

Appendix C: Project Performance – end of December 2021

Programme / Project Name	Description / Outcome	Original Completion Date	Current Completion Date	RAG	Status	Latest Project Update	Service Area	Project Sponsor	Project Lead
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.	31/03/2024	31/03/2025	A	In Progress	<b>June 2022 update:</b> MTP Update paper taken to O&S and Cabinet. This is the second quarterly report, with the next one due in September, which will include key decisions for some projects. Permanent project manager and project support officer due to start in July. Member engagement – the last two weeks have focused on Cabinet Member briefings, including a St Neots focused session on projects/options/decisions they'll be required to make. Next stage is moving to Member engagement. Masterplans – drafts completed and will be going online, with consultation and engagement on these starting in July alongside the Place Strategy as part of a structured programme.	Strategic Planning	Pam Scott	Seamus Cleary
Accelerated Programme	A programme of short-term interventions to support the market towns of St Ives, Huntingdon and Ramsey and respond to challenges associated with COVID 19.	31/03/2022	31/03/2022	A	In Progress	<b>June 2022 update:</b> Delivery of live project progressing. By September 2022, we will need to have presented options on use of unallocated funding. This will likely be considered alongside UK Shared Prosperity Fund.	Development	Pam Scott	Seamus Cleary
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.			G	In Progress	<b>July 2022 update:</b> Planning application has been submitted for the largest site at Station Road, Warboys and is being validated by the planning team. It is expected that the next three sites, in Oak Drive, Armstrong Court and Butts Grove Way, Huntingdon, will be submitted by the end of April, followed by the remaining sites at the end of May 2022. The key site within the package of nine sites is Warboys - without this achieving planning, the contract with Longhurst falls away, which is why this has been the first site to be submitted.	Development	Kate McFarlane	Pamela Scott
CPP - eBilling	Delivers an eBilling capability that will allow residents to request online council tax bills, letters and benefits statements and letters			R	On Hold	<b>July 2022 update:</b> This project is in the Service Plan, however the unplanned ask from the Government to deliver Energy Rebate Payment to c.60k customers has been a higher priority for the team. We expect work to commence during Q2 22/23	Revenues & Benefits	John Taylor	Amanda Burns
Outsourced Hybrid Mail & Printing Project	Outsourced Hybrid Mail & Printing Project		31/03/2022	R	Completed	<b>July 2022 update:</b> The project has concluded. The Council outbound printing has now been outsourced and the handover to BAU is complete.	Customer Services	John Taylor	Michelle Greet

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OL Ramsey Decarbonisation Project (Funded via Salix - BEIS Section 31 grant)	Implementation of energy and sustainability measures to reduce carbon usage.	31/09/2022	03/03/2022	G	In Progress	<b>August 2022 Update:</b> Practical completion has taken place and final snags are being completed	One Leisure	Paul France	Matthew Raby
Hinchingbrooke Country Park	Business Plan investment to return site to non-subsidy. Subject to agreement of long lease with County Council	31/12/2023	31/12/2023	G	In Progress	<b>June 2022 update:</b> Working with planning to ensure appropriate pre-application phase completed on time. Two week public consultation advised pre-planning app submission which is on schedule for June 16th/17th. Changing Places Toilet grant will be incorporated to scheme (£40k). £1.5m CIL awarded to ensure site improvements are completed; given increases in costs this is welcome. Play equipment due for install post-election. Communications agency appointed to support project and in-house team.	Operations	Neil Sloper	Judith Arnold
Pathfinder House Decarbonisation Project (Funded via Salix - BEIS Section 31 grant)	Implementation of energy and sustainability measures to reduce carbon usage.			G	Completed	<b>July 2022 Update:</b> Works have been handed over and are now managed as BAU.	Corporate Services	Mark Houston	Matthew Raby
New HR system	Full OJEU 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. PM is external consultant.	01/10/2021	01/04/2022	G	In Progress	<b>August 2022 Update:</b> Project almost completed and moved to BAU. Final Gateway 6 to be signed off with the project board and this will then complete. Project Manager due to leave the project shortly as only minimal works now taking place. Active Directory Sync initial test script had issues so problem solving with supplier MHR, build date for live is 18th August (if problems resolved). Multi-Factor Authorisation (iTrent Shield) – Implement in non-live environment scheduled for 19th August with testing, user guides and information from employees taking place in the following weeks. Scheduled for build in live on 1st November (delayed due to provider availability and amount of testing/preparation required). ICT consultant secured for longer to oversee Active Directory Sync and beginning of Multi-Factor Authorisation. Work on other modules continues – Case Management, Insight Builder, Recruitment, Onboarding.	HR	Oliver Morley	Kate Gilbert Randeep Singh (PM)
Covid Recovery Programme	Package of projects that will be undertaken as the recovery work for the Council. Moving to BAU in April 2021.	31/03/2022	31/03/2023	G	Completed	<b>June 2022 update:</b> New Programme Board and remit achieved with proposal to end programme receiving high level and political support. Shaping the future approach document endorsed fully by Council. Final close down report received and signed off.	Community	Neil Sloper	Liz Smith
Civil parking Enforcement	The Council will be undertaking the process to decriminalise parking; with the enforcement of on-street parking offences currently falling within the remit of the police as a criminal offence, this process enables a Local Authority to undertake enforcement covering several common on-street offences under civil powers (Civil Parking Enforcement).	01/07/2023	01/07/2023	G	In Progress	<b>June 2022 update:</b> Agency agreement produced by HDC, endorsed by councillors and with county approval. Confirmed by CCC that progress made at other Councils will not hold back our implementation schedule.	Operations	Neil Sloper	George McDowell
Godmanchester Fish Pass	Funding of repair/renovation to sluice structures, Mill Steps site, and potential additional fish/eel passage. None of this is HDC money.	30/11/2021	30/11/2021	A	In Progress	<b>June 2022 update:</b> Final stages of Completion. Final close down report due July 2022.	Operations	Neil Sloper	Andrew Rogan

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St Neots Riverside Walks	CIL funded project to improve pathways via surface improvement and widening, adjust path, upgrade existing lighting, resurface bench pads and improve signage.	12/12/2022	12/12/2022	G	In Progress	<b>May 2022 Update:</b> Full planning application submitted, validated and in review. Procurement phase initiated, with tender pack due for submission week commencing May 16th via Procurement and HDC Portal.	Operations	Neil Sloper	Helen Lack
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.	01/06/2019	31/03/2022	A	Completed	<b>July 2022 update:</b> Final handover underway, roll out complete with last elements to be fully delivered to remaining grounds maintenance staff by the service. Project Manager producing project closure reports. To be reviewed at steering group meeting in July and then closed down in August.	Operations	Neil Sloper	Tony Allen
Wyton (North Huntingdon One Public Estate project)	Wyton (One Public Estate) To explore scale of growth potential of land north of Huntingdon, inc delivery of former Wyton Airfield, and the necessary infrastructure requirements and fiscal / legal mechanisms to ensure coordinated delivery			A	In Progress	<b>July 2022 update:</b> Views from HDC procurement received on draft quote evaluation documents and an appropriate framework identified. Awaiting feedback on proposed procurement route. Comments from Cambridgeshire and Peterborough Combined Authority on transport section of revised brief received. Revised brief and scoring documents will be shared with board members for their views ahead of a board meeting. Place Director considering this project alongside all other priorities articulated in the planning service plan.	Place	Kate McFarlane	Natalie Elworthy