

Appendix B: BBC Q1 Project updates 2021/22

Project name / details	Assistant Director	Project Lead	Budget	Latest update	Progress to date	T	F	P	O	R	Next milestone	Completion date
Recovery project: Council Assets - encourage start-ups and grown-ons in vacant property owned or controlled by the Council	Andy Fisher	Duncan Hollingworth	£2k (marketing)	26/7/21	Limited progress has been made with the disposal or reuse of major assets, eg Tedder Hall or Skegness Town Hall, however, industrial land in Louth has all but been taken by the market, Boston Business Centre is fully occupied with growing interest and demand and Council concessions and other commercial property across the Alliance area retain very high occupancy rates. Mablethorpe Business Centre is the only key assets that has lower occupancy rates than desired. resources are however limited to day job resources.							
Recovery project: Council Rents - help to protect existing and distressed businesses that occupy council owned property through sympathetic and supportive management of rents	Andy Fisher	Duncan Hollingworth	-	26/7/21	The Property team, in regular consultation with the Portfolio Holder have maintained a very active role in managing commercial arrears. The peak debt of over £1 million in September 2020 has been reduced to just over £300k as at July 2021 with bespoke arrangements in							

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					place with a number of tenants. The Council has taken a 'firm but fair' position with arrears and will continue to assess each case on its specific merits. As recovery for businesses is a long haul, the risk of arrears to the Council should remain amber until pre-covid levels are achieved.							
Recovery project: Targeted acquisition of vacant and under-used premises for redevelopment	Andy Fisher	Michelle Sacks	TBA Option 1: £2m+ Option 2: £1m+ Option 3: c£50-100k	26/7/21	This project will be aligned to the opportunities of Boston's Levelling Up Bid and East Lindsey's Investors in the Coast. Models for holding assets are being developed that should facilitate significant redevelopment through utilisation of external resources. The model would see resources recycled to continue the repurposing of underused premises.							
HM Land Registry Migration Project (Boston)	Christian Allen	Jade Dicrosta	£60k HMLR transition funding; £14k estimated new burdens payment; £35k to fund project	18/7/21	Brief agreed; project commenced June 21 to go live April 2023 (subject to confirmation with HMLR)							April 23 (subject to confirmation with HMLR)

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			support officer for 18 months									
Recovery project: Rapid Community Testing and Vaccination Site Support	Christian Allen	Kristina Willoughby	External funding and existing resources	7/7/21	New Testing from 7 July. Three teams will work as 'roving' Outreach and Engagement teams across the East Lindsey and Boston areas.						Deploy Team to sites	March 22
Migration to Uniform/LALPAC – Boston Borough Council (ADP PLN / OCS 4.1)	John Medler	Nickie McDonald	tbc following procurement and subject to member agreement	25/6/21	Initial Boston Procurement meeting held on 14/6/21; paused to further review requirements and direction of travel						Procurement – June 21 to September	July 23
Joint Cultural Strategy (ADP EG 2.2; EG 2.7; EG 7.1)	Lydia Rusling	Lydia Rusling / Martin Kay / Luke Skerritt	Funding from ACE	27/7/21	Meeting with ACE to agree revised timeline, which has subsequently been approved.						Detailed plan for project timeline to be submitted to ACE. Commissioning of consultancy (MV).	December 2021
Boston Town Deal PE21 project (ADP AST 2.1)	Lydia Rusling	Lydia Rusling / Sharon Warner	£21.9m	30/6/21	£21.9m awarded from the Government's Towns Fund scheme in March 2021. Detailed business cases being drawn up for each project. Boston Station project – business case by Dec21 Healing the High Street project already underway with stunning shop fronts						Detailed business cases and project timelines	

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					<p>and grant support to businesses and property owners</p> <p>Blenkin Memorial Hall and Chained Library St Botolphs projects - both of these projects are advanced and the outline business cases were noted as exemplar by MHCLG who welcomed proposals to progress these projects with condensed full business cases and final monitoring and evaluation forms by end of July to allow early drawdown of funds.</p> <p>Smarter Homes project - project sponsor to be confirmed at the next meeting</p> <p>Accelerated Towns Fund project, Experience Boston, launched in June 2021.</p> <p>Levelling Up Fund bid for £20m: creation of a new integrated hub and learning centre; development of new urban living with contemporary housing, hospitality and retail uses;</p>							

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					town centre greening project. Outcome anticipated in the Autumn.							
Recovery project: Car parks - identify, enable and promote more attractive uses e.g. for eating out/ café culture, public seating	Lydia Rusling	Lisa. J Collins	£100k-£250k (marketing, engagement, wayfinding, signage)	27/7/21	Implemented in Louth with support from Active Travel Fund/LCC.							
Recovery project: Digital Marketing - swift implementation of a digital marketing tool across the Alliance's area to help the leisure and tourism industry take full advantage of any increase is "Staycations"	Lydia Rusling	Lisa J. Collins	£300k (business support)	27/7/21	Forms part of both Council's Visitor Economy Resilience Plans. Draft agreement and delivery schedule finalised and procurement advice sought.						Transfer funding to enable service delivery.	March 22
Recovery project: Events - programme tailored to the particular reputation of each place/market town (e.g. Taste Lincolnshire events linked to a new digital marketing platform; food festivals; antiques and craft fairs)	Lydia Rusling	TBC	£21k (project officer) £50k (events)	27/7/21	Events Officer appointment approved as part of Economic Growth Service Review. Job description produced.						Awaiting job evaluation. Recruitment.	March 22
Recovery project: Extend the seasons on the coast (including grant support to gap fund skills/jobs)	Lydia Rusling	JMS	TBC	27/7/21	Proposal to utilise remaining ARG to fund a recovery grant programme.						Policy and briefing to be agreed. Launch and administration.	March 22
Recovery project: Shop fronts and shop improvement grants to	Lydia Rusling	Lisa J. Collins / MG / Emilie Wales	£375k	27/7/21	See update from MG on Vacant shops - encourage "pop-up" uses or window						See update from MG.	

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bring vacant premises back into use and encourage "living above the shop"					dressing pending reletting/redevelopment. In addition there are shop frontage schemes funded by the towns fund for Mablethorpe and Skegness – both are led by Heritage Lincolnshire with support from Emilie Wales. Projects confirmed.						Towns Fund Projects – full business case development.	
Recovery project: Survey businesses to identify opportunities for bespoke interventions	Lydia Rusling	JMS	£5k	27/7/21	Priority has been business grant administration.							
Boston City project	Lydia Rusling	Lydia Rusling	Minimal	18/8/21	Project brief agreed by SLT						Stakeholder Engagement – Sep/Oct21	Application deadline 08/12/21
Boston Alternative Energy Facility – examination process (ADP PLN 2.1)	Mike Gildersleeves	Mike Gildersleeves	N/A	4/7/21	The BAEF submission has been made by the proposers, and has been accepted for examination. The submission is programmed for an examination in public to take place in September, with an anticipated decision early in 2022. BBC has recently entered in to a Planning Performance Agreement with the proposers, to ensure that the Council is adequately recompensed for any necessary work required in						Awaiting confirmation of next steps and requirements from the Examining Authority	Awaiting confirmation of next steps and requirements from the Examining Authority

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					order to fully engage with the examination process.							
Recovery project: Encouragement of economic activity and growth through the planning system	Mike Gildersleeves		Mostly within existing resources £15k (external review of Scheme of Delegation) £10k (external review of Validation procedures)	4/7/21	<p>Since the 1st April Boston has reverted to the national requirements for validation of planning applications. This is in response to feedback from agents/architects, but also in response to the recovery plan by seeking to avoid unnecessary and burdensome costs associated with submissions.</p> <p>The project is marked as Amber due to ongoing changes within the Planning Service to bring the ELDC and BBC teams together under OneTeam. In addition, there are areas of the service where key posts are vacant, and this in combination with general workload is leading to pressures within the existing teams. This can be managed to a degree through external resource, however, it does limit the services ability to do more proactive/forward thinking work as was proposed by this project. Additional</p>							

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					short-term capacity may also be required.							
Recovery project: Vacant shops - encourage “pop-up” uses or window dressing pending reletting/redevelopment	Mike Gildersleeves		£50k (marketing & engagement)	4/7/21	<p>There has been no significant activity on this project to date. This proposal did link to an initial idea for use of funding resulting from the Welcoming Back Fund, however, at this stage, no further work has been undertaken on establishing any future action or project.</p> <p>No specific budget or staffing resource has been identified to take this forward. Without additional resource, it is unlikely that there is sufficient capacity to take this forward. Decision over capacity and resourcing of this project needs to be taken - this needs to be proportionate to the extent of the project outcomes and possibilities – and indeed whether to take the project forward.</p>							
Health and Wellbeing Strategy (ADP HWB 2.1; HWB 4.1)	Jon Challen	Roxanne Warwick (from 1 July)		23/7/21	Lincolnshire District Councils are committed to developing an ambitious agenda for improving health and wellbeing in Lincolnshire.						1/10/21	

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					<p>Throughout the pandemic we have been working closely together and are collaborating to develop and demonstrate our role in the local health system.</p> <p>The recent Integrated Care System (ICS) policy underlines this importance of working together and Districts now have timely opportunity to influence.</p> <p>Integrated Care Systems have four key aims:</p> <ul style="list-style-type: none"> • Improving population health and healthcare • Tackling unequal outcomes and access • Enhancing productivity and value for money • Helping the NHS to support broader social and economic development <p>District leads have come together over the last few months to work on a District led Health & Wellbeing strategy</p>							

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					<p>The Strategy has five emerging themes:</p> <ul style="list-style-type: none"> • Housing and homelessness • Activity and wellbeing • Environment and climate • Economic inclusion • Community empowerment 							
Integrated housing register and homelessness IT system (ADP HWB 4.1; HWB 6.1)	Jon Challen	Jason Oxby		23/7/21	<p>The Housing Register and revised Housing Allocation scheme went live on 28th June 2021.</p> <p>Boston applicants are reregistering on the new system and will all require to be re-assessed.</p> <p>Social Housing vacancies won't be advertised on-line until at least August however applicants are being put forward through a direct let process rather than bidding in the meantime.</p> <p>The Homelessness part of the system is being configured for BBC use. The current homelessness system can continue to be used until later in the year if required.</p>						1/10/21	

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Recovery project: Empowering healthy Communities (Community Champions Programme) (ADP HWB 1.1 / 1.3)	Jon Challen	Nichola Holderness	£494,800 (external funding)	23/7/21	Launch of Councillor Grant Scheme 5th July 2021. Follow up work planned through August and September to encourage uptake.						1/9/2021	31/3/23
Rough sleeper accommodation (ADP HWB 1.2; HWB 1.1)	Jon Challen	Jason Oxby		23/7/21	<p>The properties in Skegness are not available as yet. Framework are assisting current occupiers of the accommodation to find alternative housing.</p> <p>Some of the properties in Boston are about ready to be moved into. Nominees are being considered.</p> <p>Framework have been recruiting staff to manage the accommodation across the two districts.</p>							
<p>ICT infrastructure investment (ADP SSP / OCS 4.6)</p> <p>PSPS digital infrastructure projects (ADP SSP 6.1)</p>	Phil Perry	Jackie Wright		24/6/21	U4BW - The contract with Embridge Consulting to implement Unit4 for Boston Borough Council was agreed and signed on 21st June. Work will now start between the assigned Embridge Project Management team and the PSPS Project Management Team to develop the project and resource plan over the coming weeks to						Full Payroll go live is anticipated for Sept/Oct 2021.	Summer 2022

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					<p>establish and confirm the timetable to completion between now and spring/summer 2022.</p> <p>First4HR – Boston Data has been imported and is currently going through data checks. A parallel payroll run is planned for early July with an anticipated go live for People Managers and Colleague Mid-July.</p>							
Recovery project: Procurement alignment across the Alliance and opportunities for local businesses	Phil Perry	Phil Perry	£5k (legal & procurement advice)	24/6/21	The loss of the procurement Officer has halted the alignment of Procurement policy across the Alliance temporarily. It has also reduced capacity to support and advise Departments on Procurement/Contract management matters. Review of a Procurement Officer Job Description & Person Spec is in hand and recruitment to the post is to follow at the first opportunity						To recruit to the vacant post.	TBD
Recovery project: Environmental improvements – Street Scene (Big Boston Clean	Victoria Burgess	Matt Fisher	£26,500 (additional flyswat team)	26/8/21	Funding now identified. Resource required to bring projects to fruition.							

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Up, Litter Champions, floral displays, fly-tipping)												
Recovery project: Markets – support to traders	Victoria Burgess	EB/KW	£87,373 rent reduction (ARG) £5,800 canopies & stewards	26/8/21	Free rent completed. Funding identified through the Welcome back fund. Improvements to stalls planned.							

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