









Appendix A – 2020/2021 reporting against Projects identified in the Council Plan – as at 15/02/2021

For **Q3 2020/2021** North Hertfordshire District Council is reporting against 13 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	Q3	Q2	Q1	Summary of Movement this Qtr.
	0	0	0	
	5	3	3	Customer Portal / Play area Howard Park flagged as amber
	6	9	10	
--	1	1	2	
	1	1	0	Brexit marked as complete/ NHLC removed from reporting
Total	13	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						
Brexit (Preparation for Brexit - deal or no deal) and implementation / management of those impacts, challenges and risks).		Build Thriving & Resilient Communities	<p>Working with regional lead and Local resilience forums to prepare for Brexit (deal or no deal).</p> <p>Work with strategically important contractors to understand the risks they 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</p>			This action refers to the preparation for Brexit, with a due date of 31 December 2020 that was aligned with the end of the transition period. As the due date has now passed, this action has in effect been completed. Obviously, work continues to implement the Trade and Cooperation Agreement, subsequent legislation and the risks/actions for NHDC continue to be recorded and monitored via the Corporate Risk entry. Officers (and Project Board) will consider if any of the associated actions should be included in the Key Projects Report for 2021/22 when it meets at the potential close meeting in April.



			<p>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>Exceptions and tension monitoring reports to be sent and received.</p>			
Status – GREEN - 6						
<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</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 soon have a fully costed proposal. 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</p>

the foreseeable future. (capital programme) Project will span more than 1 year.						to completely vacate the former Hitchin Museum and Letchworth Museum sites 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 Contract signed 11/12/2020
Delivery of the Climate Change Strategy (council plan) Installing additional electric vehicle charging points in council	Housing & Env Health	Respond to Challenges to the Environment	Electric Vehicle Charging Strategy Scoping Document supported by the Executive Members and their deputies. Other milestones to follow once strategy adopted.			Strategy document being prepared, meanwhile work is on-going with regard a pilot scheme for EV charging within Hitchin. Following a meeting with the MP and Minister and subsequent DEFRA meetings there is no current grant scheme for a pilot although a scheme is being considered as an option in 21/22

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.						It should be noted that officer time is currently focused on responding to and recovering from the pandemic.
<p>Disposal of surplus assets</p> <p>(Remove maintenance obligation and generate capital receipts)</p> <p>Will span more than one Financial year. (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>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>30/04/20</p> <p>31/03/2021 (was 31/08/20)</p> <p>31/03/2022</p> <p>31/03/2021</p> <p>31/03/2021</p> <p>31/03/2021</p>	<p>▶</p>	<p>Sold April 2020.</p> <p>The surrender of the lease and disposal of the relevant properties were completed on 13 January 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>

Acquisition of Property investments (capital programme)	Enterprise and Co-operative	Enable an Enterprising & Co-operative Economy	Continue to explore opportunities to improve the financial viability of property letting company and seek to explore other opportunities for trading companies. Explore the Council options for letting or selling Harkness Court. The commercial team will explore acquisition opportunities, if they meet the acquisition criteria each one will require a business case to seek approval for the Council to proceed.	31/03/21 31/03/21		Work on the financial options appraisal for Harkness Court continues. The aim is to complete this, with a clear way forward approved, by the time the property conversion is completed. The estimated completion date for the property conversion is now March 2021. The financial options work will help to inform the financial viability of the Property Letting Company.
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 March 2021.
Status – AMBER - 5						

Examination and Adoption of the Local Plan 2011 - 2031 (b/f from previous year)	Planning and Transport	Build Thriving & Resilient Communities	Milestones and dates will depend on the Planning Inspectorate			<p>Following the two further hearing days in early February the Inspector proposes to undertake a focused consultation on Main Modifications. A report will be taken to the March Cabinet.</p> <p>It is anticipated the Inspector will issue a letter following consideration of the responses to the consultation.</p> <p>All information has been added to the Councils website at the link below. www.north-herts.gov.uk/localplan</p>
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		The Customer MyAccount portal is now live. We have gone with a soft launch, targeting e-billing customers and callers to the CSC to sign up initially and will then follow up with a bigger launch, so this milestone is complete. The Councillor portal is in its very final stages and we are reviewing it again this week to see if we are ready to go live
Renovate play area Howard Park, Letchworth	Environment & Leisure	Build Thriving & Resilient	Consultation on Design 	10/08/2020		Contract has been tendered and awarded. First initial contract meeting took place week commencing 25 January 2021 and we are awaiting confirmation of delivery

(capital programme)		Communities	Complete renovation	31/03/2021		timescales for the new equipment. Estimated timeline is that the project will over run into the new financial year by approximately four weeks as a result.
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 postponed due to Covid19. A further hearing planned for the 18 th 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. If planning permission is granted, Officers will assess any planning conditions and the options for progressing development.
Designating air quality management areas in Hitchin to address the improvement of	Housing & Env Health	Respond to Challenges to the Environment	Work with businesses to reduce emissions from freight deliveries and buses/coaches" Negotiate with developers through the planning			Due to the current Pandemic officer time has been focused on the response to and recovery from this situation.

the air quality – Stevenage Road and Paynes Park. (5 Year Plan commenced 2018)			<p>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>Review of on-street parking in air quality management areas</p> <p>Participate in National Clean Air Day</p>	08/10/2020		<p>However, the following work is still on-going:</p> <ul style="list-style-type: none"> • DEFRA grant bid submitted to undertake a feasibility study for the District with regard EV charging. The outcome of this bid is expected in Feb / March 2021 • The ECO Stars scheme to work with business fleets to reduce emissions is anticipated to commence in April; • Work still on-going with regard a Hitchin pilot for EV charging (see above); • Annual return to DEFRA has been approved with regard the two AQMA within Hitchin; • Charging points for new homes embedded within the planning process.
Status – RED - 0						
Status – PENDING - 1						
Churchgate	Leader	Build Thriving & Resilient	Explore Options		--	Full Council on 7 February 2019 approved the principle of purchasing the Churchgate Shopping Centre, subject to the economic case. It also confirmed that

		Communitie s				<p>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>
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