

**OVERVIEW & SCRUTINY COMMITTEE  
20 MARCH 2018**

**\*PART 1 – PUBLIC DOCUMENT**

**AGENDA ITEM No.**

**11**

**TITLE OF REPORT: KEY PROJECTS FOR 2018/19**

REPORT OF THE HEAD OF FINANCE, PERFORMANCE AND ASSET MANAGEMENT

EXECUTIVE MEMBER FOR POLICY, TRANSPORT AND GREEN ISSUES

COUNCIL PRIORITY: ATTRACTIVE AND THRIVING / PROSPER AND PROTECT / RESPONSIVE AND EFFICIENT

**1. EXECUTIVE SUMMARY**

- 1.1 To present to the Committee the key projects to be delivered to support the Corporate Plan 2018/22.

**2. RECOMMENDATIONS**

- 2.1 For the Committee to note the key projects, subject to capacity, that will be the key focus for the Council 2018/19.

**3. REASONS FOR RECOMMENDATIONS**

- 3.1 The Corporate Business Planning Timetable requires the key projects to be considered by this Committee. In addition, this Committee has a role in monitoring the delivery of these projects.

**4. ALTERNATIVE OPTIONS CONSIDERED**

- 4.1 There are no alternative options for this report.

**5. CONSULTATION WITH RELEVANT MEMBERS AND EXTERNAL ORGANISATIONS**

- 5.1 Consultation has been undertaken by the relevant Lead Officer and Executive Member for these key projects. In addition, a number of the projects are included within the Capital Programme for 2018/19 that was considered by Full Council on 8 February 2018.

## **6. FORWARD PLAN**

- 6.1 This report does not contain a recommendation on a key decision and has not been referred to in the Forward Plan.

## **7. BACKGROUND**

- 7.1 This Committee reviewed the Corporate Business Planning Timetable in June 2014 and noted that it would remain for subsequent years. The final item on this timetable is for this Committee to “establish programme management arrangements and reporting times for the new plan”.
- 7.2 This report refers to the specific projects that support the delivery of the Council’s agreed Corporate Plan.

## **8. KEY PROJECTS 2018/19**

- 8.1 The Corporate Plan 2018-22 identifies a number of key objectives for the District. Many of the projects listed, constitute “Business as Usual” and are achieved as part of normal service delivery. This includes work undertaken against a wide range of areas such as ongoing repair and maintenance to pavilions and footpaths, in accordance with allocated funding in the Capital programme for the Green Space Strategy. Other Business as Usual examples include the growth of the Careline service, which is monitored via Performance Management or Capital monitoring reports.
- 8.2 The key projects to be reported against for 2018/19 are included in Appendix A. Many of these projects are a continuation of those identified in the Corporate Plan 2017-21, generally larger capital schemes which span more than one financial year. There are some additional projects that have been identified and agreed through the Capital programme for 2018/19.
- 8.3 Appendix A includes the current plans and where available, key milestones for reporting progress. Where the projects span more than one year, the milestones will reflect only the actions which are to be achieved in the 2018/19 year. These will be subject to further review depending on the Council’s capacity. In addition to these indicative reporting details, and where no specific mention is made, updates will be provided to Executive Members and may be provided, where relevant, through the Members Information Service. A summary update on all the projects will be included in the quarterly report to this Committee. Progress against some will be monitored through the Capital monitoring reports to the Finance, Audit & Risk Committee and to Cabinet.
- 8.4 Detailed milestones to deliver the projects will be included in Service Plans and agreed with individuals through the Regular Performance Review process. Key milestones will be recorded on Pentana Performance and progress against the delivery of these is monitored through the Senior Management Team.

## **9. LEGAL IMPLICATIONS**

- 9.1 No direct legal implications arise from this report. Legal implications for the projects listed in Appendix A are considered as part of those projects and will include (but are not limited to ) governance, property, planning and contractual issues. Under the Local Government Act 2000 there is a legal requirement for Councils operating Executive arrangements to appoint an overview and scrutiny committee with remit to review decisions and other actions.
- 9.2 Overview and Scrutiny's terms of reference include at paragraph 6.2.7(s) of the Constitution "to review performance against the Council's agreed priorities and scrutinise the performance of the Council in relation to its policy objectives, performance targets and/or service areas". This report gives the Committee an opportunity to comment on progress made against the projects that have been identified for delivery against the Council's objectives.

## **10. FINANCIAL IMPLICATIONS**

- 10.1 There are no direct financial implications from this report. A number of these projects are included within the Council's agreed Capital and Revenue programme for 2018/19.
- 10.2 The Council continues to face difficult spending decisions in view of the reduction in government support in future years and the availability of funding continues to impact on the projects that can be undertaken.

## **11. RISK IMPLICATIONS**

- 11.1 The Lead Officer for each project is responsible for identifying any risks to the successful delivery of the Project.
- 11.2 Some of these major projects have been identified as Top Risks for the Council and these are monitored quarterly by the Finance, Audit & Risk Committee. These include:
- Local Plan
  - Hitchin Town Hall
  - Asset Management
  - Waste and Street Cleansing Contract Renewal

## **12. EQUALITIES IMPLICATIONS**

- 12.1 In line with the Public Sector Equality Duty, public bodies must, in the exercise of their functions, give due regard to the need to eliminate discrimination, harassment, victimisation, to advance equality of opportunity and foster good relations between those who share a protected characteristic and those who do not.

- 12.2 By considering the key projects for 2018/19 this provides a means to monitor whether the council are meeting the stated outcomes of the district priorities, its targets or delivering accessible and appropriate services to the community to meet different people's needs. This assists the Council to fulfil a number of its obligations arising from the Public Sector Equality Duty.

### **13. SOCIAL VALUE IMPLICATIONS**

- 13.1 Where the key projects referred to in this report relate to the award of a public service contract, "Social Value" will be captured and reported in accordance with the Public Services (Social Value) Act 2012..

### **14. HUMAN RESOURCE IMPLICATIONS**

- 14.1 There are no additional human resource implications arising from this monitoring report. The resources needed to deliver projects should be considered through the Corporate Business Planning process.

### **15. APPENDICES**

- 15.1 Appendix A – Projects identified in the Corporate Plan 2018-22

### **16. CONTACT OFFICERS**

- 16.1 Rachel Cooper, Controls, Risk & Performance Manager, Tel 474606, email [Rachel.cooper@north-herts.gov.uk](mailto:Rachel.cooper@north-herts.gov.uk)
- 16.2 Ian Couper, Head of Finance, Policy & Governance Tel 474243; email [ian.couper@north-herts.gov.uk](mailto:ian.couper@north-herts.gov.uk)
- 16.3 Howard Crompton , Head of Revenues, Benefits & I.T, Tel 474247, email [Howard.crompton@north-herts.gov.uk](mailto:Howard.crompton@north-herts.gov.uk)
- 16.4 Ian Fullstone, Head of Development & Building Control, Tel, 474480, email [ian.fullstone@north-herts.gov.uk](mailto:ian.fullstone@north-herts.gov.uk)
- 16.5 Kerry Shorrocks, Corporate Human Resources Manager, Tel, 474224, email [kerry.shorrocks@north-herts.gov.uk](mailto:kerry.shorrocks@north-herts.gov.uk)
- 16.6 Vaughan Watson, Head of Leisure & Environmental Services, Tel 474641 email [Vaughan.watson@north-herts.gov.uk](mailto:Vaughan.watson@north-herts.gov.uk)
- 16.7 Jeanette Thompson, Acting Corporate Legal Manager. Contact Tel 474370 [jeanette.thompson@north-herts.gov.uk](mailto:jeanette.thompson@north-herts.gov.uk)

**17. BACKGROUND PAPERS**

17.1 None