

Project Report (as at the end of June 2021)

Ref	Project Name	Overview	Status	Status	Overview Reason	Risks	Issues	Budget	Schedule	Project Manager	Project Sponsor	Start Date	End Date	Revised End Date	Costs Planned (£)	Costs Actual (£)
10206	Playground Improvements Phase 4	Amber	Active	→	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 be progressed during 2020/21, and anticipate that works will commence in Sept 2021. Other three remaining play area refurbishments are currently on hold and to be reviewed in 2021/22. There is a risk that there will be further delays due to changes in priorities and as funding releases rely on receipt of section 106 agreements. <u>Project is amber due to Covid-19 priorities and focus on funding has changed and as a result we have been asked to put the remaining three play area refurbishments on hold for the time being.</u>	Amber	Amber	Green	Green	Arran Henderson	Geoff McManus	01/08/2007	30/04/2009	31/07/2022	£ 603,155	£ 475,720
10207	SPA Interim Strategy	Green	Active	→	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 closure process is being progressed.	Green	Green	Green	Green	Arran Henderson	Geoff McManus	01/01/2007	01/12/2008	31/03/2022	£ 1,194,632	£ 1,046,990
10297	Local Development Framework	Under Review	Active	→	The Development Management Policies (DPD) has been adopted and is now part of the Development Plan for the area. The Site Allocations DPD was submitted to the Secretary of State by July 2019 and the examination hearing completed in December 2019. The inspectors report is likely to be issued by the end of 2021. <u>Project is red as the original budget was set for a three year period (which has already been spent). Additional funds has been identified in the Investment Programme, and approximately £100,000 has been released. There is additional money in the Investment Programme which could be released to pay for any outstanding invoice from the Secretary of State.</u>	Green	Green	Under Review	Green	Ernest Amoako	Giorgio Framalico	01/04/2010	01/12/2014	31/12/2021	£ 389,550	Under Reconciliation
10916	Hoe Valley Flood Alleviation and Enhancement Appraisal	Green	Active	→	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. The scheme is being developed further but due to current the COVID-19 situation this will be delayed until further notice. Alternative funding streams are still being explored.	Green	Green	Green	Green	Katherine Waters	Geoff McManus	01/04/2016	31/10/2017	31/07/2023	£ 1,103,205	£ 772,835
20019	Heather Farm SANG	Green	Active	↑	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. The council has recently provided funding for the expansion of car parking spaces to support the increasing use of SANG. Planning permission has already been granted for an additional 54 parking spaces, which the funding will be used to deliver.	Green	Green	Green	Green	Ernest Amoako	Giorgio Framalico	31/10/2014	31/10/2019	31/03/2022	£ 1,749,856	£ 1,707,071
20035	Personalisation and Prevention Partnership Fund	Green	Active	→	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 service with all GP practices in the Borough. Work has been completed at Brockhill displaying adaptations to enable people to stay in their homes. Community Centres and Brockhill will be offering courses and activities encouraging residents back into activities as lockdown restrictions ease.	Green	Green	Green	Green	Jade Buckingham	Julie Meme	31/12/2012	31/12/2017	31/03/2022	£ 690,000	£ 554,820
20067	Developing a Favourable Conservation Status Licence	Green	Active	→	The project was established working closely with Natural England. The Council's Strategic Organisational Licence, issued by Natural England, was renewed in Sept 2020. Year four habitat improvement works were completed in February 2020. Year four report completed. Surveys undertaken in spring 2021. Plans in hand for 2021 and the subsequent five year period.	Green	Green	Green	Green	Tracey Haskins	Geoff McManus	31/08/2015	31/03/2021	30/11/2021	£ 181,000	£ 138,956
20120	Rainwater Gardens	Green	Active	→	First pilot rain garden completed successfully in Blackdown Close, Sheenwater, in February 2019. Alpha Road rain garden close to completion pending snagging issues to be resolved with contractor, this has impacted with the project schedule. Further pilot locations have been identified for which designs are being developed.	Green	Green	Green	Green	Lara Beattie	Geoff McManus	01/06/2018	31/03/2019	31/03/2022	£ 50,000	£ 44,711
20122	CCTV Upgrade and New Control Room	Green	Active	↑	The Control Room has been constructed. The next phase of migrating each individual control room has commenced. Surrey Police are now operating from within the new control room. The second control room (Woking Car Parks) transferring across by late summer 2021 and Victoria Place will be migrated by November 2021. The schedule has been impacted by delays in agreeing a process in how the control room should operate and surveying the existing CCTV systems due to lack of existing documentation.	Green	Green	Green	Green	Trevor Kimber	David Loveless	24/06/2019	31/03/2020	31/03/2022	£ 2,175,000	£ 963,148
20124	Woking Integrated Transport	Under Review	Active	→	Works to public realm outside the Railway Station and improvements along High Street are complete. Works to Church Path and Chapel Street public realm is complete. <u>Project status is red due to budget as there has been additional highway safety and public realm improvement schemes added to the project which have been delivered. An example of these additional schemes is new surfacing and paving in Locke Way and Broadway with a new junction treatment at Maybury Road and Stanley Road, new zebra crossing at Walton Road/Stanley Road, new paving on Church Street East, Church Path and Chapel Street. Additional works involving new highway capacity improvements at Lockfield Drive/Victoria Way junction due to be completed end of April 2021.</u>	Green	Green	Under Review	Green	Louisa Calam	Giorgio Framalico	01/06/2016	31/12/2020	31/03/2022	£ 23,444,000	Under Reconciliation
20159	Turf and Drainage Improvements at St Johns Lye Cricket Pitch	Green	Active	→	Initial drainage work and cricket outfield improvements completed. Further work to the pond and ditch required. Remaining work to be re-evaluated during summer 2021.	Green	Green	Green	Green	Arran Henderson	Geoff McManus	25/03/2018	31/10/2018	30/09/2021	£ 21,225	£ 9,275

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20172	Open Housing Implementation	Red	Active	→	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 2019 and was well received. <u>Project is now red due to further delays with the planned implementation. Uncertainty around Phase 2 scope and timescale caused by lack of supplier and partner resources is also reflected in the RAG flag status.</u>	Red	Green	Red	Green	Alison Cornacchia/Adele Devon	Louise Strongitharm	01/08/2018	31/03/2020	30/09/2021	£ 822,000	£ 834,266
20188	Community Matters Partnership Project	Amber	Active	→	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 2019. The CMP's first Give and Gain day took place in July 2019 at Brockhill. CMPP is now a recognised charity managing the project with financial assistance from Woking Borough Council. <u>Project is amber as over budget due to a contractor being required for longer than planned.</u>	Green	Green	Amber	Green	Elsbeth Andrews	Adam Thomas	01/05/2017	31/03/2021	31/10/2021	£ 16,700	£ 23,460
20191	Old Woking Independent Living	Under Review	Active	↓	Project on programme and due to complete September 2021. <u>Project is amber due to spend, this is currently under review.</u>	Green	Green	Under Review	Green	Ian Tomes/ Sam O'Neill	Louise Strongitharm	17/12/2017	21/09/2021	21/09/2021	£ 16,700,000	Under Reconciliation
20209	Duke's Court Plaza	Green	Active	→	Works started on site 2019 and are still on track to complete in the first half of 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. The green wall was installed Dec 2020. The restaurant building is in the final stages of completion. The current date for opening will be Summer/Autumn 2021.	Green	Green	Green	Green	Vanessa Tabner	David Loveless	01/06/2019	30/04/2020	01/07/2021	£ 4,525,000	£ 1,070,541
20221	Microsoft Office 365 Implementation	Red	Active	↓	Project is progressing and we have now started the implementation process. <u>Previously unidentified issues which are arising out of the implementation are being addressed but these risks/issues have impacted with the status now showing as red.</u> A project budget extension will be submitted.	Red	Green	Green	Green	Alison Cornacchia	Adele Devon	01/10/2020	31/05/2021	31/12/2021	£ 173,025	£ 75,410
20223	New Temporary Accommodation	Green	Active	→	Generally the project is progressing well. The project board meets every six weeks to monitor and highlight reports are available. The majority of units are occupied and full occupancy is anticipated for 121 Chertsey Road. Waterman House is now complete, bar the substation installation; prior to occupancy. A slight delay due to contractor priorities (which are with Victoria Square) has required a time extension - this project end date has now been amended.	Green	Green	Green	Green	Jon Herbert	Louise Strongitharm	01/08/2019	31/12/2020	31/10/2021	£ 4,567,087	£ 4,554,061
20226	HIF A320 Woking Town Centre	Amber	Active	NEW	Project is progressing well. Multi-utility contractor is on-board looking at utility diversions under the bridge. Majority of the triangle has now been demolished and the CPD for remaining elements will be submitted by the end of 2021. Work is ongoing with Network Rail, and the construction method for the bridge is being refined. <u>Project is amber due to issues associated with Day Aggregates access relocation, and Goldsworth Road crescent site acquisitions. There is also project risk associated with the development sites coming forward.</u>	Amber	Amber	Green	Green	Louisa Calam	Giorgio Framalico	21/03/2020	15/03/2024	15/03/2024	£ 115,000,000	£ 35,362,952
20229	Car Park Management Systems	Green	Active	→	Supplier appointed and contract signed. Implementation of Victoria Way is near completion.	Green	Green	Green	Green	Ian Reynolds	Geoff McManus	01/11/2020	30/11/2021	30/11/2021	£ 1,980,000	£ 322,815
20234	Planet Woking	Green	Active	→	Planet Woking launched on 24 Sept 2020. The standalone website - www.planetwoking.co.uk - has a range of resources and case studies and is managed and updated by the Green Infrastructure team. Promotion of local climate change activities by the Council and its partners is actively undertaken through social media channels with the help of Air Social. Three online talks have been held so far. On 17 June 2021, the Executive resolved to identify funding in this financial year and then through the next available Investment Programme to continue the programme over the two year period July 2021-July 2023 at a total cost of £66,000 excl. VAT. Actual spend to date is £109,218 which is over the allocated £94,580. This is due to additional communications opportunities resulting in unplanned spend. A portion of the over spend will be allocated to another cost code.	Green	Green	Green	Green	Lara Beattie	Geoff McManus	01/09/2020	30/07/2021	30/09/2021	£ 175,218	£ 109,218
20242	IDOX Building Control Public Access & Planning Portal Connector	Green	Active	NEW	Implementation dates have been agreed with IDOX. June 15th and July 8th.	Green	Green	Green	Green	David Edwards/Jimi Ogunsola	Giorgio Framalico	01/10/2020	16/11/2020	31/07/2022	£ 15,800	£ 6,650
20246	Woking Youth Hub	Green	Active	NEW	Funding application has been approved by DWP, following a tender exercise a provider (Surrey Care Trust) has been appointed. The target support group are 18-25 year olds on benefits. This project is now underway.	Green	Green	Green	Green	Adam Thomas	Louise Strongitharm	01/05/2021	31/05/2024	31/05/2024	£0	£0
20248	Sutton Green Flood Alleviation Scheme	Green	Active	→	All the construction work is complete and the snagging has been addressed. A time extension has been submitted to the end of Sept 2021 to enable review of project costs.	Green	Green	Green	Green	Katherine Waters	Geoff McManus	01/07/2020	30/09/2020	30/09/2021	£ 195,000	£0
20254	Demolition of 2 Monument Way West	Green	Active	NEW	Completed. The project has an outstanding cost which is currently being challenged. Once remedied, the project will be closed.	Green	Green	Green	Green	Ian Tomes	David Loveless	12/04/2021	30/06/2021	30/06/2021	£ 97,626	£0
20255	Call Secure Plus	Green	Active	NEW	Call Secure Plus is a Capita module to take payments over the telephone in a secure way.	Green	Green	Green	Green	Nabeela Akhter	Adele Devon	01/06/2021	31/12/2021	31/12/2021	£ 22,540	£0
20256	E-commerce platform for independent retailers in Woking	Green	Active	NEW	To provide an e-commerce platform providing Woking's independent retailers an opportunity to offer a click & collect/ delivery service for their products.	Green	Green	Green	Green	Chris Norrington	Giorgio Framalico	01/06/2021	31/01/2022	31/01/2022	£ 29,950.00	£0

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20257	SCC land and buildings renewable energy assessment	Amber	Active	NEW	SCC leading this countywide assessment for the potential for renewables and tree planting on local authority owned sites across the county. Buro Happold consultants undertaking the study with results expected in June 2021. <u>Project risk is amber as participation in the study and access to the results are subject to a Data Sharing Agreement and Non Disclosure Agreement.</u>	Amber	Amber	Green	Green	Lara Beattie	Geoff McManus	01/11/2020	30/06/2021	30/06/2021	£0	£0
20259	New Town Centre Signage - Wayfinding	Green	Active	NEW	The project is to ensure that pedestrian signage in and around Woking town centre is updated to take account of new locations and direction as a result of the new Victoria Square development.	Green	Green	Green	Green	George Chisenga	Geoff McManus	01/10/2021	31/12/2021	31/12/2021	£ 250,000	£0
20262	Leisure centre and 3G car park in Woking Park alterations	Green	Active	NEW	Design complete and consultation with local residents - Royal Air Force Cadet School, Leisure Centre, Parking Service - is also complete. Quotes have been returned and the contractor selected. The next step is construction and we are awaiting the contractor programme.	Green	Green	Green	Green	George Chisenga	Geoff McManus	01/08/2021	31/08/2021	31/08/2021	£ 12,500	£0
20263	2023 Grounds Maintenance and Street Cleaning Contract	Green	Active	NEW	Our grounds maintenance and street cleansing contract with Serco will expire in early 2023 so we need to start a re-tender later this year - 2021.	Green	Green	Green	Green	Mark Tabner	Geoff McManus	16/08/2021	31/03/2023	31/03/2023	£80,000	£0
20265	Housing Maintenance Procurement 2022	Green	Active	NEW	The overarching aim of the project is to oversee, plan and implement the smooth transition back to the Council of the management and maintenance of its social housing stock. The current contractual arrangements with New Vision Homes will end on 31 March 2022.	Green	Green	Green	Green	Adam Browne	Louise Strongtharm	22/03/2021	01/04/2022	01/04/2022	£80,000	£0
20268	Railway Underpass Refurbishment	Green	Active	NEW	The railway underpass is in poor condition and requires repairs to the steps to make them safe for use.	Green	Green	Green	Green	Richard Smith	Geoff McManus	01/05/2021	31/08/2021	31/08/2021	£ 28,000	£0
20270	Woking Town Centre Masterplan	Green	Active	NEW	The Council has committed to prepare a newly defined Town Centre Masterplan to help guide future sustainable development within the Town Centre.	Green	Green	Green	Green	Ernest Amoako	Giorgio Framalico	01/08/2021	31/08/2023	31/08/2023	£ 100,000	£0

Projects at Practical Completion

10221	Private Finance Initiative	Amber	Retention	→	All of the 224 PFI houses are now occupied by families nominated from the Council's housing register. 147 private sale homes were completed in August 2018 . There are open spaces that are still to be handed over. Although construction is complete, advisors may be required for outstanding issues as the handover of the open space has not yet been achieved, and the standards specified by the tender documents have not been met. <u>The Project issue flag is amber due to the outstanding adoption of open spaces.</u>	Green	Amber	Amber	Green	Paola Capel-Williams	Louise Strongtharm	02/01/2005	31/12/2010	30/06/2022	£ 4,420,000	£ 4,490,307
10621	Ditch Restoration Smarts Heath	Green	Retention	→	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 and we are awaiting final sign off from them.	Green	Green	Green	Green	Arran Henderson	Geoff McManus	24/05/2010	30/11/2010	31/12/2010	£ 35,000	£ 34,621
10634	Hoe Valley Main Scheme Construction Phases	Under Review	Retention	→	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	Under Review	Green	Mark Rolt	Giorgio Framalico	06/07/2010	31/12/2015	31/12/2015	£ 43,700,000	Under Reconciliation
20040	Hoe Valley School	Under Review	Retention	→	The school has been handed over and is now operating. Sportsbox commenced operation with our contractor Freedom Leisure in early July 2018. <u>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.</u> There was a safety audit on the crossing outside the school and additional works have been completed. Surrey County Highways have now agreed under a Section 278 agreement to adopt the completed area of highway. Once the final costs of this project have been reconciled this project will be closed.	Green	Green	Under Review	Green	Ian Tomes	Giorgio Framalico	01/06/2015	31/05/2018	31/05/2018	£ 44,680,000	Under Reconciliation
20045	Horsell Allotment Amenity Hut	Green	Retention	→	Project is now complete. Final invoice has been paid. Project will be closed once an outstanding issue has been resolved.	Green	Green	Green	Green	David Loveless	Giorgio Framalico	01/12/2015	31/08/2016	31/05/2017	£ 170,000	£ 144,216
20146	Leisure Lagoon Modernisation	Red	Retention	→	Works are complete, flumes have been installed and opened. <u>Project is red for schedule because of concrete repairs and a delay in agreeing the terms of the loan between WBC and Freedom Leisure.</u>	Green	Amber	Red	Red	David Loveless	Giorgio Framalico	01/06/2017	30/04/2018	30/04/2018	£ 800,000	£ 904,907
20186	Woking Park- CCTV Installation	Amber	Retention	→	Project is now complete. <u>Project is amber due to issues with the fibre network which prevented a signal being sent back to Export House. This has now been resolved. This project will only be closed once the full scale of the CCTV control room connections are known and if any additional works are required.</u>	Green	Green	Green	Amber	David Loveless	Douglas Spinks	01/12/2017	31/05/2018	31/05/2018	£ 235,000	£ 191,728
20219	Pool in the Park Structural Works- Phase 1	Green	Retention	→	The works are all complete. A time extension has been submitted as the project was over schedule before the status was amended to in retention. This was due to an increase in scope of works; as a result of issues identified during the initial site investigation works.	Green	Green	Green	Green	David Loveless	Giorgio Framalico	01/06/2019	31/03/2020	28/02/2021	£ 1,150,000	£ 1,115,828
20236	Hoe Stream Footway Repairs	Amber	Retention	NEW	The project is now on track after submitting a short time extension and will be completed w/c 140621. <u>Project status is amber as spend is slightly over (a 5.5% budget overrun). The project is now in retention.</u>	Green	Green	Amber	Green	George Chisenga	Geoff McManus	16/11/2020	31/03/2021	30/06/2021	£ 35,000	£ 36,950

KEY	
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.
Blue	Project on closure, had variations previously highlighted.
↑	Overview RAG Flag has improved since the last Project Monitoring Report.
→	Overview RAG Flag is the same as the last Project Monitoring Report.
↓	Overview RAG Flag is worse than the last Project Monitoring Report.
Revised End	Indicates that CMG 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 be baselined against the revised budget/timescale.