





NORTH HERTFORDSHIRE  
DISTRICT COUNCIL







### 2017/2018 reporting against Projects identified in the Corporate Plan – as at 17/11/2017

For Q2 2017/2018 North Hertfordshire District Council is reporting against 16 Projects identified in the Corporate Plan 2017 - 21.




#### Key for the Report

Status key	
	Project Halted / funding not available.
	Project behind original due date/ unlikely to hit original due date.
	Project not due for completion in 2017/18 or has not reached due date
	Project Completed.



Status	Q2	Q1	Summary of Movement
	0	1	Bancroft Gardens MUGA removed from report, to be added into 18/19 monitoring, when funding secured
	7	7	
	5	5	
	3	3	
Total	15	16	

- Where projects are carried over from 1617 their amber status is retained until they are complete – to ensure transparency



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Description in Corporate Plan	Corporate Objective	Portfolio	Milestones	Due Date	Status	Comments
<b>Status – RED - 0</b>						
<b>Status – AMBER - 7</b>						
Complete the fit out and open the North Hertfordshire Museum and Community Facility  <b>Prince II</b> <b>Date of Last Project Board – 18 July 2017</b> <b>Exception report since last Quarter – None</b>	Prosper & Protect	Leisure		Original due date 30 September 2015		Progress on negotiations for the purchase of 14 and 15 Brand Street continues to move forward in a positive direction. Dates for the completion of the site fit out/object installation and the public opening are dependent on this matter being resolved. Guided tours are still proving to be very popular with most being fully booked. The Museum is currently holding its first touring exhibition, local artist F.L. Griggs, which opened on 7 October and runs till 18 November, displaying nearly 40 examples of work spanning his career.
Delivering identified projects from the adopted Green Space Strategy  <b>NOT Prince II</b>	Attractive & Thriving	Leisure	Replacement of Walsworth Common Access Bridge £175,000	Original due date Mar17		No quotes received in response to the original invitation to tender. Second process undertaken and a supplier appointed subject to contract. The current project plan shows the project will be completed by the end of December.
Delivering identified projects from the adopted Green Space Strategy  <b>NOT Prince II</b>	Attractive & Thriving	Leisure	Renew pathways, Bancroft Recreation Ground, Hitchin £50,000	Original due date Mar 17		Currently awaiting a start date from the Contractor. Once works commence, they are on target to complete by the end of March 2018.



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<p>Ensuring that the Council's office accommodation is redeveloped to increase financial and resource efficiency and making best use of green initiatives</p> <p><b>Prince II</b>  <b>Date of Last Project Board – 09 November 2017</b>  <b>Exception report since last Quarter – None</b></p>	<p>Prosper &amp; Protect</p>	<p>Finance &amp; IT</p>	<p><b>Milestones for 17/18</b>  Refurbishment works complete.</p> <p>Return of staff to DCO</p> <p>Explore opportunities to share accommodation with other partners</p>	<p>Original due date May 16</p> <p>Feb 2018</p> <p>Mar 2018</p> <p>Mar 2018</p>		<p>The monoflex has been removed and the scaffolding struck, revealing the new curtain walling. Work has started on the final finishings, commencing on the 5<sup>th</sup> floor and working downwards. The 5<sup>th</sup> floor now has the ceiling in place, lights on and tested and walls painted. The carpets have been laid and doors to rooms will follow soon. Some work to varying degrees has been done on the other floors and these will gradually be completed in the next few weeks. Other significant milestones have been that the works to the roof have been completed, ensuring that we are leak free and well insulated. UK Power Networks has completed the work to increase the power supply to the building. A proper staircase has been constructed into the Plant Room above the 5<sup>th</sup> Floor to make access to the Plant Room safer. Some preliminary work has started on the landscaping around the perimeter of the building.</p> <p>Work has started with Managers to review desk, storage and other requirements. The Project remains on schedule for handover of the building on 30 January 2018.</p>
<p>Implementing outcomes from our energy audits of Council assets</p> <p><b>NOT Prince II</b></p>	<p>Responsive &amp; Efficient</p>	<p>Finance &amp; IT</p>	<p>Outcomes from energy audit to be reviewed in light of solar panels not being viable. Office Accommodation project outcomes may overlap. Report to Asset management group</p>	<p>Original due date Apr16</p>		<p>Two opportunities have been identified within the DCO works to invest in changes that will reduce our energy consumption (i.e. LED lighting and Power Factor Correction). The LED lighting will provide a payback within 4 years, and the Power Factor Correction within 10 years. During the second part of 17/18</p>



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						work will be carried out to review the opportunities in relation to solar power, however it is expected that any payback will be significantly in excess of 10 years due to changes in feed in tariffs. A business case will be put forward (as part of setting the capital budget) for any viable schemes.
Development of a Crematorium in North Hertfordshire - subject to approval by Cabinet March 2017  <b>NOT Prince II</b>	Prosper & Protect	Waste, Recycling & Env	Obtain approval to proceed  Negotiate and agree Proposal and lease documents.  Submission of Outline Planning application.	Mar 2017  Sept 2017  Sept 2017		The Pre-Planning Application has been submitted to Central Beds Council and we are currently awaiting the written outcome before moving on with the planning process, subject to Cabinet approval. Consultation has begun with North Herts residents via the District Wide Survey and the results will be known in November. In the meantime, the relevant surveys and studies are in progress, to be included with the Outline Planning Application due to be submitted later this year.
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  <b>NOT Prince II</b>	Responsive & Efficient	Various	Implement the two recommendations arising from the SIAS audit of Community halls; <ul style="list-style-type: none"> <li>- 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</li> </ul>	Original due date June 2016		<b>St Michael's' Mount</b> – Substantive progress has been made in October 2017. The solicitor representing the prospective tenant has responded to the draft lease provided by NHDC with proposed amendments. Estates and Legal Services are currently liaising with the solicitor on these amendments and responding to the solicitor's due diligence enquiries  <b>Walsworth Community Association</b> – Although not quite as far advanced as for St Michael's, substantive progress has been made in October 2017. The solicitor representing the prospective tenant has

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						<p>responded to the draft lease provided by NHDC with proposed amendments. Estates and Legal Services are currently liaising with the solicitor on these amendments and responding to the solicitor's due diligence enquiries</p> <p><b>Grange</b> – The leases were signed on 04/08/2017 by the Grange Fellowship Community Association.</p> <p>However, it subsequently came to light that their constitutional requirements for entering into the lease had not been met and the lease was therefore invalid. They are currently in the process of amending their constitution, to allow them to enter into a valid lease.</p> <p><b>Coombes Community Centre</b>  – 25 Year lease signed on 29 September 2017, with Royston Community Association</p>
<b>Status – GREEN - 5</b>						
<p>Renewing our waste and street cleansing contracts, continuing to provide an efficient and effective service</p> <p><b>Prince II</b>  <b>Date of Last Project Board – 04 October 2017</b>  <b>Exception report since last Quarter –</b></p>	<p>Attractive &amp; Thriving</p>	<p>Waste, Recycling &amp; Env</p>	<p>Tenders returned</p> <p>Inter Authority agreement signed</p> <p>Contract Award</p> <p>Contract Commencement</p>	<p>July 2017</p> <p>July 2017</p> <p>Sept 2017</p> <p>May 2018</p>	<p></p>	<p>At the Cabinet Meeting on 16/10/2017 it was resolved to award Lot 1 to the supplier who provided the most economically advantageous tender, identified through a robust evaluation process. The standstill period ended at midnight on 10/11/2017 and the contract has now been awarded.</p> <p>The new shared client team will work with the successful contractor through the mobilisation period to establish the new contract range of services, depot and IT to ensure the contract</p>


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<b>None</b>						commences on time in May 2018.
Submission of a Local Plan for North Herts	Prosper & Protect	Planning & Enterprise	Submission of local plan for examination  Public Examination (timescale dependant upon Planning Inspectorate)  Inspectors Report (timescale dependant upon Planning Inspectorate)  Adoption of the new local plan (timescale dependant upon Planning Inspectorate)	Spring 2017  Autumn 2017  Early 2018  Spring 2018		Following the Full Council resolution on 11 April 2017, the Local Plan was submitted to the Planning Inspectorate on 9 June 2017. Milestone dates post submission are out of NHDC's control, as they are subject to the Planning Inspectorate's timetable. Therefore, the relevant due dates might change.  The Examination in Public was originally to be held in November and early December 2017. The Inspector has since added a further two weeks in February 2018.  As such, the dates for the Inspectors report and adoption have been amended.
<b>Not Prince II</b>						
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	Housing & Env Health	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	Jun. Sep, Dec, Mar  Jun and Dec		At Q1, we reported that five projects had ended as planned at the end of March 2017 (delivered by Stevenage Leisure Ltd, Growing People, Mind in Mid Herts, NESSie and Phase). End of project evaluations have been submitted for these. Two new projects started as planned in April 2017 (Meet and Eat run by NHDC and a project delivered by Groundwork Hertfordshire). We reported on these at both Q1 and Q2. The progress of both projects is good and suggests targets for outputs and outcomes will be met.

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<b>NOT Prince II</b>						
Investigating a range of options to improve use of Council assets  <b>NOT Prince II</b>	Responsive & Efficient	Various	Obtain Cabinet approval to establish a Property Company  Set up Property Company	31 Mar 2018		A consultant from the East of England Local Government Association has been engaged to prepare a business case for the Property Company. This will be reported to the Cabinet Sub-Committee (Local Authority Trading Companies Shareholder) in relation to seeking decisions on the set-up and registration of the company.
Jackmans central play area renovation (£75,000).  <b>NOT Prince II</b>	Attractive & Thriving	Leisure & Environment		Mar 2018		Consultation complete. The design is currently out to tender and we are awaiting the responses. Groundwork Hertfordshire aims to appoint the successful contractor, with a signed contract in place, on 22 January 2018. Therefore, providing everything goes according to plan, the anticipated completion date of the tender exercise should be achieved.
<b>Status – COMPLETE - 3</b>						
Delivering identified projects from the adopted Green Space Strategy  <b>NOT Prince II</b>	Attractive & Thriving	Leisure	Bancroft Gardens Play Area £ 75,000	Throughout 2016/17		Commenced project May 2016, Public Consultation took place Sep/Oct. Project completed 16 June 2017
Redeveloping and improving the North Herts Leisure Centre to ensure it is fit for purpose and offers greater opportunities to meet latent customer demand	Responsive & Efficient	Leisure	Teaching pool completion	Original due date Feb17  Actual completion date 7 Jul17		Work at the Leisure Centre is now complete. Final handover took place on 7 July. The official opening ceremony is due to take place in October 2017.

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<p><b>Prince II</b>  <b>Date of Last Project Board – 18 August 2016</b>  <b>Exception report since last Quarter – None</b></p>						
<p>Delivering identified projects from the adopted Green Space Strategy</p> <p><b>NOT Prince II</b></p>	<p>Attractive &amp; Thriving</p>	<p>Leisure</p>	<p>Norton Common wheeled sports provision improvements  £154,000</p>	<p>Original due date Mar17</p> <p>Actual completion date 23/08/2017</p>	<p></p>	<p>A consultation event with stakeholders took place on the 5<sup>th</sup> December following which the contractor was appointed. At first quarter project value increased to £170K, all funded by section 106 contributions. Final design agreed after further consultation and order placed with the supplier. Work completed, with official handover to take place Friday 25 August.</p>