



## **Portfolio Holder Performance Report 2018/19**

**Quarter 2**

**Councillor Carole Jones**

## Portfolio Holder Performance Report for 2018/19

Month	PI Ref	PI Description	Target	Actual	Officer Comment	Unit Comment
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**Portfolio Holder: Carole Jones**

**Responsible Officer: James Fairclough**

**Service Area: Ipswich Museums Service**

Sep	LI 238	Ipswich Museum & Gallery - Visitor figures (includes general visitors)	26865	29112		
Sep	LI 239	Christchurch Mansion - Visitor figures	24400	25858		
Sep	LI 240	Ipswich Museum & Gallery - School visitor figures	1960	1084	There has been a decline in school visits this year. Learning review has been undertaken to identify key curriculum linked sessions for development. School visitor trends and evaluation are reported regularly.	
Sep	LI 241	Christchurch Mansion - School visitor figures	550	327	Demand for the traditional school sessions for KS2 (primary) namely Victorians and Tudors has declined this year. Proposal for revising the school offer at Christchurch Mansion is currently under review pending application for Area committee grant to support.	
Sep	LI 242	Income generation (£ net): Schools admissions	7156	1155	Income is below target due to decline in school attendances.	
Sep	LI 243	Income generation (£ net): Hirings	9400	8154	Hirings income increased on last year but down slightly on target which is increased.	

## Portfolio Holder Performance Report for 2018/19

Month	PI Ref	PI Description	Target	Actual	Officer Comment	Unit Comment
<b>Responsible Officer: Martyn Fulcher</b>						<b>Service Area: Building Control</b>
Sep	LI 288	Building Control: % Application Plan checking within 21 days	90	81.8	81 out of 99 applications checked within 21 days	
Sep	LI 289	Building Control: % Completion Certificates issued in 5 days	90	94.3	134 out of 142 completion certificates issued within 5 days of inspection	
Sep	LI 290	Building Control: % Inspections (when requested same day)	98	98.4	392 out of 398 requests for same day inspections	

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Month	PI Ref	PI Description	Target	Actual	Officer Comment	Unit Comment
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**Responsible Officer: Martyn Fulcher**

**Service Area: Major Capital Schemes**

Sep	LI 204	% of repairs and maintenance budget spend by end of year (cumulative)	50	48	Repairs and Maintenance expenditure has dipped slightly due to summer work levels reduction with main contractor.	
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## Portfolio Holder Performance Report for 2018/19

Month	PI Ref	PI Description	Target	Actual	Officer Comment	Unit Comment
<b>Responsible Officer: Martyn Fulcher</b>						<b>Service Area: Planning &amp; Development</b>
Sep	LI 105	% of appeals allowed against the authority's decision to refuse planning applications (cumulative)	30	0	Quarter 1/6/18 - 30/9/18 3 appeals upheld Year to date 1/4/18 - 30/9/18 7 appeals upheld	
Sep	NI 157	Processing of planning applications as measured against targets for "major", "minor" and "other" application types (%)	90	99	Majors 0/5 With extension of time 5/5 - 100% Minors 14/18 With extension of time 18/18 - 100% Others 97/120 With extension of time 119/120 - 99%	

# CORPORATE PLAN DELIVERY

## PRIORITY 1: A Strong Ipswich Economy

### Use our land and property assets to stimulate growth in the town especially in the Enterprise Zones including Princes Street

Activity	Risks	Grade	Progress / Update	Ops Manager	Head of Service
<p>Engage in the Upper Orwell Crossings Project</p> <p>[Completion Due: Ongoing]</p>	<p>Reputational damage if no engagement from IBC.</p> <p>Lack or loss of resource to help deliver the project.</p>	G	<p>The Council is engaging in the process for the major piece of national infrastructure that will affect the regeneration objectives within the town. Project involves multi-department involvement &amp; officers will be allocated as necessary to the project. Equality Impact Assessment scoping has been completed and Suffolk County Council are currently assessing the funding for the project.</p>	Carlos Hone	Martyn Fulcher
<p>Delivery of Ipswich Garden Suburb development (3,500 homes) in accordance with the vision and infrastructure objectives set out in the Ipswich Garden Suburb Supplementary Planning Document (SPD)</p> <p>[Completion Due: Ongoing]</p>	<p>Delays to granting planning permission due to unacceptable proposals being submitted.</p> <p>Absence of legal agreements to secure funding.</p> <p>Delays to details and work on Country Park to enable first phase to start.</p> <p>No monitoring of project</p>	A	<p>The Council were successful in receiving the Housing Infrastructure Fund bid, which will deliver three pieces of infrastructure. Working with developers and Homes England on how this project will be delivered.</p> <p>Two applications received for determination totalling 1915 homes.</p> <p>Application for 1100 homes was granted planning permission subject to finalising the planning conditions and signing the legal agreement</p> <p>Application for 815 dwellings was granted planning permission subject to finalising the planning conditions and signing the legal agreement.</p>	Carlos Hone	Martyn Fulcher
<p>Ipswich Local Plan - Adopted the Ipswich Local Plan 2011-2031 in February 2017.</p> <p>Progress new local plan 2011 to 2036.</p> <p>Comprises the Core Strategy and Policies Development Plan Document (DPD) Review, Site Allocations and Policies (incorporating IP-One Area Action Plan) DPD, Policies Map and IP-One Area Inset Policies Map)</p> <p>[Completion Due: Ongoing]</p>	<p>New local plan is delayed.</p> <p>Ensuring the plan is sound and the duty to co-operate is met.</p> <p>Lack or loss of resource to deliver plans.</p>	G	<p>Local Plan Review is commencing, with the draft consultation report for preferred options of the local plan being submitted for approval in November.</p> <p>Continued joint or aligned working as the Ipswich Strategic Planning Area Board for local plan review through engagement with stakeholders on issues and options.</p>	Carlos Hone	Martyn Fulcher

# CORPORATE PLAN DELIVERY

## Working with our partners, improve the public realm in the town centre, particularly the Cornhill

Activity	Risks	Grade	Progress / Update	Ops Manager	Head of Service
Adoption of the Public Realm Strategy  [Completion Due: March 2019]	Lack of engagement from steering group. Objections to content requiring redrafting. Strategy doesn't get adopted, neither do Supplementary Planning document's.  Supplementary Planning document's are not written in time.	A	Draft Public realm strategy has been circulated and currently being finalised for approval in November 2018. If draft strategy is approved, the next phase of public consultation will commence.	Carlos Hone	Martyn Fulcher

## Use our assets and expertise to complete the development of the Waterfront

Activity	Risks	Grade	Progress / Update	Ops Manager	Head of Service
Building Control Providers for the Wine Rack development  [Completion Due: March 2019]	Resource & capacity Professional reputation Reputational damage Relevant professional competencies	G	Works have commenced to all 4 residential cores and the Car Stacker and continual monitoring of site as the build progresses.	Gavin Whitman	Martyn Fulcher

## Work with our contractors to improve construction skills within the area, so local developments can be delivered by a local workforce

Activity	Risks	Grade	Progress / Update	Ops Manager	Head of Service
Building Control providers for The Hold, the new Suffolk Records and Archive building located on the college car park  [Completion Due: October 2019]	Resource and capacity. Professional reputation. Relevant professional competencies. Delays for build from contractor.	G	Demolition Notice served by contractor for existing buildings and demolition of buildings currently in progress. Site enabling works in progress to facilitate start of construction phase of works.	Gavin Whitman	Martyn Fulcher

# CORPORATE PLAN DELIVERY

## PRIORITY 2: A Sustainable Environment

### Continue to reduce our carbon footprint

Activity	Risks	Grade	Progress / Update	Ops Manager	Head of Service
Enforce Building Regulation standards for energy efficiency for building works to enhance quality of housing & thermal comfort within the borough	Resource and capacity. Professional reputation. Relevant professional competencies	G	Facilitated through the submission of Building Regulation applications to Building Control and the determination of compliance with the required thermal regulations. Surveyors continually undertake site inspections to determine satisfactory works are being undertaken on site.	Gavin Whitman	Martyn Fulcher
[Completion Due: Ongoing]					

### Support the development of new green spaces within housing developments where it is appropriate to do so

Activity	Risks	Grade	Progress / Update	Ops Manager	Head of Service
Provide an efficient & effective delivery of building control functions, monitoring Building applications & inspections	Resource and capacity. Professional reputation. Relevant professional competencies.	G	Continue to monitor applications and surveyors undertake site inspections to determine satisfactory works are being undertaken on site. Facilitated through the submission of Building Regulation applications to Building Control and the determination of compliance with the required thermal regulations.	Gavin Whitman	Martyn Fulcher
[Completion Due: Ongoing]					

### Use our expertise and powers to protect the town historic environment

Activity	Risks	Grade	Progress / Update	Ops Manager	Head of Service
Be involved in a successful Shared Partnership and act as East Suffolk to deliver a professional building control service.	Resource and capacity. Professional reputation. Relevant professional competencies.	G	Continue to work as East Suffolk partnership across Ipswich, Suffolk Coastal and Waveney, with the Building Control Partnership Manager working across sites to deliver a professional service.	Gavin Whitman	Martyn Fulcher
[Completion Due: Ongoing]					
Protect and promote the historic identity of the town, by compilation of new "Locally listed buildings".  Monitoring of buildings at risk, produce a new online list of locally listed buildings. Initiate an online nomination.	Loss of heritage assets. Cost of compiling list. Lack of revenue. Software availability to create new media.	G	The list for locally listed buildings is compiled every three years, next review will be in 2019 with ongoing monitoring of the list at national level. The nomination process for locally listed buildings has been changed on the website to allow people to nominate buildings online.  The Council has five buildings in total which are reviewed every year as to whether they remain on the buildings at risk list and engagement with building owners is ongoing to reduce those at risk. Continue to provide technical advice, offering grant aid to secure enhancements to listed buildings. The online process is being developed to allow the public to bid for the grant aid funding.	Carlos Hone	Martyn Fulcher
[Completion Due: March 2019]					



# CORPORATE PLAN DELIVERY

## PRIORITY 3: An Enjoyable Place to Live, Work and Study

### Improve Ipswich Museum including seeking Heritage Lottery Funding for a refurbishment scheme that includes new gallery displays

Activity	Risks	Grade	Progress / Update	Ops Manager	Head of Service
Seek Heritage Lottery Funding for refurbishment scheme.	Stage 1 application not successful.	A	The Round 1 grant application to the Heritage Lottery Fund was submitted in August 2018. The focus of the project is the museum's outstanding Victorian heritage. The project aims to transform the museum by both celebrating and challenging the Victorian world view through a collaborative de-colonisation interpretation strategy. The outcome of the application is expected to be known by December 2018.	Frank Hargrave	James Fairclough

[Completion Due: June 2018 onwards]

# CORPORATE PLAN DELIVERY

## PRIORITY 5: Quality Homes for All

### Build 1,000 new homes in a decade

Activity	Risks	Grade	Progress / Update	Ops Manager	Head of Service
<p>Small Council sites - various housing schemes</p> <p>[Completion Due: Ongoing]</p>	<p>Financial viability of schemes, causing delays in project delivery. Lack of capacity in the house building industry leading to less tender returns and higher construction costs. Unable to deliver programme due to lack of suitable land. Project capital risks. Not securing planning permission. Resource and capacity.</p>	R	Onsite at Cauldwell Hall Road and other sites under consideration.	Mark Hunter	Martyn Fulcher
<p>Large Council sites - various housing schemes, delivered via Handford Homes Ltd</p> <p>[Completion Due: Ongoing]</p>	<p>Financial viability of schemes, causing delays in project delivery. Lack of capacity in the house building industry leading to less tender returns and higher construction costs. Unable to deliver programme due to lack of suitable land. Project capital risks. Not securing planning permission. Resource and capacity.</p>	A	Handford Home is progressing the Tooks Bakery site as per July 2018 Executive and reviewing plans for Ravenswood UVW.	Mark Hunter	Martyn Fulcher
<p>Provide the Building Control service for new build housing within the Borough</p> <p>[Completion Due: Ongoing]</p>	<p>Resource and capacity. Professional reputation. Relevant professional competencies.</p>	G	Building Control service provided to a multitude of sites across the Borough, including the former Tooks bakery site, Cauldwell Hall Road new development & Widgeon Close new housing development	Gavin Whitman	Martyn Fulcher

### Advice and assistance is always available to landlords including proactive visits to HMOs

Activity	Risks	Grade	Progress / Update	Ops Manager	Head of Service
<p>Working closely with private sector landlords to improve fire safety provisions in residential accommodation in the borough</p> <p>[Completion Due: Ongoing]</p>	<p>Reputational damage. Delay in provisions/supplies. Communication between parties fails.</p>	A	Due to the change in fire safety regulations, currently assessing and monitoring residential accommodation with private landlords to ensure fire safety standards are correct and aligned with the regulations.	Gavin Whitman	Martyn Fulcher

# CORPORATE PLAN DELIVERY

## PRIORITY 7: An Efficient and Effective Council

### Deliver the "big ticket" savings and income targets and seek additional ways to cut costs and generate income

Activity	Risks	Grade	Progress / Update	Ops Manager	Head of Service
Implement a Quality Management Scheme (ISO 9001)  [Completion Due: April 2019]	Resource and capacity. Professional reputation. Relevant professional competencies.	G	Implementing this system will provide a statutory audit & consistent approach to the Building Control function. Process is currently on-going and Ipswich and East Suffolk Building Control teams are on course to implement by end of March 2019.	Gavin Whitman	Martyn Fulcher
Increase income via building control functions, through big ticket applications such as Tooks, Cornhill and Crown Car Park  [Completion Due: Ongoing]	Resource and capacity. Professional reputation. Relevant professional competencies.	G	Continue to monitor and work on developments in Ipswich, and secured properties include- The Wine Rack and The Hold central Suffolk archive records office	Gavin Whitman	Martyn Fulcher