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| **Local Growth Fund (Focus Projects)** |

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| **Project Ref** | **Project Name** | **Project Manager** | **Lead Delivery Partner** | **Previous** | **Current** | **Direction** |
| DFT/1617/004/CSH | Chippenham Station Hub | Rory Bowen | Wiltshire Council | **AR** | **AG** |  |

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| **Project Description** |
| Enhancement of station facilities including increased car parking, railway crossing provision, retail facilities and public realm improvements.  |

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| **What does our path look like? (Milestones)** | **Are we on track? (Issues/Risks)** |
| **Phase 1 Station improvemenst and 3rd Lift**

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| Activity  | Baseline Date | Revised Baseline | Forecast / Actual |
| Outline Business Case sign off | May 2017 | n/a | Jul 2017 |
| Completion of works (part a) | n/a | n/a | Jan 2018 |
| Commencement of designs and delivery package (part b) | n/a | n/a | Jan 2019 |
| Funding approval gateway on delivery of part b | n/a | n/a | Jan 2020 |
| Completion of works (part b) | n/a  | n/a | Feb 2021 |

**Phase 2 Sadlers Mead Car Park**

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| Activity | Baseline Date | Revised Baseline | Forecast / Actual |
| Detailed design completed |  | May 2018 | Oct 2018 |
| Planning Determination |  | Sept 2018 | Mar 2019 |
| Appoint Contractor | n/a | n/a | Aug 2019 |
| Start of works | Jul 2017 | Jan 2019 | Jan 2020 |
| Car park operational | n/a | n/a | Dec 2020 |

**Phases 5 Station Square**

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| --- | --- | --- | --- |
| Activity | Baseline Date | Revised Baseline | Forecast / Actual |
| Funding agreement signed  | n/a | n/a | Jan 2019 |
| Procurement GRIP 1-2 | n/a | n/a | Feb 2019 |
| Option development complete | n/a | n/a | April 2019 |
| Options and cost report GRIP 3 | n/a | n/a | Sept 2019 |
| Detailed design and cost final report | n/a | n/a | Aug 2020 |
| Start of works | n/a | n/a | October 2020 |
| Completion of works | n/a | n/a | Mar 2021 |

**Phase 8 Sustainable Transport**

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| Activity | Baseline Date | Revised Baseline | Forecast / Actual |
| Funding agreement complete | n/a | n/a | December 2019 |
| Detailed programme presented | n/a | n/a | January 2020 |
| Detailed Design commences | n/a | n/a | Dec 2020 |
| Construction commences | n/a | n/a | April 2020 |
| Project completion | n/a | n/a | Dec 2020 |

 | **Programme - A/G**Phases, 1, 2 and 5 on track and low risks around deliverability by March 2021.Further analysis and detail being prepared on SustainableTransport Package for January Board approval. **Cost – G**Funding is secured and OBC approved. Updates to OBC produced as required for phases coming onstream.**Scope - A**Scope outcomes remain unchanged following update to November SWLEP Board.  |
| **What are we spending?** |
| Total project budget of £34m is made up of £16m of LGF funding, £2m of public sector funding (not secured), and £16m private sector funding (not secured).

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|  | **2015/2016** | **2016/2017** | **2017/2018** | **2018/2019** | **2019/2020** | **2020/2021** | **Total** |
| **£Ms** |  |  |  |  | **Q1** | **Q2** | **Q3** | **Q4** |  |  |
| **LGF Profile** | £0.35m |  | £2.16m | £5m | £5m | £3.49m | £16m |
| **Actual** | £0.028m | £0.114m | £0.179m | £1.211 | £0.102 | £0.189 |  |  |  | £1.839 |

Total project spend to date: £1.839m |
| **What have we done in the last month?** | **What do we need to do in the next 2 months (Actions)** |
| * Phase 1b work progressed (NR).
* Design options further developed on Phase 3 northern access, including safe walking route requirement for lift
* Phase 2 contractor mobilisation
* Final report on Phase 5 options
* Further development of sustainable transport package (Wiltshire Council)
 | * Commence Phase 2 construction
* Receive lift costs from Network Rail
* Finalise implementation agreement for lift delivery with NR
* Inititate Station Change process
* Phase 5 GRIP 3-8 grant agreement
* Gain approval for sustainable transport options with BCR at January Board.
* Complete change control for milestones and spend profile
* Establish route for project underspend
 |
| **Change Control Notification History** |
| Change Control 1 (CR004)Agreed in March 2016 Changes to phase 1 schedule. Revised schedule to take into account the development and delivery of the SOBC, OAR, and AST.Change Control 2 (CR011)Submitted in October 2016Changes to overall schedule with completion in October 2019.Change Control 3 (CR034)Submitted in December 2017Project split into 7 phases as per agreement with DfT and SWLEP Board Change Control 4Submitted in July 2018Rescoping of Phase 1b delivery |

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| **Project Ref** | **Project Name** | **Project Manager** | **Lead Delivery Partner** | **Previous** | **Current** | **Direction** |
| LGF/1617/009/YWA | A350 Yarnbrook/West Ashton Relief Road | Rob Rossiter | Wiltshire Council | **R** | **AG** |  |

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| **Project Description** |
| Construction of a relief road from the A350 in the Yarnbrook and West Ashton area located to the south east of Trowbridge. The scheme will unlock the Ashton Park development of 2,600 homes and 15ha of employment land. |

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| What does our path look like? (Gantt Chart) | **Are we on track? (Issues/Risks)** |
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| Milestone | Baseline | Revised Baseline (if applicable) | Forecast / Actual |
| OBC signed off by the board | Apr 2015 | Apr 2015 | Complete |
| Preliminary design  |  |  | Complete |
| Planning submitted | May 2015 | May 2015 | Complete |
| Detailed design for planning purposes. |  |  | Complete |
| Planning obtained | Feb 2016 to May 2016 | Apr 2018 | Complete |
| Detailed design for tender purposes | Sept 2016 to Feb 2017 | Dec 2018 | March 2020 |
| Completion of FBC | Jul 2017 | Mar 2019 | May 2020 |
| Construction started | Apr 2018 | Apr 2019  | July 2020 |
| Construction complete | Mar 2021 | Apr 2021 | May 2021 |

 | **A/G**– **Programme**The scheme benefits from planning permission subject to a Section 106 legal agreement being entered into and subject to conditions, including any subsequent changes agreed with the Head of Development Management. LGF Funding Agreement is in place to progress the detailed design of the relief road and commence construction. Persimmon has made a first claim of £610,000 towards detailed design for the highways infrastructure. Construction works to commence in July 2020. Programme on track to spend all LGF allocated by end of FY 2021.HIF agreement with Homes England now signed**A/G** – **Costs**The re-design has resulted in cost increases, creating an additional funding viability gap. In order to manage the financial risks associated with the increased costs the council made a funding bid to the Housing Infrastructure Fund. The results of the bid were published in April, which confirmed WC had been successful with the HIF bid in full.**Scope** – **G**The transport scope of the scheme remains unaltered, but the environmental scope has increased to address the impact upon local flora and fauna; e.g. bats.  |
| What are we spending? |
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| --- | --- | --- | --- | --- | --- | --- |
|  | 2016/2017 | 2017/2018 | 2018/2019 | 2019/2020 | 2020/21 | Total |
| £Ms | Q1 | Q2 | Q3 | Q4 |  |  |  |  |  |
| Profile |  |  |  | £0.117m |  | £0.65m | £1.65m | £3.1m | £5.5m |
| Actual | £0.117m |  |  |  |  | £0.61m |  |  | £0.727m |

Total project spend to date: £0.727m |
| What have we done this month (Progress) | What do we need to do in the next 2 months (Actions) |
| * Designer submitted traffic sign layout drawings for approval.
* Specialist Lighting Consultant appointed.
* Revised Programme submitted to reflect LGF spend deadlines – to be reviewed.
* Coordinated and attended project meetings with Design Consultants for road infrastructure and structures
* Progressed HIF Grant Funding Agreement with Homes England.
* Received SWLEP ITA response to Appraisal Specification Report for Progressed FBC.
 | * WC and the designer to agree the drainage strategy and model testing of balancing ponds; pipe network will also be submitted and agreed.
* Geotech field work to be commissioned to inform structures design.
* Designer to provide details of lighting electrical supply and cable routes.
* WC to provide signals Design Brief to Designer.
* Designer to provide proposals to traffic calm the downgraded section of the A350.
* Continue to work through the planning Section 106 agreement.
* Progress detailed design of the relief road.
* Finalise legal detail and sign HE HIF agreement.
 |
| **Change Control Notification History** |
| N/A – No previous Change Control History |

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| **Project Ref** | **Project Name** | **Project Manager** | **Lead Delivery Partner** | **Previous** | **Current** | **Direction** |
| LGF/1718/001/CCPM | The Maltings | Richard Walters | Wiltshire Council | **AR** | **AG** |  |

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| **Project Description** |
| The first and major transformational phase of the Maltings and Central Car Park Regeneration Scheme seeks to redevelop the Central Car Park and Coach Park site for a mix of commercial (retail and leisure) and residential uses. |

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| **What does our path look like? (Milestones)** | **Are we on track? (Issues/Risks)** |
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| --- | --- | --- |
| Milestone Plots 1-2 | Baseline | Forecast/Actual |
| Submission of Planning | Dec 2018 | Dec 2018 |
| Application considered at strategic planning committee | May 2019 | June 2019 |
| Masterplan considered at strategic planning committee | June 2019 | June 2019 |
| Resubmission of planning | N/A | September 2019 |
| Legal and procurement leading to main contractor appointment | April 2019 | October 2019 |
| Start on Site | May 2019 | October 2019 |
| Practical Completion Plots 1 and 2 | Aug 2020 | Mar 2021 |

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| --- | --- | --- |
| Milestone Plots 3-4 | Baseline | Forecast/Actual |
| Masterplan public consultation  | April 2019 | April 2019 |
| Submission of OBC to LEP | Jan 2019 | Jan 2020 |
| Commence detailed design and planning | June 2019 | Oct 2019 |
| Planning submissions | Dec 2019 | Apr 2020 |
| Legal and procurement leading to procurement of works contractor(s) | May 2020 | May 2020 |
| Relocation of Library | Sep 2020 | Jan 2021 |
| Start on site library demolition and public realm | Oct 2020 | Feb 2021 |
| Practical completion of public realm (plot 4) | Mar 2021 | Feb 2022 |
| Practical completion (plot 3) | Feb 2022 | Jul 2022 |

 | **Programme – AG**Work on Phase 1 has commenced on site. Demolition of the existing former BHF building is underway.Phase 1 can be completed by March 2021 and the preferred option is to commit the LGF allocation to its delivery. **Cost - AG**No additional funds are required to progress the project. Financial, legal and commercial due diligence underway. **Scope - G**Scope remains in line with original project intentions. |
| **What are we spending?** |
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|  | **2015/2016** | **2016/2017** | **2017/2018** | **2018/2019** | **2019/2020** | **2020/2021** | **Total** |
| **£Ms** |  |  |  |  | **Q1** | **Q2** | **Q3** | **Q4** |  |  |
| **LGF Profile** |  |  |  |  |  |  |  |  |  | **6.06** |
| **Actual** |  | 48,098 | 235,046 | 72,931 | 6,530 | 8,212 | 9,300 |  |  | 380,119 |

**£6.06 million LGF allocation to regeneration of the Maltings and Central Car Park.** **£23.15 million private sector investment in phase 1 build and development costs.****£40 million estimated private sector investment in demolition, build and development costs for phase 2.**The breakdown of public funding spend against profile and costs will be provided once the Outline Business Case has been finalised and submitted. **All LGF3 funding to be defrayed by March 2021.**  |
| **What have we done in the past 2 months?** | **What do we need to do in the next 2 months (Actions)** |
| * Nuveen Commenced phase 1 demolition works on site
* Progressed financial / legal / commercial due diligence
* Established Council Maltings Programme Board – initial meeting
 | * Finalise financial / legal / commercial due diligence
* Submit OBC to ITA
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| **Change Control Notification History** |
| CR033 – Milestone re-phasing |

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| **Project Ref** | **Project Name** | **Project Manager** | **Lead Delivery Partner** | **Previous** | **Current** | **Direction** |
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| LGF/1617/008/SBX  |

 | Swindon Bus Boulevard | Lynsey Turner | Swindon Borough Council | **AR** | **AG** |  |
| **Project Description** |
| New Bus Boulevard facility to improve connectivity in and around the town, also to improve the attractiveness of the town centre. |

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| **What does our path look like? (Milestones)** | **Are we on track? (Issues/Risks)** |
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| Milestone | Baseline | Revised baseline | Forecast/Actual\* |
| Options analysis started | 2010 | 2010/11 | 2010/11 |
| Option selected | 2011 | 2011 | 2011 |
| Preliminary design started | 2011 | 2011 | 2011 |
| Preliminary design completed | 2011 | 2011 | 2011 |
| Planning submitted | 2011 | 2011 | 2011 |
| Planning obtained (outline) | May 2012 | May 2012 | May 2012 |
| SOBC submitted to SWLEP |  | Nov 2014 | Nov 2014 |
| CPO for land acquisition approved |  | Feb 2016 | Feb 2016 |
| Design Review completed |  | July 2017 | Jul 2017 |
| Preferred Option approved |  | Dec 2017 | Dec 2017 |
| HIF bid outcome known | Nov 2017 | Feb 2018 | Feb 2018 |
| Preliminary design started |  | Jan 2019 | May 2018 |
| Preliminary design completed |  | June 2019 | Jan 2019 |
| OBC signed off by Board |  | Dec 2018 | **Jan 2020** |
| Detailed design started |  | Apr 2019 | **Mar 2019** |
| Detailed design completed including technical approval |  | Oct 2019 | **Mar 2020** |
| Tender issued |  | Mar 2020 | **Apr 2020** |
| FBC signed off by Board | July 2016 | June 2020 | **Jan 2021** |
| Procurement complete |  | Dec 2020 | **Dec 2020** |
| Construction started\* | Sep 2016 | Jan 2021 | **Jan 2021** |
| End of funding period |  | Mar 2021 | **Mar 2021** |

\*Pre-works such as utility diversions have already started on site. The temporary bus station and will commence before the main construction. | **AG** – **Programme:** The first phase of cable diversions are due to start on programme in January 2020. Detailed design is well under way and is on track to meet the revised programme deadlines in March 2020. The OBC has been agreed for submission in January 2020, albeit with further development required before submission of FBC following comments from the ITA.**AG** – **Scope:** The full preliminary design, including the redesigned western end and the John St car park site, has been agreed by all key stakeholders. The scope and quality of the detailed design is being regularly monitored through bi-weekly progress meetings.**AG – Cost:** A revised Quantitative Risk Assessment was carried out at the beginning of November to take into account the inclusion of the John Street car park site and redesigned Western End of the scheme. Work is progressing well on the next stage of the funding bid for the Future High Streets Fund. |
| **What are we spending?** |
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|  | **15-16 Total** | **16-17 Total** | **17-18 Total** | **18-19 Total** | 19-20 Qtr 1 |  | 19-20 Qtr 2 | 19-20 Qtr 3 | 19-20 Qtr 4 | **19-20 Total** | **20-21 Total** | **21-22 Total** | **TOTAL** |
| Approved LGF Expenditure Profile (£m) |  |  | **0.067** | **0.815** | 0.082 |  | 0.491 | 0.290 | 0.161 | **1.000** | **1.118** |  | **3.000** |
| Actual LGF Expenditure Incurred (£m) |  | **0.039** | **0.067** | **0.927** | 0.058 |  | 0.491 |  |  | **0.00** | **0.00** |  | **1.582** |

***Total project expenditure to date = £1.582m funded from LGF grant.***  |
| **What have we done in the past 2 months?** | **What do we need to do in the next 2 months (Actions)** |
| * Progressed detailed design and developed the landscaping and public realm strategy.
* Completed a second QRA to provide greater confidence in the cost estimates following the inclusion of the John Street car park site and the redesigned western end.
* Developed the Future High Streets Fund bid in partnership with MHCLG.
* Carried out soft market testing with bus shelter providers.
* Carried out stakeholder consultations with both internal and external interest groups.
 | * Produce first full draft of detailed design drawings, including the landscaping and public realm design.
* Carry out public consultation in February in order to feed the results into the FBC.
* Begin preparation of tender documentation.
* Agree a procurement strategy for the design and construction of the bus shelters.
* Revise the route of the BT northern diversion to avoid existing mature trees on site.
 |
| **Change control Notification History** |
| Change Control 1 (CR22)Agreed in May 2017DRAFT – CPO effect on spend profile.Change Control 2 (CR042)Agreed in September 2018Rescoping of LGF element of project. Change of deliverables following more detailed feasibility work, change of schedule due to putting the start date back after Christmas 2020 to accommodate the busy retail period, and change of spend profile to reflect the revised delivery programme.Change Control 3 (CR048)Agreed November 2018Spend acceleration. Change of deliverables due to BT diversion and bringing forward work on the Wyvern Car Park. |

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| **Project Ref** | **Project Name** | **Project Manager** | **Lead Delivery Partner** | **Previous** | **Current** | **Direction** |
| DFT/1516/003/EV(iv) | New Eastern Villages Southern Connector Road | Tom Campbell | Swindon Borough Council | **R** | **AR** |  |
| **Project Description** |
| New link road connecting the NEV with the A419 at Commonhead Interchange |

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| **What does our path look like? (Milestones)**  | **Are we on track? (Issues/Risks)** |
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| --- | --- | --- |
| Milestone | Baseline | Forecast/Actual |
| Option Analysis Started (4.5) | September 2017 | September 2017 |
| Option Selected (4.5) | July 2018 | October 2018 |
| Preliminary Design Started (4.8) | August 2018 | July 2018 |
| Preliminary Design Completed (4.8) | August 2018 |  May 2019 |
| Planning Submitted (4.1) | October 2018 | April 2019 |
| Planning Obtained (4.10) | November 2019 | December 2019 |
| Tender Issued (4.14) | August 2018 | May 2020 |
| Procurement Complete  | June 2018 | August 2020 |
| Detail Design Started (4.18.1) | January 2019 | August 2020 |
| FBC Signed off by DfT | January 2019 | November 2020 |
| Detail Design Complete (4.12) | June 2019 | December 2020 |
| Construction Started | October 2019 | January 2021 |
| Construction Complete | March 2021 | June 2022 |

 | **AR – Cost** * Ability to spend full £11.6m LGF grant dependent on commencing construction Jan 2021
* £19m of HIF funding has been secured for the scheme.
* The cost estimate is £30.572m

**AG – Quality** * Planning application approved at Planning Committee 2nd December 2019

**AR – Time/Programme*** CPO highly likely to be required, legal team in place. Delayed CPO process will cause delay to construction start date
* To mitigate impact of delay due to CPO, DfT funding has been re-profiled to £2.1m in 19/20, and £9.5m in 20/21
* Construction programme has been re-programmed to January 2021 – June 2022
 |
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| **What are we spending?** |
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|  | **15-16****Total** | **16-17****Total** | **17-18 Total** | **18-19****Total** | **19-20****Qtr1** | **19-20****Qtr2** | **19-20****Qtr3** | **19-20****Qtr4** | **19-20****Total** | **20-21****Total** | **21-22****Total** | **GRAND TOTAL** |
| Approved LGF Expenditure Profile (£m) |  |  |  |  | 1.925 | 0.175 |  |  | 2.100 | 9.500 |  | 11.600 |
| Actual LGF Expenditure Incurred (£m) |  |  |  |  | 1.925 | 0.175 |  |  | 2.100 |  |  | 2.100 |

Total project expenditure to date = £2.195m, from a total project budget of £30.572m, additional funding to be met by SBC contribution. |
| **What have we done in the last 2 months** | **What do we need to do in the next 2 months (Actions)** |
| * Ongoing negotiation with landowners
* Continued liaison with Highways England about layout options at Commonhead Interchange
* Consultation with SBC asset managers and TDM teams
* Held public consultation events
* Received confirmation of HIF funding
* Continued ecology surveys
* Appointed QC and SBC solicitor for Public Inquiry
* Statement of Case submitted 11 October for Public Inquiry January 2020
* Planning Application has been given approval 2/12/2019
 | * Continue land acquisition negotiations.
* Process planning application conditions
* Respond to CPO objections
* Develop Traffic Management plan
* Prepare for Public Inquiry January 2020
 |
| **Change Control Notification History** |
| Change Control 1 (CR5)Agreed in April 2016Slip of planning application date by 6 monthsChange Control 2 (CR14)Agreed in October 2016Change of schedule to accommodate design and build programme. End dates are unchanged but interim milestones have moved. Change control request for spend profile to follow.Change Control 3 (CR26)Agreed Nov 2017Interim milestone dates post Atkins review |

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|  **P roject Ref** | **Project Name** | **Project Manager** | **Lead Delivery Partner** | **Previous** | **Current** | **Direction** |
| LGF/1516/003/EV(iii) | New Eastern Villages A420 Gablecross & Police Station | Tom Campbell | Swindon Borough Council | **AG** | **AG** |  |

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| **Project Description** |  |
| This junction improvement is required to increase capacity to deal with existing and new demand. Works include making the roundabout larger and adding traffic signals.  |
| **What does our path look like? (Milestones)** | **Are we on track? (Issues/Risks)** |
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| --- | --- | --- | --- |
| Milestone | Baseline | Re-Baseline | Forecast/ Actual |
| Options Analysis Started  | June 2017 | June 2017 | June 2017 |
| Option Selected | January 2018 | January 2018 | January 2018 |
| OBC Signed Off by Board | October 2018 | November 2018 | July 2019 |
| Preliminary Design Started  | June 2018 | August 2018 | August 2018 |
| Preliminary Design Completed | February 2019 | January 2019 | May 2019 |
| Planning Submitted | October 2018 | N/A | N/A |
| Planning Obtained | January 2019 | N/A | N/A |
| Tender Issued | November 2018 | February 2019 | October 2019 |
| Procurement Complete | January 2019 | May 2019 | February 2020 |
| Detail Design Started | February 2019 | May 2019 | February 2020 |
| Detail Design Complete | May 2019 | August 2019 | May 2020 |
| FBC Signed off by SWLEP Board | TBC | July 2019 | March 2020 |
| Construction Started | June 2019 | September 2019 | May 2020 |
| Construction Complete | December 2020 | March 2021 | April 2021 |

 | **AG** **– Costs*** Estimated cost = £8.412m

comprising:£4.400m for LGF grant and £4.012m developer contributions* £4.4m of LGF funding to be spent prior to March 2021

**G – Scope*** Scope is agreed and understood

**AG** **– Time/Programme** * Tender issued 21st October 2019 (packaged with Nythe and Piccadilly)
* Final terms of reference being agreed for Sainsbury’s land acquisition
* Meeting held with police 26th November 2019 to clarify land take, further meeting to be held 19th December 2019 to progress land acquisition
 |
| **What are we spending?** |
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|  | **15-16****Total** | **16-17****Total** | **17-18 Total** | **18-19****Total** | **19-20 Q1** | **19-20 Q2** | **19-20 Q3** | **19-20 Q4** | **19-20****Total** | **20-21****Total** | **21-22****Total** | **GRAND TOTAL** |
| Approved LGF Expenditure Profile (£m) | **0.041** | **0.021** | **0.369** | **0.410** | **0.103** | **0.116** | **1.994** | **1.143** | **3.356** | **0.203** |  | **4.400** |
| Actual LGF Expenditure Incurred (£m) | **0.041** | **0.021** | **0.369** | **0.471** | **0.103** | **0.116** |  |  | **0.219** |  |  | **1.121** |

Total project expenditure to date = £1.121m from a total project budget of £8.412m. Additional funding to be met by SBC contribution.  |
| **What have we done in the last 2 months** | **What do we need to do in the next 2 months (Actions)** |
| * Tender documents finalised and tender issued 21/10/19
* Undertaken tender clarifications
* Land acquisition - terms of reference have been agreed with Sainsbury’s
* Met with the Police to confirm land acquisition arrangements

  | * Complete land acquisition with Sainsbury’s following their confirmation of land sale agreement
* Continue tender clarifications
* Complete procurement process
* Continue Police land acquisition
 |
| **Change control Notification History** |
| Change Control 1 (CR12)Agreed in October 2016Change of schedule to accommodate design and build programme. End dates are unchanged but interim milestones have moved. Change control request for spend profile to follow.Change Control 2 (CR21)Submitted in March 2017Change of financial profiling in accordance with above change control regarding milestones.Change Control 3 (CR35)Submitted April 2018Change of concept design, programme and spend forecastChange Control 4 (CR45)Submitted November 2018Change of revised programme, SWLEP grant and re-profiled spend forecasts |

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| **Project Ref** | **Project Name** | **Project Manager** | **Lead Delivery Partner** | **Previous** | **Current** | **Direction** |
| LGF/1617/002/WI | Wichelstowe Southern Access | Tim Mann | Swindon Borough Council | **G** | **G** |  |
| Project Description |
| A tunnel across the M4 to provide the fourth access to the Wichelstowe development |

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| **What does our path look like? (Milestones)** | **Are we on track? (Issues/Risks)** |
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| --- | --- | --- |
| Milestone | Baseline | Forecast/actual |
| Options Analysis Started | n/a | Complete |
| Option Selected | Jun 17 | Complete |
| OBC Signed Off by Board | n/a | Complete |
| Preliminary Design Started | n/a | Complete |
| Preliminary Design Completed | n/a | Complete |
| Planning Submitted (minor amendment) | n/a | Complete |
| Planning Obtained (minor amendment) | n/a | Complete |
| Detailed Design Started | n/a | Complete |
| Detailed Design Complete | Mid 19 | Feb 20 |
| Tender Issued | Jan 18 | Complete |
| Procurement Complete | Sep 18 | Complete |
| FBC Signed Off by DfT | n/a | Complete |
| Construction Started  | Mid 19 | Complete |
| Construction Complete | Mar 21 | Mar 21 |

 | **Programme - G**Programme is currently on track, with construction due to complete in March 2021. **Cost - G**The budget is currently considered sufficient to cover the costs of the scheme. The FBC was approved in September.**Scope - G**Now that the funding has been approved, the team is investigating the best mechanism to deliver the utility provision, footways and street lighting to the scheme. Further discussions have taken place and requirements are being finalised. |
| **What are we spending?** |
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|  | **15-16 Total** | **16-17 Total** | **17-18 Total** | **18-19 Total** | 19-20 Qtr 1 | 19-20 Qtr 2 | 19-20 Qtr 3 | 19-20 Qtr 4 | **19-20 Total** | **20-21 Total** | **21-22 Total** | **GRAND TOTAL** |
| Approved LGF Expenditure Profile (£m) |  |  | **0.200** | **0.510** | 0.035 | 0.800 | 4.853 | 4.312 | **10.000** | **12.190** |  | **22.900** |
| Actual LGF Expenditure Incurred (£m) |  |  | **0.480** | **0.442** | 0.035 | 0.665 | 0.435 |  |  |  |  | **2.057** |

Total project expenditure to date = £1.622m, from a total projected spend of £25.858m, which is funded by LGF and SBC/developer contributions. |
| **What have we done this month?** | **What do we need to do in the next 2 months (Actions)** |
| * Section 8 legal agreement in place for Alun Griffiths to work on M4
* Public Drop in sessions held with circa. 200 attendees at the Deanery School
* Ongoing discussions with JV regarding scope requirements.
* Set up site office and welfare facility.
* National Roads Telecommunications Services and Power has started to be diverted adjacent to the M4
 | * Finalise scope of scheme by resolving more detailed arrangements with Wichelstowe JV.
* Progress detailed design.
* Temporary embankment construction
* Planning conditions discharge
 |
| **Change Control Notification History** |
| CR047 – Wichelstowe Southern Access – Reprofiling of Financial Spend – Agreed Nov 18 |

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| **Local Growth Fund (Growth Deals 1 and 2)** |

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| **Project Ref** | **Project Name** | **Project Manager** | **Lead Delivery Partner** | **Previous** | **Current** | **Direction** |
| LGF/1617/009/UFB | Ultrafast Broadband Project | Sarah Cosentino | Wiltshire Council - (Wiltshire Online (WOL) Team) | **G** | **G** |  |

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| **Project Description** |
| To procure and deploy an Ultrafast / NGA fibre broadband solution in Wiltshire. Lot 1 – North is being delivered by Gigaclear Plc and Lot 2 – South, is being delivered by BT Plc (Openreach). |

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| **What does our path look like? (Milestones)** | **Are we on track? (Issues/Risks)** |
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| Milestone | Baseline | Revised Baseline (if applicable) | Forecast / Actual |
| ITA carried out by “Cushman & Wakefield” | Jan 2016 | N/A | Jan 2016 |
| Green Book OBC submission to SWLEP | Jun 2016 | N/A | Sept 2016 |
| OJEU ITT Procurement / Tendering / Evaluation | Nov 2016 to Apr 2017 | N/A | Apr 2017 |
| Contract Award | Apr 2017 | N/A | Apr 2017 |
| PID’s submitted  | Apr 2017 | N/A | Apr 2017 |
| Grant Agreement Signed | Apr 2017 | N/A | Apr 2017 |
| Mobilisation Commences(No Contractual Targets) | May 2017 | N/A | May 2017 |
| Business Case prepared and submitted to Matt Croston.  | Dec 2017 | N/A | Dec 2017 |
| “M0” Phase – Surveying. First surveys due – Lots 1 & 2 (North & South) | Nov 2017 – March 2018 | N/A | Nov 2017 – March 2018 |
| “M1” Phase – Design & Physical Build - North Lot 1 – GC - (Start > Finish) | Mar 2018 – Dec 2019 | N/A | Mar 2018 – June 2021 |
| “M1” Phase – Design & Physical Build - South Lot 2 – BT - (Start > Finish) | Mar 2018 – Apr 2019 | N/A | Mar 2018 – Dec 2020 |

 | **Programme – G G**The current build phase continues for both Gigaclear and BT Openreach. The newly reset build plans are being delivered and monitored. Programme has been delayed by issues as set out below, but projects will be delivered by June 2021.**Cost – G G**No risk to SWLEP LGF budget.**Scope – G G****A** **G** – BT Openreach – The CR to descope the overbuild premises has been fully assured. The subsequent re-scope CR to utilise the freed-up funds, remains with BDUK going through formal assurance, with an anticipated completion date of December 2019.**G** **G** – Gigaclear – The CR to descope the overbuild premises, along with the CR to utilise freed up funds, have both been fully assured. This means that the Gigaclear build plan has been fully reset.  |
| **What are we spending?** |
| Total project budget of £3m is made up of **£1m** of LGF grant funding, (plus **£2m** of BDUK grant funding.)

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|  | **2018/19** | **2019/20** | **Total** |
| **£Ms** | **Q1** | **Q2** | **Q3** | **Q4** | **Q1** | **Q2** | **Q3** | **Q4** |  |
| **Profile (LGF)** |  |  |  |  |  |  | £0.5m | £0.5m | £1m |
| **Actual (against LGF)** |  |  |  |  |  |  |  |  |  |

 |
| **What have we done in the past 2 months?** | **What do we need to do in the next 2 months (Actions)** |
| **Gigaclear*** The team continued working with Gigaclear and BDUK to discuss reporting and assurance expectations for the “Milestone to Cash - (M2C)” process.
* Working with WOL, Gigaclear’s Community Engagement Manager continued his proactive stakeholder engagement with Parishes and Communities in the north of the county.

**BT Openreach*** The Wiltshire Online team continued to assure the second Milestone to Cash claim.

**General*** The Wiltshire Online team continued carrying out ongoing monthly analysis of proposed build plans, for both suppliers, to ensure double investment is avoided, against EU State Aid compliance criteria.
* Weekly F2F / Skype deployment update meetings continued with both suppliers.
* Wiltshire Online Strategic Contract Board took place with both suppliers on 30th October 2019.
 | **Gigaclear*** Following formal written confirmation from BDUK (new Grant Variation Letter - GVL) of the realigned grant funding period, a Change Request (CR) will be prepared with Rory Bowen, to be presented to the SWLEP, to realign the £0.5m LGF funding into FY 2020/21.

**BT Openreach*** The second part of the current CR exercise (re-scoping), remains delayed with BDUK at the “Clarification Questions - CQ” stage, pending formal assurance, anticipated post-election by the end of December 2019.
* In anticipation of the formal assurance of the BT Openreach re-scope CR, an additional CR will be discussed with Rory Bowen and presented to the SWLEP, to realign the £0.5m LGF funding into the FY 2020/21.

**General*** Wiltshire Online Full Operational Group (FOG) meeting scheduled to take place with both suppliers on 17th December 2019.
* Wiltshire Online Strategic Contract Board scheduled to take place with both suppliers on 21st January 2020.
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| **BT Openreach - Lot 2 South** | Q1 19/20 | Q2 19/20 | Q3 19/20 |
| **Cumulative Target - Premises Ready for Service** | 657 | 854 | 1350 |
| **Cumulative Actual - Premises Ready for Service** | 657 | 865 | 0 |

***Note:*** *The above BT Openreach figures reflect the current position following approval of the descope CR, to remove overbuilt premises. Assuming the rescope CR is assured during December as anticipated, then this table will be updated within the next SWLEP HL Report.*

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| **Gigaclear – Lot 1 North** | Q2 19/20 | Q3 19/20 | Q4 19/20 | Q1 20/21 | Q2 20/21 | Q3 20/21 | Q4 20/21 | Q1 21/22 |
| **Cumulative Target - Premises Ready for Service** | 143 | 251 | 663 | 1626 | 2826 | 4026 | 5026 | 5753 |
| **Cumulative Actual - Premises Ready for Service** | 142 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

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| **Change Control Notification History** |
| N/A - No Previous Change Control History |

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| **Project Ref** | **Project Name** | **Project Manager** | **Lead Delivery Partner** | **Previous** | **Current** | **Direction** |
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| LGF/1617/003/SRT  |

 | Swindon Quality Bus Corridors (Rapid Transit) | James Jackson | Swindon Borough Council | **AG** | **AG** |  |
| **Project Description** |
| Bus priority measures on the strategic bus corridors linking Wichelstowe to the town centre and linking Tadpole Garden Village and North Swindon to the town centre. The first phase of an Urban Traffic Management and Control (UTMC) system in Swindon is also being installed. |

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| **What does our path look like? (Gantt Chart)** | **Are we on track? (Issues)** |
| **Phase 1 - Wichelstowe**

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| --- | --- | --- | --- |
| **Milestone** | **Baseline** | **Re-baseline Mannington** | **Forecast / Actual** |
| FBC signed off by Board | January 2018 |  | January 2018 |
| Construction started | October 2017 | April 2019 | May 2019 |
| Construction completed | March 2018 | August 2019 | December 2019 |

**Phase 2 – North Swindon**

|  |  |  |
| --- | --- | --- |
| **Milestone** | **Baseline** | **Forecast / Actual** |
| Business Case development | August 2019 | August 2019 |
| Outline Business Case |  | November 2019 |
| Detailed design (Moonrakers) | August 2019 | November 2019 |
| Final Business Case | January 2020 | March 2020 |
| Tender process | January 2020 | March 2020 |
| Construction started (Moonrakers) | February 2020 | April 2020 |
| Construction of route-wide improvements completed | December 2020 | December 2020 |
| Construction completed (Moonrakers) | March 2021 | March 2021 |

**Phase 3 – Urban Traffic Management and Control (UTMC)**

|  |  |  |
| --- | --- | --- |
| **Milestone** | **Baseline** | **Forecast / Actual** |
| Preliminary Design Complete | August 2019 | August 2019 |
| Handover to Project Delivery | September 2019 | September 2019 |
| OBC Signed off by Board | March 2020 | March 2020 |
| Detail Design Started | October 2019 | October 2019 |
| Detail Design Complete | March 2020 | March 2020 |
| Tender Issue | April 2020 | April 2020 |
| Procurement Complete | July 2020 | July 2020 |
| FBC signed off by Board | August 2020 | August 2020 |
| Construction Started | October 2020 | October 2020 |
| Construction Complete | March 2021 | March 2021 |

 | **Phase 1 - Wichelstowe****AG - Programme –** QBC Wichelstowe consists of three individual schemes outlined below. 1. **Pipers Way bus lane** - complete
2. **Regents Circus bus lane** – complete
3. **Mannington Roundabout** – ¾ complete
* **Phase 1 Wootton Basset Road** - complete
* **Phase 2 Tewkesbury Way** - complete
* **Phase 3 Fish Brothers corner** – complete
* **Phase 4** **New slip lane from the Mannington Retail Park onto Great Western Way (A3102)** - Change control was approved in December 2018. A contractor has been appointed following a tendering exercise. Construction is substantially complete subject to final technical approval and remedial works as required.

**AG** – **Cost –** Additional spend for phase 3 has created slight overspend/projection. Spend to be reviewed to consider allocation of Section 106 funding to cover overspend and/or reduction in spend on QBC North/UTMC.**G** **– Scope –**This first phase of the Swindon Rapid Transit programme will see measures implemented to form a Quality Bus Corridor linking the Wichelstowe development with Swindon town centre.**Phase 2 – North Swindon****G** – **Programme –** The detailed design process is now underway for Moonrakers junction scheme. A draft version of the Outline Business Case (OBC) was issued to the Independent Technical Advisor (ITA) for an initial review in late September 2019. The finalised version is presented for approval.**AG** – **Cost –** Cost estimates are being developed as part of the design work. Work will be commensurate with the available budget. The current projection is slightly below the original allocation. Business Case is being developed and likely to be successful. **G** - **Scope-**The QBC North Swindon forms the second phase of the Swindon Rapid Transit programme. A preferred corridor was selected in November 2017. Following on the feasibility of scheme options along this corridor, (including additional traffic surveys and further modelling assignments), it was decided to focus on junction improvements at Moonrakers. As well as a series of minor route-wide works have also been identified for this corridor. **Phase 3 - UTMC****G** – **Programme –** An Appraisal Specification Report (ASR) has been finalised and the business case development is underway. The scale of the scheme was considered as part of the optioneering to judge the benefits of a do-minimum, do something and a do-max. **AG** – **Budget –** The programme of work will be commensurate with the available budget. Revenue spend is being investigate and available budget for the on-going operational and maintenance being looked at. **G – Scope -** Work is progressing on the option of providing a UTMC system for Swindon. All costings are due back within December. |
| **What are we spending?** |
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|   |  |  |  | **Project Expenditure 2019-20** |  |  |
|   | **2016-17** | **2017-18** | **2018-19** | **Q1** | **Q2** | **Q3** | **Q4** | **2019-20 Total** | **2020-21** | **LEP Allocation** |
| **Approved LGF Expenditure** | 125,729 | 718,357 | 3,178,851 | 0 | 606,000 | 464,000 | 930,000 | 2,000,000 | 3,050,000 | **8,920,000** |
| **Actual/****Projected LGF Expenditure Incurred** | 125,729 | 718,357 | 3,178,851 | 0 | 606,000 |  |  |  |  | **4,628,937** |

 |
| **What have we done this month (Progress)** | **What do we need to do in the next 2 months (Actions)** |
| **Phase 1 – Wichelstowe*** Monitored the operational performance of the Pipers Way scheme.
* Managed and progressed construction of Phase 4 of the Mannington scheme, including utility diversion works.

 **Phase 2 – North Swindon*** Progressed detailed design
* Finalised the OBC for submission to the SWLEP Board Meeting.
* Commenced the formal paperwork required for the tender process (Gateway papers).

**Phase 3 – UTMC*** Progressed Business Case with Options Assessment Report
* Liaised with consultants to aid with the design of various scheme elements.
* Worked with Asset Management to agree extent and scope of project and whether the assets monitoring technology can be incorporated to link with the Urban Traffic Controller.
 | **Phase 1 – Wichelstowe*** Continue the monitoring of the Pipers Way scheme.
* Achieve technical approval for Mannington Phase 4
* Complete construction of Phase 4.

**Phase 2 – North Swindon*** Complete first draft of detailed design (for Moonrakers)
* Submit first draft of detailed design (for Moonrakers)

 for technical approval.* Subject to approval of the OBC, commence the Full Business Case.
* Finalise the formal paperwork required for the tender process (Gateway papers).

**Phase 3 – UTMC*** Progress Business Case development
* Finalise design package to handover to Project Delivery
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| **Project Ref** | **Project Name** | **Project Manager** | **Lead Delivery Partner** | **Previous** | **Current** | **Direction** |
| LGF/1819/001/RAM | Royal Artillery Museum | Martin Harvey | Royal Artillery Museum | **AR** | **AR** |  |

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| **Project Description** |
| The grant from the Local Growth Fund is contributing to the construction of a new building for the Royal Artillery Museum (RAM) at Avon Camp West (ACW) on Salisbury Plain, enabling the Royal Artillery’s nationally important museum collection to be returned to public access and creating a major new visitor attraction at the heart of Wiltshire. This project in turn facilitates a programme of further investment and development at ACW, creating new exhibitions, activities and other features to attract new and repeat visitors to the site. |

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| **What does our path look like? (Milestones)** | **Are we on track? (Issues/Risks)** |
| NOTE: milestones will be set with the baselining of the project and submission of a revised Outline Business Case (which is an immediate priority action – see below).

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| --- | --- | --- |
| Milestone | Baseline | Forecast |
| Revised Outline Business Case | Jan 2020 | Jan 2020 |
| Planning Application | Feb 2020 | Feb 2020 |
| Commence construction | Aug 2020 | Aug 2020 |
| Complete construction | Jul 2021 | Jul 2021 |
| Open new museum | 2022 | 2022 |

 | RAM has received confirmation that it will be allocated the land required for the new museum, and all project funding is in place (including the SWLEP grant).RAM has produced new designs for the museum, and is refining other aspects of the project.While the new designs and other recent changes to the project do not affect the overall vision and strategic case for the project, the Outline Business Case (OBC) is currently being updated, and will be submitted to SWLEP in January 2020.Archaeological work is also now scheduled for January, allowing the planning application documentation to be completed in February.Subject to planning, construction work will commence by August 2020, and it is anticipated that the grant from SWLEP will be drawn down and spent during 2020. |
| **What are we spending?** |
| The majority of project requirements will be delivered through a Design and Build contract, and it is anticipated that the total budget for this will be around £5.5m. The exact cost will be subject to procurement of the contract.The funding package for the new building includes a grant of £1.35m from SWLEP, with the remainder entirely funded from RAM’s own reserves and from existing funds held by Regimental charities.The project expenditure profile is subject to procurement of the Design and Build contract, the detailed construction programme (to be developed by the contractor) and the start date achieved for construction works on site. However, as stated above, it is anticipated that the grant from SWLEP would be drawn down and spent during 2020. |
| **What have we done in the past 2 months?** | **What do we need to do in the next 2 months (Actions)** |
| * Continued lease negotiations with DIO.
* Signed off Concept Designs (RIBA Stage 2).
* Progressed to Developed Design work (RIBA Stage 3).
* Further discussions with Wiltshire Council planners and statutory consultees.
* Set up public consultation and engagement events.
* Continued work on planning application documents.
* Appointed specialist consultants (employer’s agent, catering consultant).
* Continued review of the Outline Business Case.
 | * Develop a Head Lease with DIO.
* Undertake public consultation and engagement events.
* Continue Developed Design work (RIBA Stage 3).
* Appoint interpretation planner.
* Undertake archaeological evaluation.
* Complete planning application documents.
* Commence procurement of Design and Build contractor.
* Complete revised Outline Business Case.
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| **Change Control Notification History** |
| Baseline for change control to be set with completion of Project Initiation Document.  |

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| **Project Ref** | **Project Name** | **Project Manager** | **Lead Delivery Partner** | **Previous** | **Current** | **Direction** |
| LGF/1617/011/SCQ | Cultural Quarter | Emma Gee | Swindon Borough Council | **G** | **G** |  |
| **Project Description** |
| Work to house Swindon’s art and museum collections as part of a wider scheme to develop Swindon’s cultural offer in the town centre |

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| **What does our path look like? (Milestones)** | **Are we on track? (Issues / Risks)** |
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| Milestone | Baseline | Forecast / Actual |
| Inaugural CQ Advisory Group | August 2019 | August 2019 |
| Complete Proof of Concept | September 2019 | September 2019 |
| Agree Business Case Brief | October 2019 | October 2019 |
| Procure business case | November 2019 | November 2019 |
| Cultural Stakeholder Workshop | November 2019 | January 2019 |
| OBC to SWLEP Board | July 2020 | July 2020 |
| Final business case to SWLEP Board | March 2021 | March 2021 |

 | **G – Cost** – * £250k allocated to develop scheme and business case. First commission delivered in Q3 and payment has been made.

**G** **- Scope*** Brief agreed, issued and procured to deliver OBC, initial discussions had about the structure of future stakeholder activity

**G** **– Time** * Timings of stakeholder workshops being revisited with successful OBC supplier in order to get the maximum benefit through strong content and input from supplier
 |
| **What are we spending?** |
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|  | **19-20****Qtr1** | **19-20****Qtr2** | **19-20****Qtr3** | **19-20****Qtr4** | **19-20****Total** | **20-21****Total** | **GRAND TOTAL** |
| Approved LGF Expenditure Profile (£m) |  |  | 0.018 |  | 0.018 | 0.232 | **0.25** |
| Actual LGF Expenditure Incurred (£m) |  |  | 0.018 |  | 0.018 | 0.232 | **0.25** |

Total project expenditure to date = £0 from a total budget of £250k.  |
| * **What have we done in the last 2 months**
 | **What do we need to do in the next 2 months (Actions)** |
| * Further developed programme
* Issued tender and appointed supplier for OBC
* Reviewed feedback from 2nd Advisory Group meeting and revisited objectives/strategic case
* Revisited content, structure and timing of stakeholder workshop
 | * Hold inception meeting with supplier
* Contract manage Outline Business Case development
* Reivew stakeholder programme and devise workshop
* Progress desktop review and evidence gathering alongside consultants.
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| **Project Ref** | **Project Name** | **Project Manager** | **Lead Delivery Partner** | **Previous** | **Current** | **Direction** |
| LGF/1819/002/ILS | Illuminating Salisbury | Scott Anderson | Wiltshire Council | **A/G** | **A/G** |  |

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| **Project Description** |
| An ambitious, major Light and Sound based attraction featuring animated features covering several prominent locations across Salisbury city centre area, creating a new and unprecedented visitor experience to boost the city centre economy particularly at night. |

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| **What does our path look like? (Milestones)** | **Are we on track? (Issues/Risks)** |
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| Milestone | Baseline | Forecast / Actual |
| Main supplier appointment | August 2019 | October 2019 |
| Delivery of Draft Outline Business Case | November 2019 | January 2020 |
| Delivery of Final Outlines Business Case | April 2020 | April 2020 |

 | **G – Main Supplier Appointment** At the end of October, The Projection Studio were appointed as technical consultants. They have been tasked to prepare a feasibility costing plan to deliver a series of light and sound shows in Salisbury.**G – Outline Business Case** The appointment of suitably qualified visitor economy specialists to prepare the outline business case will now be undertaken. This work will also be supported by the business case consultants for the wider FHSF. |
| **What are we spending?** |
| **£100,000 LGF capital**

|  |  |
| --- | --- |
| Business Case Development | £20,000 |
| Detailed planning and Design and pilot | £80,000 |

 |
| **What have we done in the past 2 months?** | **What do we need to do in the next 2 months (Actions)** |
| * Confirmation of Salisbury going through to second round of FHSF
* Appointed main supplier
* Undertaken meetings with stakeholders to inform the design and content
 | * Sign GFA
* Appoint business case consultants
 |

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| **Change Control Notification History** |
| N/A |

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| **Project Ref** | **Project Name** | **Project Manager** | **Lead Delivery Partner** | **Previous** | **Current** | **Direction** |
| LGF/1819/002/FG | Fisherton Gateway | Tom Dobrashian | Wiltshire Council | **G** | **G** |  |

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| **Project Description** |
| Significant improvement to the Gateway to the City. Highways and structural interventions will connect the station quarter to Salisbury’s retail core and enhance vitality.  |

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| **What does our path look like? (Milestones)** | **Are we on track? (Issues/Risks)** |
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| Milestone | Baseline | Forecast / Actual |
| High Level Designs - Station | September 2019 | September 2019 |
| Delivery of Draft Outline Business Case | January 2020 | March 2020 |
| Delivery of Final Outlines Business Case | June 2020 | June 2020 |

 | **G – RIBA Stage 2 Design**.Fisherton Street - Public Art consultants have been appointed, and wayfinding consultants will be appointed in early December with a final report by end of April 2020.Station Forecourt – Outline designs have been prepared and ground surveying is now underway to inform the design. **G – Outline Business Case** Rough order of magnitude costs have been submitted to MHCLG to inform the outline business case. First officer workshop will be held on 3 Dec 2019.  |
| **What are we spending?** |
| £300,000 LGF capital to take projects to RIBA Stage 2, concept design, including an allowance for early work needed to check deliverability. The ceiling is being reached on this spend, and the December LEP Board awarded further monies to this project.  |
| **What have we done in the past 2 months?** | **What do we need to do in the next 2 months (Actions)** |
| * Appointed public art consultants
* Developed the wayfinding brief which is currently out to tender
* Submitted rough order of magnitude costs to MHCLG
* Arranged senior meetings with SWR to agree the wider programme
 | * New Atkins brief currently being produced to develop RIBA stage 3 detailed design.
* Conduct initial consultation (moved back due to General Election)
* Pre-app discussions to take place with South West Railways and Wiltshire Council
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| **Change Control Notification History** |
| N/A |

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| **Project Ref** | **Project Name** | **Project Manager** | **Lead Delivery Partner** | **Previous** | **Current** | **Direction** |
| LGF/1819/002/STA | Transport Accessibility | Rob Murphy | Wiltshire Council | **G** | **G** |  |

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| **Project Description** |
| Improve the transport assessability for all modes into Salisbury, with a focus on walking, cycling and public transport.  |

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| **What does our path look like? (Milestones)** | **Are we on track? (Issues/Risks)** |
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| Milestone | Baseline | Forecast / Actual |
| Phase 1 - Defining the context & objectives; Creating a Sifting Tool, [and potentially] Plugging data gaps & Development of an analytical tool/ model to test options. | September 2019 | September 2019 |
| Phase 2 - Compiling a long list of options; testing and sifting of options; selection of a preferred option. This phase includes stakeholder & public consultation. | December 2019 | January 2020 |
| Phase 3 - Developing the preferred option. | March 2020 | March 2020 |

 | **G – Phase 2** is underway. Due to the general election, stakeholder and public consultation has been pushed back to January.  |
| **What are we spending?** |
| £250,000 LGF Capital Spend to develop and test options (including traffic modelling) for Salisbury, consult on a preferred option and produce a delivery plan. |
| **What have we done in the past 2 months?** | **What do we need to do in the next 2 months (Actions)** |
| * Phase 2 underway
* Detailed work on the long list underway
* FHSF outline costs submitted
 | * Consultation with stakeholders and public
* Develop preferred option
* Provide data for FHSF business case
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| **Change Control Notification History** |
| N/A |

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| **Local Growth Fund (Growth Deal 3)** |

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| **Project Ref** | **Project Name** | **Project Manager** | **Lead Delivery Partner** | **Previous** | **Current** | **Direction** |
| LGF/1718/001/WCS | Salisbury Campus Redevelopment. | JOA ConsultingJeff Owen | Wiltshire CollegeAdrian Ford | **G** | **G** |  |

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| **Project Description** |
| Construction, Life Sciences, Engineering & HE Centre new build extension & refurbishment works  |

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| **Programme (Milestones)** | **Are we on track? (Issues/Risks)** |
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| --- | --- | --- | --- |
| Milestone | Baseline | Revised Baseline (if applicable) | Forecast/Actual |
| RIBA Stage 1 Design Brief | Jun 2017 |  | Complete - Jun 2017 |
| RIBA Stage 2 Concept Design | Dec 2017 |  | Complete - Dec 2017 |
| Planning | Mar 2018 |  | Complete - Apr 2018 |
| RIBA Stage 3+ Developed Design  | Apr 2018 |  | Complete - Sept 2018 |
|  |  |  |  |
| **Contract 1A (Internal Refurb Works)** |  |  |  |
| Tender  | Jul 2018 | Oct 2018 | Complete Sept 2018 |
| Stage 4 Contractor Technical Design | Sept 2019 | Nov 2018 | Complete Nov 2018 |
| Stage 5 Construction | Apr 2019 |  | Complete 15.05.2019 |
| RIBA Stage 6 Handover | Apr 2019 |  | Apr 2019 |
|  |  |  |  |
| **Contract 1B** **(Cladding)** |  |  |  |
| Tender  | Jul 2018 | Oct 2018 | Complete Sept 2018 |
| Stage 4 Contractor Technical Design | Sep 2018 | Nov 2018 | Complete Nov 2018 |
| Stage 5 Construction | Apr 2019 | Mar 2019 | Complete\* June 2019 |
| RIBA Stage 6 Handover | Apr 2019 | Apr 2019 | June 2019 |
|  |  |  |  |
| **Contract 2:** **(Block A New Build)** |  |  |  |
| Tender  | Mar 2019 | April 2019 | Complete April 2019 |
| Stage 4 Contractor Technical Design | Jun 2019 | Jun 2019 | July 2020 |
| Stage 5 Construction Phase 1 Block A | Jan 2021 | Jan 2021 | Aug 2020\* |
| Stage 5 Construction Phase 2 Bourne Demo | Jan 2021 | Jan 2021 | Sept 2020 |
| Stage 5 Construction Phase 3 Car Park | Jan 2021 | Jan 2021 | Oct 2020 |
| RIBA Stage 6 Handover (& Defect Period) | Jan 2021 | Jan 2021 | Dec 2020 |

 | **Programme:**Contract 1A Refurbishment: * Works complete.

Contract 1B Cladding 1B:* Works complete.

Contract 2 New Build Block A* Phase 1, 7 week EOT agreed, revised PC date is the 20th August 2020.
* Phase 2 & 3 PC dates remain as per original contract. (11/09/2020 & 23/10/2020).

**Cost:**Overall forecast costs remain at £15.3m against the agreed allocation cost of £14.8m.**Scope:**The scope remains on target to deliver the College’s requirements. |
| **Funding** |
| The total project costs are estimated to be £15.3m (including VAT, contingency and an allowance for inflation) against an agreed allocation cost of £14.83m. The College will continue to seek all opportunities to reduce future expenditure.The LEP contribution is £13.83m, leaving a current balance of £1.5m payable by the College. The College has secured a loan of £1.5m to cover the College’s contribution, if needed

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|  | **2017/18 Total** | **2018/19 Total** | **Q1** | **Q2** | **Q3** | **Q4** | **2019/20****Total** | **2020/21 Total** | **Total** |
|  |  |  |  |  |  |  |  |  |  |
| **£'000** |  |  |  |  |  |  |  |  |  |
| **LGF Profile** | 614 | 2,974 | 1,006 | 1,568 | 1,737 | 2,172 | 6,483 | 3,759 | **13,830** |
| **LGF Related Actual** | 626 | 2,962 | 1,006 | 1,063 | 852\* | - | 2,921 | - | **6,510** |

\* - To 30th November 2019 |
| **What have we done in the past 2 months?** | **What do we need to do in the next 2 months (Actions)** |
| * Contract 1A;
	+ The works are complete
	+ Now in the 12 months defect period.
* Contract 1B;
	+ The works are complete
	+ Now in the 12 months defect period.
* Contract 2 New Build Block A Extension.
	+ EoT claim negotiated to 7 week (PC now 20th Aug 2019).
	+ Review design submittals.
	+ Pile caps completed and steel frame erected.
	+ Concrete floors and drainage now under construction.
 | * Contract 1A;
	+ The works are complete
	+ Now in the 12 months defect period.
* Contract 1B;
	+ The works are complete
	+ Now in the 12 months defect period.
* Contract 2 New Build Block A Extension.
	+ Construction stage contract management.
	+ Review design submittals.
	+ Monitor progress and respond to RFI’s
	+ Works comprise floor slabs and drainage.
	+ Roof and façade commences in the new year.
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| **Change Control Notification History** |
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| **Project Ref** | **Project Name** | **Project Manager** | **Lead Delivery Partner** | **Previous** | **Current** | **Direction** |
| LGF/1718/002/WCL  | Lackham Campus; Agri-Tech Centre & Associated Works | JOA ConsultingJeff Owen | Wiltshire CollegeAdrian Ford | **AG** | **AG** |  |

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| **Project Description** |
| New build Agricultural Centre Building, Animal Care Facilities, Lackham House HE Centre & Dairy Unit  |

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| **Programme (Milestones)** | **Are we on track? (Issues/Risks)** |
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| Milestone | Baseline | Revised Baseline (if applicable) | Forecast/Actual |

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| Design team procurement & appoint | May 18 |  | Complete Jun 18 |
|   |  |  |  |
| **Facility: Animal Care / Lackham House HE Centre**  |  |  |  |
| Design | Sep 18 | Jan 19 | Apr 19 |
| Tender | Dec 18 | Apr 19 | June 19 |
| Construction | Mar 19 | Aug 19 | 20th Jan 2019\* |
|  |  |  |  |
| **Facility: Robotic Dairy Unit** |  |  |  |
|  Stage 2 Design  | Aug 18 | Nov 18 | Aug 19 |
|  Planning Pre-App & EIA Screening | Sep 18 | Oct 18 | Sept 19 |
|  Stage 3+ Design | Nov 18 | Feb 19 | Dec 19 |
|  Planning Application - Full  | May 19 | Apr 19 | Jan 20 |
|  Tender (Main Contractor OJEU) | Mar 19 | May 19 | Feb 20 |
|  SWLEP Funding Full Business Case drafting | Mar 19 | May 19 | Dec 19 |
|  Construction  | Dec 19 | Apr 20 | Dec 20\*\* |
|  |  |  |  |
| **Facility: Agri-Centre**  |  |  |  |
|  Stage 2 Design  | Sep 18 | Dec 18 | Complete Jan 19 |
|  Planning: Heritage case for development in the curtilage of listed bldg. | Aug 18 |  | Complete Jan 19 |
|  Planning Pre-Application Consultation | Oct 18 |  | Complete Jan 19 |
|  Stage 3+ Design | Feb 19 | Apr 19 | Complete Apr 19 |
|  Planning Application - Full  | Jul 19 |  | Complete Jul 19 |
|  Tender (Main Contractor OJEU) | Oct 19 |  | Complete Sep 19 |
|  SWLEP Funding Full Business Case drafting | Oct 19 |  | Complete Dec 19 |
|  Construction  | Jan 21 |  | Oct 20\*\*\* |

 | **Scope:****Facilities:*** Facility 1: Animal Care & HE Centre
* Facility 2: Dairy Unit
* Facility 3: Agri-Tech Centre

**Programme:** See ‘forecast’ column for latest forecast activity completion dates.\*Animal Care – delay against baseline line date has been incurred due to the discovery of great crested newts.\*\*Dairy Unit – delay against baseline line date has been incurred due to planning heritage issues. \*\*\*Agri-Centre – on programme.**Cost:**Overall costs are estimated at £9.212m against the £9.2m funding.  |

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| **Funding** |
| Total projected costs are £9.212m (including VAT, contingency and an allowance for inflation).The College contribution is £1.0m capital, the LEP contribution is £8.2m capital. The new facilities are located on College-owned land.

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|  | **2017/18 Total** | **2018/19 Total** | **Q1** | **Q2** | **Q3** | **Q4** | **2019/20****Total** | **2020/21 Total** | **Total** |
|  |  |  |  |  |  |  |  |  |  |
| **£'000** |  |  |  |  |  |  |  |  |  |
| **LGF Re-profile** | 49 | 421 | 203 | 1,269 | 1,056 | 1,736 | 4,264 | 3,466 | **8,200** |
| **LGF Related Actual** | 49 | 421 | 231 | 598 | 472\* | - | 1,302 | - | **1,772** |

\* - to 30th November 2019 |
| **What have we done in the past 2 months?** | **What do we need to do in the next 2 months (Actions)** |
| * Animal Care & Lackham House:
	+ Lackham House works complete.
	+ Exotics and cattery complete.
	+ EA instructions 64 to 75 issued.
	+ Design clarifications underway noting the contract is procured on a traditional basis.
	+ GCN inspection complete/resolved.
	+ External animal enclosures and landscaping works underway.
	+ Design clarifications ongoing.
	+ Forecast overall completion 20th January 2020.
* Agri-Centre (New Build)
	+ Planning condition pre-commencement conditions applied for.
	+ Bray & Slaughter proceeding with Stage 4 design.
	+ Bray & Slaughter commenced on site 2nd December 2019.
	+ GCN site inspected and approved.
	+ On-going contract management.
	+ RFIs clarifications.
* Dairy Unit
	+ Stage 3 design nearing completion.
	+ Established requirements for Prior Notification of Demolition
	+ Tender pack for demolition works sent out to four contractors
	+ Implemented mitigating actions to the bat survey, including putting up bat boxes in advance of hibernation period
	+ Site access plan with drawing indicating access plan for milk tanker completed
	+ Finalised planning documents ready for submission including Design and Access Statement and Heritage Report
	+ Plans completed for Beef Cattle housing building
 | * Animal Care & Lackham House:
	+ Close out design issues.
	+ Complete external animal enclosures and landscaping works.
	+ Overall completion of the works is forecast for the 20th January 2019
	+ Receive training on use of facilities.
	+ Receive O&M’s.
* Agri-Centre (New Build)
	+ Continue Stage 4 design.
	+ Obtain pre-start planning condition discharge.
	+ Establish site compound and commence works.
	+ Undertake Schedule 1 design reviews.
	+ Monitor works.
	+ Contract management.
	+ CoW quality inspections.
* Dairy Unit
	+ Submit planning application for main works
	+ Appoint a demolition contractor
	+ Commence demolition (subject to planning)
	+ Send out tender pack to main contractors
	+ Pay 25% deposit on DeLaval equipment to secure 2018 pricing (Price rise January 1st 2020)
	+ Finalise marketing activities for teaching qualification
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| **Department for Transport – LGF (Growth Deal 1)** |

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| **Project Ref** | **Project Name** | **Project Manager** | **Lead Delivery Partner** | **Previous** | **Current** | **Direction** |
| LGF/1516/003/EV(iib) | New Eastern Villages - Nythe & Piccadilly | Tom Campbell | Swindon Borough Council | **G** | **G** |  |
| **Project Description** |
| Traffic management measures and junction improvements within East Swindon |

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| **What does our path look like? (Milestones)** | **Are we on track? (Issues / Risks)** |
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| --- | --- | --- |
| Milestone | Baseline | Forecast / Actual |
| OBC Signed Off by Board | March 2019 | March 2019 |
| Preliminary Design Started | December 2018 | December 2018 |
| Preliminary Design Completed  | February 2019 | March 2019 |
| Tender Issued | March 2019 | October 2019 |
| Procurement Complete  | June 2019 | February 2020 |
| Detail Design Started | June 2019 | February 2020 |
| Detail Design Complete | October 2019 | April 2020 |
| FBC Signed off by Board | July 2019 | March 2020 |
| Construction Started | March 2020 | April 2020 |
| Construction Complete | March 2021 | March 2021 |

 | **G – Cost** * Current cost estimate £2.93m

**G** **- Quality** * Road Safety Audit Stage 1 Completed. Further consultations have been undertaken with residents directly affected by the scheme and amendments have been made.
* A petition was received in November 2019 and as a result a paper will be taken to 04 December Cabinet recommending to note the petition and to proceed with the scheme in accordance with July 2019 Cabinet approval

**G** **– Time** * Scheme is still on track for completion on March 2021.
* Procurement slippage is due to this scheme going out to tender at the same time as Gablecross Junction.
 |
| **What are we spending?** |
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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **15-16****Total** | **16-17****Total** | **17-18 Total** | **18-19****Total** | **19-20****Qtr1** | **19-20****Qtr2** | **19-20****Qtr3** | **19-20****Qtr4** | **19-20****Total** | **20-21****Total** | **21-22****Total** | **GRAND TOTAL** |
| Approved LGF Expenditure Profile (£m) |  | 0.045 |  | 0.155 | 0.002 | 0.193 | 0.010 | 0.000 | 0.205 | 2.525 |  | **2.930** |
| Actual LGF Expenditure Incurred (£m) |  | 0.045 |  | 0.155 | 0.002 | 0.193 |  |  | 0.195 |  |  | **0.394** |

Total project expenditure to date = £0.394m from a total project budget of £2.93m.  |
| **What have we done in the last 2 months** | **What do we need to do in the next 2 months (Actions)** |
| * Completed preliminary design
* Met residents on site to understand their requirements in further detail and updated design following consultation events
* Commenced procurement process and issued tender 21/10/19
* Progressed Business Case
* Prepared and submitted Cabinet report
 | * Complete procurement process
* Undertake technical approval process
* Develop Final Business Case
 |

Change control history

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| --- | --- | --- |
| CR046 | Spend acceleration | Agreed Nov 18 |
| CR051 | Transfer £0.93m from Rapid Transit to Nythe & Piccadilly | Agreed June 2019 |

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| **Department for Transport - Retained** |

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|  **Project Ref** | **Project Name** | **Project Manager** | **Lead Delivery Partner** | **Previous** | **Current** | **Direction** |
| DFT/1516/003/EV(v) | New Eastern Villages White Hart Junction | Robert Sweetnam | Swindon Borough Council | **AG** | **AG** |  |

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| **Project Description** |
| Improvement of A419/A420 Interchange |

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| **What does our path look like? (Milestones)** | **Are we on track? (Issues/Risks)** |
|

|  |  |  |  |
| --- | --- | --- | --- |
| Milestone | Baseline  | Re-Baseline | Forecast/Actual |
| Options Analysis Started |  | April 2017 | April 2017 |
| Option Selected |  | May 2018 | May 2018 |
| Preliminary Design Started |  | February 2018 | February 2018 |
| Preliminary Design Completed | December 2015 | January 2019 | May 2019 |
| Planning Submitted |  | March 2019 | N/A |
| Planning Obtained | February 2017 | July 2019 | N/A |
| Tender Issued |  | February 2019 | May 2019 |
| Procurement Complete |  | May 2019 | August 2019 |
| Detail Design Started |  | May 2019 | July 2019 |
| Detail Design Complete | June 2018 | November 2019 | March 2020 |
| FBC Signed off by DfT |  | May 2019 | September 2019 |
| Construction Started | January 2019 | July 2019 | October 2019 |
| Construction Complete | February 2021 | March 2021 | March 2021 |

 | **G – Cost*** Full Business Case Approved by DfT September 2019

**G** **– Scope*** Scope is defined, agreed and understood
* Scheme is deemed Permitted Development and therefore no planning permission is required

**AG – Time/Programme*** Network Rail Agreements December 2019
* Ermin Street land Transfer December 2019
* Network Rail Overhead Line Equipment (OLE) works commenced October 2019
* All the above milestones have slipped. The teams are meeting weekly and working together to mitigate programme impact
* Highways works to commence April 2020
 |
| **What are we spending?** |
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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **15-16****Total** | **16-17****Total** | **17-18 Total** | **18-19 Total** | 19 -20Qtr 1 | 19-20Qtr 2 | 19-20Qtr 3 | 19-20Qtr 4 | **19-20****Total** | **20-21****Total** | **21-22****Total** | **GRAND TOTAL** |
| Approved LGF Expenditure Profile (£m) | **0.000** | **0.028** | **0.418** | **1.154** | 0.037 | 0.422 | 4.655 | 6.986 | **12.100** | **14.500** |  | **28.200** |
| Actual LGF Expenditure Incurred (£m) | **0.000** | **0.028** | **0.418** | **1.147** | 0.037 | 0.422 |  |  | 0.459 |  |  | **2.052** |

Total project expenditure to date = £2.052m from a total project budget of £30.104m. Additional funding to be met by SBC contribution.  |
| **What have we done in the past two months?** | **What do we need to do in the next 2 months (Actions)** |
| * Full Business Case sign off approved by DfT
* Installed ground monitoring equipment and completed surveys on railway
* Council solicitor progressing land assembly with Highways England and DfT solicitors
* Progressing SBC, Network Rail and Highways England tri-party agreement for new bridge and Network Rail Asset Protection Agreement for Overhead Line Electrification (OLE) works
* Network Rail air rights - Business Clearance received
* Highways England section 6 agreement being progressed
* Confirmation received that allotment land can become public highway
* Commenced vegetation clearance
 | * Sign off SBC, Network Rail and Highways England tri-party agreement for new bridge and Network Rail Asset Protection Agreement for OLE works
* Highways England departures from standards to be signed off in entirety
* Network Rail air rights for new bridge (ongoing)
* Arrange necessary extension to Public Liability Insurance
* Progress detailed design (ongoing)
* Commence Stage 2 Construction (OLE works)
* Complete vegetation clearance for new slip road and bridge
* Establish site compound
* Exchange contracts and complete for land acquisition/swap
* Progress Utilities investigations
 |
| **Change control notification history** |
| Change Control 1 (CR6)Agreed in April 2016Slip of design milestone 2 by 6 monthsChange Control 2 (CR15)Agreed in October 2016Change of schedule to accommodate design and build programme – end date unchanged but significant change within the programme. Spend profile change control request to follow.Change Control 3 (CR25)Agreed in November 2017.Change of milestones due to revised programme. Construction dates have been maintained. Change Control 4 (CR37)Agreed May 18Move of 17/18 spend into 18/19Change Control 5 (CR44)Agreed in November 2018Change of revised programme, SWLEP grant increased and re-profiled spend forecasts |

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| **City Deal** |

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| **Project Ref** | **Project Name** | **Project Manager** | **Lead Delivery Partner** | **Previous** | **Current** | **Direction** |
| LGF/1516/006/CD | Swindon & Wiltshire Higher Futures  | Mandy Timbrell | LEP Partnership – SBC/WC | **G** | **G** |  |

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| --- | --- |
| **What does our path look like? (Milestones)** | **Are we on track? (Issues / Risks)** |
|

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| --- | --- | --- |
| **Milestone** | **Baseline** | **Current Forecast /Actual Date** |
| Deliver 2000 learner starts on level 4+ | 31/03/2020 | 31/03/2020 |
| Liaise with existing local FE Providers to grow and promote their own HE Provision, including increasing part-time and adult provision with flexible learning and start dates, and explore gaps  | 1/09/2020 | 1/09/2020 |
| Double the number of learners on higher and degree apprenticeships by 2020 | 31/03/2020 | 31/03/2020 |
| Increase flexible learning options through sector cluster group collaboration between employers and training providers | 1/09/2020 | 31/03/2020 |
| Work with resettlement and veteran agencies to harness the talent from military personnel and their families to align their skills with the Industry sectors in the area | 31/03/2020 | 31/03/2020 |
| Collate HE Provision offered locally and promote on local platforms. This will also include identifying any gaps, including STEM areas | 31/03/2019 | 31/08/2019 |

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| --- | --- | --- | --- | --- |
|  | **Q1 April -June 2019** | **Q2 July – Sept 2019** | **Q3 Oct – Dec 2019** | **Q4 Jan – Mar 2020** |
| **Business support count (“deals”)** | 535 | 554 | 650 |  |
| **Higher and degree apprenticeships** | 421 | 439 | 490 |  |
| **Learners at level 4+ actual (Cumulative)** | 696 | 726 | 777 |  |
| **Actual learner starts below level 4 (cumulative)** | 426 | 429 | 468 |  |
| **No of HE courses on HF website** | 110 | 110 | 160 |  |
| **Potential learners in brokerage pipeline** | 150 | 100 | 32 |  |

\*Figures at 12/12/19**A Delivery –** Learner numbers increasing but will require additional resource to meet profile  **G** **Cost –** savings have been made due to 2 employees leaving **G Time –** programme is operating within agreed timescales |
| **What are we spending? (Total Project)** |
|

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **2015/2016** | **2016/2017** | **2017/18** | **2018/2019** | **2019/20** | **Total** |
| **£Ms** |  |  | **Total** |  | **Q1** | **Q2** | **Q3** | **Q4** |  |
| **Profile (LGF)** | £0.374m | £0.352m | £0.232m  | £0.244m | £0.094 | £0.094 | £0.094 | £0.094 | £1.416m |
| **Actual** | £0.320m | £0.308m | £0.194m | £0.217m | £0.042 | £0.035 | £0.021 |  | £1.137m |

 |
| **What have we done this month (Progress)** | **What do we need to do in the next 2 months (Actions)** |
| 1. Recently made partnership with the Graduate Talent Agency. This is a collaboration of the 3 Higher Education Institutions in Bath with a focus on securing newly qualified graduates’ employment in the South West region.
2. Learning Hub is live hosting 160 Higher Education courses delivered by local and regional providers. Interest continues to grow and the response from providers and businesses alike has been very positive. There is now just one final site development action to carry out before promoting in full. We have recently taken our first enquiry from a business having come across the platform.
3. 3 new providers’ prospectus have now been added to the Learning Hub and we continue to source provision.
4. Business as usual services continue for Higher Futures provision with significant progress made through recent engagement activities and subsequent enrolment of Higher Education (and lower level) provision.
5. Mini MBA Sessions planning remains in progress, we have now secured a meeting date to discuss next steps with a view to launch in the spring of 2020.
6. Work continues with developing a Levy Transfer service, in the process of seeking employers prepared to transfer funds. Some discussions have been had with businesses and Swindon Borough Council – they are researching the viability of their own EOI process.
7. CS has been working in partnership with Swindon Borough Council in coordinating an ‘Enterprise Zone’ at Jobfest 2020. Young entrepreneurs will have access to a wealth of business start-up information, advice and guidance.
8. Military engagement – work continues in this area with focus on re basing and providing information on employment, skills and development opportunities for ex-Armed Forces personnel and their spouses. This includes some work in partnership with Wiltshire Council and Microsoft to provide a platform to upskill in digital areas. AP working with Building Heroes – an organisation that focuses on training service leavers interested in a career in the Construction sector. AP also attends Allied Services Support Group meetings alongside coffee mornings held at B&M bargains for spouses.
9. Women On Wednesday (WOW) – AP attends weekly meetings and recently delivered a support offer to the group which consists of female owned micro businesses.
10. Next YES (Young Enterprise Swindon) event on Dec 19th with a Christmas Market theme and being held at Workshed, Swindon. CS continues his role as Growth Hub/SWLEP Ambassador offering guidance and support with shaping the group and any business-related technicalities. The development is such that YES is currently looking to incorporate as a legal entity in its’ own right.
11. SFEDI L5 qualification - AP has completed all coursework and awaiting final verification and sign off.
12. AP taking on L5 coaching qualification and joining the Coaching Pool at Wiltshire Council, now has been assigned an employee to mentor as part of her ongoing development.
 | 1. Provide assistance and support as required to a collective Swindon & Wiltshire bid in order to acquire funds to deliver the CITB ‘site ready’ construction employment programme/initiative.
2. CS to continue working closely with the Honda People, Skills & Employment task group providing support where necessary with the Higher Futures offer and wider business support of the Growth Hub.
3. Deliver Higher Futures business as usual activities to ensure the continued upwards trend of apprenticeship-related engagement and subsequent enrolment.
4. Oversee completion of the final build/development actions of Learning Hub ensuring full functionality and fluency of content management.
5. Work with pipeline apprenticeship numbers with concentrated effort to convert to enrolments.
6. Attending Building Heroes ‘graduation’ ceremony.
7. AP is guest speaker at an Amesbury networking group in January.
8. Assisting local authorities with the recruitment of Enterprise Advisers within the Careers Enterprise contract.
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| **Change Control Notification History** |
| Change Control 1 Agreed in July 2017Change of programme outputs as agreed by SWLEP Board in May 2017. |

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| **Careers and Enterprise Company (CEC)** |

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| **Project Ref** | **Project Name** | **Project Manager** | **Lead Delivery Partner** | **Previous** | **Current** | **Direction** |
| LEP/GEN/001/CEC | Swindon & Wiltshire Careers Hub | Shona Taylor (Careers Hub Lead) | Wiltshire Council & Swindon Borough Council | **G** | **G** |  |

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| **Project Description** |
| The Swindon and Wiltshire Careers Hub has brought together two elements of work. The first being the original Swindon and Wiltshire Enterprise Adviser Network (SWEAN) which originally built and coordinated lasting connections between business, schools and colleges across the SWLEP area. Volunteer Enterprise Advisers (EAs) from business work directly with school and college Senior Leadership Teams or Career Leaders, to develop effective employer engagement plans ensuring young people have the skills they need to excel in education and life. The original work of the SWEAN now forms a part of the Careers Hub activity. The Swindon and Wiltshire Careers Hub pilot is now in its 2nd year, running from 2018-2020. Having extended its reach in 2019 to include Wave 2 institutions, it now works with 57 schools and colleges to improve the area’s rating on Gatsby Benchmarks, a framework which defines good careers guidance, from 1.9 to 6. This activity will support all institutions to develop and deliver effective careers education plans in partnership with employers, HEIs, training providers and charitable organisations. The overall aim is to improve the progression outcomes for young people, ensure that they are better informed of the opportunities available and better prepared for the world of work. The team consists of a Careers Hub Lead, a Senior Enterprise Coordinator (SEC) and 3 x Enterprise Coordinator (ECs) based in Swindon, north Wiltshire and south Wiltshire.  |

|  |  |
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| **What does our path look like? (Milestones)** | **Are we on track? (Issues/Risks)** |
|

| Milestone | Baseline | Revised Baseline (if applicable) | Forecast/Actual |
| --- | --- | --- | --- |
| Yr 3 Q4 (July – August 2019) grant claim submission |  |  | Submitted |
| All institutions within the Careers Hub to have completed Compass 3 times per year by 31st July 2019 and again by 31st July 2020. | 95% of institutions in the Careers Hub completed Compass by 31st December 2018. |   | 97.5% of institutions in the Careers Hub completed Compass by 31st July 2019, NA is 93%.Institutions are working towards the next deadline of December 31st.  |
| 40 schools/colleges to have joined the Careers Hub by December 2018 and 17 to have joined Wave 2 by 1st September 2019. | MoUs issued in September 2018 (Wave 1) and June 2019 (Wave 2). |  | All MoUs signed and returned |
| Hub institutions to have achieved an average of 4 BMs in Year 1 and 6 in Year 2. | September 2018 average = 1.9 (NA 2.0) |  | By 31st July 2019 the average BM achieved by Hub institutions was 3.1 from a NA of 3.950% of Hub institutions have achieved 4 BMs. Next return is due on December 31st which will give the updated picture.  |
| BM 5: 55% of Hub institutions fully achieve the benchmark by end of Year 1 and 75% by end of Year 2. | September 201856%  |  | 59% of Hub institutions have fully achieved BM5, +5pp above target from a NA of 67%. Next return is due on December 31st which will give the updated picture. |
| BM 6 50% of Hub institutions fully achieve the benchmark by end of Year 1 and 60% by end of Year 2. | September 201844% |  | 49% of Hub institutions have fully achieved BM6, -1pp below target, from a NA of 58%.Next return is due on December 31st which will give the updated picture. |

 | **G** – **Programme:** To date of the 57 schools and colleges and 55 Enterprise Advisers (EAs) in the network, all are matched with a local school/college. Work is currently underway to recruit for the schools who currently do not have an Enterprise Adviser volunteer, currently there are 10 vacancies across the region. The team are working with locally based employers and the CIPD to fill the vacancies.The network coverage is 100% of mainstream schools and colleges.As well as the work carried out by the EAs, there is a programme of ongoing support being provide to all Careers Leaders and Careers Leads via EC team.The second wave of funding was secured in 2019, which allows all schools and colleges in the Swindon and Wiltshire area, to now be part of the Careers Hub. The funding has also provided a Senior Enterprise Coordinator role, effective from 21st October 2019, with a focus on the promotion of SEND careers guidance as well as take an operational management role within the Careers Hub. Overall progress has been reduced to Amber on the following points:* The number of EA vacancies across the region (10)
* The overall no of benchmarks achieved was 0.9 less than the target for Year 1.
* The target for BM6 was -1pp below the target for year 1.
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| **What are we spending?** |
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|  | **2015/2017** | **2017/2018** | **2017/18** | **Total** |
| **£k** |  | **Q1** | **Q2** | **Q3** | **Q4** |  |  |
| **Profile**  | 220 | 25 | 18.75 | 18.75 | 12.5 | 75 | **75** |
| **Actual** | 215.8 | 24.9 | 18.7 | 18.75 | 12.5 | 75 | **74.85** |

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| **To Include Careers Hub from 2018/2019 academic year** | **2018/2019** | **2018/2019** | **2018/19** | **Total** |
|  |  | **Q1** | **Q2** | **Q3** | **Q4** |  |  |
| **Actual** |  | 24.98 | 18.73 | 18.74 | 12.48 | 75 | **75** |

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| **Activity in last 2 months****(Oct & Nov 2019)** | **Planned actions for next 2 months** **(Dec 2019 & Jan 2020)** |
| **Activity with Schools/Colleges** | **Planned Activity with Schools/Colleges** |
| ECs worked directly with each institution in 1to1 meetings to ensure that each Career Leader was effectively planning their careers programme for the year with a specific focus on fully achieving BM1 (A stable careers programme). There is a current focus on 7 institutions RAG rated as requiring further in-depth support currently. The next deadline for Compass self-evaluation returns is 31st December 2019. However, returns are manually recorded and analysed as they are updated. Preparation and publication of the Benchmark 1 resource pack for schools and colleges has been completed. There is currently a focus on the preparation of Benchmark 7 (Encounters with FE and HE) resource pack which included holding the final BM7 working party meeting with Career Leaders and employer representatives. ECs continued to work with individual institutions to identify individual funding requirements, up to a maximum of £1,000, to support achievement of Gatsby Benchmarks. This funding is linked to fully completion of BM 1. To date 14 have submitted formal applications for funding and there are several ‘in the pipeline’. The SEC has begun to work with the SEND Careers Working Party and individual Career Leaders in SEND institutions.Careers Hub team provided 4 presentations at the Wiltshire Headteacher’s briefing sessions, however this was attended predominately by Primary Headteachers on less than 10 Secondary Headteachers were in attendance across all events. | ECs will undertake a new round of 1to1 meetings with each institution with a focus on the new Compass score and to action plan for further development in the new term. Ongoing support will be provided to schools/colleges to engage employers for careers events and activities at the start of the new year. The publication of BM 7 pack before the end of this term. BM 5 (Encounters with employers and employees) working party dates will be planned and the team will start preparing the resource pack. A working party day is planned for late January, allowing Career Leaders to work collaboratively in real time.Support to action funding will carry on into the new year. A working party meeting will be held during this period.Primary Futures will attend the next round of briefings.Churchward School, Swindon will be signed up to the EAN.Training will be provided for teachers in EOTAS Swindon on all benchmarks. |
| **Activity with Stakeholders** | **Activity with Stakeholders** |
| Undertook a range of meetings with stakeholders:* UWE Outreach Team: reviewed uptake of outreach offer and explored undertaking a pilot project with a focus on engaging children of service personnel and Looked After Children as part of the virtual school.
* ASK: undertook a focussed analysis of school needs.
* Primary Engineers: review of their offer to schools to work with PHD candidates and information/offer was shared in monthly newsletter.
* STEM Ambassadors and as a result we will support them to run a teacher’s CPD session at Dorcan Academy, Swindon.
* Skills Builder: to review their offer and as a result 5 Wiltshire based schools undertook the free sign up offer.

Strategic meeting held with Study Higher which resulted in the Hub Lead attending the Regional Implementation Group meeting which was also attended by representatives from Reading University and Oxford University. As part of developing a closer working relationship the EC team and Study Higher team will meet in December to plan joint meetings with Career Leaders. Development meeting held with the new lead for the CEC’s Primary Futures pilot project. As a result, a joint CPD training for primary teachers will be held in the new year. EC for South Wiltshire continues to support the Salisbury Tech Event 2020 working group.Articles written for Wiltshire Council and Swindon Borough Council Governors newsletters. A training session for Swindon Governors was planned but later cancelled due to low sign up numbers. Re-scheduled for January 2020.2 presentations provided by Hub team at the SBC Education team briefings.  | Initial 3-way meetings with Career Leaders and Study Higher HELOs to be held. Representation at the WIN Operational Management Group meeting (delayed from November 2019).Planning activities around CPD for primary teachers. Training to be provided to Governors in both Swindon and Wiltshire. Meetings to be held with WC & SBC Virtual Schools headteachers.  |
| **Activity with Employers** | **Activity with Employers** |
| Supported the recruitment of employers for the of the Swindon JobFest 2020 event. Supported CEC to recruit Cornerstone Employers and met with National Trust, Wiltshire Council, Network Rail and Royds Withy King, to date 2 employers have formally signed up to the role (Capita WFM, Great Western Hospital) and 3 are in the process of signing up (Wiltshire Council, National Trust, Network Rail). Initial meeting will take place on December 17th.Careers Hub Team and the Lead Employer representative (Capita WFM) secured a stand at the Insider Business Breakfast, to recruit new employers to either the EA or Cornerstone Employer roles. As a result, 15 new contacts were gained and to date 5 responses form follow up contact have been secured.Hub Lead and SEC met with the Wiltshire Council L&D team to look at a proposal for an Open Doors event for 3 local schools, to be piloted in County Hall, Trowbridge which will encompass a range of activities which allow Year 9 pupils to explore a range of job roles within the organisation prior to applying for Year 10 work experience positions. Hub Lead attended a departmental manager’s meeting at Great Western Hospital to support the Training & Development Lead pitch proposed changes to their delivery of work experience which will become a range of activities including site visits, work shadowing and open evenings as well as T level Industry Placements. Hub Lead and Swindon EC met with the new Business West Initiative Manager to set up working links. EA training sessions/networking meetings were planned to take place across the region across the region, however take up was very low so format is currently being reviewed. | Ongoing employer recruitment for JobFest 2020.Continue recruitment of range of employers and stakeholders to support the Careers Hub working parties and Cornerstone Employer Group. Meetings with Prospect Hospice and Royds Withy King are planned.  |
| **Activity with the Careers and Enterprise Company** | **Activity with the Careers and Enterprise Company** |
| 2 ECs represented the Careers Hub at the CEC South Central Regional meeting which covered updates for the region.Hub team met with the CEC’s Education Manager (West) and reviewed the current RAG rating on institution BM progress. Individual support/escalation by the Education Manager can be provided if institutions do not make the progress predicted. Hub Lead and Lead School (Malmesbury) representative attended the initial Lead School training event and a follow up meeting to plan actions will take place in December.  | Hub Lead and SEC to meet with and share good practice with the Berkshire Careers Hub.  |
| **Team Development/Training** | **Team Development/Training** |
| Hub Lead and SEC attended 2 days of national Careers Hub development training and a report on outcomes will be submitted to the next Steering Group meeting. SEC attended CEC induction training. SEND training provided by the CEC and Stage 1 of Hub team training for developing coaching skills took place.  | Stage 2/3 or developing coaching skills for Hub team will take place.  |
| **Activity with Careers Hub Governance** | **Activity with Careers Hub Governance** |
| Recruitment of SEND Lead (Fairfield College) and FE/Post 16 Lead (New College) to participate on the Steering Group. Initial Implementation Plan for Careers Hub was evolved into a new Work Plan format.Finance paper was prepared and shared with the Steering Group for sign off on December 10th. Preparation of documents for the Steering Group meeting to be held on December 10th. | Careers Hub will report directly to the Wiltshire Council Education and Employment Skills Board.  |

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| **Department of Business Energy and Industrial Strategy (BEIS)** |

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| **reject Ref** | **Project Name** | **Project Manager** | **Lead Delivery Partner** | **Previous** | **Current** | **Direction** |
| LEP/GEN/002/GH | Growth Hub | Recruitment Underway | LEP | **G** | **G** |  |

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| **Project Description** |
| Provision of an online and offline service to sign post businesses to relevant business support provision in the area, both from the private and public sector. Supplemented by number of business support services from Unitary Authorities with Growth Hub portal acting as ‘umbrella’. |

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| **What does our path look like? (Milestones)** | **Are we on track? (Issues/Risks)** |
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| Milestone | Baseline | Forecast/Actual |
| Growth Hub Manager Recruitment | December 2019 | January 2020 |
| Targeted marketing campaigns – ongoing measurable impact assessment. | Ongoing | Ongoing |
| Continue to ensure comprehensive Brexit business support is available to business via Growth Hub platforms | Ongoing | Ongoing |
| Launch Phase 4 Portal work: Intelligence; Diagnostic tools; KPIs; - Part launched, further work to be done on intelligence, insights, persona definitions (workshop) | End June 2019 | Jan 2020 |
| Evaluate Growth Hub 2019 workshop programme, plan 2020 programme  | Running Feb – June 2020  | Feb 2020 |
| Marketplace area of the website - Further work needed on gaining more partner ‘offers’ | Sept 2019 | Nov 2019 |
| ERDF SME Competiveness Bid with Honda Addendum – Submitted. Deadline 9 Nov, Start delivery Jan 2020  | January 2010 | January 2020 |
| Wavehill evaluation completed, results published. Further work to be done on recommendations for Growth Hub Governance Group. | 6 Nov 2019 Governance meeting | Nov 2019 – Jan 2020 |
| CRM System (Hubspot) – Further work needed to cleanse data and ensure that the user group/processes are GDPR compliant, once transfer agreement in place | October 2019 | December 2019 |
| Further development of the Brexit Readiness and Brexit Intelligence Programmes (funded by BEIS & MHCLG) working in partnership with Growth Hub Cluster | Ongoing | Ongoing |

 | **Delivery** **Going Forward**Underspend on Qtr 1 & 2 due to delay in launching ‘Toolbox’ series of events. Will be made up in Qtr 3 |
| **What are we spending?** |
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|  | **2018/19** | **2019/2020** | **2020/21** | **Total** |
| **£Ms** |  | **Q1** | **Q2** | **Q3** | **Q4** |  |  |
| **Profile (BEIS)** | 205,000 | 65,125 | 45,125 | 36,625 | 58,125 |  |  |
| **Actual (against BEIS)** | 205,000 | 45,000 | 45,125 |  |  |  |  |

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| **What have we done in the past 2 months?** | **What do we need to do in the next 2 months (Actions)** |
| * Worked with GFirst and West of England Growth Hubs to form a Cluster and launch two BEIS funded Programme, Brexit Readiness and Brexit Intelligence.
* Gathered Brexit intelligence from local business to submit on a weekly basis to BEIS
* With funding from BEIS and MHCLG launched dedicated Brexit Readiness Business Advisory service
* Insightful media coverage on Growth Hub service - Business Biscuit, Swindon Business Exchange and interviews on Swindon 105.5 FM
* Submitted QTR 3 drawer down for funding to BEIS.
* In partnership ran Growth Hub ‘Toolkit’ workshops, including Business Planning, Social media and PR.
* Ensured that Brexit section on Growth Hub including all partner info and support continued to be up to date with available information
* Developed supplementary ERDF Competitiveness Bid for Honda Support to be submitted 8 November
* Submitting final conditions to MHCLG 8 November for ERDF SME Competiveness Bid full application
* Sent out 3 News Hub Newsletters.
* Presented/Exhibited at Events.
* Run Third Young Entrepreneurs Swindon (YES) successfully
 | * Appoint a new Growth Hub Manager
* Remain agile and up-to date on both Brexit Readiness and Brexit Intelligence Programme delivery
* Deliver recommendations against Wavehill Evaluation Report
* Evaluate Growth Hub Triage service to meet KPI standards
* Launch automated customer satisfaction survey on the back of the Triage service through Hubspot
* Plan 2020 Growth Hub ‘Toolbox’ series of workshops.
* Further work needed to encourage Growth Hub Community ‘Marketplace’ participation by local businesses.
* Further develop Programme section on portal with enriched information.
* Growth Hub Governance Group to focus on Wavehill Evaluation Report recommendations
* Update GDPR compliance information/processes in line with Transfer agreement
* Once WISC certification received enable shared CRM use by Swindon Borough Council business development Advisors (Economic/Skills)
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| **Growing Places Infrastructure Fund (GPIF)** |

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| **Project Ref** | **Project Name** | **Project Manager** | **Lead Delivery Partner** | **Previous** | **Current** | **Direction** |
| LEP/GPIF/002/WG | GPIF – Woods Group | Phil Clement | Woods Group | **G** | **G** |  |

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| **Project Description** |
| Development of new HQ facility in Chippenham  |

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| **What does our path look like? (Milestones)** | **Are we on track? (Issues/Risks)** |
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| Milestone | Baseline | Forecast/Actual |
| Loan Agreement Signed | Mar 2018 | Mar 2018 |
| Complete Repayment of loan to LEP | Mar 2021 | Dec 2019 |

 | **G** – **Status:** £1,279,235 loan agreement in March 2018. Changes made in August 2018 with a Director agreeing to personal guarantees and a capital repayment of £300k made in August 2018.Interest payments and capital repayments quarterly from Sept 2019. The company now wish to repay the loan in full and any interest due by the end of 2019. Work is underway with the Legal and Finance Teams at Wiltshire Council to move this forward.The funds received can then be used for new projects.  |
| **What are we spending?** |
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|  **£Ms** | **2017/18** | **2018/19** | **2019/20** | **2020/21** |
| **Outgoing Loan**  | 1.28 |  |  |  |
| **Capital Repayment** |  | 300,000 | 419,670 | 559,565 |
| **Interest Payments** |  | 41,794.93 | 43,715.91 | 17486.52 |

 |
| **What have we done in the past 2 months?** | **What do we need to do in the next 2 months (Actions)** |
| * Collecting quarterly interest payment
 | * Ensure that any pre-conditions regarding the full repayment of the outstanding loan are met.
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| **Project Ref** | **Project Name** | **Project Manager** | **Lead Delivery Partner** | **Previous** | **Current** | **Direction** |
| LEP/GPIF/03/RT | GPIF – Recycling Technologies | Phil Clement  | Wiltshire Council | **G** | **G** |  |

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| **Project Description** |
| Fitting out of a production facility and R&D suite to manufacture a recycling technologies machine that will be exported globally.  |

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| **What does our path look like? (Milestones)** | **Are we on track? (Issues/Risks)** |
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| Milestone | Baseline | Forecast/Actual |
| Loan agreement signed  | Feb 2019 | Feb 2019 |
| Complete repayment of loan to the LEP | Dec 2021 |  |

 | **G** – **Status:** Loan agreement for £1,035,433.00p was signed in February 2019. First capital payment was made in February for £150k and then a further payment of £100k in May 2019. The latest payment was £250k in November 2019. First capital repayment due in March 2021 and full loan repaid by December 2021.  |
| **What are we spending?** |
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|  **£Ms** | **2018/19** | **2019/20** | **2020/21** | **2021/22** |
| **Outgoing Loan**  | 1,035,433 |  |  |  |
| **Capital Repayment** |  |  | 250,000 | 785,433 |
| **Interest Payments** | 4,319.52 | 47,851.22 |  70,838.09 | 37217.93 |

Outgoing loan has been issued |
| **What have we done in the past 2 months?** | **What do we need to do in the next 2 months (Actions)** |
| * Made a capital payment of £250k in November 2019
* Site visit to look at progress of the project. It is still on track to deliver the installation of a production line and r&d suite.
 | * Collect quarterly interest payments
* Capital payment due in February 2020 of £250k
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| **Project Ref** | **Project Name** | **Project Manager** | **Lead Delivery Partner** | **Previous** | **Current** | **Direction** |
| LEP/GPIF/004/OW | GPIF – Our Wilton | Phil Clement | Our Wilton Community Interest Company | **G** | **G** |  |

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| **Project Description** |
| Development of an Innovation Centre and training facility in Wilton to support the development and growth of start-up and growing small enterprises, including for those linked with personnel leaving the military.  |

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| **What does our path look like? (Milestones)** | **Are we on track? (Issues/Risks)** |
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| Milestone | Baseline | Forecast/Actual |
| Loan Agreement Signed | Feb 2019 | Feb 2019 |
| Complete Repayment of loan to LEP |  Dec 2021 | Dec 2021 |

 | **G** – **Status:** Loan agreement signed in February 2019 for £1.25mFirst capital payment of £250,000 was made in February 2019. Second payment, of £1m, paid on 1st May 2019.First capital repayment due in March 2021, with the majority of the loan (£1,215,731) to be repaid in December 2021Project planning to break ground before this Christmas and have the Innovation Centre operational in the latter part of 2020. The adjacent accommodation block for those leaving the armed forces was officially opened by the Countess of Wessex in October 2019. |
| **What are we spending?** |
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|  **£Ms** | **2018/19** | **2019/20** | **2020/21** | **2021/22** |
| **Outgoing Loan**  | £1,250,000 |  |  |  |
| **Capital Repayments** |  |  | 1,250,000 |  |
| **Interest Payments** | 780.83 | 35,136.97 | 37,499.98 | 27,736.12 |

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| **What have we done in the past 2 months?** | **What do we need to do in the next 2 months (Actions)** |
| * Visited the site to discuss progress of the project. Looking to be operational by the end of 2020.
 | * Collect quarterly interest payments
 |