









Appendix A – 2020/2021 reporting against Projects identified in the Council Plan – as at 11/11/2020

For **Q2 2020/2021** North Hertfordshire District Council is reporting against 14 ongoing Projects to support the Council Plan 2020 - 25





Key for the Report

Status key	
	Project Halted / Funding not available / Extremely Late
	Project behind original due date/ unlikely to hit original due date.
	Project not due for completion in year / has not reached due date
--	Project Pending
	Project Completed.

Status	Q2	Q1	Summary of Movement this Qtr.
	0	0	
	3	3	
	9	10	
--	1	2	Joint Business case for purpose-built Depot, Transfer Station and Household Waste Recycling Centre deferred until 21/22
	1	0	NHLC Refurb of Gym Members Changing Rooms
Total	14	15	

- **Where projects are b/f from previous years, their status is retained until they are complete – to ensure transparency**


Projects supporting the Council Plan 2020/2025




	Portfolio	Corporate Objective	Milestones for Completion in 2021 Year	Due Date Where available	Status	Comments
Status – COMPLETE - 1						
NHLC Refurbishment of Gym Members Changing Rooms (capital programme)	Environment & Leisure	Build Thriving & Resilient Communities	Complete Refurbishment	31/10/2020		Refurb Complete. Official handover took place on 25 September 2020. Snagging issues were corrected within the following 2 weeks.
Status – GREEN - 9						
Renovate play area Howard Park, Letchworth (capital programme)	Environment & Leisure	Build Thriving & Resilient Communities	Consultation on Design  Complete renovation	10/08/2020 31/03/2021		Consultation on the design of Howard Park and Gardens renovation closed on 10 August 2020. Groundwork East have completed the designs, which are now being priced in preparation for tendering.
Brexit (Preparation for Brexit - deal or no deal) and implementation / management of those impacts,		Build Thriving & Resilient Communities	Working with regional lead and Local resilience forums to prepare for Brexit (deal or no deal). Work with strategically important contractors to understand the risks they			Withdrawal Agreement and Protocol regarding Northern Ireland. Negotiations are stated to be ongoing until (at this stage) 28 October. The EU has however, issued a legal challenge to the Governments Internal Market Bill – on the


<p>challenges and risks).</p>			<p>will potentially face and to ensure plans are being taken to mitigate those risks if possible.</p> <p>Contribute to countywide preparations for managing potential emergency incidents associated with Brexit, e.g. local food resilience/ strategic co-ordination group and local resilience forums</p> <p>Work with LLG and MHCLG on process mapping for governance/secondary legislation process mapping. Constitution/delegation and warrant checks being undertaken. Relevant managers to check policies for compliance and enforcement post Brexit issues. ✓</p> <p>Draft contract clause to cover data transfer – use of change of law provision to impose ✓</p>		<p>basis that it contravenes the Withdrawal Agreement/ Protocol.</p> <p>NHDC: We are keeping our EU Transition page under review and the Council's communications team has this as a standing item for their bi-monthly meetings.</p> <p>Herts communications group have a standing item.</p> <p>We will be looking at our officer delegations again in November, to see what (if any) updates are required in the next few months to cover off new agreements / legislation (the 'shallow and wide' approach) to arguably cover off where we are, or anticipate where we may be, come 1 January 2021.</p> <p>Emergency Planning Officer and Information Communication Technology Manager had put forward a proposal for extension of the fuel storage at the DCO - the Emergency Planning Officer said not enough resource to take this forward at this time. This will be reviewed by Project Board, given we still have not had the</p>
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			<p>Exceptions and tension monitoring reports to be sent and received.</p>		<p>relevant survey of the site and low staff occupancy of the DCO and further lockdown.</p> <p>Project Board is meeting to discuss and review issues/ oversee matters.</p> <p>Herts Brexit Officers (now EU Transition Officers - ETO)/ EU TCG meetings:</p> <p>One meeting took place of the ETO on 18 June. A new Brexit / EU transition Tactical Co-ordination Group (TCG) has been set up – with the ETO subsumed into that. Supt. Sue Jameson is chairing. Several meetings have taken place, with local Herts Planning assumptions being considered on the back of Cabinet office secure publications on the worst-case scenarios at the border. Meetings are every two weeks going to weekly after 19 November.</p> <p>Herts Strategic Co-ordination Group (SCG):</p> <p>The SCG is the county emergency planning arm and whilst originally this over saw Brexit/ EU Transition, due the covid pandemic this has had to</p>
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					<p>concentrate on that, with EU Transition TCG reporting through to SCG.</p> <p>There was a county-wide EU Settlement meeting on 21 July, with confirmation that approaches to this are different and some being effectively moth-balled because of covid. Herts authorities are now starting to look again at an approach to the hard to reach groups – although accepting that some of the previous CAB direct outreach work will now not be feasible. Government figures indicate that they have received over 4 million applications so far.</p> <p>Business:</p> <p>From an Economic Development point of view, the Council continues to signpost businesses looking for guidance to the Growth Hub, Wenta, Better Business for All and to the LEP schemes. The LEP ran a series of Brexit webinars workshops etc pre covid. New toolkits have been uploaded with advice and guidance to a new Herts LEP and Growth Hub page.</p> <p>Nationally many businesses have not prepared for the EU Transition/ or</p>
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						<p>undertaken risk assessments, as they are grappling with the challenges of the pandemic.</p> <p>If there is no trade deal and the UK has to trade with tariffs, the British Retail Consortium, has predicted a significant impact on the price of food and drink, with an average tariff on imported food being over 20% - and a significant impact on those with lower wages/ unemployed.</p> <p>EELGA/ LGA: No updates</p>
<p>Develop long term museum storage solution</p> <p>To equip the museum service with a sustainable storage solution suitable for the effective management of the collection for the foreseeable future.</p>	Enterprise and Co-operative	Build Thriving & Resilient Communities	<p>Develop Fully Costed Proposal</p> <p>Further Milestones to follow</p>	Nov 2020		<p>Although we are waiting on some clarifications from the Estates team over site boundaries, the expectation is that we will have a fully costed proposal by the end of November 2020. We are looking at a purpose-built facility on the same site as the current buildings. However, this would be condensed into a facility at the back of the existing plot, allowing us to then use the front of the plot for an alternative purpose and to make more efficient use of our assets. The creation of this facility will safeguard the museum collection for the foreseeable future and will allow us to completely vacate the former Hitchin Museum and Letchworth Museum sites</p>

(capital programme) Project will span more than 1 year.						of all items from the museum collection and to put these sites to a different use.
Refurbishment of lifts at Lairage Car Park – Project will span more than 1 year (capital programme)	Finance and IT	A More Welcoming and Inclusive Council	Determine requirements Procurement of Contractor Practical completion	Summer 2020  Dec 2020 Oct 2021		Milestone complete Award of contract scheduled for 18 November - Signing of contract scheduled for 3 December 2020
Implement a “customer account” for customers to access specific information relating to them and to enable them to transact with the Council from a single log-on. (council plan)	Leader	A More Welcoming and Inclusive Council	Implement Customer and Member Portals	Dec 2020		Customer Portal – Council Tax – This project is well underway and currently in the testing stage. On track to be delivered by due date. Councillor Portal - This project is well underway and is due to be rolled out to a pilot group in November. On track to be delivered by due date

<p>Delivery of the Climate Change Strategy</p> <p>(council plan)</p> <p>Installing additional electric vehicle charging points in council car parks to ensure that every car park has charging points in at least 5% of spaces, with a minimum of two spaces per car park.</p>	Housing & Env Health	Respond to Challenges to the Environment	<p>Electric Vehicle Charging Strategy Scoping Document supported by the Executive Members and their deputies.</p> <p>Other milestones to follow once strategy adopted.</p>		▶	<p>Strategy document being prepared, meanwhile work is on-going with regard a pilot scheme for EV charging within Hitchin.</p> <p>It should be noted that officer time is currently focused on responding to and recovering from the pandemic.</p>
<p>Disposal of surplus assets</p> <p>(Remove maintenance obligation and generate capital receipts)</p> <p>(capital programme)</p>	Enterprise and Co-operative	Enable an Enterprising & Co-operative Economy	<p>Land adjacent to Hill View, Rushden </p> <p>29 Gernon Road, Secondary Centre & Document Centre, and surrender of Town Lodge lease</p>	<p>30/04/20</p> <p>31/03/2021 (was 31/08/20)</p>	▶	<p>Sold April 2020.</p> <p>Unfortunately, the scheme that the proposed purchaser had in mind has been recommended by Planning for refusal. This has set Estates/Commercial back on progressing towards completion of the disposal and surrender. Estimated date for the disposal (if it goes ahead at</p>

			<p>Land at Clare Crescent, Baldock</p> <p>Land adjacent 1 North End, Kelshall;</p> <p>Land adjacent 9 North End, Kelshall;</p> <p>Land at The Green, Ashwell Road, Newnham;</p>	<p>31/03/2022</p> <p>31/03/2021</p> <p>31/03/2021</p> <p>31/03/2021</p>		<p>all) will be set back now until 31 March 2021.</p> <p>Land at Hawthorn Close, Hitchin: On hold; NHDC not looking to dispose for the foreseeable future.</p> <p>Land at Passingham Avenue, Hitchin: On hold; NHDC not looking to dispose for the foreseeable future</p>
<p>Acquisition of Property investments (capital programme)</p>	<p>Enterprise and Co-operative</p>	<p>Enable an Enterprising & Co-operative Economy</p>	<p>Continue to explore opportunities to improve the financial viability of property letting company and seek to explore other opportunities for trading companies.</p> <p>Explore the Council options for letting or selling Harkness Court.</p> <p>The commercial team will explore acquisition opportunities, if they meet the acquisition criteria each one will require a business case to seek</p>	<p>31/03/21</p> <p>31/03/21</p>		<p>Work is still progressing on investigating ways to improve the financial viability of the Property Letting Company, which could include acquisitions, developments and refurbishments. Officers will report their findings when this work has been concluded. This work has taken a bit of a back seat in light of Covid-19 and it is difficult to put a date against this work as the current priority is to explore the Council options for letting or selling Harkness Court. This work will also assist in the financial viability of the Property Letting Company The aim is to have a financial options appraisal completed by the end of November, which will be presented to the relevant Executive Members.</p>

			approval for the Council to proceed.			
Property conversion at Harkness Court, Hitchin to provide Housing at market rents (service delivery plan)	Enterprise and Co-operative	Enable an Enterprising & Co-operative Economy	Commence works  Completion of works	Aug 20 Feb 21		The Building Contract has now been signed. The contractor's site manager entered site on 28 th July 2020 to familiarise himself with the site. Work commenced on 5 August and completion is estimated for February 2021.
Status – AMBER - 3						
Examination and Adoption of the Local Plan 2011 - 2031 (b/f form previous year)	Planning and Transport	Build Thriving & Resilient Communities	Milestones and dates will depend on the Planning Inspectorate			All the hearing sessions scheduled to be held over three weeks commencing on 28 September 2020 were postponed pending the outcome of the Extraordinary Council Meeting on 8 October 2020. Following the outcome of the meeting, the hearing sessions have now been re-scheduled to commence on 23 November 2020 for 3 consecutive weeks. All information has been added to the Councils website at the link below. www.north-herts.gov.uk/localplan
Development of a Crematorium in North Hertfordshire (b/f from previous year)	Environment & Leisure		Appeal Hearing Obtain outline planning permission from Central Beds Review Options for obtaining detailed planning permission.	13/05/20 Further dates once outcome of hearing is known		Central Bedfordshire refused the outline planning application in March 2019. Cabinet approved funding for an appeal on 26 March 2019 The appeal was submitted in September 2019. The Hearing date was originally set for 13/05/2020, however this was

					<p>postponed due to Covid19. A further hearing planned for the 18th November 2020 was also cancelled by the planning Inspector. A new Inquiry date has been set for 22/02/2021. In the meantime, the Statement of Common Ground and Hearing Statement have both been updated to reflect current circumstances and the impact of the virus.</p> <p>If planning permission is granted, Officers will assess any planning conditions and the options for progressing development.</p>
<p>Designating air quality management areas in Hitchin to address the improvement of the air quality – Stevenage Road and Paynes Park. (5 Year Plan commenced 2018)</p>	<p>Housing & Env Health</p>	<p>Respond to Challenges to the Environment</p>	<p>Work with businesses to reduce emissions from freight deliveries and buses/coaches"</p> <p>Negotiate with developers through the planning process to implement charging points in new homes.</p> <p>Anti-idling campaign to encourage drivers to switch off when stationary, including investigation of enforcement options</p>		<p>Due to the current Pandemic officer time has been focused on the response to and recovery from this situation.</p> <p>However, the following work is still on-going:</p> <ul style="list-style-type: none"> • DEFRA grant bid just submitted to undertake a feasibility study for the District with regard EV charging; • Dependent upon the outcome of this bid (expected Feb next year), existing funding could then be used for the ECO Stars scheme to work with business fleets to reduce emissions;

			Review of on-street parking in air quality management areas			<ul style="list-style-type: none"> • Work still on-going with regard a Hitchin pilot for EV charging; • Annual return to DEFRA submitted with regard the two AQMA within Hitchin; • Charging points for new homes embedded within the planning process.
			Participate in National Clean Air Day	08/10/2020		
Status – RED - 0						
Status – PENDING - 1						
Churchgate	Leader	Build Thriving & Resilient Communities	Explore Options		--	<p>Full Council on 7 February 2019 approved the principle of purchasing the Churchgate Shopping Centre, subject to the economic case. It also confirmed that any regeneration must be a viable investment that maintains a return to the Council.</p> <p>Full Council on 20 March 2019 voted to put Hitchin forward for a “Future High Streets Fund” bid. Unfortunately the bid was not successful.</p> <p>Officers continue to explore the options around Churchgate with a report back to Full Council in due course.</p>