





NORTH HERTFORDSHIRE
DISTRICT COUNCIL







2017/2018 reporting against Projects identified in the Corporate Plan – as at 23/08/2017

For Q1 2017/2018 North Hertfordshire District Council is reporting against 16 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	Qtr1	16/17	Summary of Movement
	1	3	Bancroft Gardens MUGA
	7	9	Crematorium
	5	5	
	3	7	Bancroft Gardens Play Area / North Herts Leisure Centre / Norton Common Wheeled sports provision
Total	16	24	

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



APPENDIX A

Description in Corporate Plan	Corporate Objective	Portfolio	Milestones	Due Date	Status	Comments
Status – RED - 1						
Delivering identified projects from the adopted Green Space Strategy NOT Prince II	Attractive & Thriving	Leisure	Bancroft Gardens MUGA (Capital contribution of £24k towards £170k project) Remainder to be funded by S106 and external grant. Investigate options for funding of project	Original due date 31/03/2017		Application being made to Sport England for the further £84k needed to fund the project. Consultation currently being undertaken with local residents on the project to support the application. Even if funding secured, project will not now commence in the 17/18 year.
Status – AMBER - 7						
Complete the fit out and open the North Hertfordshire Museum and Community Facility Prince II Date of Last Project Board – 18 July 2017 Exception report since last Quarter – None	Prosper & Protect	Leisure		Original due date 30 September 2015		NHDC is still working on the purchase of 14 and 15 Brand Street. The matter is currently subject to further discussion. Fit out of the main museum building is substantially complete with only snagging remaining. Dates for the completion of the site fit out/object installation and the public opening are dependent on when NHDC finally purchases the land. Guided tours are currently being arranged to showcase the new facilities to Members and the Public. Due date amended to 30 September 2017 to monitor the progress made over the next three months
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		No quotes received in response to the original invitation to tender. Second process undertaken and a supplier appointed subject to contract. Construction period estimated as 12 weeks once work commences.


APPENDIX A

<p>Delivering identified projects from the adopted Green Space Strategy</p> <p>NOT Prince II</p>	<p>Attractive & Thriving</p>	<p>Leisure</p>	<p>Renew pathways, Bancroft Recreation Ground, Hitchin £50,000</p>	<p>Original due date Mar 17</p>		<p>First phase of works completed. Contact awarded for second phase. Second phase of project managed by Groundwork Hertfordshire Now that works to install the new play area have been completed, the work to renew the pathways should commence in Autumn 17</p>
<p>Ensuring that the Council's office accommodation is redeveloped to increase financial and resource efficiency and making best use of green initiatives</p> <p>Prince II Date of Last Project Board – 01 August 2017 Exception report since last Quarter – yes – relating to a change in colour of the internal curtain wall panels, transoms and mullions.</p>	<p>Prosper & Protect</p>	<p>Finance & IT</p>	<p>Milestones for 17/18 Refurbishment works complete.</p> <p>Return of staff to DCO</p> <p>Explore opportunities to share accommodation with other partners</p>	<p>Original due date May 16</p> <p>Feb 2018</p> <p>Mar 2018</p> <p>Mar 2018</p>		<p>Much of the first fix work has been completed. The glazing work is almost complete in the six storey block along with the installation of the curtain walling panels.. We are working with colleagues in Careline and with Willmott Dixon with a view to Careline moving into the DCO when we return. The design work has been completed and we are now waiting for the final price. We have also signed off the final mechanical and electrical drawings, including the siting of control panels etc. Discussions with Heads of Service, Corporate Managers and Senior Managers about desk and other requirements is almost complete and will be followed by the drawing up of plans to ensure the return to the DCO is as smooth as possible. It will be a different working environment and officers will have the opportunity to review and improve how they work. Every desk that we can save will give us more options when it comes to the possibility of using the DCO to bring in income from external users and thereby boost our revenue stream.</p> <p>Estimated handover date 30 Jan 2018 with staff being moved back into the building Feb & Mar 2018.</p>


APPENDIX A

<p>Implementing outcomes from our energy audits of Council assets</p> <p>NOT Prince II</p>	<p>Responsive & Efficient</p>	<p>Finance & IT</p>	<p>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 group</p>	<p>Original due date Apr16</p>		<p>Two opportunities have been identified within the DCO works 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 Power Factor Correction within 10 years. During the second part of 17/18 work will be carried out to review the opportunities in relation to solar power, however it is expected that any payback will be significantly in excess of 10 years due to changes in feed in tariffs. A business case will be put forward (as part of setting the capital budget) for any viable schemes.</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>A Project Board has not been created yet. Heads of terms for the option agreement and lease have been agreed in principle and we are waiting for written confirmation of the agreed heads of terms, which are subject to Cabinet approval. We have received a draft option agreement and agreement for lease. Regarding the submission of planning permission, the consultants, Vincent and Goring, have been appointed to assist with the process. Jointly, it has been decided that we will commence the process with a pre planning application due to the length of time since the previous pre planning application in 2014 and the significant changes in the proposed scheme. Therefore, obtaining outline planning permission will be delayed by up to three months in order to benefit from an appraisal from Central Bedfordshire Council.</p>



APPENDIX A

<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>Coombes Community Centre - Terms agreed, lease drawn up by legal and sent to the Community Centre. They are getting their solicitor to review. We are currently chasing them to complete final sign off. Completion now estimated as October 2017.</p> <p>St Michael's' Mount – Successful application to the Capital Grants Panel, subject to them signing the lease. Meeting held on 14th July 2017 to negotiate the lease.</p> <p>There are still some repairing responsibilities that the Trustees appear unwilling to accept. If the Trustees give their “in principle” agreement to sign, officers would look to get a signed lease in place as soon as possible, although the Trustees and their solicitor are likely to want to undertake due diligence. Therefore, a reasonable deadline for lease completion will be December 2017/January 2018.</p> <p>Walsworth Community Association – Successful application made to community capital fund. Agreement to lease is linked to this. Meeting with Trustees to be arranged in the next month. There are a number of issues with the building which concern the Trustees and which need further investigation (and possibly expenditure by NHDC) Current estimate is that this will not be completed until April / May 2018 at the earliest.</p> <p>Grange – Leases signed 04/08/2017</p>
---	-----------------------------------	----------------	--	------------------------------------	---	---





APPENDIX A

Status – GREEN - 5						
Renewing our waste and street cleansing contracts, continuing to provide an efficient and effective service	Attractive & Thriving	Waste, Recycling & Env	Tenders returned	July 2017		<p>Following the publication of the OJEU in April 2017, the councils are now working in partnership to conduct the evaluation of the tender responses throughout August 2017. A Public consultation is also due for completion by the end of August.</p> <p>The final award of contract to the preferred contractor will be known following the outcomes of the Cabinet and Executive processes for both EHDC and NHDC in August and September 2017. This will also include the adoption of the optional services bespoke to the individual councils. On completion of the Cabinet and Executive processes for contract award, it will also be necessary to gain both authorities approval of the final IAA for the joint contract in September and October 2017.</p> <p>The authorities will work together to form one joint shared client team of EHDC and NHDC officers to manage the contract and ensure the two different customer contact centre delivery approaches are achieved as intended.</p> <p>The new shared client team will work with the successful contractor through the mobilisation period to establish the new contract range of services, depot and IT to ensure the contract commences on time in May 2018.</p>
Prince II Date of Last Project Board – 22 Jun 2017 Exception report since last Quarter – None			Inter Authority agreement signed	July 2017		
			Contract Award	Sept 2017		
			Contract Commencement	May 2018		


APPENDIX A

<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>Public Examination (timescale dependant upon Planning Inspectorate)</p> <p>Inspectors Report (timescale dependant upon Planning Inspectorate)</p> <p>Adoption of the new local plan (timescale dependant upon Planning Inspectorate)</p>	<p>Spring 2017</p> <p>Autumn 2017</p> <p>Early 2018</p> <p>Spring 2018</p>		<p>Following the Full Council resolution on 11 April 2017, the Local Plan was submitted to the Planning Inspectorate on 9 June 2017. Milestone dates post submission are out of NHDC's control, as they are subject to the Planning Inspectorate's timetable. Therefore, the relevant due dates might change.</p> <p>Dates and a venue for the independent examination of our Local Plan will be announced in due course once the Inspector has completed an initial appraisal of the Plan</p>
<p>Working with health partners to optimise opportunities for older people to remain living independently but well supported at home, and for children/young people to be offered opportunity to increase activity to prevent longer term ill-health</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 funding under Community Sport Activation Fund</p>	<p>Jun. Sep, Dec, Mar</p> <p>Jun and Dec</p>		<p>All progress reports completed on time. Programme spans more than one financial year.</p> <p>17-Jul-2017 Figures from the 18-month report to Sport England for the Get Active North Herts programme:</p> <p><u>Unique Participants</u> Total participants reached in 18 months (as at 30 June 2017) – 4,636 Sport England target for year 2 (due 31 December 2017) – 2,089</p> <p><u>Throughput</u> Total throughput in 18 months (as at 30 June 2017) – 36,270 Sport England target for year 2 (due 31 December 2017) – 51,976</p>

APPENDIX A

NOT Prince II						Officers anticipate that both target figures will be achieved at the end of 2017, as the relevant schemes are extremely popular and demand remains high.
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 report is currently being prepared for the Cabinet Sub-Committee (Local Authority Trading Companies Shareholder) to seek decisions in relation to the set-up and registration of the property company
Jackmans central play area renovation (£75,000). NOT Prince II	Attractive & Thriving	Leisure & Environment		Mar 2018		Consultation period ended July 2017. Contractor then to be appointed with works to start in Feb/ March, taking one month to complete.
Status – COMPLETE - 3						
Delivering identified projects from the adopted Green Space Strategy NOT Prince II	Attractive & Thriving	Leisure	Bancroft Gardens Play Area £ 75,000	Throughout 2016/17		Commenced project May 2016, Public Consultation took place Sep/Oct. Project completed 16 June 2017
Redeveloping and improving the North Herts Leisure Centre to ensure it is fit for purpose and offers greater opportunities to meet latent customer demand	Responsive & Efficient	Leisure	Teaching pool completion	Original due date Feb17 Actual completion date 7 Jul17		Work at the Leisure Centre is now complete. Final handover took place on 7 July. The official opening ceremony is due to take place in October 2017.

APPENDIX A

<p>Prince II Date of Last Project Board – 18 August 2016 Exception report since last Quarter – None</p>						
<p>Delivering identified projects from the adopted Green Space Strategy</p> <p>NOT Prince II</p>	<p>Attractive & Thriving</p>	<p>Leisure</p>	<p>Norton Common wheeled sports provision improvements £154,000</p>	<p>Original due date Mar17</p> <p>Actual completion date 23/08/2017</p>	<p></p>	<p>A consultation event with stakeholders took place on the 5th December following which the contractor was appointed. At first quarter project value increased to £170K, all funded by section 106 contributions. Final design agreed after further consultation and order placed with the supplier. Work completed, with official handover to take place Friday 25 August.</p>