

**CABINET  
25 JUNE 2024**

**\*PART 1 – PUBLIC DOCUMENT**

**TITLE OF REPORT: COUNCIL DELIVERY PLAN 2023-24 (END OF YEAR)**

REPORT OF: REPORT OF THE SERVICE DIRECTOR - RESOURCES

EXECUTIVE MEMBER: FINANCE AND IT

COUNCIL PRIORITY: PEOPLE FIRST, SUSTAINABILITY, A BRIGHTER FUTURE TOGETHER

**1. EXECUTIVE SUMMARY**

This report presents progress on delivering the Council Delivery Plan for 23-24 at the end of Quarter 4, which includes:

- Progress against the completion of Council projects and milestones
- Requests to change milestone dates
- New milestones

**2. RECOMMENDATIONS**

- 2.1 That Cabinet notes the progress against Council projects as set out in the Council Delivery Plan (Appendix A) including new milestones and changes to milestone dates.
- 2.2 That Cabinet note the completion in Q4 of the projects detailed in paragraph 8.5.

**3. REASONS FOR RECOMMENDATIONS**

- 3.1 The Council Delivery Plan (CDP) monitoring reports provide Overview and Scrutiny, and Cabinet, with an opportunity to monitor progress against the key Council projects, and understand any new issues, risks, or opportunities.

**4. ALTERNATIVE OPTIONS CONSIDERED**

- 4.1 In developing the CDP, it was agreed that Cabinet would receive quarterly updates. The updates are also provided to Overview and Scrutiny Committee so that they can provide additional oversight and support to Cabinet.

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

- 5.1 Service Directors and Service Managers have provided updates on progress and will have made Executive Members aware of progress made.
- 5.2 A draft of the Quarter 4 update was provided to Risk and Performance Management Group (RPMG) in May. The Group has a standing invite to the Executive Member for Finance and IT (has responsibility for performance monitoring), the Chair of Overview and Scrutiny (O&S) and the Chair of Finance, Audit and Risk Committee (FAR). Other members of O&S and FAR are also encouraged to attend when they can. RPMG were asked to comment on the content and format of the CDP Q4 update. Unfortunately due to the timing of the meeting, no Councillors were able to attend.
- 5.3 The CDP is reviewed by Overview and Scrutiny Committee, and they are asked to provide comments and recommendations to Cabinet.

## **6. FORWARD PLAN**

- 6.1 This report contains a recommendation on a key Executive decision first notified on the Forward Plan on the 28 March 2024.

## **7. BACKGROUND**

- 7.1 The CDP brings together projects, risks, and performance indicators together in one document. The content for the 2023/24 Delivery Plan was set by Cabinet in March 2023, with the intention that it is updated throughout the year.
- 7.2 In March 2024, Cabinet agreed a revised set of projects for the 2024/25 Delivery Plan. This means that some of the projects contained within this update will not feature on the 2024/25 Delivery Plan, but will be monitored as part of Service Plans. This is reflected in some of the comments against the milestones.

## **8. RELEVANT CONSIDERATIONS**

- 8.1 Appendix A provides an update on the progress made in delivering the Council Plan 2023-24. Whilst it is labelled as a Quarter 4 update, it generally reflects the latest position at the time that the report was written. Milestones completed before January 2024, and reported in previous updates, have been removed.
- 8.2 The intention is that the CDP reports provide an overview, as providing all the details on project milestones would lead to a report that was too long. Requests can be made (especially by O&S) to look at individual projects in more detail. Any such request would be incorporated into the next monitoring report. The progress made to date against each project and resulting impacts on future milestones, is detailed in the commentary against each project in Appendix A.
- 8.3 **New Project milestones within the CDP**

The Council Delivery Plan is now a live document with changes to milestones recorded and approved by Cabinet. As a number of the projects will not feature in the 2024-25 Delivery Plan, there has not been a full update for new milestones to be added as part of this report. One milestone has been added for the Oughtonhead Weir project (highlighted in blue in Appendix A), as this is one of the projects that will form part of the 2024-25 Delivery Plan. Further milestones will be added/ updated as part of the Quarter 1 report (in September). This will also provide an opportunity to review the number and presentation of milestones. Having fewer projects on the Delivery Plan gives scope to provide more detail against each project.

#### **8.4 Proposed changes/ deletions to milestones this quarter**

As projects progress, it is sometimes necessary to amend the milestone due dates, or delete any milestones which have been superseded by new ones. Any changes must be approved by Cabinet. For Q4, there are proposals to make changes/ deletions to the following projects, with reasons detailed in Appendix A. These proposed changes have been highlighted in yellow:

- Charnwood House
- Empty Homes Strategy
- Pay on Exit Parking Review
- Local Authority Housing Fund
- Local Plan Delivery and Review
- Museum Storage
- Delivering Housing on Council Land
- Oughtonhead Common Weir
- Resident/Public EV Charging in our Car Parks
- Waste and Street Cleansing contract procurement
- Waste Depots
- Work with relevant partners to prevent and relieve homelessness
- Master Planning
- Town Centre Strategies

#### **8.5 Completed projects this quarter.**

For the following projects, all relevant milestones have been completed in Q4 and they are now shown as complete for Delivery Plan purposes:

- Cycling Network
- Health Inequalities
- Options for Solar PV on Leisure Centres
- Leisure contract procurement
- Playground Renovation Programme
- Shared Prosperity Fund

#### **8.6 Projects for 2024-25**

As set out in the report to O&S and Cabinet in March, the projects in the Delivery Plan will be rationalised for 2024-25. The projects that are due to form the Delivery Plan are:

- Churchgate
- Waste and Street Cleansing Contract
- Leisure Centre Decarbonisation
- Review of Local Plan
- Digital Transformation
- Pay on Exit Parking
- Engaging the community on our finances and how we spend our money
- Oughtonhead Common Weir
- Town Centre Strategies
- Residential/ Public EV Charging

## 8.7 Performance Indicators

For Q4, there are 11 Green performance indicators. Three further indicators are for information only, with no target set against them. Explanations for performance are detailed in Appendix A. The intention is to change the performance indicators that will be monitored during 2024-25 to give a more strategic view. This is covered by a separate report on this agenda.

## 8.8 Ideagen (previously known as Pentana)

All the detail behind the projects, risks and performance indicators is available to view in Ideagen, the Councils performance and risk software. A guest login is provided on the intranet for any member to use, along with a procedure note and short video on how to view the data.

[Ideagen Risk Management \(sharepoint.com\)](#)

## 9. LEGAL IMPLICATIONS

- 9.1 The constitution determines the role of Cabinet as including: “To take decisions on resources and priorities, together with other stakeholders and partners in the local community, to deliver and implement the budget and policies decided by the Full Council. To monitor performance and risk in respect of the delivery of those policies and priorities” (paragraph 5.6.3).
- 9.2 The constitution determines the role of Overview and Scrutiny as including: “To review performance against the Council’s agreed objectives/ priorities and scrutinise the performance of the Council in relation to its policy objectives, performance targets and/ or service area. To consider risks to the achievement of those objectives/ priorities. To make recommendations to Cabinet” (paragraph 6.2.7 (s)).
- 9.3 There are no specific legal implications arising from the CDP. However, there may be individual legal implications for some of the projects outlined. Any commissioning of work on new and existing projects will follow the standard legal requirements and those required by the Council’s internal standing orders, contained within the Constitution.

## 10. FINANCIAL IMPLICATIONS

- 10.1 There are no direct financial implications arising from this report. Where projects are linked to efficiencies or investments then these are included in the budget proposals and monitored through the quarterly finance reports.

## **11. RISK IMPLICATIONS**

- 11.1 Good Risk Management supports and enhances the decision-making process, increasing the likelihood of the Council meeting its objectives and enabling it to respond quickly and effectively to change. When taking decisions, risks and opportunities must be considered.
- 11.2 The Council Delivery Plan aims to support the risk management process by directly linking the risks to projects being undertaken. The aim of these proposals is to strengthen the link between performance and risk and make risks more current. This should provide an improved perspective of the risks that the Council faces.

## **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 There are no direct equalities implications arising from this report.

## **13. SOCIAL VALUE IMPLICATIONS**

- 13.1 The Social Value Act and “go local” requirements do not apply to this report.

## **14. HUMAN RESOURCE IMPLICATIONS**

- 14.1 There will continue to be a need to align Council and Service objectives with available people resources to be able to achieve them. The Council Delivery Plan will help to make that link clearer.

## **15. ENVIRONMENTAL IMPLICATIONS**

- 15.1 There are no known Environmental impacts or requirements that apply to this report. However, a number of the projects to be monitored throughout the year are related to key environmental issues.

## **16. APPENDICES**

- 16.1 Appendix A – Council Delivery Plan 23-24 Q4 Monitoring Report

## **17. CONTACT OFFICERS**

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## **18. BACKGROUND PAPERS**

18.1 None