

North Hertfordshire District Council
Overview and Scrutiny Committee Task and Finish Group

The Council's Management of Larger Projects

DRAFT SCOPE (v0.1)

Terms of reference

To review the effectiveness of the Council's management of its larger projects
To suggest improvements for ongoing and future projects

Timeframe

3-4 months beginning 1 October 2015
Report to Overview and Scrutiny Committee January/March 2016

Link with Council Objectives.....(not sure this is really needed)

Attractive and Thriving
Protect and Prosper
Responsive and Efficient

Key Questions

What is a large project?
How are projects chosen?
Are the Council's projects delivered on time, on budget and to the required standard?
How well do the Council's project management arrangements work?
How well has the Council's communication arrangements with members and the public worked?
Is responsibility for projects clearly defined?

Possible Key Projects

Hitchin Town Hall/North Herts Museum	Baldock Town Centre Scheme
North Herts Crematorium	Royston Leisure Centre
Careline	Bancroft Gardens
Herts Building Control Consortium	Shared Services Project
Churchgate	Grants and MoU Review
Hitchin Swim Centre	

Potential Witnesses and Community Engagement

Portfolio Holders and Lead Officers for each project
Community groups - to be decided by project
Others to be confirmed

Green Issues

Nothing obvious.....

Briefing arrangements (...formerly Information Documents)

Initial literature review and briefing by Scrutiny Officer
Remaining briefing arrangements to be decided

Membership

To be confirmed

Portfolio Holder - To be confirmed

Support Officer - Brendan Sullivan