

Project Name	Project Description	Original Approved End Date	Expected Delivery Date	RAG Status	Performance Summary	Last updated	Service Area	Project Sponsors	Project Managers
Customer Portal	Development of a customer portal and the processes that support the portal that allow for the creation of end to end digital services that integrate with back office system. This also includes the replacement of Dynamics as a tool in the contact centre. This includes the deliver of forms for Operations, Taxi Licensing and eBilling.	31-Oct-19	30-Dec-21	R	Programme has been split into four projects below: each will be led and updated seperately going forward.	Sep-20	Transformation	John Taylor	Tony Evans
CPP - Core Portal Project	Part of the Customer Portal Project - Delivers the ability to create integrated dynamic eForms to the council with supporting people, process and technology. Additionally delivered forms for Operations Streets, Waste, Grounds.	31-Mar-21	31-Mar-21	R	Job descriptions were put out for digital designer position and interviews are being conducted. Final requirements were passed to 3C Digital Team for built of Waste forms. Progress remains slow on digital team delivery.	Sep-20	Transformation	John Taylor	Tony Evans
CPP - Dynamics Replacement	Replaces Dynamics with IEG4 CsVu.	31-Mar-21	31-Mar-21	R	Awaiting date for the waste forms to go into User Acceptance Testing before further work is undertaken to finish business processes and handover. Some form design work for simple forms remains outstanding. Not clear who will build complex forms going forward as 3C Content Team not currently skilled up to do this.	Sep-20	Customer Services	John Taylor	Michelle Greet
CPP - eBilling	Delivers an eBilling capability that will allow residents to request online council tax bills, letters and benefits statements and letters.	30-Sep-22	30-Sep-22	A	No progress made waiting for the award of the hybrid print and mail contract.	Sep-20	Revenues & Benefits	John Taylor	Amanda Burns
CPP - Data & Analytics	Creates a unified view of demand across digital and phone channels that will provide the basis for understanding demand for services and unit cost of interaction.	30-Sep-22	30-Sep-22	A	3C ICT confirmed that this could not be progressed as a Single Work Package and would need to be convert to a full project and prioritised. 3C ICT confirmed that they did not have in house resource to create a secure design and sign off on how to secure a data store.	Sep-20	Transformation	John Taylor	Tony Evans
Retail in our Town Centres - St Benedicts Court regeneration	Investigate opportunities for working with the owners of St Benedicts Court in Huntingdon as part of a wider redevelopment 'quarter' approach to regenerate that part of the town centre (M25)		TBC	R	Conversations afoot with Montagu Evans (Threadneedle). They confirm that Threadneedle are looking at options for the site, including longer term thinking about potential redevelopment. Next step is further discussion in Mid-October.	Sep-20	Development	David Edwards	TBD
One Leisure Ramsey - 3G Artificial Pitch	3G Artificial Pitch (2018/19 Capital programme) (M10)	31-Dec-18	31-Mar-21	R	Agreement in place with contractors to delay start date until March 2021 to manage risks associated with archaeology works to be undertaken prior to build as part of planning conditions. Poor ground conditions in the winter period could result in additional works and additional spend. Agreement with main funder football foundation to delay and also fits in within the lease agreement with school to deliver project within 18 months of signing lease agreement.	Sep-20	Leisure & Health	Jayne Wisely	Martin Grey

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New HR system	Full tender to replace the existing HR and Payroll system with a new, modern, cloud-based solution which better integrates with other systems (e.g. active directory, Tech1 etc.) Joint procurement with CCC and SCC, Procurement lead is CCC. Project Manager is external consultant.		31-Mar-21	A	System demonstrations and scoring of tenders are complete. The project board agreed that given the margin between the suppliers final scores award at stage 2 would be appropriate. Costing breakdown was completed using the costs submitted by preferred supplier including charges due to premium rapid implementation and reviewed by Project Lead, Sponsor and Chief Finance Officer. Additional costs will put pressure on 20/21 budget but will payback over 5 years. Announcement was made on 15/9/20 to both suppliers. Risk remains over implementation timescales, mitigations include the rapid implementation route adopted, dedicated project resource to see through the payroll go live extended by further month to allow for contingency; also HDC has a further month scope in current supplier contract. Further risks have been identified that will be assessed as part of conversations about exit with current supplier. The updated costs include assumed charge for exit. Next phase of work: External legal partners will prepare the contract incorporating the suppliers tender responses alongside both party T&C's. This contract type arrangement will allow for each council to request divergence to their respective contracts. The contract will be managed centrally by 3C ICT who will oversee any upgrades and patch testing. Work has commenced on cleansing our data in preparation, including aligning staff establishment to finance data, deleting old records, cleansing areas in line with data migration requirements.	Sep-20	Corporate Services	Justin Andrews Fiona Bryant	Aileen Whatmore Randeep Singh (PM)
Bridge Place car park reprovision	Completion of property sale, reprovion of parking at alternative site (long stay car park serving Huntingdon). This will also involve setting up of a park alongside the car park.		30-Jun-21	A	We are currently in consultation for a change request. We are in discussions with third party planning application to progress. Plans for alternative site (Riverside Huntingdon) underway with application to Fields in Trust for permission to allow planning design and consultation to be progressed.	Sep-20	Operations	Neil Sloper	Matt Chudley (site) George McDowell (Car Park works)
Environmental Health System Procurement / Implementation	Project has been broken down into two phases. Selection and Implementation. The Selection project is for the three Councils to choose a single supplier to replace current environmental health systems with a single system. SCDC is leading on the project on behalf of the three Councils.	31-Mar-20	31-Jan-21	G	Civica and Idox have been engaged to extract the data from Flare and Uniform respectively and have provided test extracts which are currently being imported into Tascomi. User Acceptance Testing will follow with final test extractions by 30/10/20. Super User training commenced 24/9/20 and continues until 15/10/20, preparing personnel to configure Tascomi. Train the Trainer training is being finalised and expected to take place in the first week of November, giving time to train all end users by the end of the year. Go Live of the Tascomi system as a back office system is scheduled for 29/1/21. Work will continue after this date to integrate Tascomi and develop online forms etc for the customer portal IEG4 with the integration scheduled for 10/5/21.	Sep-20	3C Shared Services	John Taylor	David Pope

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Oak Tree Car Park Development Project and Affordable Housing Project Phase II	Phase II relates to the application of further funding from One Public Estate to develop the Master Planning Scheme into a viable Capital Project with less reliance on NHS occupation of new offices. New apartments will still follow the design principle of accommodation for "Key Workers". Awaiting further Central Government instructions re grant applications.		30-Sep-22	G	A paper prepared on 14/9/20 set out 6 options relating to the development of the site. Two options are being considered with a 3rd option being the sale of Oaktree Health Centre excluding the car park. In consideration of the 20th October meeting, and to ensure costs relating to potential future revenue and build cost are ascertained, LSi (Master Planning Architect) have been instructed to prepare sketch proposals that Savills can cost re revenue and Ridge can cost re build. Once compiled we can present actual forecasts with the Board then open to consider the options and potential revenue. Given any development would not commence until late 2021 or early 2022 this will likely mean a Post-Covid/Brexit regenerational development scheme for the Oxmoor area. In addition to the paper presented the Phase 8 funding options via the OPE streams of a Sustainable Grant and Land Release Funding were also forwarded. OPE have been allocated £10m and £20m for each stream. An application via the Sustainable Grant stream in the order of 350k is recommended, which is likely to be approved at less but is worthwhile considering. The caveat is any funding via this stream is repayable after 3 years so HDC must consider whether this is viable. Also it is recommended that Adrian Davey is consulted so as to make a separate application under the Land Release fund given the Land being considered for sale.	Sep-20	Corporate Services	Justin Andrews	Carl Egonu
Outsourced Hybrid Mail & Printing Project	Outsourced Hybrid Mail & Printing Project	-	31-Dec-20	G	Moderation is now complete and 11 potential suppliers will be issued Invitations To Tender. We are currently seeking guidance on whether it may be advantageous to remove the emergency supplier from the competition with a direct award awarded contract offered to a local supplier who submitted a completed Standard Selection Questionnaire and meets the criteria. We are still waiting for Cambridge City to confirm Huntingdonshire's contribution to legal costs for this project.	Sep-20	Customer Services	John Taylor	Andy Lusha
Operations Back Office System - Yotta	Streets/Grounds/Recycling and Waste Services: Phase 1: Streets April 2019 / Phase 2: Grounds Sept 2019 / Phase 3: Waste Services May 2020 / 3C project across the three authorities.	07-May-19	31-Dec-20	G	Phase 2 - Streets Service re-launched 14/9/20. So far 12/17 operatives have been made live on the system. Phase 4 - Waste Testing and data preparations completing. Go-live reviews have been held. Target date now 7/10/20). Phase 3 - Grounds Soon to be scoped and go into initiation.	Sep-20	3C Shared Services	Joel Carre (CCC) Neil Sloper	Tony Allen
One Leisure St Ives Changing Rooms	Capital 2019/20	TBC	31-Mar-21	G	Design Team meeting 2/10/20 - tenders being prepared to go to Framework.	Sep-20	Leisure & Health	Paul France	Chris Keeble
Alms Close, Huntingdon - Land development	Development of Land at Alms Close, Huntingdon	31-Oct-19	18-Sep-20	G	Near completion, marketing now for five smaller units and one large unit. Due to achieve practical completion on 28/9/20. Planting will commence in November for soft landscaping works.	Sep-20	Corporate Services	Justin Andrews	Carl Egonu

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Eastnet MLL Migration	Eastnet MLL Migration	-	31-Dec-20	G	The core decommission happened without issues. Closure report is in draft - lessons learnt workshops taking place. Eastnet service management board being adopted. Lessons learned work underway.	Sep-20	3C Shared Services	Oliver Morley	Peter Holmes
Data Centre Migration	Data Centre Migration from Shire Hall to Peterborough (interim hosting)		31-Mar-21	G	Generator installation and commissioning completed successfully at the end of August. Detailed planning on the equipment move from Cambridge to Peterborough has started (involving Dell, transport company and County programme management team). Infrastructure Disaster Recovery test running all services from Shire Hall completed successfully too. 3CSS are now going to be the first organisation to move from Shire Hall after Education IT move was delayed. The project is still on course for the November migration date.	Sep-20	3C Shared Services	Oliver Morley	Peter Holmes
Godmanchester Sluice	Funding of repair/renovation to sluice structures, Mill Steps site, and potential additional fish/eel passage. None of this is HDC money.		30-Nov-20	G	<p>Phase 1 - site survey, geophysics, water flow and silting evaluation. Survey produced positive results allowing us to move to the next phase.</p> <p>Phase 2 - Final design. This met all the requirements and progressed to next phase.</p> <p>Phase 3 - Cost of build feasibility.</p> <p>First two phases answered some fundamental questions: 1, what should the fish pass look like?, & 2, could we physically build it? The next and probably most important phase is how much will it cost? Using the Environment Agency framework, Breheney initially submitted a cost of £400k. This would exceed the budget of the group and would make the build financially unfeasible. They were asked to re-work their costings and they have resubmitted a cost of £334K. This would make the project feasible and we are now currently looking into the Construction (Design and Management) Regulations aspect of the build. Findings will go to the project board end of October to see if they wish to proceed with the fish pass or look at alternative options.</p>	Sep-20	Operations	Neil Sloper	Andrew Rogan