



AGENDA ITEM:

SUMMARY

| | |
|---------------------|--|
| Report for: | Finance and Resources Overview & Scrutiny Committee |
| Date of meeting: | 2nd November 2021 |
| PART: | I |
| If Part II, reason: | |

| | |
|--------------------------------|---|
| Title of report: | Quarter 2 Performance Report – Corporate and Contracted Services |
| Contact: | <p>Cllr Andrew Williams, Portfolio Holder for Corporate and Contracted Services</p> <p>Author/Responsible Officers:</p> <p>Mark Brookes (Assistant Director – Corporate and Contracted Services)</p> <p>Ben Hosier – Group Manager (Procurement and Contracted Services)</p> <p>Farida Hussain - Group Manager (Legal and Corporate Services)</p> |
| Purpose of report: | To provide Members with the performance report for quarter one in relation to Corporate and Contracted Services. |
| Recommendations | That Members note the report. |
| Corporate objectives: | Resources and Value For Money; Optimise Resources and Implement Best Practice. |
| Implications: | <u>Financial</u> |
| | Financial implications are highlighted throughout the report, where applicable. |
| 'Value For Money Implications' | <u>Value for Money</u> |
| | Monitoring Performance supports the Council in achieving |

| | |
|--------------------------------|--|
| | Value for Money for its citizens. |
| Risk Implications | Risk Assessment completed for each service area as part of service planning and reviewed quarterly. |
| Equalities Implications | Equality Impact Assessment completed for each service area as part of service planning and reviewed quarterly. |
| Health And Safety Implications | None |
| Consultees: | Cllr Andrew Williams, Portfolio Holder for Corporate and Contracted Services |
| Background papers: | Annex: Quarter 2 Performance Report |

- Members will find enclosed with the agenda report the Inphase performance data for Corporate and Contracted Services, which are under the sections headed Legal and Corporate Services and Procurement and Contracted Services.
- The only Operational Risk which falls within this area is CE_R01 Failure to deliver successful elections and there have been no changes to this risk during the second quarter.
- The services included in this report are those services which fall under the Assistant Director (Corporate and Contracted Services), which are Legal, Licensing, Corporate Support (which includes the combined teams of Members Support, Electoral Registration and Corporate Support) and Procurement and Contracted Services.

The Legal Team

- The Legal team frequently represent the Council in the courts and tribunals, leading on injunctions, prosecutions and defending employment tribunal cases and judicial review proceedings. In the last quarter the Legal team presented the following cases in court:-

| Matter | Client/type | Case Detail |
|--|-------------------------|--|
| Planning Prosecution – 121 High Street, Markyate St Albans | DBC V Murshed and Uddin | Case heard on 13 July 2021 at St Albans Mags Court. Defendants were sentenced as follows: 1. Both defendants received 100 hours community service (unpaid work) over a period of 12 months; 2. Pay prosecutions costs of £6,000 (£3,000 for each defendant) 3. VS £95.00 for each defendant |

| | | |
|--|---|--|
| | | |
| Environmental Health Prosecution – Appeal against Improvement and Prohibition notices served | Dacorum Sports Trust Ltd. V DBC | Appeal dismissed by the Employment Tribunal. Notices upheld subject to modifications |
| Environmental Health – Animal Welfare | DBC – v- Flitton, Richardson and Towers | <p>All three defendants pleaded guilty to charges under the Animal Welfare Act 2006 and were sentenced as follows:</p> <p><u>Flitton</u> 12 months Community Order 100 hours unpaid work £95 VS £300.00 prosecution costs</p> <p><u>Richardson</u> 12 months Community Order 30 Rehabilitation Activity Requirement Days £120.00 Fine £95 VS £300 prosecution costs</p> <p><u>Towers</u> 12 months Community Order 30 Rehabilitation Activity Requirement Days £120.00 Fine £95 VS £300 prosecution costs</p> <p>Further to an ancillary application all three Defendants have been disqualified from owning, keeping, participating in keeping of all species indefinitely. The two dogs were ordered to be signed over to DBC.</p> |
| Environmental Health – Health & Safety Prosecution | DBC –v- Holiday Inn and Interstate Management Limited | <p>Defendants found guilty of Health & Safety breaches.</p> <p>HICP Limited - £80,000 fine and £30,000 costs</p> <p>Interstate Management Limited - £19.6K fine and 30,000 costs</p> |
| Environmental Health – Fly-tipping | DBC-v -Kirsty Jenkins | <p>Environmental Offences Prosecution (Waste Duty of Care (Section 34) Offence) Fined: £200 victim surcharge of £44 Council's costs of £566.48.</p> |

The Licensing Team

5. Key updates for the team are as follows:

- Two decisions via Sub-Committee, one under the Licensing Act for a new premises licence, and one in regards to considering whether a taxi driver was fit and proper to hold a licence. The premises licence was granted, and taxi driver was revoked (they are currently appealing this revocation via the magistrates courts)
- Four more warning strikes issued to taxi and private hire drivers. One of these was the second time the driver had to be warned about failure to display a roof sign, two drivers had convictions/cautions which they had failed to notify the Council of until these came to light on renewal of their licence, and finally another driver using the rank as a free parking space whilst he went into town.
- New statutory fit and proper person register for licensed caravan sites management set up in time for 1st October as required, with 4 out of 5 licensed sites having a responsible person included on the register.
- Staff Changes:
 - Retirement of our longstanding Enforcement Officer Richard Mabbitt giving an opportunity to our Licensing Compliance Officer to be appointed to the more senior role following success in the recruitment process.
 - New temporary Licensing Officer in post at the end of July, funded to assist the Council in managing the implications of the pandemic for Licensing as we start to emerge from this.
- The Licensing Committee has considered consultation responses to the Gambling Policy and has referred this to Council with a recommendation to adopt ahead of January as statutorily required. The Licensing Enforcement Policy has also been reviewed and consultation is taking place in regards to this before the reviewed document can be finalised and adopted by the Council under the delegated responsibility of the Licensing Committee.

Corporate and Democratic Support

6. During Quarter 2, Corporate and Democratic Support carried out the following:

Corporate meetings

- Supported 11 corporate meetings

Committee meetings

- Supported 19 committees (including agendas & minutes)
- Processed 2 Portfolio Holder Decisions
- Processed 11 Officer Decisions

Member Development

During Quarter 2, 3 Member Development session were delivered, hosted virtually;

- New Councillor Induction (following Borough by-elections)
- Members GDPR, Security & FOI Update Training (delivered by John Worts)

- Housing & Engagement session (delivered by the Housing Improvement & Engagement Team)

Mayoralty

July to September saw Mayor of Dacorum, Cllr. Stewart Riddick settling into post; the beginning of the Mayoral year was quiet as we outset plans for upcoming events and still had issues selling tickets for fundraising and Mayoral events, due to people's concerns surrounding COVID. One of our events, an outdoor afternoon tea, sadly got cancelled due to the lack of sign up and possible restrictions in place due to COVID. The Mayor begun attending smaller events within the community, including some charity events and business openings. He also attending some Diamond Wedding Jubilees which received good press in Hemel Today.

The Mayor's Office took on larger events including the running and management of the Hemel Your Town 5K taking place in Gadebridge Park in October.

Digital Print & Post Room

During Qtr 2 the team;

- Processed and franked a total of 78,854 outgoing mail items, at a total cost of £36,746.07 (includes HVCCG & CAB which is recharged)
- Processed 739 cheque transactions and 44 cash receipt transactions
- Facilitated weekly **Confidential waste** collections to following total weights:
 - The Forum – 1540 kg
 - Cupid Green Depot - 262 kg

In addition;

Arranging external courier deliveries of ICT equipment to addresses of employees working from home outside the borough.

Arranging in-house courier deliveries of ICT equipment within the borough.

Printing of all external mail for all departments

Prepare to start scanning everything individually to Finance Payments team (Finance team to move under new ways of working to work solely from home)

Various incoming post items being electronically sent to recipients not using Information@Work

All Digital Print & Post room staff working back at the Forum.

7. Electoral Services

Electoral Registration

Throughout Q2 the Electoral Registration Team made 7767 amendments to the register:

- 289 changes
- 3921 deletions
- 2258 creations
- 1299 movers

Annual Canvass

Following the local and national data matching, 50,080 Canvass Communication A Forms (CCA) were issued in July to properties who fully matched with the DWP checks.

A further 15,924 Canvass Communication B (CCB) and Canvass Forms were then issued to the route 2 properties who must respond to confirm the details we have are correct or notify us of any changes.

At the end of August 8595 forms were issued to the Route 2 properties which had not yet responded to their initial form.

Throughout September we continued to process responses to canvass forms and encourage participation via social media.

The next stage was to conduct door to door enquiries with the 5700 non-responding households. Therefore 19 canvassers were appointed and trained and began their canvassing.

Another thread of annual canvass is to carry out a telephone canvass. This year there were 640 electors who qualified as non-responding and had a contact telephone number. As this is carried out by the Electoral Registration team, we worked on prioritising areas where the response rate was lower than other areas and for areas who did not have an appointed canvasser.

Ongoing checks of the Register and cross referencing has continued as part of canvass, by comparing our data to other sources, e.g. Council tax.

By working with Address management, many new developments have been added to the register over this period and individual canvass forms issued as they did not exist during the early stages of canvass.

In addition the team have updated the database of property notes and have contacted all electors who have changed their name, but are yet to update their postal vote application (This could lead to it being rejected as a mis-match at election time), so they have been asked to complete a new postal vote application form. This will now form part on the monthly update process.

Staff Training:

During Q2 the team attended an NLPG course run by Express to discuss address management processes, held a review with the Express representative, staff attended the Hertfordshire County Electoral Services group meeting and the Eastern AEA Branch meeting. Here we discussed annual canvass, election claims and the forthcoming Elections Bill and the local implications.

In addition one member of the team has now enrolled in the AEA Certificate qualification, so they attended the Induction course for this.

Elections

Kings Langley South By Election

The by election was successfully completed on the 8th of July and received a 23% turnout.

All staff and electors adhered to the Covid safety measures in place and there were no issues/complaints received.

The election timetable was adhered to and formed the basis of the project plan.

Election staff database:

Work has continued to review the full election staff database – all staff included (1000), personal details, chasing those without an email, removing people who no longer wish to be included and obtaining proof to work in the UK. As the review developed, people's bank details and National Insurance numbers also needed to be checked. All non-responders were reminded and asked again for the information. As a result, 314 people were removed from the database as no response was received. This has significantly reduced the amount of people held on the database, which is now 720. Of which only 75 do not currently have an email address, so we will be working with these individuals to update their records. This will improve the efficiency of contacting them for future elections.

8. **Procurement**

A number of procurement exercises and projects have been ongoing:

- Paradise Fields New Build Scheme (£15.5m / 2 years)
- Asbestos removal contract for Housing (£1m / 4 years)
- Temporary Agency Staff (still scoping the procurement but estimated to be £2m per annum)
- Stair lift contract for Housing Properties (£900k / 5 years)
- Telecoms renewal contract (still scoping the procurement but estimated to be £70k per annum)
- Printing for the annual canvass and election (£325k / 5 years)
- Purchase of Light Commercial Vehicles (£1.007m / 4 years)
- Rossgate Shops Window Replacement (£300k / 3 months)
- Fire Safety work to Housing Properties (£12m / 4 years)
- Main Contractor for Garages (£5.1m / 12 months)
- Main Contractor for Randall's Ride New Homes Scheme (£4.5m / 2 years)
- LA1 Marchmont Laidon Square New Homes Scheme (£6.1m / 18 months)
- Garage Demolition Contract (New Homes) (£228k / 2 months)
- Dacre House Refurbishment works (£159k / 12 weeks)
- Stock Condition Survey for Housing Properties (£1m / 4 years)
- Wilstone, Tring New Build Construction (£1.7m / 12 months)

9. Parking Services

The Covid-19 pandemic continues to have negative impact on usage in Council owned car parks and this has had a significant impact on the number of parking sessions and Penalty Charge Notices being issued, both of which have financial implications.

Parking Sessions

| 2021/22 | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar |
|------------|--------|--------|--------|--------|--------|--------|-----|-----|-----|-----|-----|-----|
| On street | 11,499 | 11,964 | 12,806 | 13,388 | 11,553 | 11,908 | | | | | | |
| Off Street | 59,941 | 67,054 | 68,143 | 70,854 | 68,332 | 65,756 | | | | | | |
| Total | 70,527 | 79,018 | 80,949 | 84,242 | 79,885 | 77,664 | | | | | | |

| 2020/21 | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar |
|------------|--------|--------|--------|--------|--------|--------|-----|-----|-----|-----|-----|-----|
| On street | 2,066 | 3,005 | 7,870 | 12,737 | 11,756 | 13,481 | | | | | | |
| Off Street | 12,941 | 19,988 | 39,723 | 58,406 | 78,878 | 67,757 | | | | | | |
| Total | 15,007 | 22,993 | 47,593 | 71,143 | 90,634 | 81,238 | | | | | | |

| 2019/20 | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar |
|------------|---------|---------|---------|---------|---------|---------|-----|-----|-----|-----|-----|-----|
| On street | 16,817 | 17,681 | 17,184 | 18,048 | 16,144 | 16,252 | | | | | | |
| Off Street | 97,975 | 105,540 | 102,656 | 90,347 | 88,084 | 87,541 | | | | | | |
| Total | 114,792 | 123,221 | 119,840 | 108,395 | 104,228 | 103,793 | | | | | | |

| Difference | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar |
|------------|---------|---------|---------|---------|---------|---------|-----|-----|-----|-----|-----|-----|
| On street | -5,318 | -5,717 | -4,378 | -4,660 | -4,591 | -4,344 | | | | | | |
| % | -32% | -32% | -25% | -26% | -28% | -27% | | | | | | |
| Off Street | -38,034 | -38,486 | -34,513 | -19,493 | -19,752 | -21,785 | | | | | | |
| % | -39% | -36% | -34% | -22% | -22% | -25% | | | | | | |
| Total | -44,265 | -44,203 | -38,891 | -24,153 | -24,343 | -26,129 | | | | | | |
| % | -39% | -36% | -32% | -22% | -23% | -25% | | | | | | |

Lockdown 1 was from April 2020 to June 2020

Lockdown 2 was during November 2020

Lockdown 3 was from January 2021 to April 2021

The number of parking sessions during Q2 in 2021/22 against 2019/20 (pre-Covid) is running at a 23% reduction. A decrease from the 36% in Q1

PCN's Issued

| 2021/22 | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar |
|------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| On street | 478 | 501 | 609 | 557 | 520 | 646 | | | | | | |
| Off Street | 329 | 391 | 367 | 359 | 311 | 335 | | | | | | |
| Total | 807 | 892 | 976 | 916 | 831 | 981 | | | | | | |

| 2020/21 | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar |
|------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| On street | 0 | 135 | 128 | 522 | 379 | 475 | | | | | | |
| Off Street | 0 | 0 | 26 | 268 | 231 | 409 | | | | | | |
| Total | 0 | 135 | 154 | 790 | 610 | 884 | | | | | | |

| 2019/20 | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar |
|------------|-------|-------|-------|-------|-------|-------|-----|-----|-----|-----|-----|-----|
| On street | 576 | 660 | 632 | 683 | 792 | 624 | | | | | | |
| Off Street | 437 | 686 | 659 | 658 | 592 | 599 | | | | | | |
| Total | 1,013 | 1,346 | 1,291 | 1,341 | 1,384 | 1,223 | | | | | | |

| Difference | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar |
|------------|------|------|------|------|------|------|-----|-----|-----|-----|-----|-----|
| On street | -98 | -159 | -23 | -126 | -272 | 22 | | | | | | |
| % | -17% | -24% | -4% | -18% | -34% | 4% | | | | | | |
| Off Street | -108 | -295 | -292 | -299 | -281 | -264 | | | | | | |
| % | -25% | -43% | -44% | -45% | -47% | -44% | | | | | | |
| Total | -206 | -454 | -315 | -425 | -553 | -242 | | | | | | |
| % | -20% | -34% | -24% | -32% | -40% | -20% | | | | | | |

Lockdown 1 was from April 2020 to June 2020

Lockdown 2 was during November 2020

Lockdown 3 was from January 2021 to April 2021

The number of PCN's issued during Q1 in 2021/22 against 2019/20 (pre-Covid) is running at a 31% reduction. An increase from the 26% in Q1

TRO's

TRO's

CPZ – Ebbens Road

- Statutory consultation completed, decision made to stop implementation due to lack of support.

Marlowes (North)

- Formal consultation has commenced – closes 12.11.21

Saba management & Notice Processing

- Some notice processing staff working from home, arrangements made to accept card payments remotely.
- No Civil Enforcement Officers or Notice Processing isolating
- Vacancy for one CEO filled. Recruiting additional CEO for holiday cover

Council team

- Progressions including Enforcement Agent action (excepting entering premises) continues.
- Due to the loss of 50% of the workforce (retirement), the workload has increased.
- Recruitment for replacement post concluded and we are just finalising all of the HR checks.

10. CCTV

The CCTV refresh program is well underway, as we have now moved into the second year of the program we will be replacing the main radios on the mast at Cupid Green.

| Proposed Upgrade/Replacement cost | | | | | |
|--|-----------------|----------------|-----------------|-----------------|-----------------|
| Year | 2020/21 | 2021/22 | 2022/23 | 2023/24 | 2024/25 |
| Budget | £148,041 | £89,958 | £108,002 | £119,072 | £139,574 |
| Outstanding | £32,055 | £89,958 | £78,058 | £113,290 | £139,574 |
| Spent | £115,986 | £0 | £29,944 | £5,782 | £0 |
| | | | | | |
| Remaining | £32,055 | £89,958 | £78,058 | £113,920 | £139,574 |

11. Leisure Contract

Leisure centres at Berkhamsted and Hemel Hempstead opened on April 12 in line with the Government's easing of lockdown measures, Jarman's Park opened on 29th March 2021.

Weekly Attendance Data

| Week Commencing | Gym | | Group Ex | | Swimming | | Outdoor | | Total |
|----------------------|------------------|-----------------|----------|-------|--------------------|--------------------|------------------|------------------|---------------------------|
| | Hemel | Berko | Hemel | Berko | Hemel | Berko | Berko 3G | Track | |
| 2019/20 Average | 132 ¹ | 56 ¹ | 2,898 | 816 | 1,672 | 415 ² | N/A | 557 | 6,546 |
| Jul – Oct 20 Average | 1,700 | 904 | 1,875 | 612 | 846 | 477 | n/a | 215 | 6,629 |
| 29th March 2021 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 330 | 330 |
| 5th April 2021 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 350 | 350 |
| 12th April 2021 | 2,069 | 1,205 | 0 | 0 | 2,132 | 1,227 | 800 | 140 ³ | 7,573 |
| 19th April 2021 | 2,080 | 1,250 | 0 | 0 | 2,351 | 1,212 | 920 | 140 ³ | 7,953 |
| 26th April 2021 | 2,160 | 1,555 | 0 | 0 | 2,351 | 1,238 | 924 | 350 | 8,578 |
| 3rd May 2021 | 1,927 | 1,586 | 0 | 0 | 2,339 | 1,019 ² | 820 ² | 350 | 8,041₄ |
| 10th May 2021 | 2,176 | 1,625 | 0 | 0 | 2,298 | 1,283 | 840 | 350 | 8,572 |
| 17th May 2021 | 1,973 | 1,370 | 2,026 | 651 | 2,389 | 1,232 | 840 | 350 | 10,831 |
| 24th May 2021 | 1,771 | 1,319 | 1,988 | 608 | 2,136 | 1,044 | 840 | 352 | 10,058 |
| 31st May 2021 | 1,321 | 1,072 | 1,651 | 441 | 2,524 | 1,236 | 836 | 352 | 9,443₄ |
| 7th June 2021 | 1,706 | 1,313 | 1,962 | 568 | 2,462 | 1,277 | 840 | 1,501 | 11,629 |
| 14th June 2021 | 1,795 | 1,165 | 1,900 | 554 | 2,720 | 1,308 | 840 | 605 | 10,887 |
| 21st June 2021 | 1,752 | 1,152 | 1,945 | 610 | 2,944 | 1,275 | 840 | 616 | 11,134 |
| 28th June 2021 | 1,642 | 1,162 | 1,894 | 570 | 2,984 | 1,232 | 840 | 1,100 | 11,424 |
| 5th July 2021 | 1,336 | 1,142 | 1,891 | 579 | 2,953 | 1,147 | 840 | 960 | 10,848 |
| 12th July 2021 | 1,246 | 1,092 | 1,795 | 549 | 4,198 ₅ | 1,327 | 840 | 1,310 | 12,327₅ |
| 19th July 2021 | 1,194 | 896 | 1,745 | 502 | 5,165 | 1,390 | 840 | 300 | 12,032 |
| 26th July 2021 | 1,496 | 885 | 1,857 | 491 | 4,622 | 1,491 | 840 | 300 | 11,982 |
| 2nd August 2021 | 1,613 | 897 | 2,070 | 557 | 4,611 | 1,464 | 840 | 300 | 12,352 |
| 9th August 2021 | 1,556 | 815 | 1,907 | 551 | 5,102 | 1,427 | 840 | 290 | 12,488 |
| 16th August 2021 | 1,542 | 820 | 2,037 | 557 | 4,769 | 1,419 | 840 | 290 | 12,274 |
| 23rd August 2021 | 1,497 | 808 | 1,985 | 605 | 4,683 | 1,439 | 780 | 310 | 12,107 |
| 30th August 2021 | 1,302 | 739 | 1,856 | 518 | 4,175 | 1,383 | 840 | 290 | 11,103₄ |
| 6th Sept 2021 | 1,405 | 758 | 1,918 | 618 | 4,145 | 1,341 | 840 | 290 | 11,315 |
| 13th Sept 2021 | 1,411 | 842 | 2,050 | 636 | 3,990 | 1,366 | 840 | 630 | 11,765 |
| 20 Sept 2021 | 1,429 | 852 | 2,061 | 626 | 3,952 | 1,359 | 840 | 320 | 11,439 |
| 27 Sept 2021 | 1,442 | 835 | 2,001 | 623 | 3,701 | 1,361 | 840 | 350 | 11,153 |
| 04 October 2021 | 1,427 | 863 | 2,017 | 662 | 3,932 | 1,324 | 840 | 290 | 11,355 |
| | | | | | | | | | |
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| | | | | | | | | | |
| | | | | | | | | | |
| Av. Attendance | 1,626 | 1,078 | 1,930 | 575 | 3,447 | 1,301 | 842 | 472 | |

¹ The gym attendance report for 2019/20 is for scanned membership cards, which obviously show much lower than they were (due to scanning card and holding door open for friend/magnets either not being installed or not working on doors to control access). Whereas the stats between lockdowns are now accurate due to customers having to book their sessions so unfortunately a direct comparison is not available.

² Berkhamsted public swim sessions appear higher now than Pre Covid, this is due to additional public pool space at Berkhamsted as their school swimming lessons haven't yet returned in their entirety yet (for example Egerton Rothesday having approx. 5 hours per week pre lockdown and not yet returning, giving 150 additional public swim spaces at present each week)

³Jarmans' Park closed for works to be completed

⁴Week includes a Bank Holiday

⁵ Outdoor swimming pool opens

A report was presented to Cabinet 22 June 2021, recommending to continue to provide support to EA throughout 2021/22, this recommendation was agreed.

Hemel School are still waiting for planning approval on the Hemel Courts project. The dual use agreement has been agreed in principal.

12. Leisure Modernisation – Berkhamsted Leisure Centre

Work continues on the Berkhamsted Sports Centre project developing the design, site options and business planning.

Consultation has commenced with various stakeholders, including Everyone Active, and other local stakeholders and this will be continuing over the summer with a report to be presented to scrutiny and Cabinet in the autumn.

The key work streams we are developing include:

- Facility mix,
- Site layout,
- Location of 3 G pitches (including exploring off-site opportunities),
- Options for residential development if the 3G pitches can be located off-site,
- Sustainability measures,
- Concept design and business planning.

13. Parking & Access Movement Project

- Work on the PAM project commenced in August, this caused a build-up of traffic on Leighton Buzzard Road, but traffic appears to be dealing with this.
- The closure of WGS did not appear to cause too much of an issue for users, although lifting of the parking restrictions on WGN upper deck helped.
- The works on Bridge Street have commenced and the road width has been reduced as per the design.
- The works to the access road from Leighton Buzzard Road and Bridge Street the resurfacing of the Water Gardens South car park were completed on Sat 16 October, when the car park will reopen.
- Works will continue on the landscaping of the area on Leighton Buzzard Road, but this will not cause any issues with vehicular access to and from the car park.

14. Climate Emergency and Sustainability

- Workload is currently high with a number of initiatives being planned to coincide with the build up to COP26 – the global climate change conference which the UK is hosting in November. As such, a large amount of preparatory work has been undertaken.
- The Dacorum Climate Action Network (Dacorum CAN) has recently been launched – 130 individuals join, and 21 organisations have joined in the first month. The new initiative will be bringing together individuals and organisations to ‘think global and act local’ to help tackle the Climate and Ecological Emergency. The network will help to facilitate meaningful change by educating, encouraging and enabling people to make positive environmental changes in their everyday lives.
- There will be a public Dacorum CAN climate networking event taking place in the evening on November 3rd – work has been in progress preparing for and promoting this.
- Dacorum has been driving forward a partnership between the HCCSP and the Energy Saving Trust to launch an energy efficiency app for residents. Agreement has been reached and we are currently working on the contract and hope to launch soon.
- In November we will be launching the second round of Green Community Grants, which will provide £20,000 of funding to community groups to carry out environmental projects.
- We have launched a call out to local artists to submit creative pieces linked to the Climate and Ecological Emergency – these will be displayed in an exhibition in the town centre throughout November. Secondary schools art departments and local art groups have been targeted specifically for promotion, alongside general promo.
- A Members carbon literacy training course is booked in for October. There are a limited number of spaces available if there is any additional interest.
- The new Sustainability Officer, Kelly Murphy has recently joined us and is currently being trained up.
- Work on progressing the ORCS application and EV charging around the borough is ongoing.
- We have selected a consultant to carry out site audits to identify what work needs to be done to get our built assets to net-zero. These surveys have all taken place and the report will be ready in the next few weeks.
- Work is ongoing to draft the Climate and Ecological Emergency (CEE) Strategy ready for this to go to Cabinet in November for approval.

15. **Highbarns**

Remediation of collapse feature and voids identified running from the edge of the collapsed feature towards the residential properties

- Contractual terms have been finalised to complete the infill works.
- There are various statutory consents to be obtained and the works will then be programmed but likely to be commenced in the autumn.
- The contract has been sent to BAM Richies for signing and is due back w/c 25/10
- Once the contract is signed, the works programme will be updated and shared with Members.
- It is anticipated that a start on site date of early November will be achieved and that Works will be completed within 6 weeks.