











2017/2018 reporting against Projects identified in the Corporate Plan – as at 17/05/2018



For Q4 2017/2018 North Hertfordshire District Council is reporting against 12 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	Q4	Q3	Q2	Q1	Summary of Movement
	0	0	0	1	
	4	5	7	7	
	4	5	5	5	
	4	2	3	3	Jackmans Play Area / Bancroft pathways
Total	12	12	15	16	





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





Description in Corporate Plan	Corporate Objective	Portfolio	Milestones	Due Date	Status	Comments
Status – RED – 0						
Status – AMBER - 4						
<p>Complete the fit out and open the North Hertfordshire Museum and Community Facility</p> <p>Prince II</p> <p>Date of Last Project Board – 18 July 2017</p> <p>Exception report since last Quarter – None</p>	Prosper & Protect	Leisure		Original due date 30 September 2015		<p>Negotiations are still ongoing relating to the possible acquisition of 14/15 Brand Street. A recent press release sets out the current position:</p> <p><i>Joint Statement on behalf of North Hertfordshire District Council and Hitchin Town Hall Limited and HTH Finance Limited</i></p> <p><i>All parties met today and confirmed that they are committed to an early and timely resolution to the outstanding issues surrounding the sale of 14/15 Brand Street.</i></p> <p><i>We have discussed all of the substantive issues and have managed to come to an outline agreement on the great majority.</i></p> <p><i>There are several issues where there is a suggested way forward that each party needs to consult upon internally to ensure they are acceptable.</i></p> <p><i>The parties have committed to progress at speed from this point forward in order to secure an early mutually satisfactory conclusion of the related contractual agreement</i></p>
Ensuring that the Council's office accommodation is redeveloped to	Prosper & Protect	Finance & IT	Milestones for 17/18 Refurbishment works complete.	Original due date May 16		All staff relocated back to the DCO by 19 March 2018. Remedial works to replace external louvres to be completed by the end of

<p>increase financial and resource efficiency and making best use of green initiatives</p> <p>Prince II Date of Last Project Board – 24 January 2018 Exception report since last Quarter – None</p>			<p>Return of staff to DCO</p> <p>Explore opportunities to share accommodation with other partners</p>	<p>Feb 2018</p> <p>Mar 2018</p> <p>Mar 2018</p>		<p>May 2018.</p>
<p>Development of a Crematorium in North Hertfordshire - subject to approval by Cabinet March 2017</p> <p>NOT Prince II</p>	<p>Prosper & Protect</p>	<p>Waste, Recycling & Env</p>	<p>Obtain approval to proceed</p> <p>Negotiate and agree Proposal and lease documents.</p> <p>Submission of Outline Planning application.</p>	<p>Mar 2017</p> <p>Sept 2017</p> <p>Sept 2017</p>	<p></p>	<p>Following approval from Cabinet in March, outline planning permission was submitted April 2018 and the options agreement with our partner has now been signed.</p> <p>The planning process will take a minimum of 13 weeks to secure from both Central Beds and North Herts, after which the tenant will take over the development of the crematorium at their own cost and risk.</p> <p>This would involve gaining detailed planning permission and undertaking the construction work through to practical completion.</p> <p>The prospective tenant has already provided an indicative timescale indicating practical completion at the end of 2020, however this is dependent on any legal challenge to either the outline or detailed planning applications and the usual risks associated with significant construction works.</p>

<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>NOT Prince II</p>	<p>Responsive & Efficient</p>	<p>Various</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>Original due date June 2016</p>		<p>St Michael's' Mount –  25 Year lease signed with St Michaels Mount Community Association on 29/12/2017</p> <p>Walsworth Community Association –  99 year lease signed with Walsworth Community Association on 30 January 2018.</p> <p>Coombes Community Centre  – 25 Year lease signed on 29 September 2017, with Royston Community Association</p> <p>Grange – 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>Status – GREEN - 4</p>						
<p>Renewing our waste and street cleansing contracts, continuing to provide an efficient and effective service</p> <p>Prince II Date of Last Project Board – 05 December 2017 –</p>	<p>Attractive & Thriving</p>	<p>Waste, Recycling & 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>The new shared client team worked with the successful contractor through the mobilisation period to establish the new contract range of services, depot and IT to ensure the contract commenced on time in May 2018 and to make the transition as seamless as possible for residents.</p> <p>Many officers from various areas of the Council are supporting the waste service to</p>

<p>Final meeting planned – July 2018 Exception report since last Quarter – None</p>						<p>ensure it can be as efficient and effective as possible whilst protecting the Councils reputation and minimising risk.</p> <p>The largest impact on our residents is the introduction of garden waste charging and weekly collection of food waste. The communication plan as been successful, with over 40% of our residents buying into the scheme prior to start of the contract in May .</p>
<p>Submission of a Local Plan for North Herts</p> <p>Not Prince II</p>	<p>Prosper & Protect</p>	<p>Planning & Enterprise</p>	<p>Submission of local plan for examination</p> <p>Commencement of Public Examination (timescale dependant upon Planning Inspectorate)</p> <p>Publication of Inspectors Report (timescale dependant upon Planning Inspectorate)</p> <p>Adoption of the new local plan report to Full Council (timescale dependant upon Planning Inspectorate)</p>	<p>Spring 2017</p> <p>Autumn 2017</p> <p>Anticipated late 2018</p> <p>Anticipated early 2019</p>		<p>The scheduled hearing sessions were completed on 27 March 2018. The timescales for subsequent milestones are dependent upon the Planning Inspectorate. Therefore, the relevant due dates represent officers' current estimates for possible completion.</p>
<p>Working with health partners to optimise opportunities for older people to remain living independently but</p>	<p>Responsive & Efficient</p>	<p>Housing & Env Health</p>	<p>Deliver and report progress against projects agreed for funding under the 'District Offer'</p> <p>Deliver and report progress against projects agreed for</p>	<p>Jun. Sep, Dec, Mar</p>		<p>Progress reports for the full year were submitted on time, which provided updates on the two projects we funded during Phase 2 of Year 2 of the Public Health Partnership Fund: Meet and Eat – tackling social isolation in older people – managed and delivered by</p>

well supported at home, and for children/young people to be offered opportunity to increase activity to prevent longer term ill-health NOT Prince II			funding under Community Sport Activation Fund	Jun and Dec		NHDC. Emotional health in schools – supporting young people in secondary schools – managed and delivered by Groundwork Herts. Both projects met targets in terms of the numbers of participants they intended to engage
Investigating a range of options to improve use of Council assets NOT Prince II	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 was reported to the Cabinet Sub-Committee (Local Authority Trading Companies Shareholder) in March, and referred on to Cabinet. Cabinet agreed to the setting up of a property company.
Status – COMPLETE -4						
Delivering identified projects from the adopted Green Space Strategy NOT Prince II	Attractive & Thriving	Leisure	Replacement of Walsworth Common Access Bridge £175,000	Original due date Mar17		The bridge was installed on 22 December 2017. All works are now completed and the bridge is open for use. Delay in project was due to difficulties in obtaining the specialists required to design the bridge. This had a knock on effect on the completion date. 
Implementing outcomes from our energy audits of Council assets	Responsive & Efficient	Finance & IT	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	Original due date Apr16		Two opportunities have been incorporated into the DCO refurbishment, 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

NOT Prince II			group			Power Factor Correction within 10 years. The payback on solar does not now generally justify the up – front investment and so no projects are proposed at this stage. The use of LED lighting will be reviewed on an ongoing basis, particularly where works are required anyway. 
Delivering identified projects from the adopted Green Space Strategy	Attractive & Thriving	Leisure	Renew pathways, Bancroft Recreation Ground, Hitchin £50,000	Original due date Mar 17		Work completed 4 May 2018. 
NOT Prince II						
Jackmans central play area renovation (£75,000).	Attractive & Thriving	Leisure & Environment		Mar 2018		Project completed 29 March.
NOT Prince II						