



South
Cambridgeshire
District Council

Report To: Environmental Services Portfolio Holder 14 January 2014
Lead Officer: Director, Health and Environmental Services

Health and Environmental Services Directorate Projects Update

Purpose

1. To update the Portfolio Holder, Environmental Services on current and planned projects across the Health & Environmental Services Directorate.
2. This is not a key decision.

Recommendations

3. That the Portfolio Holder notes and comments on the projects and suggests key criteria to prioritise projects for the forthcoming 2014-15 H&ES Directorate Plan.

Reasons for Recommendations

4. Following the agreement of suggested H&ES Directorate Priorities in November 2013, the Portfolio Holder's views are sought on how the projects can be prioritised to support effective delivery and resource allocation.

Background

5. The variety of services delivered by the Health & Environmental Services Directorate means that at any one time, there are a range of projects underway. As of December 2013, there are 72 individual projects in progress (although several of them relate to other Portfolios), as shown in Appendix 1.
6. To better prioritise staff time and resources and track delivery, these projects have been brought together to be managed as a programme. Each project has a sponsor and manager and will be reviewed regularly by H&ES Directorate Leadership Team.
7. Key current projects include:
 - (a) **BIEP Waste Review.** As part of the South Cambridgeshire District Council (SCDC) Business Improvement & Efficiency Programme (BIEP), the current Waste Service is being reviewed to identify options for service improvements and efficiencies. This project will report to EMT Programme Board and the Portfolio Holder during January 2014.
 - (b) **RECAP Whole Systems Approach.** SCDC is a partner in RECAP, the Cambridgeshire Waste Partnership, and has been working with other local Councils to identify opportunities to reduce the cost of waste services to the public in Cambridgeshire. The Partnership has successfully agreed to let a joint-contract for Material Recycling Facilities, with a joint Invitation to Tender due to be published in January 2014. Further projects are underway to identify

opportunities for joint procurement, aligning service design and cross-border working.

- (c) **Cambridge City/South Cambridgeshire DC Cross-Border Waste Working.** New housing developments such as Cambridge North-West and Trumpington Meadows cross the border of Cambridge City and South Cambridgeshire DC. In November 2013, the Portfolio Holder agreed a draft Memorandum of Understanding to underpin cross-border waste collection services between Cambridge City and South Cambridgeshire DC. A detailed Service Level Agreement is now being developed. Further opportunities for closer working between the two councils will be developed in the next year, including merging waste services in a new, joint operations centre at the SCDC Depot at Waterbeach.
 - (d) **H&ES Directorate Re-organisation.** Work continues to embed the changes arising from the new Directorate structure and ways of working introduced in April 2013. The Sustainable Communities Team moved into the H&ES Partnerships Team from Planning & New Communities in November 2013 while the reorganisation of the H&ES Directorate Resources Team will take place by March 2014. Delays have occurred in moving forward the Environmental Health & Licensing Service due to staff absences.
 - (e) **Joint Portfolio Holder Task & Finish Group.** Work begins In January 2014 to develop 4 corporate plans: Health & Wellbeing, Children, Young People and Families, Ageing Well, and Localism. This work is being prioritised as a 3A's Action and will require significant officer time over the next 3 months. Further resources will be required to implement the actions arising from these plans in the 2014-15 Directorate Plan.
8. Many of the projects currently underway are not 1-year projects but are running over several service-planning years. It is anticipated that 27 will be completed by the end of current financial year. As a result, the 45 projects shown in Appendix 2 will be carried forward into the 2014-15 Directorate Plan, including the Waste and Directorate reorganisation projects noted above. The Portfolio Holder's views are sought on the key criteria that might be used to prioritise these projects, particularly in the light of the draft Medium Term Financial Strategy and the draft Corporate Plan currently out for consultation.

Considerations

- 9. The H&ES projects reflect commitments in the current SCDC 3A's Corporate Plan, priorities agreed as part of the 2013-14 H&ES Directorate Plan, and to Waste, Community Safety and Health Partners. Additionally, H&ES officers are fully engaged in the SCDC Business Improvement & Efficiency Programme.
- 10. This is the first time that all the projects within the Directorate have been brought together to be delivered as a formal programme of work. The variety of the work reflects the wide range of services and improvements being delivered by officers within the Directorate. The Portfolio Holder is invited to comment on the current projects and the key criteria to prioritise projects for the 2014-15 Directorate Plan.

Implications

11. In the writing of this report, taking into account financial, legal, staffing, risk management, equality and diversity, climate change, community safety and any other key issues, the following implications have been considered: -

Financial

12. Implementing changes to waste service will require invest-to-save bid for Project Officer. This will be funded from any efficiencies identified. Otherwise, it is anticipated that all projects will be delivered from agreed budgets.

Staffing

13. See financial implications above.

Risk Management

14. A risk-register will be developed for each project and the Programme overall.

Equality and Diversity

15. Equality impact assessments for each project will be undertaken as appropriate.

Consultation responses (including from the Youth Council)

16. Consultations will be undertaken within each project as relevant.
17. As part of the development of the SCDC Children, Young People and Families Plan, two members of the SCDC Youth Council have been invited to join the Portfolio Holder's Task & Finish Group. Additional consultations will be undertaken as relevant.

Effect on Strategic Aims

18. The projects underway within the Directorate contribute to all 3 of the Council's strategic aims as set out in the 3A's Corporate Plan.

Background Papers

No background papers were relied upon in the writing of this report.

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