






As at Quarter 2 (2018/19)

| Action Reference | Project Name | Description | Council | Owner | Strategy | Project Type | Service Plan | Project Status | Latest Progress | Overall Project Risk | Timeframes | On completion - Achievements and Outcomes | Completed Date |
|------------------|--|--|---------|----------------|---|------------------------|----------------------|----------------|---|----------------------|--|--|----------------|
| | Accommodation Project | Consideration of alternative accommodation for the Housing Service and additional accommodation for other service areas within the Council. The Housing Service currently operates across a number of sites with many of the service staff working from Rotterdam Road which is no longer fit for purpose. Other service areas have expressed opinion regarding additional spatial requirements which will be considered within the wider Accommodation Move Project. | Both | Andrew Jarvis | Enabling Communities; Economic Growth; Financial Self Sufficiency | Transformation Project | HOS Housing Services | On Target | Building works are in progress on the Housing Depot in Rotterdam Road to stabilise the building for ongoing use for the next 2-3 years. Housing has documented requirements for Accommodation in the future, including the Housing Depot, and this has been shared with Operations for consideration alongside needs elsewhere in the Council. Corporate project across all service areas commenced in May 2018. In May 2018 Housing carried out fact finding and initial client requirements for their service area needs. This is due for completion early October and will be reviewed at the Joint Housing Programme Board. Wider Accommodation Project Board to be established and ToR agreed November 2018. Appointment of off Lead Consultant for preparation of 'Case of Change' along with supporting officer to be agreed by Project Board. | E3 | Initial assessment of current Housing requirements and future needs due for completion 4th October. Wider Accommodation Project Board to be established and ToR agreed November 2018. Consideration of other relevant service areas within the accommodation move January 2019. Appointment of off Lead Consultant for preparation of 'Case of Change' along with supporting officer to be agreed by Project Board. No timeframe stipulated for delivery of an accommodation solution to date. | | |
| | Redevelopment Programme | The redevelopment programme seeks to make best use of underutilised assets both within the council's ownership and in private ownership throughout the district. The programme looks at alternative housing uses and redevelopment opportunities for problematic properties within East Suffolk. The programme also looks for new opportunities for development which helps to provide affordable housing and contributes to the regeneration of identified areas within the district. | Both | Andrew Jarvis | Enabling Communities; Economic Growth; Financial Self Sufficiency | Operational Project | HOS Housing Services | On Target | Current Projects: Lowestoft Post Office - Design Team appointed for initial site proposals. Asset Management investigating commercial tenants. Cleveland Road - Architects appointed for submission of Planning Application. Harry Chamberlain Court - Scheduled for review by specific Housing Advisor via LGA funding. White Lion Flats - Commencement of dialogue regarding site assembly. Pre App received. Staithe Road - Main building under construction. Report making recommendation for associated bungalows due for decision at Housing Development Board July 2018. Avenue Mansion - Report making recommendation for associated bungalows due for cabinet November 2018. | D4 | Building capability within the council to facilitate the redevelopment programme. Recommendations made to SMT in September / October 2018. Redevelopment programme is a continuous programme which reacts to the housing need within East Suffolk. The programme operates a pipeline of projects which are brought forward for appraisal and selected for delivery based on an assessment of their financial, social and economic benefit. Redevelopment Strategy outlining project pipeline being drafted. | | |
| Financial | Garden Waste Charging | To introduce a chargeable mixed organic waste collection service, starting at the beginning of the 2018/19 financial year. | Both | Kerry Blair | Enabling Communities | Operational Project | HOS Operations | On Target | Paid for collections commenced on 1 May. As at the end of June, 32,156 subscriptions had been placed, which equates to 55.35% of households within the Suffolk Coastal District. The roll out of the new larger capacity bins commenced on 1 October. The Project Team continues to meet monthly. | D4 | To be completed by April 2019 | | |
| ES29 | Civil Parking Enforcement | To implement Civil Parking Enforcement within both Districts, by 2019 (Suffolk Constabulary have no funding provision to enforce illegal parking, past March 2019). | Both | Kerry Blair | Enabling Communities | Operational Project | HOS Operations | On Target | Progress made on a number of items on the CPE implementation programme across the county. Key decisions will be required to be made at County and District levels throughout 2018 to finalise parking policy/strategies, local parking plans, agency agreements, traffic orders, implementation and operational procedures. The local parking strategy was approved by both Cabinets in June 2018. The results of the consultation carried out over the Summer will be presented to Cabinet in November 2018. | D4 | To be completed by April 2019 (dependent on DFT). | | |
| GDPA | General Data Protection Act | Prepare for the legal changes in the EU Directive over the Data Protection Act 1998. | Both | Siobhan Martin | Enabling Communities | Operational Project | HOS Audit | On Target | Embedding the changes in the legislation is taking place. Project workstreams - some completed and some work in progress as expected. Qualified officers in post. E-learning package and bespoke training taking place in operation and monitored. DPO part of local and national groups. Deputy DPO in post. | E3 | Part completion. Ongoing compliance with the new laws now business as usual. | Correct application of the Law to support the workings of the Councils and its citizens. | |
| ES028 | New Council Programme | The creation of one 'East Suffolk Council' including all Officer workstreams & Member Working Gps | Both | Stephen Baker | Financial Self Sufficiency; Enabling Communities | Transformation Project | HOS SMT/CMT | On Target | Officer-led Workstreams in place and Member Working Groups being held regularly. East Suffolk brand identity and logo for the new authority formally approved and revealed. | C2 | 1st April 2019 | | |
| | Increase affordable homes in Waveney and Suffolk Coastal DC's | The Housing Strategy identifies as a Housing Priority that there will be a growth of affordable housing of 150 units in Waveney and 100 units in Suffolk Coastal per annum for each of the next 6 years. | Both | Andrew Jarvis | Economic Growth; Financial Self Sufficiency | Operational Project | Housing Services | On Target | The yearly target of 250 is identified in the East Suffolk Housing Strategy. Quarterly targets are not set as they can be volatile and almost impossible to influence over such a short time period. Q1 delivery of 24 affordable units is considerably lower than the previous quarter (103). However, with an increase in the number of starts this quarter to 57 and the total under construction at the end of quarter 1 to circa 200 units, delivery figures are expected to increase over the year. | C3 | The strategy considers a six year programme. First monitored delivery will be 2018 - 19 of housing completions. | | |
| ES21 | Digital Strategy Programme | Various improvements to online services being delivered by Digital Strategy Action Plan (includes single sign on, new eforms, web functionality, etc) | Both | Ann Carey | Financial Self Sufficiency | Operational Project | HOS ICT Services | On Target | Various improvements to online services being delivered by Digital Strategy Action Plan (includes single sign on, new eforms, web functionality, etc) | D2 | Ongoing | | |

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| | New E-Payments System | New E-Payments System - evaluation / procurement stage. | Both | Ann Carey | Financial Self Sufficiency | Transformation Project | HOS Finance | On Target | TBC | D4 | TBC | | |
| ES21 | Self Service Portal & Fully Transactional Website | Website single sign on portal linked to Capita Connect Full Transactional website External funding received from the LGA | Both | Ann Carey | Financial Self Sufficiency | Transformation Project | HOS ICT Services | On Target | This has commenced | D4 | To be completed by the 31st March 2018 | | |
| | Gypsy and Traveller Short Stay Stopping Place for East Suffolk | In 2010 Suffolk Public Sector (SPSL) sponsored a project aimed at identifying 3 short term transit sites (STTS). The sites would enable police to direct unauthorised encampments to one of the three sites, where they could remain for a period of up to 12 wks. SPSL members agreed to contribute equally to the cost of implementing the sites irrespective of their location. The sites will provide a hard standing area and access to a water supply. Project seeks to identify and deliver 1 STTS within East Suffolk. WDC identified potential sites and are reviewing these with assistance from SCC and WDC Housing Team. | Both | Andrew Jarvis | Enabling Communities | Operational Project | HOS Housing Services | On Target | 2010 Suffolk Public Sector Leaders sponsored a project aimed at identifying 3 short term transit sites. 2017 - Dedicated resource was agreed and appointed. 2018 May - Dedicated officer terminated the employment contract. 2018 July - Recommendation to SCOLT for WDC host a replacement position, funded by SCC, to bring forward a site within Suffolk. A number of sites were identified by WDC with potential opportunities being researched further before a live project is progressed. | C3 | Seeking appointment of dedicated officer to be hosted by WDC. Decision from SCOLT due July 2018 with recruitment process to follow. Appraisal of potential site currently being undertaken by Housing Team. Project completion Late 2019. | Successful delivery and operation of 1 STTS for East Suffolk which can be used by the districts within the Norfolk and Suffolk Partnership Agreement. | |
| | New Legal Case Management System for Democratic Services | New Legal Case Management System for Democratic Services. | Both | Hilary Slater | Financial Self Sufficiency | Operational Project | HOS Legal and Democratic Services | On Target | System purchased and training undertaken by the Democratic Services team. Live data being added to configure the sites ready for use. Planning to go live in stages. First stage is Democratic Services staff using the system for managing committees. This will have low impact on senior officers and report writers initially. Will need to liaise with report writers/senior officers about using the report writing facility in due course, in 2019. So, a phased implementation-Phase 1 (Suffolk Coastal and Waveney) from September 2018. Phase 2 (East Suffolk) from April 2019. | D4 | Implemented September 2018 | | |
| S10 | Suffolk Coastal@ Martello P Tower | Future options appraisal and consultation on Martello P | SCDC | Paul Wood | Economic Growth | Transformation Project | HOS Economic Development and Regeneration | On Target | Q4 March 2018 options Appraisal document was completed in 2017. Currently exploring options within the context of the South Seafront Development and potential CRF bid. Q1 - Tender released for expressions of interest | E4 | Consultation due to start September 2016 | | |
| S17 | PHILIS / PHILIS Online further software development | PHILIS / PHILIS Online further software development | SCDC | Phil Gore | Financial Self Sufficiency | Operational Project | HOS Environmental Services and Port Health | On Target | Consulting with DEFRA on implications for PHILIS from Brexit. Currently exploring the possibility of licensing PHILIS and Dover PHA with support from the FSA, in preparation for Brexit. Further development work on PHILIS online is underway as a contingency measure for Brexit | D2 | Completion April 2019 | | |
| S17 | Hardware Refresh at Port Health | Provides better Port Health ICT disaster recovery solutions and efficiency of service for PHILIS and includes ICT security issues. | SCDC | Phil Gore | Financial Self Sufficiency | Operational Project | HOS Environmental Services and Port Health | On Target | Cabinet approved procurement 2 January 2018. Contract awarded and work on new servers is underway. | D4 | To be completed by end of December 2018 | | |
| | North Felixstowe masterplan and New Leisure Centre - incl. redevelopment of existing sites | Promotion of the Council's land and assets in Felixstowe under the Local Plan review for allocation for housing, new leisure centre and leisure based seafront uses | SCDC | Andrew Jarvis | Economic Growth; Financial Self Sufficiency | Corporate Project | HoS Operations | On Target | Cabinet Briefing to approve Local Plan submission document/masterplan/evidence base in August. Landowner negotiation ongoing. Public engagement undertaken on 6th July. | | Stage 1 - Issues and Options submission completed Oct 2017. Stage 2 - Preferred Options submission due 14th Sept 2018 Local Plan examination and adoption late 2019 | New Leisure centre delivered North Felixstowe and Brackenbury land allocated for housing - Housing delivered by Council or sold for development. Seafront Leisure Centre site demolished and redeveloped for leisure based uses. | |
| | Felixstowe South Seafront Regeneration | Deliver Martello Park café/restaurant Regenerate Sea Road promenade gardens and enhance public realm and connectivity of south seafront attractions and assets. Deliver a 'container park' market/ business units/ pop up shops Delivery of new beach huts. | SCDC | Andrew Jarvis | Economic Growth; Financial Self Sufficiency; Enabling Communities | Corporate Project | HoS Operations | On Target | CCF EOJ submitted. Bid deadline October. Planning application for café authorised by Cabinet Briefing and to be submitted July 2018. Funding for other projects to be explored and scope of project and tenders to be explored. Public engagement to place on July 6th 2018. | | Planning application submission July 2018 with aim for planning committee in September. Bid deadline October 2018. Cabinet to approve bid submission in September. Delivery of café within 2 years. | Café/restaurant delivered and open for business. Sea Road gardens regenerated and a new attractive destination = economic growth and wider regeneration of south seafront area. Facilitation of improved viable use for Martello Tower. | |
| | Station Road Car Park, Woodbridge | Extension of existing carpark and creation of new link carpark, providing circa 67 additional spaces | SCDC | Kerry Blair | Economic Growth / Financial Self Sufficiency | Operational Project | HOS Operations | On Target | Planning permission granted. Contract about to be signed through SCAPE agreement. | TBA | Building work expected to start November 2018. | | |
| | The Dip – Beach Hut and Club Facility | Creation of additional 17 beach hut sites at the Dip in Felixstowe | SCDC | Kerry Blair | Economic Growth / Financial Self Sufficiency | Operational Project | HOS Operations | On Target | Planning permission applied for and business case written and agreed. | TBA | Work expected to start early 2019. | | |

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| | Redevelopment of Felixstowe Leisure Facilities | As part of the Suffolk Coastal Leisure Redevelopment Programme, the future of the Felixstowe Leisure Centres, Felixstowe Leisure Centre and Brackenbury Leisure Centre, need to be reviewed to enable the provision of a quality, destination facility for Felixstowe. | SCDC | Andrew Jarvis | Financial Self-sufficiency; Enabling Communities | Transformation Project | HoS Operations | On Target | Work on design and profit and loss is being completed and a report is due to be taken to Cabinet in November/December 2018 on the options identified and the officers recommendation. Pulse Design and Build are producing the design work using the data provided by the work undertaken by the Sports Consultancy on needs and financial sustainability required for community and as destination facility. | C4 | Business case and options to Cabinet November/December 2018. Implementation to be confirmed (circa 2021/2022) | Destination leisure facility to provide the next 20 plus years. | |
| | Leiston Leisure Centre | Redevelopment of Leiston Leisure | SCDC | Andrew Jarvis | Financial Self-sufficiency; Enabling Communities | Operational Project | HOS Operations | On Target | Work commenced on site on 3rd September and the demolition aspect is almost complete. Additional asbestos was found and removed at no cost to the Council and the swimming pool areas are due to open in the second week of March 2019, with the remainder in June/July 2019. The Project Agreement is almost complete. | D4 | Commencing 1 September 2018 Completion Summer 2019 | Increased participation in health and wellbeing activities. Provision of quality fit for purpose leisure facilities for next 20 plus years. Improved financial sustainability. | |
| W07 | Southwold Harbour | To transfer the Harbour undertaking, to a Local Authority Trading Company | WDC | Kerry Blair | Enabling Communities | Operational Project | HOS Operations | On Target | Consultation sessions have taken place with the public and Harbour users. The feedback from this is being collated. Some legal objections have been raised which we are discussing with Winckworth Sherwood. A public meeting of the joint committee is being arranged for November 2018. | TBA | Consultation sessions have taken place with public and Harbour users - feedback is being collated. Some legal objections have been raised which we are discussing with Winckworth Sherwood. We are intending to have a public meeting of the joint committee in the next couple of months, to approve the new model. | | |
| W04 | Heritage Action Zone | The aim of the North Lowestoft Heritage Action Zone is to regenerate the area, instil local pride, and remove the North Lowestoft Conservation Area from Historic England's Heritage at Risk Register. This is a 5 year scheme with funding and support from Historic England. | WDC | Paul Wood | Economic Growth | Transformation Project | HOS Economic Development and Regeneration | On Target | HAZ Programme Manager started 24/09/18, therefore project will now pushing ahead. Historic England has started research work that forms basis of project, WDC working on project baseline data, work commencing to apply to HE for the PSICA grant scheme. WDC team worked on Heritage Open Days to launch project to public at the Town Hall. A huge success with approx 500 people attending. Have secured £42k in emergency repairs for town hall from HE, we are now looking to submit a bid for feasibility work ahead of a large bid to HLF. | E3 | May 2018 - March 2023 (Research, listing, baseline, conservation area appraisal, all commenced in 2018) PSICA scheme will commence in April 2019. | 1,000 sqm commercial floor space, 10 new businesses, 50 new houses, 40 housing units brought back into use, Conservation Area removed from at Risk Register. | |
| | Making Waves Together (Great Places) | The Council was successful in its bid to the 'Great Place Scheme' for its 'Making Waves Together - Reimagining the Seaside Towns of Lowestoft and Great Yarmouth' project. | WDC | Paul Wood | Enabling Communities; Economic Growth | Transformation Project | HOS Economic Development and Regeneration | On Target | Programme is progressing well, although there have been some issues with resourcing and support which need to be resolved with GYBC. The external evaluator procured. The Cultural Capacity Officer post to bring Great Yarmouth and Lowestoft LCEP closer together is now in post. School workshops linked to Watertight Words and Untold Stories are talking place in local schools. The inaugural meeting of the Marina Creative Forum took place on 23/02/18 and Seachange Arts held their first Circulate on 09/02/18. | E3 | 3 year programme, started in 2017 | | |
| | Lowestoft Flood Management Project | Deliver flood risk management measures, including a tidal gate to reduce Lowestoft's vulnerability to flooding. | WDC | Bill Parker | Economic Growth; Enabling Communities | Transformation Project | HOS Planning and Coastal Management | On Target | Lowestoft Flood Risk Management Project is progressing towards Outline Business Case, with submission in September for meeting in November. This will present case to begin works on fluvial/pluvial elements and advance works (flood walls) for tidal element. Planning applications will be submitted for this work in September. If granted and OBC successful, construction should start in March 2019. The Transport Works Act Order is being progressed for tidal barrier and we are awaiting EIA scoping opinion from Defra's TWAO unit. Detailed design is in progress and should be completed by end of the year. This will enable us to better assess and to cap costs. Funding challenges for the tidal barrier are being addressed. We continue to work closely with all stakeholders and community. | TBC | Delivery 2022/23 but may be sooner subject to resolving delivery challenges. | Significantly increased flood protection from all sources of flooding. This is expected to enable an increase in GVA for Lowestoft from £499m to £694m and many homes and businesses protected from flooding. | |
| W09 | Waveney: East of England Park (SSP4) | To deliver the East of England Park project by creating a large scale, self sustaining visitor attraction which transforms a currently unappealing semi- derelict green space and promenade into an events and cultural heritage space. | WDC | Paul Wood | Economic Growth | Operational Project | HOS Economic Development and Regeneration | On Target | Concertus, Client side Project Manager is currently overseeing all survey work associated to ground investigation. The Landscape Architect, Allen Scott, were appointed in August 2018. Their work packages are overseen by Concertus. A single quote process was undertaken to appoint an Audience Development Plan company. This contract has been offered to Tricolor based on an excellent project proposal. Currently awaiting confirmation of the appointment. The Activities and Marketing Services is out to open competitive tender. The bid closed on 12 October 2018. £88,000 – Addition external money levered in from CIL. All project milestones are on track. | C3 | Stakeholder Workshop on Concept Design, Oct 2018 Design complete, Dec 2018 Contractors appointed, March 2019 On site works start, April 2019 | Total number of indirect jobs - 130 Total number of jobs safeguarded - 50 No of business supported - 66 Amount of land regeneration - 13ha Total number of training places - 2 intern positions. Total amount of external funding levered in - £983,225 | |

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| | Tenant Services Change Programme | A programme of change is being introduced for the Tenant Services team at the Rotterdam Road office. These changes involve: a) move to mobile working within workforce b) becoming a paperless office with current files to be scanned and indexed. c) Review of the operatives pay schemes. | WDC | Andrew Jarvis | Enabling Communities; Financial Self Sufficiency | Operational Project | Tenancy Services |  On Target | <ul style="list-style-type: none"> Negotiations with Orchard Systems Limited are drawing to a close. We are seeking a 5 year agreement to purchase new software modules at a heavily discounted price. This 5 year proposal is being modelled by Finance, for approval. If this is completed successfully, there will follow a 5 year programme of digital transformation and efficiency improvements at the Depot. We have made further investment in our Asset Management system, to improve compliance and performance in health and safety. The Asbestos register can now be viewed digitally, from any smart phone or tablet (Council operatives and external contractors). We have a digital solution to track and drive actions arising from Risk Assessments on our Housing stock. We have identified new tools for managing rent arrears arising from welfare reforms. This software will be installed in Q4 2018. A market review of 'field service' software (mobile working) for maintenance operatives has been completed. Potential costs are being modelled to assess financial feasibility. Work to move business critical files from hardcopy to digital storage is continuing, but progress is slow. Considering feasibility of bar codes to speed this up. | C3 | The various tasks within the overall project will have different time frames with some being quite challenging. To balance resources and manage costs a 5 year programme of change is being developed. | | |
| | Refurbishment Programme | A programme of major refurbishment to 4 specific properties is being produced that will provide accommodation for new client groups that is much needed. | WDC | Andrew Jarvis | Enabling Communities; Financial Self Sufficiency | Operational Project | Housing Services |  On Target | <p>Report is completed for Cleveland Road</p> <p>Report is in progress for White Lion Flats</p> <p>Report is due to start in April for Harry Chamberlain Court</p> | D4 | Specific programmes: 1) Cleveland road- 5 properties to be refurbished for Learning disabilities. Planned committee report March 2018 2) White Lion Flats - Building with 5 flats. Committee report for April 2018 3) Harry Chamberlain Ct - Conversion to different client groups. report planned for June 2018 4) 560 London Road South - Work currently progressing with anticipated completion in late summer 2018 | | |
| | Southern Lake Lothing Regeneration Programme | Cross departmental urban regeneration programme including land assembly, landowner negotiations and master planning of a large scale mixed use development in Lowestoft | WDC | Paul Wood | Economic Growth; Enabling Communities; Financial Self Sufficiency | Operational Project | HOS Economic Development and Regeneration |  On Target | Land acquisitions is progressing well and master planning activities are due to commence in early 2019. The regeneration team are currently recruiting two new project managers and this will provide additional capacity to progress this project. Discussions are currently being held with the owner of Jeld Wen site regarding a major mixed use development on that site. | TBA | Development phased for delivery over 15 - 25 year cycle. | | |
| | Normanston Rail Crossing Project | Construction of a pedestrian and cycle bridge to replace the existing Network Rail provision and connect the cycle and pedestrian path through Normanston Park to Harbour Road and on into Oulton Broad. | WDC | Paul Wood | Enabling Communities; Economic Growth | Operational Project | HOS Economic Development and Regeneration |  On Target | Initial feasibility has been completed and a layout and location has been identified. Engagement with the private landowner has been positive, Engagement with ABP had stalled but is now underway (Sep 2018). The contract for the detailed design stage has been awarded to Sustrans. This contract involves negotiations with all landowners and will identify potential funding for the construction stage. The detailed design stage will be completed in March 2019. | A2 | Design phase was due to start late in 2017 but delayed until summer 2018. Now underway. Construction expected mid 2019 if funding secured. | | |
| W02 | Waveney: Support improvements to the A12 - A47 | Support improvements to the A47 between Lowestoft and Great Yarmouth to facilitate better connectivity to the west and north | WDC | Paul Wood | Economic Growth | Operational Project | HOS Economic Development and Regeneration |  On Target | The renumbering of the A12 (between Great Yarmouth and Lowestoft) to A47 was completed during 2017. HE's Batch E proposals included junction and resurfacing improvements in the area but are not currently being progressed as benefits not deemed enough. | TBA | Part of the short term proposals (1-5 years) as specified in LTIP | Improve connectivity to Lowestoft via Gt Yarmouth and A11 to the north and Ipswich and A14 to the south. Reduce journey times, improve reliability and protect & enhance the environment along key routes serving Lowestoft. Improve performance and resilience of existing road networks serving Lowestoft. | |

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| | Post Office Lowestoft High Street | Project is a joint development project between Housing & Asset Management. The property and surrounding site was purchased in 2018. Project scope includes design and delivery of a town centre regeneration development which seeks to provide a mixed use scheme with commercial accommodation accessed from London Road North and Residential accommodation to the remainder of the site. Demolition of some structures to rear of site required. Proposed development will require an element of conversion and new build construction. Commercial use and residential tenure to be confirmed. The project seeks to commission the relevant skills and capabilities to deliver the scheme as described and will rely on both internal and external resourcing for its delivery. | WDC | Andrew Jarvis | Economic Growth; Enabling Communities | Operational Project | HOS Housing Services | On Target | Project team established and approval of proposed project structure and programme have been agreed. Asset Management are progressing opportunities for commercial tenant. Housing are progressing the appointment of the Design Team to obtain relevant surveys and the delivery of initial design ideas. | E4 | Design team appointment September / October 2018 Planning Process January 2019 Construction delivery 2019/20 | Successful delivery of a mixed use redevelopment scheme to provide affordable residential accommodation alongside a ground floor commercial use. The proposed project will assist the economic regeneration of Lowestoft High Street and Town Centre Vision. | |
| | Sprinkler System at St Peter's Court | The enhancement of fire safety within the tower block of St Peter's Court, Lowestoft by the installation of a sprinkler system. | WDC | Andrew Jarvis | Enabling Communities | Operational Project | HOS Housing Services | On Target | Contract to be awarded. | D1 | Original contract award was offered to the first placed tender bidder Thameside, with a September 18 expected start date. Thameside subsequently withdrew their tender bid for this project, and discussions were held with the second placed bidder (BMS Sprinklers) A contract will be issued to BMS sprinklers in September 2018, and a new on site start date of late October 2018 is planned. | Enhanced fire safety within the building for residents. | |
| | Lowestoft Fibre to the premises | A project to provide world leading digital connectivity to every residential and business property in Lowestoft by ensuring all such premises have Fibre To The Premises (FTTP) | WDC | Paul Wood | Economic Growth | Transformation Project | HOS Economic Development and Regeneration | On Target | Discussion have been held with SCC regarding the Suffolk Cloud project which will provide FTTP to 37 locations in Lowestoft. The intention is to use this infrastructure as a stepping stone to provide FTTP to all premises within the town. The contract for the Suffolk Cloud project will be awarded in September after which work will begin with the contractor to progress the Lowestoft FTTP project. | TBC | A complete project timeline is still tbc but the first key milestone is to scope out a project plan with the contractor for the Suffolk Cloud project. This is due to take place in Sept/ Oct 2018. | Specific outputs still tbc, however the key outcome is to ensure Lowestoft has world leading digital connectivity which benefits businesses and residents alike. The intention is to transform Lowestoft into an aspirational place to live and work and encourage significant inward investment. It will address the issue of geographic peripherally as the cutting edge connectivity will overcome this barrier. | |
| COMPLETED | | | | | | | | | | | | | |
| East Suffolk: | | | | | | | | | | | | | |
| ES21 | Web Alignment Project | Create a single East Suffolk website | Both | Ann Carey | Enabling Communities; Financial Self Sufficiency | Transformation Project | HOS ICT Services | Completed | See 'achievements and outcomes' | | Website launched June 2016 | Website launched June 2016 | 14/06/2016 |
| | Car park traffic order amendments | Variations to tariffs, terms and conditions and car park locations are required. | Both | Kerry Blair | Financial Self Sufficiency | Operational Project | HOS Operations | Completed | See 'achievements and outcomes' | | Cabinet decision Jan 2018 Notice of Making 9 February 2018 Operational 1 April 2018 | Increase number of car parks Revised tariffs for SCDC car parks. Projected additional revenue (£250k) for full year | 01/04/2018 |
| ES18, ES17 | Joint: Developing prospects on the Suffolk Coast: Economy, People, Environment | Project aimed to build a more robust tourism economy along the Suffolk Coast, developing key assets, delivering events and expanding activities to attract visitors during the shoulder and off-seasons. Project built upon strong, cross-sector tourism collaboration that had developed along Suffolk Coast. All organisations involved had a common goal of developing new opportunities, building on existing strengths, exploiting niche markets and addressing weaknesses in the current offer. | Both | Paul Wood | Economic Growth | Transformation Project | HOS Economic Development and Regeneration | Completed | See 'achievements and outcomes' | | Start date Feb'15 - Nov'16 | Project created 6.6 direct FTE jobs, 140 indirect jobs & safeguard 0.7 FTE jobs, also: 1. Recruit & coordinate local network of volunteer greeters providing all season experience. 2. Est'd environ volunteering holiday scheme providing opportunities for visitors to engage in enviro conservation projects. 3. Enhanced membership package for Suffolk Coast DMO to stimulate new/existing member businesses, enhance profitability & growth. 4. Enhance section of Suffolk Coast Path Network, between Southwold & Covehithe. 5. Develop 2 key products to assist growth & expansion of food tourism. Create a Future Foods Generations Gp, targeted towards SMEs with start-up support, capacity building & improve trading & marketing opportunities. Create food trails to highlight strengths of food on Suffolk Coast. 6. Installed sculptural viewing platform Snape | 30/11/2016 |
| | New Election System | A project to align the election systems across SCDC/ WDC | Both | Karen Last | Resources | Operational Project | HOS Legal and Democratic Services | Completed | See 'achievements and outcomes' | | | Election systems aligned across SCDC and WDC. | 01/07/2018 |

Corporate Project Register

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| | Thriving Community Buildings | Engaging with communities and providing advice/assistance relating to village halls on how to reduce energy consumption, governance arrangements & health and safety matters, etc. | Both | Phil Gore | Enabling Communities | Operational Project | HOS Environmental Services and Port Health | Completed | 19 communities supported to date. 19 communities supported to date. Project successfully completed. 33 community groups / buildings were supported delivering a range of benefits around governance, marketing and safety as well as a 32% saving in energy costs on average. The project closure report has been posted on the website. | | Completion due March 2018 | Communities informed on how to reduce energy consumption, set-up appropriate governance arrangements and health and safety, etc for village halls. | 01/06/2018 |
| | Port Health Service Review | Review of Port Health service. | Both | Phil Gore | Financial Self Sufficiency | Operational Project | HOS Environmental Services and Port Health | Completed | Port Health Service review completed, presented and considered by the Port Health Management Team. Phase 1 of the implementation programme is underway. | | Completion Phase 1 options appraisal April 2018 / Phase 2 implementation April 2019 | | 01/04/2018 |
| Suffolk Coastal DC: | | | | | | | | | | | | | |
| S16 | Woodbridge Library Accommodation | Transfer front facing services to Woodbridge Library. Close Melton Hill Reception | SCDC | Darren Knight | Financial Self Sufficiency | Transformation Project | HOS Customer Services | Completed | See 'achievements and outcomes' | | Completed | Completed on time, under budget and to specification | 29/04/2016 |
| S10 | Suffolk Coastal: Felixstowe Forward | Felixstowe Forward initiative was set up in April 2016 to develop a collective approach to tackling the towns key challenges and opportunities. | SCDC | Paul Wood | Economic Growth | Transformation Project | HOS Economic Development and Regeneration | Completed | See 'achievements and outcomes' | | April 2015 - March 2018 | Annual stakeholder event 22 June (100+ attended). Key contributors Adnams & Suffolk DMO. 2 workshops on Business, Enterprise and Tourism, & Communities. New relationships in town centre with Adnams, Marks and Spencers and Bardays. Town centre benchmarking exercise completed and report written. Volunteer event held on Triangle in Felixstowe. 10 new registered volunteers. Two Visit Felixstowe tourist information beach huts opened. Over 20 volunteers recruited to help man beach huts at weekends & throughout holidays. Monthly promotions on The Great Outdoors, Made in Felixstowe, Summer Holiday Fun. Cycling on prom consultation. 513 responses (63.5% voted to revoke byelaw, 35.5% against). | 31/03/2018 |
| S10 | Suffolk Coastal: Beach Side Events Area | Redevelopment of old boating lake site in Felixstowe. | SCDC | Paul Wood | Economic Growth | Transformation Project | HOS Economic Development and Regeneration | Completed | Project completed | | April - August 2016 | | 31/08/2016 |
| S10 | Suffolk Coastal: Felixstowe Seafrost Gardens | Jointly funded project between HLF and SCDC to restore historic Gardens along the Seafrost Promenade in Felixstowe | SCDC | Paul Wood | Economic Growth | Operational Project | HOS Economic Development and Regeneration | Completed | Project completed | | Project completes September 2016 | Project won RIBA Suffolk Craftsmanship award. Project won in regeneration category RICS East of England. | 30/09/2016 |
| S10 | Suffolk Coastal: Discover Landguard | Expand and enhance the visitor experience at Landguard, Felixstowe. | SCDC | Paul Wood | Economic Growth | Operational Project | HOS Economic Development and Regeneration | Closed | Q2: Landguard Partnership Agreement ended 28 April 2018. Still waiting on Port of Felixstowe to their continued membership. Consultant appointed to assist with scope and application to HLF Resilient heritage for governance review. The aim is recommending options for the better management by, and integration of Landguard stakeholders, and to determine the feasibility of meeting third party capital funders ownership requirements. Part of this review will also look at forming a business plan and future income streams including introduction of car parking charges, and expenditure including staffing. We are applying for an HLF Resilience grant to fund the review. SCDC are the lead applicant for the bid (@£50K) Cabinet approval granted Sept 2018. SCDC agreed to introduce car park charges. at Landguard at some point in the future. Landguard Partnership is still waiting for quotes and implementation plan from Norse. Agreement regarding installation of a new kiosk by cafe operator at Landguard has been finalised. Hoped to open end Oct 2018. | | Governance review completed, recommendations considered and agreed by March 2019. Implementation plan ready for phased introduction 2019/20 of long term sustainable model. | Landguard becomes a regional visitor attraction which is better managed, resilient and has a sustainable future, whilst contributing to the local economy and Felixstowe's ongoing regeneration. | 30/9/2018 |
| S06 | Deben Leisure Centre redevelopment | First of redevelopment projects within Leisure Redevelopment Programme. Redevelopment incs modernising & increasing activities in Deben Leisure Centre, inc. new 50 station gym, indoor cycling suite, functional fitness area, thermal suite, new changing rooms. | SCDC | Kerry Blair | Financial Self Sufficiency; Economic Growth; Enabling Communities | Operational Project | HOS Operations | Completed | The project is now complete. Centre opened in June 2018. | | Work commenced 4 Sept 2017, completion and handed over to SCDC June 2018. Operators Places for People Leisure will require 2 weeks for staff training and new facility will open in late June/early July 2018. | Centre completed on time and opened in June 2018. | 04/06/2018 |
| S10 | Suffolk Coastal: Pier Head Development | Development of the Pier Head building in Felixstowe | SCDC | Paul Wood | Economic Growth | Transformation Project | HOS Economic Development and Regeneration | Completed | See 'achievements and outcomes' | | Work is due to commence September 2016 with a re-opening July 2017 | Pier Head building has transformed a significant landmark on the Felixstowe Seafrost. It has become a focal point for visitors. Boardwalk cafe exceeding all expectations. | 31/07/2017 |
| Waveney DC: | | | | | | | | | | | | | |
| ES02 | Waveney: Nwes Business Support Voucher proposal | Project sought to address a need to support local businesses in rural areas of district. WDC, Waveney Business Forum and Nwes identified a lack of support available in market towns. 2-hr business advice sessions offered via a voucher scheme drawing on learning & experience from similar scheme that ran Nov 2012 until Apr 2014. Scheme promoted to rural based businesses specifically and, where no alternative support was available, also assist rural pre-starts. | WDC | Paul Wood | Economic Growth | Operational Project | HOS Economic Development and Regeneration | Completed | See 'achievements and outcomes' | | Start November 2015 for a 12 month period (extended to March 2017 due to demand) | Number of advice vouchers issued#50 Number of pre-start individuals or trading business supported - 40 Number of Businesses Sustained - 10 Number of jobs created - 4 | 31/03/2017 |
| ES01 | Waveney: Construction Apprenticeship Project | Facilitated a project to combat skills shortages in the construction sector working with Lowestoft College and local construction companies. The project saw 44 young people taking part in a 2 day per week work experience on site with local builders. | WDC | Paul Wood | Economic Growth | Operational Project | HOS Economic Development and Regeneration | Completed | See 'achievements and outcomes' | | Project completion and evaluation July '14. | Out of 44 people who participated in scheme, 7 people offered apprenticeships with a potential further 3 from September. Following evaluation the builders committed to participating again in 2017 and for longer block periods. | 29/07/2016 |
| W02 | Waveney: Minor improvements to existing traffic pinch points in Lowestoft | Minor improvements to existing pinch points adversely affecting traffic flow within Lowestoft. | WDC | Paul Wood | Economic Growth | Operational Project | HOS Economic Development and Regeneration | Closed | See 'achievements and outcomes' | | Part of the short term proposals (1-5 years) as specified in LTIP | Improve performance and resilience of existing road networks in Lowestoft. Remove bottlenecks in existing pinch points which are impeding growth and restricting the movement of goods and people around town. | |