

Project Name	Project Description	Original Approved End Date	Expected Delivery Date	RAG Status	Performance Summary	Last updated	Service Area	Project Sponsors	Project Managers
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	A	Waste forms planned for testing in early December. Bulky Waste delayed due to being dependant on Greater Cambridge Shared Waste Service Bulky Waste. Other technical components released and being configured currently but not critical for release or Dynamics replacement. Project Delivery Lead position advertised for recruitment.	Dec-20	Transformation	John Taylor	Tony Evans
CPP - Dynamics Replacement	Replaces Dynamics with IEG4 CsVu.	31-Mar-21	31-Mar-21	A	Working to complete remaining tasks from the Yotta project, Transformation and the Digital team.	Dec-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	Work on e-billing won't start until Q1 2021/22 however outline plan of what is required has been established with e-form provider in order to be able to upload copies of bills to the customer portal. Bids being evaluated, anticipated that decision will be made on successful bid in December.	Dec-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	R	Developing full requirements specification to agree with partners. Risk around lack of defined process for securing systems within 3C ICT. No progress made due to capacity being divert to handle issues with Tascomi and responding to digital bids for CPCA COVID funding.	Dec-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	A	Now covered as part of the emerging Towns Programme, the Council has been re-approached by Threadneedle. Need to consider the site as part of the emerging plan for Huntingdon. Emma Taylor putting together the whole programme which will include several Huntingdon projects. Proposals to then feed into CPCA bid in September. £300k has been secured already to do some of the initial masterplanning across the three towns.	Dec-20	Development	David Edwards	Clara Kerr
One Leisure Ramsey - 3G Artificial Pitch	3G Artificial Pitch (2018/19 Capital programme) (M10)	31-Dec-18	31-Mar-21	R	Project management company RLF have had issues getting contact from County Council Archaeology team but under control for March 2021 start date. 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.	Dec-20	Leisure & Health	Jayne Wisely	Martin Grey
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	G	Implementation of phase 1 of the project (Core HR, Self Service, Payroll, Pensions) is on track. Training is scheduled or completed and the Core HR and Payroll is under development, with HR/Payroll user testing scheduled for 3 weeks in Jan 2021. Parallel runs scheduled for Feb/March 2021. Data Migration is in hand with 3rd party (recommended by 3CICT), commenced test data extract Dec 2020 and live Data Conversion scheduled for Feb 2021. Two years of live data will transfer, options being explored for best solution for historic data which is secure, searchable, reportable and cost effective. Zellis have provided a solution for HDC to extract its documents from system storage and that is being costed. Comms plan and training plan are in progress; and due to be finalised in next few weeks. Phase 2 (recruitment, onboarding, L&D) will begin scoping in Q1 2021. (Non project issue, but impacts project) 3CICT are in talks with Zellis about server upgrade, which is required in order to run year end for statutory payroll purposes.	Dec-20	Corporate Services	Justin Andrews Fiona Bryant	Aileen Whatmore Randeep Singh (PM)

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Bridge Place car park reprovion	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	Application has gone into Fields in Trust. We are currently in consultation for a change request. We are in discussions with 3rd 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. Draft requirements document in production for Design/Planning/CDM and Project Delivery in consultation with procurement and estates. Timeline is tight to match requirements of RGE sale. Critical path identified with built by date being July 2021.	Dec-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	A	Civica and Idox completed their second extraction of data from Flare and Uniform respectively and User Acceptance Testing (UAT) was conducted on the data imported into Tascomi. There were considerable issues with the data provided and a further migration of data must now take place to ensure it meets our needs at UAT before we can approve the final extract. Issue logs were fed back to the providers and revisions and additional field mapping will be made to their scripts for third test extracts. As a result of this, and the need to ensure that the data migrated is accurate and meets our needs, the project is in the process of being re-baselined with the Go Live date being pushed back around 4 weeks. Configuration work and development of UAT scenarios continues with processes being shared by councils to try and ensure they are as similar as possible. HDC has made the decision to use the Tascomi portal until IEG4 becomes available. The benefit will be the availability of an online capability for customers to report issues, submit applications, etc which will feed directly to Tascomi, however this will require further configuration on the part of HDC staff. It will also derisk the impact of Central Govt (GDS) withdrawing online licence forms that are currently used from March 2021 onwards. The budget figures have been updated to include the additional costs of configuration and a 1/3 share of the Programme Manager costs, which were not included in the original costs for this project and are forecast to be covered by savings within Licensing and Community.	Dec-20	3C Shared Services	John Taylor	David Pope
Outsourced Hybrid Mail & Printing Project	Outsourced Hybrid Mail & Printing Project	-	31-Dec-20	G	Shortlisted bidders have all been evaluated, scored and are we are at the demonstrations and presentations stage. This is scheduled to be completed on 16 December, following which appointments could be made subject to any challenges or stage 3 negotiations.	Dec-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 Hand over to support processes underway, service to be briefed. Phase 4 - Waste System in use since 7th October. Currently tracking tasks to enable project closure. Issue with auto-syncing now resolved. Hand over to support processes underway, service to be briefed. Phase 3 - Grounds Scope of new grounds project is now being developed with the service which will now include Trade Waste Rounds. Time scales being developed.	Dec-20	3C Shared Services	Joel Carre (CCC) Neil Sloper	Tony Allen

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One Leisure St Ives Changing Rooms	Capital 2019/20	TBC	31-Mar-21	G	Design tweaks now completed. Waiting on professional fee update so more expenditure expected imminently. Tender release planned for Monday 7th Dec. 2 week return (using Framework), with work on site due beginning of January. Negotiations ongoing with fit out specialists (lockers and cubicles) with savings expected.	Dec-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	Closed	Total certified construction value as of 18/09/2020 is £1,515,039.40. Likely overspend of construction works £100K, the total sum including consultancy fees of circa £120K = £1,624,440.50 (all sums excluding VAT). Practical Completion was achieved on 4th November 2020 and therefore the 12 month defects liability period has commenced.	Dec-20	Corporate Services	Justin Andrews	Carl Egonu
Data Centre Migration	Data Centre Migration from Shire Hall to Peterborough (interim hosting)		31-Mar-21	A	This month we have moved on from the cancellation of the November weekend and agreed a new date at the end of January. The project team is making progress on a number of remediation tasks to improve the link, the reliability of the data centre hosts and the data centre network traffic routing.	Dec-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	There are no recent status changes to project. Planned to start work Jan 2021, included within CPCA Bids for recovery work.	Dec-20	Operations	Neil Sloper	Andrew Rogan
Market Towns Programme	Programme to Regenerate St Neots, St Ives, Ramsey and Huntingdon. Building on the work of Prospectuses of Growth (St Ives, Ramsey and Huntingdon) and Masterplanning work undertaken for St Neots.		31-Mar-35	A	Bid to CPCA for £300k for Ramsey, St. Ives and Huntingdon agreed by Board. Interim Programme Manager in post October 20. Market Town Programme being developed to capture Prospectuses for Growth ambitions into one programme, including on street WiFi and Covid-19 walking/cycling and Smart Towns. The Programme also includes the Future High Streets Bid for St Neots. Governance arrangement being established. Procurement of multi-disciplinary agency to undertake masterplanning and business case work for St Ives, Huntingdon and Ramsey to commence early 2021.	Dec-20	Strategic Planning	Clara Kerr	Emma Taylor
COVID 19 Accelerated Programme	A programme of short-term interventions to support market towns of St Ives, Huntingdon and Ramsey respond to challenges associated with COVID 19.		31-Mar-21	A	Long list of projects has been discussed and officers are now preparing the required information for submission to the Combined Authority by 18 December. DE to brief the Leader and ongoing discussions with the Town Council representatives. Expected that a bid totalling £1.5M will be submitted. Delivery within the CPCA timescale of 31 March 2021 is challenging, even with proceeding at risk on some of the work. Some tender opportunities will be issued w/c 7 December.	Dec-20	Development	David Edwards	Seamus Cleary
Cycle Route Improvements	Management of work with county on deliver cycling routes. 120 submitted to CCC.		31-Mar-21		Local Cycling and Walking Infrastructure Plans schemes are delayed due to work establishing walking route improvements needed, which Sustrans is assisting with. Consultation expected in Spring 2021. Covid-19 measures have either been delivered, ruled as unfeasible or moved to Tranche 2. Tranche 2 is to be delivered by end of March 2021. Funding has been confirmed by Government. CCC is appointing contractors to assist with the detailed project work to ensure it can deliver schemes in this timescale.	Dec-20	Strategic Planning	Clara Kerr	Melissa Reynolds

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Hinchingbrooke Country Park	Business Plan investment to return site to non-subsidy. Subject to agreement of long lease with County Council		31-Mar-23	A	Lease to be written and agreed by CCC. Timeline for individual stages of the project created, starting with improvements to lakeside and footpaths, then play opportunities. Research currently being undertaken. Initial projects being scoped on timeline for end of Q3 so investment can be seen in 2021 season. Parking design and consultation next step. Due to Great Crested Newts build considerations on car park, earliest is Autumn 2021 depending upon survey work and advice underway. Draft Planning Consultant Document for Design/Application and Build underway. Possible CPCA project for key play which is 'shovel ready' in consultation with Mark Thompson to accelerate delivery for 2021 season. Combined EA and HDC project to re-invigorate fishing underway ready for 2021. Options being discussed with canoe club. Feature play being commissioned as part of recovery work to be in place for Summer 2021. Included speculatively in CPCA bids.	Dec-20	Operations	Neil Sloper	Judith Arnold
Programme of COVID-19 related work	Package of projects that will be undertaken as the recovery work for the Council.		31-Mar-23	A	Further work has been undertaken on the scoping document for discussion with directors on Thursday 10 December. Limited response from some of the lead officers in terms of their project details and proposal is to de-scope some of the work that had been discussed previously in the People and Place recovery groups. Aim is to present a paper to the Board on 15 December, however, that will depend on the outcome of the discussion. Officers have also been asked to identify any capacity constraints. It is proposed that projects will be classified as 'go', 'hold', 'BAU' and 'stop'.	Dec-20	Strategic Planning	David Edwards	Fay Downer
MHCLG data driven Covid-19 project	4 month project to test impact of proactive outbound contact with residents on basis of known risk factors. Project includes build of outbound digital comms.		31-Mar-21	G	The direct support to the Clinically Extremely Vulnerable cohort finished at the end of the second lockdown. Information on how effective the types of communication were have been gathered and will be utilised in the development of the different approaches to engagement. Two meetings held with Unboxed who have been tasked with developing tried and tested scripts for research with a targeted audience which will in turn form the content of the emails/letters/contact that is to be trialled.	Dec-20	Transformation	Oliver Morley	Claudia Deeth
Recovery Programme - Affordable Housing Delivery Project- 13 sites	Yr1: Review of 42 sites, establishing package of sites for affordable housing and competition to find delivery partner. Cabinet approved sale of 13 sites to Longhurst Group. Exchange of contracts target date Jan 2021. Project brief to come to WP Board on 15 December. Yr2: Longhurst to obtain planning permissions, complete land purchase of viable sites and start on site. Land value could be used for Private Rented homes. Yr3&4 Developments to be completed by March 2023.		31-Mar-23	G	Cabinet approved sale of 13 sites for development of circa 91 new Affordable Housing to Longhurst Group with option for HDC to receive Private Rented homes in lieu of capital receipt for land. HDC sales costs of circa £200,000 expected to be recouped from land sale. Total budget for development circa £20,000,000 to be funded by Longhurst and Homes England grant. Stage 1: Establishing package of sites, securing a delivery partner and Cabinet approval completed. Stage 2: Exchange of land contracts - target January 2021. Stage 3: Obtaining planning applications, determining which of 13 sites are viable and completing land sales - target Phase 1 December 2021 & Phase 2 September 2022. Stage 4: Completion of new homes - target March 2023.	Dec-20	Development	David Edwards	Adrian Davey