

Directorate: Strategic Planning, Highways & Traffic & Transportation

Director: Andrew Gregory

Councillor: Ramesh Patel

Q4 2014/15

Number of Employees (FTE)	375
Sickness Absence YTD (Days Per Person)	8.61
PPDR Compliance (Half Year Compliance)	94.5%

Budget	Projected Outturn	Variance	Variance (%)
Target Savings 14/15	Projected Savings	Variance	Variance (%)

Q4 Progress against Directorate Plan/Corporate Plan actions 2014/15 (12)



Q4 Progress against Performance Indicators (33)



36.3% 12 are annual and 36.3% 12 have no or limited results as yet

Progress on Challenges Identified Q3 (previous quarter)

1. Directorate restructure on programme to be effectively completed by year end.
2. In year financial management has been successful - budget position at end of year will be balanced.
3. Culture change task force in highways Operations and Directorate wide communications are about to move into implementation stage.
4. Transport interchange: On programme to Cabinet report in May. World-class architectural schemes being developed.
5. LDP on programme. Ongoing support will be required to respond to the 187 "Action Points" raised by the Inspectors at the Hearing Sessions which the Council have agreed with the Inspectors to submit by the end of April.
6. Work on-going on development of sustainable transport proposals in North West Cardiff – aligned to strategy presented in LDP hearings. On-going engagement with Welsh Government and regional officials to progress the Metro and regional transport agenda. Additional resources have been identified for the transport team to meet the growing programme of key project delivery. Work is commencing on World-Class Transport and Cycling Strategy in line with corporate priorities.

Q4 Service Delivery

<p><u>Budget Position</u> To be provided by the Corporate Performance Team</p> <p><u>Directorate Delivery Plan – unless completed the following objectives below will now cascade over in new City Operations Delivery Plan</u></p> <p><u>Red status objectives at year end</u></p> <p>Create among the most 'open for business' planning and development services in the UK by December 2015 – Considerable in-year progress in terms of planning service productivity. Additional strategy development progressing re step change in design quality and customer engagement.</p> <p><u>Amber status objectives at year end</u></p> <p>Work with key partners to develop phased proposals for key transport projects including City Region Metro, phase 1 of North West Cardiff rapid transit corridor and Tram-Train link between the City Centre & Cardiff Bay by December 2014 - Still awaiting a decision and direction from WG following Mark Barry Report</p> <p>Develop a world class transport strategy to help make Cardiff one of the most liveable cities in the world by April 2015 - LTP submitted to WG on time. Still awaiting WG approval. Transport Strategy production deferred to 2015/16.</p> <p>Deliver new Master Planning and Development Proposals for the City Centre and Cardiff Bay Area by December 2014 – there is a need to understand the scope of the work to be completed and integration with wider masterplanning and potential development.</p> <p>SP&T12 - Develop an effective city-wide partnership with hospitals, universities and colleges by December 2014 Regular meetings with University of Cardiff taking place. However, the wider approach of engaging with all public sector organisations and creating a single development partnership is seen as less critical at this stage given the priority attached to other objectives.</p> <p><u>Green status objectives at year end</u></p> <p>Deliver the Local Development Plan, including submission of Deposit LDP to Welsh Government by August 2014 and adoption by October 2015 - On programme - it is anticipated there will be an additional Hearing Session in mid-May to review the information submitted with the Council and Welsh Government before commencing consultation on the</p>
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suggested changes to the Plan arising out of the LDP Examination Hearing Sessions and “Action Point” responses
Develop plans for new Central Public Transport Hub by April 2015 - submissions were received and officers are working with developers to carry out technical appraisals.

Deliver a new Parking Strategy to help manage travel demand and improve management of the strategic highway network by March 2015 - Approval of Draft Parking Strategy has been deferred to June Cabinet. Preparation for new parking pricing structure implementation in progress.

Deliver new city regional planning arrangements with regional partners and the Welsh Government by April 2015 - Progress made re increasing closer regional working on coordination/governance, transport and planning.

Develop master plans for new world class settlements and neighbourhoods on greenfield / brownfield sites connected by rapid transit and accessible by walking and cycling in partnership with key private sector partners by April 2015 - Successful quarterly meeting with major housing developers. Ongoing work on masterplan and transport-led development approach

Create a coordinated approach to public realm, highways, transport and wider neighbourhood developments by December 2014 - Draft Public Realm Strategy completed and going to cabinet in July 15. Pilot project commenced at Penarth Road / Claire Road. Further work is commencing relating to Hubs and the A469 corridor improvements.

Deliver new planning controls in those areas of the city with high numbers of students and HMOs by June 2015 - Letting Boards controls project on programme. A coordinated corporate HMO officer working group has been established and single ‘action plan’ produced. Revised SPG HMO (Saturation Policy and Planning) being developed to agreed programme.

Management

PP&DRs (year start) – 94.5% complete (260 of 275 reviews). Team Leaders have been made responsible to complete reviews by 31st May 2015.

Sickness Absence – Stats for Q4 show 8.61 over the target of 7.2 FTE days lost per person. However, a strong reduction of 1.67 has taken place from Q3 which was 10.18. We believe that the completion of the restructure process and staff engagement will support further improvement.

Health & Safety – For year end 2014/15 there have been 28 accidents/incidents reported of which 19 were near misses (no injury related), 202 days have been lost during the same period and no specified major injuries reported. The previous year shows 19 accident reports of which 10 were near misses (no injury), 62 days lost and no specified major injuries. The Directorate is currently compiling a schedule of H&S inspections which will help to mitigate possible accidents and incidents.

Key Performance Indicator Data – Q4 2014/15

Performance Indicator	Result 13/14	Position Q1	Position Q2	Position Q3	Position Q4	Target 14/15	R.A.G.
PLA/003 – The percentage of appeals determined that upheld the authority’s decision in relation to planning application decisions and enforcement notices.	56.5%	69.2%	71.4%	77.8%	41.7%	65%	G
PLA/004 (a) – The percentage of major planning applications determined during the year within 13 weeks.	25.7%	18.18%	54.55%	0%	0%	25%	R
Following the recent restructure productivity in this team has increased significantly (40% +). However, major new LDP ‘major settlement’ applications have proved difficult to deliver in 13 weeks – given their complexity. More resources are being put into the team as a matter of urgency.							
PLA/004 (c) – The percentage of householder planning applications determined during the year within 8 weeks.	74.5%	80.58%	68.28%	71.19%	63.20%	80%	R
Productivity in this team has increased by 50%+ since the recent restructure. However, caseload has increased. More resources are being put into the team to improve performance.							
CM07 – Percentage of Traffic Penalty Tribunal Decisions in Favour of Council	85%	80%	80%	83%	42%	80%	R
Q4 shows Indicative results due to time lags in tribunal decisions, The issues from the tribunals have been communicated to the design & delivery team who will use the lessons learnt to make improvements. As from Q1 Moving Traffic Offence figures will be included in this indicator but have not been in Q4 as background numerators and denominators would be distorted, if included the indicative result would have been 70%.							

HO5 – Percentage of Category 1 safety defects repaired by the next working day	New PI	N/A	72%	86%	86%	95%	R
The average result for the year is 81%, this is Due to a Directorate restructure, a long term sickness issue and related necessary staff changes, the introduction of a new software system and the demands related to the winter period the target performance was not met. To improve future performance, the importance of completing such defects within agreed timescales will be further reinforced, the software system has now been fully embedded, the staffing issue has been resolved and a new management structure is currently being installed.							

Q4 Challenges Identified

- Although all key projects are being delivered on programme (either at Directorate or Corporate plan programme level) since the restructure formal directorate project board meetings have only been reformed end of March. As a result, although all projects have been challenged at senior level, OMs were not able to formally challenge each others projects.

Q4 Actions being taken

- Performance is always a priority for the Directorate. The programme board is now reconstituted.

Q4 Risk Update

Corporate Risk				
Risk Description	Inherent Risk	Residual Risk	Mitigating actions	Risk Owner
Hostile Vehicle Mitigation in Cardiff - Vehicle Borne Improvised Explosive Device (VBIED) detonating in an area identified as a high risk crowded place, as a result of the inappropriate boundary treatments and access control processes protecting and managing it.	Red	Red	<p>Q4 update The CONTEST Protect/Prepare Group will continue to maintain the City Gateways Public Realm Enhancement Scheme to ensure that the proposed PAS 68/69 mitigation for the remaining gateways remains appropriate. This work also includes the estimated costs for the procurement and installation of the PAS 68/69 mitigation and ancillary services.</p> <p>The CONTEST Protect/Prepare Group will continue to monitor and review the scheme to ensure it is fit for purpose until it is fully installed.</p> <ul style="list-style-type: none"> Additional funding must be secured to procure and install the PAS 68/69 mitigation at the remaining 30 gateways. The WIMAG wireless system for the automated bollards has been implemented to sites where there were issues with the detection loops. The failure of the bollards to damaged loops has reduced but there are still improvements to be made to the system. Partnership working has taken place with the Tabernacle with regards to their access and providing details of individuals that have TAGs and swipe cards. This work is ongoing but we have a database of all cardholders and the Tabernacle is now partners with respect to The Cardiff City Centre Access Control Protocol. Issues were highlighted in early December when West Midlands Police withdrew their Officers from the Streets and the published concerns for uniformed staff. CT awareness briefings for the CEO's have been completed. 	Andrew Gregory
Preparation of Local Development Plan - Preparing a plan that is considered 'sound' by the Inspector, within the proposed timetable.	Red	Red / Amber	<p>Q4 update Following support from the LDP team, the wider planning service and other relevant service areas the LDP Examination Hearing Sessions finished on 27th February 2015. Ongoing support will be required to respond to the 187 "Action Points" raised by the</p>	Andrew Gregory

			Inspectors at the Hearing Sessions which the Council have agreed with the Inspectors to submit by the end of April.	
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Update on Previous Quarters Emerging Risks

Risk Description	Inherent Risk	Residual Risk	Progress	Risk Owner
<p>Transport Infrastructure Delivery - Significant issues remain with regard to the delivery of transport infrastructure in terms of long term capital funding and partnership/governance. We are working closely with Welsh Government to identify potential EU, WG and other funding streams.</p>	Red / Amber	Amber	<p>At a senior corporate level alternatives to WG funding will need to be explored. Also, proactive work with WG officials are taking place to ensure sufficient support for Metro defined projects enable them to proceed.</p> <p>In the meantime, we are bringing forward bus-based proposals to address key infrastructure issues associated with the major new development.</p>	Andrew Gregory