











2018/2019 reporting against Projects identified in the Corporate Plan – as at 16/11/2018



For Q2 2018/2019 North Hertfordshire District Council is reporting against 10 Projects identified in the Corporate Plan 2018-23



Key for the Report


Status key	
	Project Halted / Project extremely late.
	Project behind original due date/ unlikely to hit original due date.
	Project not due for completion in 2018/19 or has not reached due date
	Project Completed.

Status	Q2	Q1	Summary of Movement
	1	2	Royston Leisure Centre extension removed from reporting
	2	1	Investigating a range of options to improve use of company assets.
	7	8	
	0	3	
Total	10	14	Office Accommodation / Community Centre Leases / Working with Health Partners/ Royston Leisure Centre


- Where projects are carried over from 1718 their status is retained until they are complete – to ensure transparency



Description in Corporate Plan	Corporate Objective	Portfolio	Milestones – current year and beyond	Due Date	Overall Status	Comments
Status – RED - 1						
<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	<p>Continue to negotiate on possible acquisition of 14/15 Brand Street.</p> <p>Report to Cabinet on proposed way forward.</p> <p>Complete fit out of Museum.</p>	<p>Original due date 30 September 2015</p> <p>31/07/2018</p> <p>September 2018 </p>		<p>Cabinet received a report on 25 September 2018 and its decision was:</p> <p>2.2 - That Cabinet agrees that the Settlement Agreement appended to the Part 2 report as Appendix B will be provided as a final offer to HTHL/HTHF. HTHL would be required to fully accept the Settlement Agreement by holding an Extraordinary General Meeting (EGM) by the 31st October 2018. Subject to agreement in principle and HTHL having set a date for their EGM, a date would then be arranged for mid-November for an extraordinary Cabinet meeting and a Cabinet Sub-Committee (Council Charities) meeting to consider the final Settlement Agreement.</p> <p>2.3 - Cabinet agrees that in the event that:</p> <ul style="list-style-type: none"> • HTHL/HTHF do not agree to the Settlement Agreement; or • HTHL does not agree to take the Settlement Agreement to an EGM by the 31st October 2018; or • the Settlement Agreement is not approved at an EGM of HTHL by 31st October 2018; <p>the Settlement Agreement and current Purchase Price offer will be withdrawn by the Council. A date for an extraordinary meeting of Full Council will be set to</p>


						<p>consider the use of Compulsory Purchase powers in relation to 14/15 Brand Street, as soon as possible.</p> <p>At it's EGM on 30 October 2018, HTHL agreed to the sale of 14/15 Brand Street with one minor amendment to the Terms of Agreement. Formal approval for the Agreement now has to go to an extraordinary meeting of Cabinet on 20 November, after which we will be in a position to get on with the final fit out and get the Museum open next year.</p>
Status – AMBER - 2						
<p>Development of a Crematorium in North Hertfordshire - subject to approval by Cabinet March 2017</p> <p>NOT Prince II</p>	Prosper & Protect	Waste, Recycling & Env	<p>Obtain outline planning permission from Central Beds.</p> <p>Agree the Heads of Terms and Options Agreements with our nominated partner.</p> <p>Prospective tenant exercises the option and enters into an agreement for lease (the prospective tenant will be responsible for applying for detailed planning permission).</p> <p>The prospective tenant enters into a lease, in accordance with the Heads of Terms, following the grant of detailed planning</p>	<p>July 2018</p> <p>July 2018 </p> <p>31 Dec 2018</p> <p>31 Mar 2019</p>	<p></p>	<p>The Options agreement was completed and signed on 30 April 2018. The Central Beds decision on outline planning is now to be made by Committee rather than by Officers only. Work is ongoing to provide further information to supplement NHDC's submission, as requested by CBC. Therefore the date for the decision has been put back and we now expect to receive this by the end of December 2018</p> <p>The prospective tenant will be responsible for delivering the project, once outline planning received.. The estimate for practical completion was December 2020, although recent delays regarding outline planning permission now mean that this is more likely to happen in spring 2021.</p>

			permission			
			Practical Completion of Crematorium		December 2020	
Investigating a range of options to improve use of Council assets NOT Prince II b/f from 1718	Responsive & Efficient	Various	Report to Cabinet Shareholder Sub-Committee on potential options Obtain Cabinet approval to establish a Property Company Set up Property Company	15 March 2018 31 Mar 2018 Mid 2018		Draft legal documentation has been prepared, including the articles of association and a shareholders agreement. These documents will provide governance for the Company and set out the relationship between the Company and the Council. Officers are also producing a business plan for the Company and once this is complete, the legal paperwork will be finalised. The Council is also in the process of agreeing a name for the Company. Once all this work is completed, the Council will apply to Companies House. Therefore, it is anticipated that the Company will be registered and ready for business by the end of March 2019. Although this is behind the original target date (30 September 2018), this does not impact on the need for a company, as the first piece of work that requires a company is the letting of Harkness Court, which is currently programmed to complete in autumn 2019

Status – GREEN -7						
Submission of a Local Plan for North Herts	Prosper & Protect	Planning & Enterprise	<p>Consultation on major modifications (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>Late 2018</p> <p>Early 2019</p> <p>Early 2019</p>	▶	<p>The scheduled Examination hearing sessions were completed on 27 March 2018. The timescales for subsequent milestones are dependent upon the Planning Inspectorate</p> <p>The Inspector has written to the Council saying that the Main Modifications, the 'homework' and 'other work' produced by the council should be on the website by the 20 November 2018.</p> <p>A Cabinet meeting has been arranged for 10 December 2018 in order to seek approval to go to public consultation. This is in anticipation of a further letter from the Inspector indicating these as the next steps.</p>
Not Prince II						
Renewing our waste and street cleansing contracts, continuing to provide an efficient and effective service	Attractive & Thriving	Waste, Recycling & Env	<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 waste contract commenced on time in May 2018, so the status of the project has been left as green. However, due to the current issues, the project has not yet been signed off by the Project Board, so cannot be marked as complete. Officers are working closely with the Contractor in order to get the issues resolved. Once this sign off takes place, the project will move into the Contract Management stage and be officially marked as complete.</p> <p>A further detailed update for Waste has been provided in Appendix B.</p>
Prince II						
Date of Last Project Board – 08 August 2018						
Exception report since last Quarter – None						

<p>Designating air quality management areas in Hitchin to address the improvement of the air quality – Stevenage Road and Paynes Park. (5 Year Plan commenced 2018)</p> <p>Not Prince II</p>	<p>Attractive & Thriving</p>	<p>Housing & Env Health</p>	<ul style="list-style-type: none"> •Development of ECOstars scheme for business to reduce emissions from freight deliveries •Investigate options for extending and improving electric vehicle recharging facilities in the district •Anti-idling campaign to encourage drivers to switch off when stationary, including investigation of enforcement options •Review of on-street parking in air quality management areas •Participate in National Clean Air Day •Contribute development of Air Alert texting scheme with HCC and other partners 	<p>To be confirmed</p> <p>On-going</p> <p>2019</p> <p>2019</p> <p>Annual</p> <p>Late 2018</p>		<p>Unfortunately the Council were not successful with a bid to DEFRA for a grant to progress this scheme. Officers are reviewing alternative funding options.</p> <p>Officers are negotiating with developers through the planning process to implement charging points within new homes.</p> <p>Initial planning work has commenced on how this item will be delivered</p> <p>Not yet commenced</p> <p>Completed for 2018</p> <p>HCC are supporting NHDC to promote the scheme implementation and target audience. This is a joint Herts/Beds initiative led by NHDC. A contract has been placed in conjunction with a number of other authorities to provide the proposed text service. It is hope that it will start operating by the end of the year. There will be publicity about this service coming out once the 'go live' date is confirmed.</p>
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<p>Churchgate</p> <p>Project will span more than one financial year</p> <p>Once actual project commences will be Prince II</p> <p>Date of Last Project Board n/a</p>	<p>Attractive & Thriving</p>	<p>Commercialisation</p>	<p>Full Council approval obtained to principle of joint venture funded by the Council. Further work required to look at detail of proposals before reporting back to Full Council.</p> <p>Develop Heads of Terms with SPG and seek Full Council Approval</p> <p>Subject to agreed Heads of Terms, develop full final agreement with SPG and seek Full Council approval.</p> <p>Report to Cabinet March 2018 on Market management</p>	<p>Mid/Late 2018</p> <p>Autumn 2018</p> <p>December 2018</p>		<p>Public Consultation took place in March and April.2018 The results showed widespread support for a scheme to improve the Churchgate centre and the market.</p> <p>Discussions with Shearer Property Group are moving towards finalising a draft Heads of Terms that balance the risk and rewards for both parties. Expert consultancy advice has been procured in relation to retail, financial (including tax) and legal.</p> <p>Report to Full Council 22 November 2018, will also be considered by Cabinet and Hitchin Committee.</p>
<p>Delivering identified projects from the adopted Green Space Strategy (Report to Cabinet 24/01/2017)</p> <p>Construction of pathway and Roadway at Wilbury Hills Cemetery, Letchworth (£35,000)</p>	<p>Attractive & Thriving</p>	<p>Leisure & Environment</p>	<p>Procurement Exercise</p> <p>Completion of Works</p>	<p>Sept 2018</p> <p>March 2019</p>		<p>We have struggled to identify 3 contractors willing to provide a quotation for this work. However we are now in the process of securing the third and final one. We will be able to evaluate the results and award the works once we have received the outstanding information</p>

Not Prince II						
Bancroft recreation ground MUGA (£170,000) Subject to securing Sport England grant Not Prince II	Attractive & Thriving	Leisure & Environment	Procurement Exercise Completion of MUGA	Oct 2018 July 2019		£60k grant secured from Sport England. Initial research has highlighted that due to technical reasons the lamp columns to illuminate the proposed facility will need to be at least 5 metre's high. Anything over 4 metre's requires planning approval, Consultation has taken place with colleagues. A spec is being developed on the basis that the lighting will be 5 metre's high which will be put to tender once we have planning approval incorporating any planning conditions.
Renovation of Play area, District Park, Great Ashby (£75,000) Not Prince II	Attractive & Thriving	Leisure & Environment	Consultation on design Carry out procurement exercise Completion of Works	Sept 2018 Nov 2018 July 2020		A Public Consultation event was held on 8 September to inform design. The consultation results have been evaluated and we are now preparing the specification. The final proposals will be published in the near future with procurement being progressed as planned.
Status – COMPLETE -0						