












2016/2017 reporting against Projects identified in the Corporate Plan – last updated 17/02/2017




For Q3 2016/2017 North Hertfordshire District Council is reporting against 23 Projects identified in the Corporate Plan 2016 - 21.



Key for the Report

Status key	
	Project Completed.
	Project behind original due date/ unlikely to hit original due date.
	Project not due for completion in 2016/17 or has not reached due date



Status Summary			
Status	Qtr3	Qtr2	Summary of Movement
	5	4	Grant funding organisations sharing in the delivery of our objectives – project complete
	7	4	Walsworth Common Pavilion, Walsworth Common Pitch improvements, Walsworth common Access bridge moved to amber
	11	16	
Total	23	24	John Barker Place removed from monitoring as agreed at Q2 Committee


Description in Corporate Plan	Corporate Objective	Service Area	Milestones	Due Date	Status	Comments
Leisure Portfolio						
Delivering identified projects from the adopted Green Space Strategy	Attractive & Thriving	Leisure & Environment	Hitchin	Throughout 2016/17		Commenced project May 2016, Public Consultation took place Sep/Oct. Contract awarded. Playground equipment has been ordered. Works due to commence March and will take approx. 4 weeks to complete.
			Bancroft Gardens Play Area £ 75,000			
			Walsworth Common Pavilion contribution to scheme £300,000			
			Walsworth Common pitch improvements £103,000			Cabinet report re Green Space Strategy (Jan 17) recommended that project be moved to 2020/21 capital programme to allow time to secure further s106 contributions.
						Pitch Improvements were originally planned to start in 1617, however fully dependent on S106



			<p>Replacement of Walsworth Common Access Bridge £175,000</p>		<p></p> <p>contributions. Developer has delayed start on scheme so funds will not be available until 18/19.</p> <p>Quotation Process has taken place and Structural Engineer has been appointed. Site survey took place Nov 16. Engineer has produced draft program for the works. Tender process commenced Dec 2016. Latest project plan shows completion date of May 2017</p>
			<p>Demolish 4 disused tennis courts and landscape to grass and planted area at Bancroft Recreation Ground, Hitchin £30,000</p>		<p></p> <p>Project complete.</p>
			<p>Renew pathways, Bancroft Recreation</p>		<p></p> <p>First phase of works completed. Contact awarded for second phase. Second</p>

			Ground, Hitchin £50,000			phase of project managed by Groundwork Hertfordshire Final stage will be deferred until works to install new play area is completed.
			Multi Use Games Area, Bancroft Recreation Ground, Hitchin £170,000			Project managed by Groundwork Hertfordshire. Dependant on securing £80K external grant. Sport England closed its grant scheme in 2016. New scheme is not open to Local Authorities. Further funding sources are currently being investigated.
			Letchworth Norton Common wheeled sports provision			A consultation event with stakeholders took place on the 5th December following which




			<p>improvements £154,000</p> <p>Royston</p> <p>Serby Avenue Play area renovation £75,000</p>		<p>▶</p>	<p>the contractor was appointed. At first quarter project value increased to £170K, all funded by section 106 contributions. The appointed contractor will be required to refine their designs according to further consultation with the skaters.</p> <p>Contractor has commenced on site and work is expected to complete by the end of March.</p>
<p>Redeveloping and improving the North Herts Leisure Centre to ensure it is fit for purpose and offers greater opportunities to meet latent customer demand</p>	<p>Responsive & Efficient</p>	<p>Leisure & Environment</p>	<p>Full Council Approval for Scheme</p> <p>Contractor to commence on site</p> <p>Commence Car park improvements</p> <p>Teaching pool completion</p>	<p>Jan 16</p> <p>April/May 16</p> <p>Apr/May 16</p> <p>Feb 17</p>	<p>▲</p>	<p>Car Park improvements completed June 2016</p> <p>There has been a delay to the completion date and the current project plan shows that the new facilities are due to be open in June 2017. The key elements of the delay are associated with data cabling and drainage, which were not identified on drawings or assessed prior to work commencing on site. In terms of the cabling, authority was required from</p>


						the provider to disconnect and divert. Regarding the drainage, this related to both foul water and surface water drains and both were under the new build. This necessitated some redesign and for additional works to be specified and contracted out. The main contractor had to suspend its groundwork to facilitate these works.
Waste, Recycling & Environment Portfolio						
Renewing our waste and street cleansing contracts, continuing to provide an efficient and effective service	Attractive & Thriving	Leisure & Environment	Outline Business case to Cabinet Developing Contract Documentation Inter Authority Agreement (IAA) OJEU Invitation to Tender Award Contract Contract Commencement	June 2016 Spring/Summer Summer Summer/Autumn Spring/Summer 17 May 2018		Cabinet approved project specification outline June 2016 PQQ is due to be sent out March 2017. The current project plan shows slippage to the original milestones. This will not affect the contract commencement date which remains as May 2018; however, the amendments may have implications for the contract award date and encroach into the contract mobilisation period post tender award.
Exploring further the potential for development of a Crematorium in North	Prosper & Protect	Leisure & Environment	The previously completed Business Case will be reviewed in light of the planning application for a similar facility at Holwell by a private sector provider. The outcome of	Spring 2016		Milestones for 1617 year completed. The previously completed Business Case was


Hertfordshire			this work will determine if the development of a Crematorium is a viable option for North Herts to develop in the future.			reviewed, and alongside additional consultation with the market place, it was determined that the development of a crematorium facility at Wilbury Hills Cemetery was still a viable option. Officers presented a report to Cabinet on 27 September 2016, proposing that the service be provided via a joint venture with a commercial partner. Cabinet recommended that officers should investigate options for collaboration with a private sector provider, develop and conclude an appropriate selection process for the delivery of the project and present a further report to Cabinet by no later than 31 March 2017. Officers are currently writing the final report. Cabinet will then decide to proceed with, or cancel the project. If approval is obtained, a new project will be initiated to deliver the Crematorium.
Finance & IT Portfolio						
Implementing outcomes from our energy audits of Council assets	Attractive & Thriving	Finance, Performance & Asset Management	Outcomes from energy audit to be reviewed in light of solar panels not being viable. Office Accommodation project outcomes may overlap.	Apr 2016		Asset management group approved revised scheme of works April 2016. The revised scheme to be implemented


			Report to Asset management group			as part of the DCO refurbishment works.
Ensuring that the Council's office accommodation is redeveloped to increase financial and resource efficiency and making best use of green initiatives	Prosper & Protect	Finance, Performance & Asset Management	Commence decant to Town Lodge Works to commence at DCO	September 16 November 16		Final prices received from the Framework Contractor week commencing 16 Jan 2017. Contracts provided to NHDC on 7 Feb 2017 and signed off on 17 Feb 2017. Construction work scheduled to begin on 6 March 2017. Substantially more asbestos has been found in the building than originally expected. This is likely to extend the completion of the works until the end of February 2018.
Community Engagement & Rural Affairs Portfolio						
Grant funding organisations sharing in the delivery of our objectives	Attractive & Thriving	Policy & Community Services	Gain agreement of Cabinet of revised scheme Make relevant changes to enable delivery Implement scheme	Dec 2016 April 2017		Cabinet approval June 2016 The new scheme is now live and it is available on the NHDC website. The Council has published a press release, which provides details of the scheme including the relevant qualification criteria. NHDC is still to finalise the full membership of the new Member Panel, as officers are still awaiting the final Labour member nomination. The first applications have been received and the panel will receive presentations

						from the first groups during March 2017 (potentially considering five applications at this time).
Planning & Enterprise Portfolio						
Preparing and submitting a Local Plan which passes inspection and establishes areas in which sustainable development may take place in future	Prosper & Protect	Corporate Strategy, Planning & Enterprise	Local Development Scheme (timetable for local Plan) approved by Full Council on 21 January 2016. Draft Local plan approved by Full Council Project Board instigated Strategic direction of Local Plan endorsed by Full Council Cabinet resolution to undertake public consultation	July 2016 On-going 20 July 2016 26 September 2016		Consultation on the proposed submission Local Plan took place from 19 October 2016, until 30 November 2016. Report on the consultation due to be presented to Full Council in March 2017.
Implementing an Economic Development Strategy for the district, working closely in partnership to increase inward investment and business development opportunities	Prosper & Protect	Corporate Strategy, Planning & Enterprise	Economic Development Officer (EDO) recruitment opportunities to be investigated. Currently this is being undertaken through a shared service arrangement with East Hertfordshire District Council Economic Development Officer appointed 01 December 2016 Action Plan for delivery by EDO approved by Cabinet and actions commenced.	April 2016 On-going from 2016		Decision taken to recruit internally. Post holder already undertaking duties. Delivery of the action plan is monitored via Portfolio Holder/Shadow Portfolio Holder briefings

Progressing development opportunities in our town centres	Prosper & Protect	Corporate Strategy, Planning & Enterprise	Strategic view of the town centres to be part of the Local Plan. Town Centre strategies to be updated following adoption of the local Plan	Post 2018		Strategic view of the town centres is to be part of the Local Plan. Town centre strategies to be updated following adoption of the Local Plan (post-2018).
Progressing the delivery of competitive Building Control Services with six other Hertfordshire authorities following agreement of the business case	Responsive & Efficient	Development & Building Control	Current timescales: <ul style="list-style-type: none"> • Directors and shareholder representatives being discussed anticipated to be selected in March 2016; • Companies to be incorporated; • Initial communication to staff identifies 01 April 2016 as a probable TUPE date. TUPE process anticipated to commence in March 2016; • Staff TUPE process completed • IT procurement commencing 01 Feb, 01 April anticipated as appointment date for IT; • Accommodation and support service providers identified. • IT migration for first authority completed 	April 2016 15 August 2016 January 2017		The migration of the seven individual building control databases into a new single IT system has commenced is required prior to the staff operating from two new hubs based in Hertsmere and Welwyn Hatfield council offices. This milestone is solely the responsibility of the new company, although NHDC will be monitoring progress as an equal shareholder with the six other Hertfordshire local authorities.
Housing & Environmental Health Portfolio						
Extending the Council's Careline Service to ensure greater ability to remain living at home independently	Responsive & Efficient	Housing & Public Protection	Integration of the Hertfordshire Equipment Service (HES) assistive technology functions into Careline so as to significantly expand the range of telecare and telehealth services provided by the Council.	April 2016 for first range of new services		Product range has been increased. Mapping exercise and Systems review of the service completed by external consultant and

						signed off by HCC and NHDC on 11 July 2016 The Council now has an established relationship with the University of Hertfordshire. Collaboration has resulted in a number of joint bids for research funding for Assistive Technology, Disabled Facilities Grants and community support for dementia patients.
Working with health partners to optimise opportunities for older people to remain living independently but well supported at home, and for children/young people to be offered opportunity to increase activity to prevent longer term ill-health	Responsive & Efficient	Policy & Community Services	Contribute to the update of the Joint Strategic Needs Assessment and Health and Wellbeing strategy as appropriate. Deliver and report progress against projects agreed for funding under the 'District Offer' Deliver and report progress against projects agreed for funding under Community Sport Activation Fund	April 2016 March 2017		Milestone complete. All progress reports completed on time. Programme spans more than one financial year. <u>District Offer</u> £200k of funding for public health projects, provided to NHDC by HCC. NHDC and local partners deliver projects, which have been approved by the North Herts Health and Wellbeing Partnership. Progress of the 11 projects running between April 15 and March 18 is monitored and reported quarterly to Public Health at HCC. <u>Community Sport</u>

						<p>Activation Fund (Get Active North Herts)</p> <p>£250k grant from Sport England to support a £690k three-year 'Get Active North Herts' programme. Programme runs from January 2016 to December 2018 and NHDC and local partners deliver the projects. All 13 projects are ongoing for the three-year period and NHDC reports progress to Sport England every six months (June and December).</p>
Various Portfolios						
Exploring alternative options for effective and more efficient options for service delivery wherever possible, including through partnership, joint working or other models	Responsive & Efficient	Finance, Performance & Asset Management	Insurance & Risk Management shared service to be established with HCC	June 2016		Agreement reached on what elements will be delivered by HCC and what we will do in-house. This reflects available capacity, and the balance between on-the-ground knowledge and specialist expertise. We will continue to review with HCC how they provide the service to us (e.g. more efficient processes), to try and manage costs and also provide resilience.

<p>Optimising use and management of the Council's assets, including consideration of long term lease 'transfer' or similar to increase community involvement in the provision of community and social opportunities</p>	<p>Responsive & Efficient</p>	<p>Policy & Community Services Finance Performance & Asset Management</p>	<p>Implement the two recommendations arising from the SIAS audit of Community halls;</p> <ul style="list-style-type: none"> - Report to Cabinet, reporting that officers have failed to reach agreement (and therefore implement agreed CH policy) in regard to renewal of two CA leases and seek agreement how to progress 	<p>June 2016</p>		<p>On 20 December 2016, Cabinet confirmed that the lease for Coombes Community Centre should include free election use. This has now been agreed by the Trustees and a formal lease is being prepared ready for signing.</p> <p>At the same meeting, it was agreed that there should be a meeting with St Michaels Mount Community Association to identify if they could make a bid to the 'Community Facilities Capital Projects Fund', and that if this was successful whether they would feel able to take on a full repairing and insuring lease. This meeting has taken place and the Community Association are being supported in preparing a bid to the capital fund.</p> <p>Walsworth Community Association is also being supported in making a bid to the 'Community Facilities Capital Projects Fund'. If successful then they feel that</p>

			<ul style="list-style-type: none"> - Review members representation on outside bodies, which lacks clarity in regard to membership of community centre management groups 	June 2016	<p>this would allow the building to be put in a condition where they would feel able to take on a full repairing and insuring lease.</p> <p>We are seeking to gather further information in order to understand the full picture of nominations to outside bodies, with a view to concluding review in time for the outside bodies nominations report to Annual Council in May 2017.</p>
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