spring 2020. There is a risk that there will be further delays as funding releases rely on receipt of section 106 agreements. <u>The project is amber for budget as there was a slight overspend for additional works at Willow Way park.</u>   | Amber | Green  | Amber  | Green    | Arran Henderson      | Geoff McManus  | 01/08/2007 | 30/04/2009 | 31/03/2021       | 473,155           | 475,720          |
| SPA Interim Strategy  | Green    | Work is complete at Horsell Common under remit of Horsell Common Preservation Society. Footpath and boardwalk construction at White Rose Lane will now be considered under the Hoe Valley Flood Alleviation Scheme. All works at Brookwood Country Park have been completed. Project can now be closed.   | Green | Green  | Green  | Green    | Arran Henderson      | Geoff McManus  | 01/01/2007 | 01/12/2008 | 30/09/2020       | 1,194,632         | 1,046,990        |
| Private Finance Initiative  | Amber    | Financial close was achieved on 15th November 2013 when the various contracts were entered into between Kier, Thames Valley, Surrey County Council and Woking. The Homes and Communities Agency has now confirmed the level of PFI Credits granted to be £36.5m. Kier started on site on 18 November 2013. Procurement of the contract is now complete and the project has now entered the operational phase. All of the 224 PFI houses are now occupied by families nominated from the Council's housing register. 147 private sale homes have now been completed. There are open spaces that are still to be handed over. <u>Project is amber for budget as although construction is complete, advisors are still required for outstanding issues. The project is over schedule as the early completion of the private sale wasn't achieved. The project is also amber for risk as the Government announcement on Right to Buy may have an impact on the project.</u> | Amber | Green  | Amber  | Amber    | Paola Capel-Williams | Ray Morgan     | 02/01/2005 | 31/12/2010 | 31/03/2018       | 4,420,000         | 4,490,307        |
| Local Development Framework   | Green    | The Development Management Policies DPD has now been adopted and is now part of the Development Plan for the area. The DPD was submitted to the Secretary of State by July 2019. The examination hearing commenced in December 2019. The inspectors report is likely to be issued summer 2020.  | Green | Green  | Green  | Green    | Ernest Amoako        | Douglas Spinks | 01/04/2010 | 01/12/2014 | 30/06/2020       | 389,550           | 378,728          |
| Goldsworth Park Recreation Ground and Lake Improvements-Feasibility Study | Green    | Following the Playing Pitch Strategy it has been decided that there will no longer be additional football pitches included as part of the proposed improvements. Local residents, through the Goldsworth Park Community Association, have proposed a community led project to enhance the North Meadow where the pitches were originally proposed to go. This project can now be closed down as it will now be progressed by the community, with support from Officers.   | Green | Green  | Green  | Green    | Arran Henderson      | Geoff McManus  | 01/01/2015 | 31/07/2015 | 31/03/2020       | 11,434            | 2,095            |
| Gresham Mill SANG Proposal  | Red      | Landscape architects have produced a draft site master plan in line with Natural England's Suitable Alternative Natural Green Space (SANG) guidelines. <u>Project was on hold while awaiting further details regarding incorporating flood alleviation elements into the project. This is why the project is red. This work will now be incorporated into the wider scheme, so this project can now close.</u>  | Green | Amber  | Green  | Red      | Arran Henderson      | Geoff McManus  | 01/09/2012 | 01/12/2013 | 01/12/2017       | 14,000            | 10,789           |
| Civic Offices Accommodation Strategy                                      | Red      | The initial scope of the project has been achieved. All staff have now been relocated around the Civic Offices following the Corporate Restructure. <u>This project is now ready to close. The project is over schedule and slightly over budget as there was an increase in scope to include some work at the Community Centres.</u>   | Green | Green  | Amber  | Red      | Amanda Jeffrey       | Douglas Spinks | 01/10/2012 | 31/08/2013 | 31/03/2017       | 275,000           | 276,748          |

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| Hoe Valley Flood Alleviation and Enhancement Appraisal  | Red      | A contractor has been appointed and outline design work has been completed. The Consultation began on the 18th September 2017, and closed on 30th October 2017. <u>The project is red for budget as the hydraulic model for the Hoe Stream has had to be updated to allow the flood risk to be better understood and the scheme to be designed appropriately. The model has been completed, and signed off. The scheme is being developed further.</u>   | Green | Amber  | Red    | Green    | Katherine Waters | Geoff McManus    | 01/04/2016 | 31/10/2017 | 31/07/2020       | 600,000           | 660,267          |
| Woking Park Play Area                                   | Amber    | Park is complete and opened in December 2014. <u>Many of the outstanding issues have been resolved, a small amount of reinstatement works has been completed.</u> Project can now be closed.   | Green | Green  | Green  | Amber    | Arran Henderson  | Geoff McManus    | 01/05/2014 | 30/09/2014 | 31/12/2019       | 650,000           | 626,704          |
| Parking Notice Processing and Permit System Procurement | Red      | The new system is now live. <u>The project is red as closure was delayed while waiting for the invoice from the contractors.</u> This invoice has now been received and the project is now ready to close.   | Green | Green  | Green  | Red      | Geoff McManus    | Douglas Spinks   | 20/10/2015 | 30/03/2016 | 31/03/2018       | 17,500            | 14,250           |
| Heather Farm SANG                                       | Amber    | Land has been leased to the Council and leased back to Horsell Common Preservation Society to manage site as a Suitable Alternative Natural Green Space (SANG). All the financial and legal requirements have been completed. The SANG opened in January 2016, but the delivery of the SANG proposals will continue for the next five years. <u>Project is amber due to delay in closure.</u>  | Green | Green  | Green  | Amber    | Ernest Amoako    | Douglas Spinks   | 31/10/2014 | 31/10/2019 | 31/10/2019       | 1,749,856         | 1,707,071        |
| MWE Depot Boiler Replacement                            | Red      | <u>Project is red as has been delayed due to lack of resources. Project is now delayed until after winter 2019/20.</u>   | Green | Green  | Green  | Red      | David Loveless   | Douglas Spinks   | 19/06/2015 | 30/10/2015 | 30/10/2017       | 50,000            | 1,806            |
| Integra Upgrade   | Amber    | The majority of the implementation has now been completed. <u>Project is over schedule due to discussion around final module implementation. Consideration is being given to closing the project and dealing with the module separately.</u>   | Green | Green  | Green  | Amber    | Chris White      | Leigh Clarke     | 01/04/2015 | 30/09/2015 | 30/09/2019       | 110,000           | 101,813          |
| Personalisation and Prevention Partnership Fund         | Green    | The Personalisation and Prevention Partnership Fund (PPPF) project is working to keep local residents over 50 independent and living in their own homes as long as possible as well as enhancing their general wellbeing. In partnership with the Clinical Commissioning Group we are now offering a social prescribing referral servicewith all GP practices in the Borough. Work has begun to develop a show home at Brockhill displaying adaptations to enable people to stay in their homes. | Green | Green  | Green  | Green    | Jade Buckingham  | Julie Meme       | 31/12/2012 | 31/12/2017 | 31/03/2020       | 690,000           | 492,975          |
| Developing a Favourable Conservation Status Licence     | Green    | The project was established working closely with Natural England. The Council's Strategic Organisational Licence, issued by Natural England, was renewed in 2018. Major year four habitat improvement works will be completed in February 2020. Surveys undertaken each spring.  | Green | Green  | Green  | Green    | Tracey Haskins   | Ray Morgan       | 31/08/2015 | 31/03/2021 | 31/03/2021       | 181,000           | 125,036          |
| Woking Park Tennis Court Improvements                   | Red      | Works have been completed, however there are some defects with the tarmac on some of the courts. <u>Discussions are ongoing with the contractor and external consultant to agree appropriate remedial works. Project is over schedule due to this issue.</u>   | Green | Green  | Green  | Red      | David Loveless   | Emma Louise-Webb | 01/09/2018 | 30/11/2018 | 30/06/2019       | 143,039           | 132,503          |

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| Bats Conservation  | Amber    | It was earlier reported that due to reprioritisation, Natural England cannot offer full support for the original bat scheme which is why the project is amber. As part of the Natural Woking strategy and action plan, officers will develop in-house projects for bats and other Favourable Conservation Status species for consideration.   | Green | Amber  | Green  | Green    | Lara Beattie                              | Ray Morgan     | 01/11/2017 | 31/12/2020 | 31/12/2020       | 145,000           | 0                |
| Rainwater Gardens  | Green    | First pilot rainwater garden (RWG) completed successfully in Blackdown Close, Sheerwater, in February 2019. Review meeting held with contractors Farrans and project team. Further pilot locations are being identified. Designs are being prepared for the next location at Alpha Road, Sheerwater.  | Green | Green  | Green  | Green    | Lara Beattie                              | Ray Morgan     | 01/06/2018 | 31/03/2019 | 31/03/2020       | 50,000            | 35,083           |
| CCTV Upgrade and New Control Room                            | Green    | The design work for the new control room has commenced. Works started on site in October.   | Green | Green  | Green  | Green    | David Loveless                            | Douglas Spinks | 24/06/2019 | 31/03/2020 | 31/03/2020       | 2,175,000         | 0                |
| Woking Integrated Transport                                  | Green    | The project is progressing well. The stats and utilities diversions are now complete and the link road has been developed and was opened to the public in early June 2017. The electricity sub-station and gas-governor relocations are complete. Phase 3, which includes the new bust stop and link road footway works, is now complete.   | Green | Green  | Green  | Green    | Faouzi Saffar                             | Ray Morgan     | 01/06/2016 | 31/12/2020 | 31/12/2020       | 23,444,000        | 23,370,560       |
| Play Area and Skate Park Repairs                             | Amber    | Skate Park repairs, play area fencing replacement and removal of redundant equipment at Byfleet Rec have been completed. Remaining skate park works are now complete. Project can now be closed. <u>Project is amber due to delay in closure.</u>   | Green | Green  | Green  | Amber    | Arran Henderson                           | Geoff McManus  | 01/05/2017 | 31/07/2018 | 30/11/2019       | 127,000           | 118,980          |
| Turf and Drainage Improvements at St Johns Lye Cricket Pitch | Green    | Initial drainage work completed. Further works to ditch network are ongoing. Some further work to the cricket outfield will also be undertaken.   | Green | Green  | Green  | Green    | Arran Henderson                           | Geoff McManus  | 25/03/2018 | 31/10/2018 | 31/07/2020       | 21,225            | 9,275            |
| Car Park Enhancement   | Green    | Currently 127 cars on Mini Park. Staff are monitoring the systems capabilities. Discussions around reporting requirements for future customers are being explored.  | Green | Green  | Green  | Green    | Yvette Lanham/<br>Hayley Hewitt<br>Dutton | Geoff McManus  | 09/07/2018 | 30/04/2019 | 31/08/2020       | 36,250            | 35,770           |
| Alternative Premises Plan                                    | Green    | Modifications to the Upper Gallery are now complete. Equipment has been installed and tested. This means that the Council has an enhanced level of resilience and can use the Upper Gallery at short notice as a command centre, with full access to data, should the Civic Offices be lost for any reason. The final element of the project that is outstanding is a feasibility study to determine the viability of locating a generator on-site. | Green | Green  | Green  | Green    | Pino Mastromarco                          | Adele Devon    | 01/04/2018 | 31/05/2018 | 31/03/2020       | 16,428            | 14,823           |
| Queen Elizabeth Gardens drainage and landscaping             | Green    | Initial works have been completed. However, some further minor works will be undertaken in Spring 2020 after which project can close.   | Green | Green  | Green  | Green    | Arran Henderson                           | Geoff McManus  | 01/03/2018 | 31/07/2018 | 30/04/2020       | 21,500            | 10,581           |

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| Open Housing Implementation                | Amber    | Project is to replace the Capita Academy Housing System with Capita Open Housing. This will bring all Housing Management data together in one database and increase self service and mobile working. Phase 1 core went live to the public on 2 December and was well received. <u>Project is now amber for risk, budget and schedule because of scope variations in phase 1 and a longer than planned implementation. Uncertainty surrounding Phase 2 scope and timescale is also reflected in the RAG flag status.</u> | Amber | Amber  | Green  | Green    | Alison Cornacchia/<br>Adele Devon     | Ray Morgan          | 01/08/2018 | 31/03/2020 | 31/03/2020       | 500,000           | 383,873          |
| Community Matters Partnership Project      | Amber    | The project is progressing well. There was a successful launch event in January 2018 and there are now 11 partners involved in the Community Matters Partnership (CMP). A steering group has been set up and is being chaired by a local business. The website launched in February. The CMPs first Give and Gain day took place in July at Brockhill. <u>The project is amber as over budget due to a contractor being required for longer than planned. Project is now complete and ready close.</u>                  | Green | Green  | Amber  | Green    | Amanda Jeffrey/<br>Elspeth Andrews    | Ray Morgan          | 01/05/2017 | 31/03/2021 | 31/03/2021       | 16,700            | 23,460           |
| Entitledto Software Implementation         | Red      | Project was to implement Entitledto software which provides a standardised framework for Officers to confidently and efficiently complete robust affordability assessments for housing customers. System has been purchased and rolled out. <u>Project can now close. Project is red due to delay in closure.</u>   | Green | Green  | Green  | Red      | Jacqui Dixon                          | Neil Coles          | 20/08/2018 | 31/07/2019 | 31/07/2019       | 4,100             | 4,100            |
| Remote Working for Uniform                 | Red      | The Building Control hardware and application has been successfully rolled out. After initial testing Planning required some different hardware from the original specification. <u>Project is red as delayed due to this hardware change. Software now updated to match hardware. Project is now complete and can be closed.</u>   | Green | Green  | Green  | Red      | David Edwards                         | Douglas Spinks      | 17/10/2018 | 31/05/2019 | 31/07/2019       | 33,480            | 6,475            |
| Duke's Court Plaza                         | Green    | Works started on site 2019 and are due for completion based on the current program for Jan 2021. Since initiation the project has been divided into two parts, the service and highway works which are the responsibility of the WITP team, and the Green Wall and Restaurant kiosk which will remain with Estate Management/Dukes Court Team.  | Green | Green  | Green  | Green    | Vanessa Tabner                        | Douglas Spinks      | 01/06/2019 | 30/04/2020 | 30/04/2020       | 4,525,000         | 0                |
| Additional Disabled Parking Bays at Woking | Red      | Construction finished at the end of August and the project is now complete. <u>The project is red due to delay in closure.</u>  | Green | Green  | Green  | Red      | George Chisenga                       | Geoff McManus       | 01/05/2019 | 31/07/2019 | 31/07/2019       | 25,000            | 21,661           |
| Celebrate Woking 2019-20                   | Green    | Project is now complete and ready to be closed. The project came within budget with £3348.27 being carried over for 2020/21.  | Green | Green  | Green  | Green    | Riette Thomas                         | Douglas Spinks      | 01/01/2019 | 31/12/2019 | 31/12/2019       | 0                 | 0                |
| Best Bar None 2019                         | Green    | BBN 2019 was deemed successful as we saw an increase of accredited venues by 20%. The project underspent due to a lower number than expected number of attendees at the awards ceremony. Project now needs to be closed down.   | Green | Green  | Green  | Green    | Chris Norrington                      | Douglas Spinks      | 21/05/2019 | 31/03/2020 | 31/03/2020       | 14,500            | 1,804            |
| Pool in the Park Structural Works-Phase 1  | Green    | Works started onsite in October 2019 and is progressing well. Works are due to finish at the end of March 2020.   | Green | Green  | Green  | Green    | David Loveless                        | Douglas Spinks      | 01/06/2019 | 31/03/2020 | 31/03/2020       | 750,000           | 0                |
| New Temporary Accommodation                | Green    | Generally the project is progressing well. The project board meets monthly to monitor and highlight reports are available.  | Green | Green  | Green  | Green    | Hazel Craig-Waller/<br>Giuseppe Amico | Louise Strongitharm | 01/08/2019 | 31/12/2020 | 31/12/2020       | 4,567,087         | 0                |

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|   |          | <b>Projects at Practical Completion</b>  |       |        |        |          |                 |                |            |            |                  |                   |                  |
| Ditch Restoration Smarts Heath                | Green    | The ditch restoration work is complete and all associated works were finished by December 2010. The final monitoring report has been submitted to Natural England who will sign off project once ongoing maintenance has been agreed.  | Green | Green  | Green  | Green    | Arran Henderson | Geoff McManus  | 24/05/2010 | 30/11/2010 | 31/12/2010       | 35,000            | 34,621           |
| Hoe Valley Main Scheme Construction Phases    | Green    | The defect and maintenance period has now expired on the Hoe Valley and the project has now entered the 12 year liability period and the Environment Agency has taken over the liability for the flood defence maintenance. The general park area is now included within the Council's public realm contracts.   | Green | Green  | Green  | Green    | Mark Rolt       | Ray Morgan     | 06/07/2010 | 31/12/2015 | 31/12/2015       | 43,700,000        | 23,830,014       |
| Leisure Management Contract Investment Scheme | Red      | All works complete. Project is red as WBC and Freedom Leisure are currently in discussions about what proportion of the project they should pay.   | Green | Green  | Red    | Green    | David Loveless  | Douglas Spinks | 01/11/2011 | 30/04/2013 | 30/04/2013       | 1,565,047         | 1,664,753        |
| Rhoda McGaw Theatre Refurbishment Phase 1     | Amber    | All works are complete. Project is amber due to an overspend. Discussions with the consultant and contractor are underway to establish the specifics.  | Green | Green  | Amber  | Green    | David Loveless  | Rose Blackley  | 01/01/2013 | 01/12/2013 | 01/12/2013       | 328,000           | 340,122          |
| Goldwater Lodge Fire Reinstatement Works      | Red      | All works are now complete and project is in retention. Project is red as it finished over schedule due to an issue with the power supply serving the Goldsworth Park Community Associations Demise. Project is over budget due to a number of issues including a consultant providing an incorrect specification for the power supply and failing to include a soft play area. Other budget overspends were due to the discovery of unforeseen works including additional damage to steel frames and masonry.   | Green | Green  | Red    | Red      | David Loveless  | Douglas Spinks | 01/01/2014 | 30/09/2014 | 30/09/2014       | 1,865,000         | 2,085,148        |
| Goldsworth Park Rec Public Toilets            | Red      | Project is complete. The project is now in retention. Project is red as over budget for a number of reasons; these include the discovery of asbestos materials, additional drainage works and making good works identified following the initial demolition. Overspend will be covered by the contingency sum included within the 2015/16 Asset Management Plan.   | Green | Green  | Red    | Green    | David Loveless  | Douglas Spinks | 31/08/2014 | 30/11/2014 | 09/10/2015       | 40,000            | 59,168           |
| Civic Suite Refurbishment                     | Green    | Project is complete and was in retention. Defects have been addressed. Project to be closed.   | Green | Green  | Green  | Green    | David Loveless  | Douglas Spinks | 01/08/2014 | 31/05/2015 | 31/05/2015       | 600,000           | 576,918          |
| Hoe Valley School                             | Amber    | The school has been handed over and is now operating. Sportsbox commenced operation with our contractor Freedom Leisure in early July 2018. Project is amber for budget as there has been some additional costs to compensate Freedom Leisure for grass pitches not being available due to dry summer. There was a safety audit on the crossing outside the school and additional works have been completed. The project remains open because Surrey County Highways are continuing to refuse to accept the completed highway works. The intention is to close the project within the next two months. | Green | Green  | Amber  | Green    | Ian Tomes       | Ray Morgan     | 01/06/2015 | 31/05/2018 | 31/05/2018       | 44,680,000        | 44,830,691       |
| Horsell Allotment Amenity Hut                 | Green    | Project is now complete. Final invoice has been paid. Project will be closed.  | Green | Green  | Green  | Green    | David Loveless  | Geoff McManus  | 01/12/2015 | 31/08/2016 | 31/05/2017       | 170,000           | 145,052          |
| Wolsey Place Service Decks A                  | Green    | All works complete and defects are being addressed.  | Green | Green  | Green  | Green    | David Loveless  | Douglas Spinks | 01/08/2016 | 30/11/2016 | 30/11/2016       | 450,000           | 438,163          |

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| Export House WC Refurbishment-floors 2-15                   | Red      | Project is complete and defects have been addressed. <u>Project is red due to overspend resulting from the need for additional plastering works that were required once the existing wall finishes were removed.</u>  | Green | Green  | Red    | Green    | David Loveless | Douglas Spinks   | 01/09/2016 | 30/04/2017 | 30/04/2017       | 489,302           | 519,695          |
| Civic Offices Ground Floor Refurbishment                    | Red      | Project is complete and in retention. <u>Project is red due to a decision to delay works as the tenant was not due to move in until February 2018. Capitalised staffing costs were not included in original approved budget.</u>  | Green | Green  | Green  | Red      | David Loveless | Douglas Spinks   | 01/12/2016 | 30/11/2017 | 30/11/2017       | 1,500,000         | 1,500,000        |
| Civic Offices Refurbishment of the 2nd Floor and Basement   | Red      | Work now complete. <u>Project is red due to delays caused by complications with Surrey Police access control and IT systems. The Police moved in in January.</u>  | Green | Green  | Green  | Red      | David Loveless | Douglas Spinks   | 01/05/2017 | 28/09/2017 | 28/09/2017       | 200,000           | 197,316          |
| New Entrance for Export House                               | Green    | Project is complete and ready to close.   | Green | Green  | Green  | Green    | Ian Tomes      | Douglas Spinks   | 01/07/2016 | 24/12/2016 | 21/01/2017       | 914,820           | 639,953          |
| Leisure Centre - Upgrade of external cladding               | Red      | Works are complete. <u>Project is over budget because there were additional asbestos works needed. Project is over schedule due to this issue and a delay in getting the project approved.</u>  | Green | Green  | Red    | Red      | David Loveless | Douglas Spinks   | 01/10/2016 | 31/03/2017 | 31/10/2017       | 50,000            | 88,162           |
| Wolsey Place Shopping Centre - Replacement Roofs            | Green    | Project is complete and in retention.   | Green | Green  | Green  | Green    | David Loveless | Douglas Spinks   | 01/10/2016 | 01/03/2017 | 28/09/2018       | 260,000           | 260,000          |
| Wolsey Place Shopping Centre Replacement of the Galley Lift | Red      | <u>Project is red as there was a delay appointing the contractor and the works could not be commenced and completed before the Christmas retail period. Works commenced in January and are now complete. Project is in retention.</u>   | Green | Green  | Green  | Red      | David Loveless | Douglas Spinks   | 01/10/2016 | 30/09/2017 | 30/09/2017       | 80,000            | 78,377           |
| Pool in the Park - Replacement Roof Phase 3                 | Red      | Project is now in retention. <u>A mechanical and electrical upgrade design needed to be finalised prior to this project commencing. Project is red due to delays caused by this issue.</u>  | Green | Green  | Green  | Red      | David Loveless | Douglas Spinks   | 01/10/2016 | 30/04/2017 | 31/10/2017       | 125,000           | 85,914           |
| Pool in the Park - Replacement Roof Phase 4                 | Red      | Works began on site in January and a number of hidden defects were identified, including corroded steel work and inadequate fixings of the canopy. This has led to a delay in the roofing works and an overspend. Works are now complete, subject to minor defects. <u>Project is red due to delays and increased costs caused by this issue.</u> | Green | Green  | Red    | Red      | David Loveless | Douglas Spinks   | 01/10/2016 | 01/10/2016 | 31/10/2017       | 75,000            | 190,858          |
| 18-19 High Street Refurbishments                            | Red      | Marjorie Richardson Centre has opened and the project is in retention. <u>Project is over budget and over schedule as there were some additional unforeseen works needed including works to the roof and removal of asbestos. Project is now ready to close.</u>  | Green | Green  | Red    | Amber    | David Loveless | Camilla Edmiston | 01/05/2016 | 31/01/2017 | 31/01/2017       | 310,000           | 337,076          |
| Leisure Lagoon Modernisation                                | Red      | Works are progressing on site. Flumes have been installed and opened. <u>The project is red for schedule because of concrete repairs and a delay in agreeing the terms of the loan between WBC and Freedom Leisure. The terms of the loan have now been agreed.</u>   | Green | Amber  | Red    | Red      | David Loveless | Ray Morgan       | 01/06/2017 | 30/04/2018 | 30/04/2018       | 800,000           | 904,907          |



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| West Byfleet Play Area Improvements            | Green    | New play equipment has been installed and opened to the public. Project now in retention.   | Green | Green  | Green  | Green    | Arran Henderson | Geoff McManus    | 01/05/2017 | 31/10/2017 | 30/06/2019       | 60,000            | 59,719           |
| Refurbishment of 6 floors at Export House      | Red      | Works are complete and project is now in retention. <u>Project is red for schedule because the scope of works changed and it took longer to award the tender than anticipated.</u>            | Green | Green  | Red    | Amber    | Ian Tomes       | Douglas Spinks   | 15/02/2018 | 30/09/2018 | 30/09/2018       | 260,000           | 278,164          |
| Business Incubator Kitchen Improvements        | Green    | All works are complete and project is now in retention.   | Green | Green  | Green  | Green    | David Loveless  | Chris Norrington | 01/11/2017 | 31/05/2018 | 31/07/2018       | 25,930            | 20,153           |
| Woking Park-CCTV Installation                  | Amber    | Project is now complete. Project schedule is amber due to issues with the fibre network which prevented a signal being sent back to Export House. This has now been resolved.                 | Green | Green  | Green  | Amber    | David Loveless  | Douglas Spinks   | 01/12/2017 | 31/05/2018 | 31/05/2018       | 235,000           | 160,360          |
| Woking Park-WiFi Installation                  | Red      | Project is now complete. <u>Project is red for schedule as there were issues with the fibre network which prevented a signal being sent back to Export House. This has now been resolved.</u> | Green | Green  | Green  | Red      | David Loveless  | Douglas Spinks   | 01/12/2017 | 31/05/2018 | 31/05/2018       | 250,000           | 176,714          |
| <b>Projects Closed During Reporting Period</b> |          |   |       |        |        |          |                 |                  |            |            |                  |                   |                  |
| Leisure Centre Roof Refurb Phase 4             | Green    | Project is now complete and in retention. The closure documentation has been completed for this project.  | Green | Green  | Green  | Green    | David Loveless  | Douglas Spinks   | 26/01/2015 | 31/08/2015 | 31/08/2015       | 300,000           | 219,722          |
| Leisure Centre Roof Refurb Phase 3             | Amber    | Project is amber as over budget due to unforeseen deck repairs following removal of old roof. The closure documentation has been completed for this project.                                  | Green | Green  | Amber  | Green    | David Loveless  | Douglas Spinks   | 18/08/2014 | 26/06/2015 | 26/06/2015       | 100,000           | 105,161          |
| Pool in the Park Replacement Fire Alarm        | Green    | Project is now complete and out of retention. The closure documentation has been completed for this project.  | Green | Green  | Green  | Green    | David Loveless  | Douglas Spinks   | 29/08/2014 | 31/03/2015 | 30/04/2015       | 100,000           | 54,115           |
| Woking Park Replacement Bollards               | Green    | New bollards have been installed and project is now out of retention. The closure documentation has been completed for this project.  | Green | Green  | Green  | Green    | David Loveless  | Douglas Spinks   | 01/06/2015 | 30/09/2015 | 30/09/2015       | 16,500            | 15,617           |
| Leisure Centre Roof Refurb Phase 5             | Green    | Works are complete and project is now out of retention. The closure documentation has been completed for this project.  | Green | Green  | Green  | Green    | David Loveless  | Douglas Spinks   | 01/10/2015 | 31/03/2016 | 30/09/2016       | 125,000           | 92,230           |
| Maybury Centre Replacement Boilers             | Green    | Project complete and now out of retention. The closure documentation has been completed for this project.   | Green | Green  | Green  | Green    | David Loveless  | Douglas Spinks   | 01/06/2015 | 30/11/2015 | 30/11/2015       | 50,000            | 26,885           |
| The Vyne Replacement Chiller                   | Green    | Project is complete and project closure documentation has been completed for this project.  | Green | Green  | Green  | Green    | David Loveless  | Douglas Spinks   | 01/06/2015 | 30/11/2015 | 31/03/2016       | 40,000            | 35,360           |
| Civic Offices External Doors Replacement       | Green    | Project is now complete and out of retention. The closure documentation has been completed for this project.  | Green | Green  | Green  | Green    | David Loveless  | Douglas Spinks   | 01/09/2015 | 31/01/2016 | 30/06/2016       | 16,000            | 11,629           |
| The Vyne and St Mary's External Works          | Green    | Works at both sites are now complete and defects have been addressed. The closure documentation has been completed for this project.  | Green | Green  | Green  | Green    | David Loveless  | Douglas Spinks   | 01/02/2015 | 31/08/2015 | 31/12/2015       | 35,000            | 28,873           |

# Project Report (as at the end of December 2019)

| Project Name  | Overview | Overview Reason  | Risks | Issues | Budget | Schedule | Manager        | Sponsor        | Start Date | End Date   | Revised End Date | Costs Planned (£) | Costs Actual (£) |
|---|----------|--|-------|--------|--------|----------|----------------|----------------|------------|------------|------------------|-------------------|------------------|
| Leisure Centre Main Hall Replacement Air Handling Units   | Amber    | Project is complete. <u>Project is over budget as a additional vent needed to be replaced. The closure documentation has been completed for this project.</u>  | Green | Green  | Amber  | Green    | David Loveless | Douglas Spinks | 01/09/2015 | 31/03/2016 | 31/03/2016       | 90,000            | 90,978           |
| Leisure Centre Roof Refurbishment - Phase 6               | Amber    | The roof is complete. <u>Project is amber as over budget due the need to relcoate PV panels. The closure documentation has been completed for this project.</u>  | Green | Green  | Amber  | Green    | David Loveless | Douglas Spinks | 01/11/2015 | 31/03/2016 | 31/07/2016       | 230,000           | 236,388          |
| Leisure Centre CCTV Expansion                             | Green    | CCTV cameras have been installed and commissioned. The closure documentation has been completed for this project.  | Green | Green  | Green  | Green    | David Loveless | Douglas Spinks | 01/12/2016 | 29/02/2016 | 31/07/2016       | 25,000            | 25,000           |
| Leisure Centre Security Fence Expansion                   | Green    | Fence is now complete and project is ready to close. The closure documentation has been completed for this project.  | Green | Green  | Green  | Green    | David Loveless | Douglas Spinks | 01/01/2016 | 31/03/2016 | 31/03/2016       | 12,500            | 9,373            |
| Leisure Centre Upgrade of the Main Sports Hall Lighting   | Green    | Work is complete; the new lighting is already generating energy savings and has received positive comments from the public. Waiting to receive final invoice, then project will be closed. The closure documentation has been completed for this project.          | Green | Green  | Green  | Green    | David Loveless | Douglas Spinks | 01/08/2016 | 31/10/2016 | 31/03/2017       | 60,000            | 49,953           |
| Leisure Centre - Building Management System Upgrade       | Amber    | Survey and upgrade of the existing system is complete. <u>Project is amber to minor overspend. The closure documentation has been completed for this project.</u>  | Green | Green  | Amber  | Amber    | David Loveless | Douglas Spinks | 01/10/2016 | 31/12/2016 | 31/03/2017       | 35,000            | 35,693           |
| St Marys - Replacement Roof Phase 1                       | Green    | Significant underspend due to detailed investiagtion works during the design phase highlighting that roof was not in as poor condition as first thought. Project is complete and the closure documentation has been completed.                                     | Green | Green  | Green  | Green    | David Loveless | Douglas Spinks | 01/10/2016 | 31/03/2017 | 31/03/2017       | 25,000            | 7,123            |
| St Marys - Replacement Windows Phase 1                    | Green    | Windows have been installed. The closure documentation has been completed for this project.  | Green | Green  | Green  | Green    | David Loveless | Douglas Spinks | 01/10/2016 | 31/03/2016 | 31/03/2017       | 24,000            | 23,814           |
| Pool in the Park Building Management System Works Phase 2 | Green    | New outstation has been installed and the performance of the system will be monitored over the next six months to ensure all equipment is operating efficiently. This project is ready to close and the closure documentation has been completed for this project. | Green | Green  | Green  | Green    | David Loveless | Douglas Spinks | 01/01/2017 | 31/03/2017 | 31/03/2017       | 40,000            | 29,909           |
| Leisure Centre External Doors and Windows Rear Balcony    | Red      | Project is now complete. <u>Project is over budget due to identification of asbestos cladding which resulted in removal costs. The closure documentation has been completed for this project.</u>  | Green | Green  | Red    | Green    | David Loveless | Douglas Spinks | 01/01/2017 | 31/03/2017 | 31/03/2017       | 30,000            | 42,106           |
| Leisure Centre Entrance Doors Project                     | Green    | The new doors and flooring have been installed. Project is now complete. The closure documentation has been completed for this project.  | Green | Green  | Green  | Green    | David Loveless | Douglas Spinks | 01/01/2017 | 10/04/2017 | 10/04/2017       | 25,000            | 17,406           |
| Egress Implementation                                     | Amber    | The system is now live. <u>Project is amber due to delay in closure.</u>   | Green | Green  | Green  | Amber    | Jamie Archer   | Adele Devon    | 20/08/2018 | 31/08/2019 | 31/08/2019       | 86,265            | 28,755           |



# Project Report (as at the end of December 2019)

| Project Name                                   | Overview | Overview Reason   | Risks | Issues | Budget | Schedule | Manager                           | Sponsor        | Start Date | End Date   | Revised End Date | Costs Planned (£) | Costs Actual (£) |
|--|----------|---|-------|--------|--------|----------|-----------------------------------|----------------|------------|------------|------------------|-------------------|------------------|
| Provincial House Ground Floor Refurbishment    | Amber    | Refurbishment is now complete and was handed over to Cote de Brasserie in April 2016. Project is amber as it is over budget as the scope of this project was increased to include redecoration of all the common parts of the building including the staircase and the entrance hallway and due to slight delay in authorisation. This project is now complete. | Green | Green  | Amber  | Amber    | Ian Tomes (Mike Sheard, Moyallen) | Douglas Spinks | 22/10/2015 | 31/03/2016 | 28/02/2017       | 1,389,000         | 1,414,640        |
| Wolsey Place Heating and Lighting Improvements | Red      | Project is complete. Project is red due to a delay in authorisation.  | Green | Green  | Green  | Red      | Ian Tomes                         | Douglas Spinks | 01/03/2016 | 31/05/2016 | 31/05/2016       | 223,000           | 173,823          |
| Best Bar None 2018                             | Red      | The Best Bar None scheme is complete, with 17 venues gaining accreditation. Project is red to due to delay in closure.  | Green | Green  | Green  | Red      | Chris Norrington                  | Douglas Spinks | 01/03/2018 | 30/11/2018 | 31/12/2018       | 17,500            | 4,852            |

|             |   |
|-------------|---|
| Green       | Project is progressing according to agreed plans and targets and is within all tolerances.  |
| Amber       | Project contains areas of concern which are impacting on delivery and may need remedial action.   |
| Red         | Project is failing in one or more areas and is in need of immediate attention.  |
| Revised End | Indicate that the Project Sponsor has authorised an extension to the schedule of a project. If a project exceeds its budget /timescale and a formal request for an extension to either is agreed, the rag flags will baseline against the revised budget/timescale. |