

Overall Status Last Period	Overall Status This Period
Amber	Amber

Page 1: Dashboard

Achievements and Milestones (see [Implementation Plan](#) for further information)

Achievement/Milestone	Date
Annual Conversation	12 Sep 19

Financials Summary (see [Financial Summary](#) for further information)

*Funding issued by Transport Scotland and SG Housing not included in this total

Total CRD grant £000	CRD grant drawdown to date £000	19-20 CRD Grant allocation	19-20 Grant drawdown
600,000	59,963	10%	£50.73m*
			£17.36m

Upcoming Milestones	Target Date	RAG
Establish Regional Growth Framework Team	Mid-Oct 19	
Workshop with RGF Team	28 Oct 19	
M&E Approach Finalised	Dec 19	

Top 3 Risks (see [Risk Register](#) for full list of risks)

Risk	Impact	Likelihood	Severity	Resolution Plan or Mitigating Action	Risk owner
There is no regional strategy/framework to set up structures for future delivery of regional economic, spatial and transport plans.	3	4	12	<ul style="list-style-type: none"> Regional Growth Framework proposal has been approved by Joint Committee. Resources for taking this forward have been by Directors Group. REC is being kept informed and will help to shape when appropriate. Elected members are being informed and briefed in all councils. 	Directors' Group
Insufficient PMO Resources	5	2	10	<ul style="list-style-type: none"> Request for additional resources to be made to Executive Board when appropriate Progress reports, quarterly reporting and risk register to track progress towards deadlines and highlight potential delays to PMO before they arise. Use secondments and reallocate staff to City Region Deal activity when required. Re-assess capacity and skillsets regularly in line with changing requirements. Ensure the inclusion wider PMO network, for example drawing on project leads more, when required. 	Exec Board
Insufficient Resources from project leads	4	2	8	<ul style="list-style-type: none"> Regular contact between PMO and other partners on projects and information required. Other partners to assist in developing business cases and reporting where capacity is low. Workshops to ensure that reporting requirements are understood and that there is buy-in. Many programmes are building in staff costs, and lead organisations are taking on risk for funding to help alleviate this issue. 	Exec Board



Overall Total			Project Name	2019 - 2020					Comments
Total Budget £000	CRD Grant Total £000	CRD Grant Claimed To Date £000		Grant Allocation £000	CRD Grant claimed (Q1-2) £000	Spend to date (Apr-Sep) £000	Forecast outturn £000	Forecast vs Allocation variance £000	
101,047	32,545	31,498	Bayes Centre	10,133	9,901	9,901	10,133	0	Forecast is based on profile as per full business case
22,469	22,469	96	National Robotarium	2,566	393	393	1,770	-796	
189,297	57,920	20,054	Edinburgh Futures Institute	13,770	5,227	5,227	13,770	0	
190,620	79,595	655	World Class Data Infrastructure	8,417	1,735	1,735	8,417	0	
84,610	49,205	0	Usher Institute	0	0	0	0	0	
42,596	17,366	0	Easter Bush	0	0	0	0	0	
30,000	10,900	0	Easter Bush Link Road - A701 & A702	0	0	0	0	0	
52,003	30,000	0	Food & Drink Innovation Hub	0	0	0	0	0	
49,425	35,000	0	Fife Industrial Innovation Investment	0	0	0	0	0	
29,050	15,000	0	Scottish Borders - Innovation Park	1,750	0	0	1,750	0	
791,117	350,000	52,303	Total Research, development and innovation	36,636	17,256	17,256	35,840	-796	
25,000	25,000	0	Integrated Regional Employability & Skills	3,250	103	103	2,291	-959	Some projects did not spend until Grant letter received
25,000	25,000	0	Total IRES	3,250	103	103	2,291	-959	
120,000	120,000	2,600	Sheriffhall Roundabout*	0	0	0	0	0	Transport Scotland hold budget Consultants currently working on proposal for TAB
36,000	20,000	0	West Edinburgh Transport Appraisal	2,000	0	0	70	-1,930	
156,000	140,000	2,600	Total Transport	2,000	0	0	70	-1,930	
44,990	20,000	0	IMPACT/Dunard Concert Hall	8,839	0	1,004	1,004	-7,835	The Council has been served with a petition for judicial review of the decision to grant planning permission
44,990	20,000	0	Total Culture	8,839	0	1,004	1,004	-7,835	
263,000	15,000	5,060	Housing Company**	5,192	0	1,232	5,192	0	Separate grant letter from SG Separate letters from SG for individual proposals. The allocation figure is based on the financial plan
50,000	50,000	0	Housing Infrastructure Fund**	12,500	0	0	0	-12,500	
313,000	65,000	5,060	Total Housing	17,692	0	1,232	5,192	-12,500	
1,330,107	600,000	59,963	Total Programme	68,417	17,359	19,595	44,397	-24,020	Shortfall of utilising grant funding

Note: Figures in red represent a forecast underspend against the Grant allocation

* Funding issued by Transport Scotland. ** Funding issued by SG Housing

Overall Status Last Period	Overall Status This Period
Amber	Amber

Page 3: Guidance Notes for Project Updates

Project Stages

Stage no.	Definition
1. Define	Business case being developed, and not yet approved by Thematic Board and Joint Committee.
2. Implement	Business case has been approved by Thematic Board and Joint Committee, and is being implemented. In a capital project, this may be construction; for skills projects this may be establishing a course or system.
3. Deliver	Project is in place and monitoring and evaluation is in framework to assess if it is achieving its objectives.
4. Legacy	Project has resulted in mainstreaming or improvements to business as usual (impact) that is generated beyond the funded period

Red, Amber, Green

T: Status against **timeline** set out in business case/implementation plan; **B:** Status against **budget** set out in financial plan

RAG Status	Definition - Timeline	Definition - Budget	Action Required
Green	In line with business case/implementation plan	In line with financial plan.	No management action required
Amber	Delay is considered acceptable by PMO.	Within acceptable range.	Management action is in place by senior management to address issues, and project is being closely monitored.
Red	Delay is significant.	Outwith acceptable range.	Immediate action is required by senior management and relevant Boards as appropriate to address issues. Issues must be highlighted to Government.

Inclusive Growth Score

	Definition
1.	Project's links with inclusive growth framework are being developed.
2.	Project's links with inclusive growth framework have been identified and are in the process of being implemented.
3.	Project's links with inclusive growth framework are being delivered and monitoring and evaluation is in place to assess impact.

Partnership Working Score

	Definition
1.	Links have been identified with projects in other themes/with regional partners outwith City Region Deal.
2.	Links are being developed with projects in different themes/with regional partners outwith City Region Deal.
3.	Links are being exploited between this project and other themes/with regional partners outwith City Region Deal.



Project	Stage	Last Milestone	Next Milestone	T	B	IG	PW	Comments
Bayes Centre	Deliver	Sep 18: Opening	N/A	G	G	2	2	
National Robotarium	Implement	Jul 19: Stage 2 Concept Designs signed off by Project Executive Board.	Dec 19: Appointment of National Robotarium CEO	G	G	1	1	
Edinburgh Futures Institute	Implement	Start on site	Sep 21: Complete construction	A	G	2	2	Slippage in 2019/20 spend due to complexity of enabling works package
Usher Institute	Define	Aug 18: Deal agreement	Sep 19: Approve FBC	G	G	1	2	
Easter Bush	Define	Aug 18: Deal agreement	Mar 20: Approve FBC	G	G	1	1	
World Class Data Infrastructure	Implement	Start on site	Jul 20: Complete construction	G	G	2	2	

T: Timeline; B: Budget; IG: Inclusive Growth score; PW: Partnership Working score (see p.3 for definitions)



Project	Stage	Last Milestone	Next Milestone	T	B	IG	PW	Comments
Edinburgh Innovation Park (QMU Food and Drink Hub)	Define	Finalise specification for the procurement of specialist advice for the FBC.	<ul style="list-style-type: none"> Conclude Section 75 agreement to permit the release of the planning permission – Aug 2019 Meet with UKG rep at Scotland office to update on FBC progression – Aug 2019 Award the tender for the procurement of specialist advice for the FBC – Sept 2019 Determine the detailed planning application for the junction/ initiate the tendering process – Oct 2019. 	G	G	1	1	
Fife Industrial Innovation Investment (Fi3P)	Implement	Planning approval for first site	Planning permission for Project 2 (over due Q2 19/20)	G	G	1	2	<p>Mobilising resources into implementation phase. Discussions underway with University of Edinburgh to agree development opportunities based on the DDI programme impacts.</p> <p>Likely underspend on a project has been identified and options for reinvestment have been agreed by the Fife Council programme board. This change is within the agreed programme tolerances, no escalation or further action required.</p>
Central Borders Innovation Park	Implement	Design, procurement and construction of Phase 1 (ongoing)	Progressing with building design for Phase 2.	G	G	1	1	Finalisation of engagement with potential occupiers of buildings being procured under Phase 1.



Project	Stage	Last Milestone	Next Milestone	T	B	IG	PW	Comments
IRES Programme	Implement	Progress Monitoring & Evaluation Frameworks in place at programme and project level (June 19)	Programme evaluation to inform 2020 Annual Conversation	A	G	2	2	<ul style="list-style-type: none"> Progress Monitoring & Evaluation Frameworks operational. IRES Board next due to meet on 24 Oct with further partners reflection session planned for 22 Nov. IRES Board currently evaluating potential impact of changes in senior personnel at Board level. Also similar for PMO and implications for future direction of strategy.
Integrated knowledge systems	Implement	Grant Agreement and Project Implementation Plan agreed	Updated implementation plan to be presented to next Delivery Advisory Group (Nov 2019)	A	G	2	2	<ul style="list-style-type: none"> Grant Agreement and Project Implementation Plan agreed. Multi-agency IKS Development Advisory Group and project team established. Terms of Reference, project plan and forward meeting schedule agreed and discussions with MIS developers ongoing to inform system specification.
Labour market analysis and evaluation	Implement	Grant Agreement and Project Implementation Plan agreed	Health and Social Care primary research to start Nov 2019.	A	G	2	2	<ul style="list-style-type: none"> Grant Agreement and Project Implementation Plan agreed and LMA&E group met twice in 2019-20. New member of staff appointed 2.5 days per week to help progress development and Labour Market seminar successfully held on 8th October attracted good range of partner involvement.
Integrated employer engagement	Implement	Grant Agreement and Project Implementation Plan agreed	New staff team in place early Jan 2020	A	G	2	2	<ul style="list-style-type: none"> Grant Agreement and Project Implementation Plan agreed with IEE Project Manager appointed and due to start 1 October. Job descriptions for new staff team approved and scheduled to be advertised 1 Oct.



Project	Stage	Last Milestone	Next Milestone	T	B	IG	PW	Comments
Intensive family support	Implement	Project staff appointed and activities operational	Revised Implementation Proposal to be considered by IRES Board (Feb 2020)	A	A	2	2	<ul style="list-style-type: none"> Capital City Partnership (CCP) provision of lead management and project development staffing with SLA being developed. Ongoing uncertainty of ESF funding impacting on service planning with alternative methods of service delivery being explored. Co-production and engagement activity with LA partners ongoing regarding similar delivery in their local areas and positioning of new service.
Housing and Construction Infrastructure (HCI) Skills Gateway	Implement	Project staff appointed and activities operational	Year 1 Summary evaluation	A	G	2	2	<ul style="list-style-type: none"> Project staff appointed and activities operational. Equality & Diversity lead appointed jointly across DDI and HCI. 4 Delivery Group meetings have taken place and new partnerships formed with SELECT (Electrical) for future jobs increase in this sector. Commencement of first projects underway including new pilot project review for bricklaying course.
Data-Driven Innovation (DDI) Skills Gateway	Implement	Project staff appointed and activities operational	Year 1 Summary Evaluation	A	G	2	2	<ul style="list-style-type: none"> Project staff appointed and activities operational. Equality & Diversity lead appointed jointly across DDI and HCI. Data Education in Schools project progressing developments on four fronts including, Curriculum mapping for Data Science, National Progression Award in Data Science, Professional Development and the establishment of Knowledge Sharing Schools. New staff appointments for Data Education in Colleges, Data Education in Universities and Data training for Work initiatives.
Workforce mobility (Concessionary travel)	Implement	Grant Agreement and Project Implementation Plan agreed	Project Manager Appointment (Feb 2020)	A	G	2	2	<ul style="list-style-type: none"> Project Implementation Plan agreed and inaugural meeting of the WM Project Delivery Group due to be held on 30 Sep 2019. Project Manager job description finalised and progressing through job evaluation with Scottish Borders Council. SESTRAN involved and Project Lead to update TAB on recent progress.



Project	Stage	Last Milestone	Next Milestone	T	B	IG	PW	Comments
A720 (Sheriffhall)	Define	Preferred option identified is a grade separated junction arrangement	Transport Scotland is currently taking forward the development and assessment of the preferred option with the view to publishing draft Orders later this year (2019) for formal comment.	A	A	1	1	.
West Edinburgh	Define	The development of a high-level WETA Project Delivery Plan is underway, and was reported to the Transport Appraisal Board (TAB) on 26 August.	Within 2-3 meeting cycles (around 6-9 months) of the TAB considering the Project Delivery Plan, greater clarity about the timeframe and process for further refining the long-list of proposals will emerge.	A	A	1	2	£37m of funding identified (£20m from Scottish Government and £17m from The City of Edinburgh Council), plus developer contributions (TBC). WETA amounts to £110m, so the interventions are being prioritised.

T: Timeline; B: Budget; IG: Inclusive Growth score; PW: Partnership Working score (see p.3 for definitions)



Project	Stage	Last Milestone	Next Milestone	T	B	IG	PW	Comments
Dunard Centre	Implement	Appointment of the Contractor, selected through the procurement process, to deliver the Pre Construction Services	Commence the demolition of the existing annex building	A	A	2	2	On 30 July Nuveen (Edinburgh St James) submitted a petition for judicial review on CEC planning committee, decision to grant planning permission for the Dunard Centre. There is a risk to delivery timescales.

T: Timeline; B: Budget; IG: Inclusive Growth score; PW: Partnership Working score (see p.3 for definitions)

Project	Stage	Last Milestone	Next Milestone	T	B	IG	PW	Comments
Affordable housing	Deliver & Define	Report approved at JC on 3 Sep August	Scope opportunities & identify resources to progress workstream.	A	A	1	2	<ul style="list-style-type: none"> Recent figures have revealed that between 2015/16 and 2018/19 regional partners have delivered over 10,000 completions with housing grant spend increasing from £70m to £130m over the same period.
Strategic sites	Implement & Define	Report approved at JC on 3 Sep August	Scope opportunities & identify resources to progress workstream.	A	A	1	1	<ul style="list-style-type: none"> Business cases for sites are at different stages of development. Opportunity to develop a strong, ambitious regional vision across the seven sites.
Innovation & skills	Define	Report approved at JC on 3 Sep August	Scope opportunities & identify resources to progress workstream.	A	A	1	2	<ul style="list-style-type: none"> Opportunity explore potential bid to the UK Government Industrial Strategy Challenge Fund - the transforming construction programme will be open to collaborative research & development and demonstrator project applications from 5 August 2019.
Infrastructure, funding and land assembly	Define	Report approved at JC on 3 Sep August	Dedicated 26 Nov Board to agree scope and progress workstream	A	A	1	1	<ul style="list-style-type: none"> Opportunity to work strategically to understand capacity and constraints; share strategic plans and identify opportunities for strategic alignment and investment.
Housing company	Deliver	First homes completed in Clermiston.	Homes under construction across various sites.	G	G	1	2	<ul style="list-style-type: none"> The City of Edinburgh Council and Scottish Futures Trust will continue to share learning and financial models with partners, to explore regional delivery models.

T: Timeline; B: Budget; IG: Inclusive Growth score; PW: Partnership Working score (see p.3 for definitions)