



AGENDA

CABINET

MONDAY, 7 NOVEMBER 2005

10.00 AM [PLEASE NOTE EARLIER START TIME]

**COUNCIL CHAMBER, COUNCIL OFFICES, ST PETERS HILL,
GRANTHAM**

Duncan Kerr, Chief Executive

CABINET MEMBERS:	Councillor Mrs. Linda Neal (Leader/ Portfolio: Strategic Partnerships), Councillor Peter Martin-Mayhew (Deputy Leader/Portfolio: Community Safety), Councillor Teri Bryant (Portfolio: Resources & Assets), Councillor Ray Auger (Portfolio: Healthy Environment), Councillor Paul Carpenter (Portfolio: Access and Engagement), Councillor Mrs Frances Cartwright (Portfolio: Organisational Development) and Councillor John Smith (Portfolio: Economic)
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Cabinet Support Officer:	Lena Shuttlewood tel: 01476 406119 e-mail: l.shuttlewood@southkesteven.gov.uk
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Members of the public are entitled to attend the meeting of the Cabinet at which key decisions will be taken on the issues listed on the following page. Key decisions are marked *.

1. Apologies

2. Minutes

To approve the record of the Cabinet meeting held on 10th October 2005.
(attached)

3. Declarations of Interest (if any)

CATEGORY A PRIORITY ISSUES:

4. Stamford Gateway Project: Request for Contribution

Report number PLA525 by the Head of Planning Policy & Economic Regeneration.
(attached)

John Plumb and Catherine Hammant from Stamford Vision have been invited to attend the Cabinet meeting to give a presentation on the project.

5. * Review of Car Parking Charges in Grantham and Stamford

Report number DOS294 by the Management Accountant, Business Management Services.
(attached)

6. Use of Premises at Wake House, Bourne by the Bourne Arts & Community Trust

Report number DLS48 by the Property Performance Management Group.
(attached)

7. Future of Policing in Lincolnshire

Report number CEX305 by the Chief Executive. **(attached)**

CATEGORY B PRIORITY ISSUES:

8. Equality & Diversity Monitoring of Employment Matters

Report number HR&OD82 by the Corporate Manager, HR & Organisational Development.
(attached)

9. Matters Referred to Cabinet by the Council or the Development & Scrutiny Panels

10. Items raised by Cabinet Members including reports on Key and Non Key Decisions taken under Delegated Powers.

11. Representations Received from Members of the Public on Matters within the Forward Plan (if any)

12. Representations received from Non Cabinet Members

13. Any other business which the Chairman, by reason of special circumstances, decides is urgent



MEETING OF THE CABINET
10 OCTOBER 2005 - 10.30 AM – 1.00 PM

PRESENT:

Councillor Peter Martin-Mayhew
Councillor Teri Bryant
Councillor Ray Auger
Councillor Paul Carpenter
Councillor Mrs Frances Cartwright
Councillor John Smith

Councillor Mrs. Linda Neal – Leader / Chairman

Chief Executive
Director of Community Services
Director of Regulatory Services
Director of Operational Services
Head of Planning Policy & Economic Regeneration
Team Leader, Economic & Community
Regeneration
Member Services Manager
Community Safety Manager
Senior Planning Officer (Policy)
Communications Manager
Public Relations Manager

Non Cabinet Members : Councillor G. Wheat ; Wilks

CO63. MINUTES

Subject to the correction of the date at minute CO59(1)(b) to read "£150,000 to be a provisional estimate for the period **2005/06** to 2006/07..".the minutes

of the meeting held on 5th September 2005 were confirmed as a correct record.

CO64. DECLARATIONS OF INTEREST

Councillor Smith declared a personal interest in Minute CO75 by virtue of him being a member of a club which met in the Bourne core area. He remained in the meeting but did not take part in the discussion and voting on the item.

CO65. SKDC ACTION PLAN FOR DEALING WITH ANTI-SOCIAL BEHAVIOUR

DECISION:

- (1) To approve and adopt the Action Plan for dealing with Anti-Social Behaviour, and to bring forward the estimated cost of £60,000 to implement the Plan as part of the Council's budgetary process;**
- (2) That Portfolio Holders and Service Managers be encouraged to make provision for service specific actions identified in the Action Plan within their service plans;**
- (3) To note that the document is subject to amendment and review in line with changes in Government legislation and that any amendments will be brought back to the Cabinet for approval;**
- (4) To note that the document is subject to development, amendment and review following ongoing consultation with; the Council's CDRP partners, the community, and with other statutory and non-statutory agencies. Any amendment to be referred back to the Cabinet for approval;**
- (5) The Action Plan to be subject to review in April/May 2006 to ensure it provides the right balance between its enforcement objectives and the diversionary/preventative action undertaken by the Local Strategic Partnership;**
- (6) The appended page on additional CCTV cameras to be deleted from the final document.**

Considerations/Reasons for Decision:

- (1) Report number DCS28 by the Director of Community Services introducing the appended Action Plan for dealing with Anti-Social Behaviour which had been identified by the Council as a Category A priority. In line with this priority, the Action Plan focuses on four key action areas: enforcement, community support and engagement, prevention and education;
- (2) The increasingly high emphasis being placed by the Government on anti-social behaviour and the methods to tackle it. It is also a key concern to the public;
- (3) To tackle anti-social behaviour effectively, the Council needs a clear action plan. This action plan defines a range of approaches that can be used to tackle anti-social behaviour;

- (4) The plan identifies two full time anti-social behaviour officers and expansion of the work and scope of the Enforcement Rangers which will require an additional £60,000 to the existing financial resources;
- (5) The Gateway review of priorities in 2006 will consider the progress on anti-social behaviour. The Audit Commission's inspection of the Council's activity in tackling anti-social behaviour will be looking for a balance between its enforcement role and the diversionary and preventative work undertaken by the LSP;
- (6) The appendix to the Plan on CCTV camera provision does not link in with the contents of the rest of the document.

Other options considered and assessed:

People's understanding of what constitutes anti-social behaviour is also determined by a series of factors including context, location, community tolerance and quality of life expectations. Also the subjective nature of the concept makes it difficult to identify a single way of tackling anti-social behaviour. To overcome this issue, a wide range of approaches and methods are proposed.

CO66. TOWN CENTRE ACTION PLAN: CONSULTATION DRAFT REPORT OF REPRESENTATIONS RECEIVED AND PROPOSED CHANGES

DECISION: To accept the modifications made to the draft Town Centre Action Plan and formally to approve the document, as amended, as the basis for future town centre activity subject to consideration of a travel interchange at Grantham.

Considerations/Reasons for Decision:

- (1) On 11th July 2005 the Cabinet considered a draft Town Centre Action Plan that set out a broad range of actions relating to the town centre Category A priority. The document, with a small number of modifications, was approved for consultation purposes;
- (2) Noting the summary of representations received, the subsequent commentary, and relevant amendments;
- (3) Noting advice from the Head of Planning Policy & Economic Regeneration regarding the representations which made specific reference to the Welland Quarter: the Welland Quarter had been identified as an area with opportunity for regeneration but there were a number of issues and constraints to be resolved. In the meantime, the Council would proceed with the Town Centre Action Plan through to the Master Plan stage;
- (4) The meeting of the Grantham local area assembly had agreed that the provision of a travel interchange in the town should be pursued.

CO67. ECONOMIC & COMMUNITY DEVELOPMENT STRATEGY 2005-2008

DECISION:

- (1) To endorse the South Kesteven District Council Economic & Community Development Strategy and that it now be distributed to partners for information;**
- (2) To commit to the delivery of activity as detailed in the document's action plans during 2005-2008.**

Considerations/Reasons for Decision:

- (1) Report number PLA534 by the Head of Planning Policy & Economic Regeneration and appended strategy document which has now been the subject of scrutiny, consultation and relevant amendment;
- (2) Noting the main amendments: inclusion of the District Employers' Strategy; the interlinking with the Council's Cultural Strategy, the inclusion of key definitions and timescales;
- (3) The strategy seeks to support and develop the local economy in South Kesteven. Economic development contributes to the quality of life within the district. Development and regeneration of the town centres is a priority for the Council, particularly the achievement of Grantham as a Sub Regional centre. The action plans are aimed specifically at business development, enabling sustainable communities and town centre regeneration.

CO68. LOCAL DEVELOPMENT FRAMEWORK: STATEMENT OF COMMUNITY INVOLVEMENT

DECISION:

- (1) To endorse the Council's response to the representations made on the pre-submission stage of the draft Statement of Community Involvement;**
- (2) To approve the Statement of Community Involvement, as now amended, for submission to the Secretary of State and subsequent publication for a 6 week formal representation period in accordance with the Regulations.**

Considerations/Reasons for Decision:

- (1) Report number PLA532 by the Head of Planning Policy & Economic Regeneration outlining the main issues arising from the 121 responses received following consultation on the draft SCI and the resultant changes that had been made to the document;
- (2) Noting that the representations received had resulted in changes to the document thereby highlighting the value of engaging the

community in consultation; noting also with disappointment that at a recent Councillors' planning training session, two Stamford ward representatives (who also sat on the town council) claimed to know nothing about the draft SCI despite the Stamford Town Council having submitted representations on it;

- (3) The criteria set by the Government in order for the SCI to meet the nine tests of soundness. Officers consider that the revised document meets these tests;
- (4) Once the SCI is adopted, all Local Development Documents (LDDs) and planning applications must be subject to the appropriate community involvement and consultation set out in the Adopted SCI;
- (5) Noting an observation from the Assets and Resources portfolio holder that the Government had introduced an initiative to reduce bureaucracy in schools and the suggestion that this should also apply to the new planning system.

CO69. AIRE ROAD, GRANTHAM: PROVISION OF AFFORDABLE HOUSING

DECISION:

- (1) That as the scheme for the redevelopment of Aire Road, Grantham previously agreed under Non Key Decision PRO309 taken by the Portfolio Holder on 31st August 2004 would not attract Housing Corporation grant funding without reducing the size of the affordable housing units and the garages, the Cabinet now approves Option 4 as detailed in report DRS22;**
- (2) To approve the transfer of land to Nottingham Community Housing Association (NCHA) at the District Valuer's valuation, subject to full nomination rights in favour of the Council, with the Council granting financial assistance in respect of the whole purchase price in accordance with Section 25 of the Local Government Act 1998 and the General Disposal Consent 2005;**
- (3) To provide a capital contribution of up to £192,916 for the cost of additional floor area to meet the specification defined by South Kesteven, but with integral garages where provided. The capital contribution being funded from Section 106 reserves and future commitments. The contribution to be negotiated with NCHA by the Director of Regulatory Services and Director of Finance and Strategic Resources in consultation with the Community Safety Portfolio Holder.**

Considerations/Reasons for Decision:

- (1) Report number DRS22 by the Director of Regulatory Services summarising progress with the Aire Road development project and presenting proposals for working jointly with Nottingham Community Housing Association (NCHA) in procuring the construction of 34 timber framed houses based upon a formal negotiated partnering

- contract with Westleigh Homes Ltd of Leicester;
- (2) NCHA are now committed to the project and have included the work in its own delivery programme. Working with this preferred RSL has presented the opportunity to procure the construction work on a full partnership contract basis, making use of the organisation's expertise, experience and cost management database in support of the Government's Modern Procurement Programme. NCHA has approached the Housing Corporation for funding the scheme on the basis of that previously proposed. However, the Housing Corporation is unlikely to grant the funding unless the size of the units is reduced and the garages deleted;
 - (3) In the light of changed circumstances, Option 4 (to work in partnership with NCHA to deliver 34 affordable housing units only on the site and to transfer the land to the RSL at District Valuer's valuation with the Council granting capital subsidy for the units) presents the most viable option to provide additional affordable housing units without any further delay. Start on site can be commenced within the current financial year, subject to Housing Corporation funding, and completion would be scheduled for December 2006/January 2007. SKDC capital funding of £192,916 could be secured from Section 106 reserves;
 - (4) Since the decision in August 2004, the Council has undertaken the Stock Option Appraisal and been subject to the Audit Commission Strategic Housing inspection. The Aire Road proposals to deliver 34 units have been subject to consultation with residents who have indicated their agreement to the revised scheme.

Alternative Options considered and rejected:

Report DRS22 lists four options to deliver the redevelopment in partnership with NCHA (full details contained within the report). Options, one, two and three are discount as Option four represents the most appropriate way forward to deliver the units and to take the funding opportunity available within the current year.

CO70. REDEVELOPMENT OF BESDSIT ACCOMMODATION, CROAKE HILL, SWINSTEAD

DECISION:

- (1) The land (2124m²) and buildings at Croake Hill, Swinstead as identified by the broken line on Plan A appended to report HSG165 be sold to the Muir Group Housing Association at the District Valuer's valuation to develop six houses and two bungalows subject to nomination rights in favour of the Council;
- (2) The open amenity land (978²) shown edged with a broken line on Plan B appended to the same report be sold to the Muir Group Housing Association at District Valuer's valuation subject to the

land being maintained by the Association as open land for the benefit of residents of the Croake Hill development and available for the wider community.

Considerations/Reasons for Decision:

- (1) Report number HSG165 by the Director of Regulatory Services outlining the proposal by the Muir Group Housing Association to demolish the existing bedsit accommodation at Croake Hill, Swinstead and redevelop the site with affordable housing, consisting of six houses and two bungalows;
- (2) The Cabinet had agreed in December 2002 to demolish the bedsit accommodation and to redevelop the site, subject to planning permission, in partnership with one of the Council's preferred registered social landlords (RSL) partners. Muir Group Housing Association has been selected as one of the preferred RSL partners. Planning permission for the redevelopment was granted in May 2005 (reference: SO5/0345);
- (3) Muir Group has secured funding for the redevelopment from the Housing Corporation. In order to qualify for the grant, the transfer of ownership of the site now needs to be completed. The sale to Muir Group would be at the District Valuer's fettered valuation taking into account nomination rights in favour of the Council;
- (4) The provision of affordable housing is currently a Category B priority of the Council;
- (5) The proposal has been subject to full consultation with residents.

Other options considered and assessed:

Requests to purchase the two areas of land shown by a broken line on Plans A and B attached have been considered as genuine offers. It is recommended that these offers be rejected, as they do not accord with the Council's priorities. The requests also include a proposal for the two areas to be provided for the benefit of the community of Swinstead as village green or Swinstead. The Associations proposals for redevelopment of the site include the retention of the open space to the front of the development for the benefit of all the residents of Croake Hill. The Association's proposals could not proceed without the two areas of land referred to. The two areas of land have not been declared surplus to requirement by Housing Services.

CO71. TRAVEL CONCESSIONS

DECISION:

- (1) **That due to the cost and current categorisation of the service as Category Y (statutory), the Government's statutory free local bus travel is introduced within the Council's existing policies and guidance;**

- (2) **The free bus pass be introduced from April 2006 and customers to be informed in writing that it will entitle them to half fare from January to March and then free local travel from April to December;**
- (3) **The Council be recommended to allocate the additional funding required within the forthcoming budget process;**
- (4) **There should be no time restrictions imposed, except where the bus operator has indicated that this would impact negatively on particular service routes. The Director of Operational Services to be allowed discretion to negotiate these exceptions with operators;**
- (5) **Authority be granted to the Director of Operational Services to assess and agree generation factors with respect to individual bus routes with operators;**
- (6) **The Director of Operational Services, in conjunction with the Portfolio Holder, be authorised to agree the reimbursement arrangements.**

Considerations/Reasons for Decision::

- (1) Report number DOS293 by the Director of Operational Services on the review of the current travel concession service, specifically in respect of the changes necessary as a consequence of the Government's intention to introduce free local bus travel for those aged over 60 and the disabled from April 2006;
- (2) The service currently consists of two strands: the statutory half price bus pass (Category Y: to provide statutory minimum only), and travel vouchers as an alternative (Category Z: to remove or reduce investment in the service);
- (3) The current scheme conditions and details of how it is financed;
- (4) Noting anticipated audit problems with the introduction of free bus passes which will make it necessary to work closely with the bus operators to ensure that a satisfactory system of reimbursement is introduced;
- (5) Noting options for service delivery assuming that the current service options remain static, together with options to modify the service. Implications of each option are detailed in report DOS293;
- (6) Assuming free bus passes are introduced in April 2006, it is not evident what the impact will be on the percentage of those who will opt for the alternative travel vouchers and those who will take up the free bus pass. The financial resources in 2006/07 for free bus passes could be between £574,760 and £614,760 and accordingly additional funds will need to be built into that year's budget;
- (7) The proposals have been subject to scrutiny and supported by the Healthy Environment DSP.

CO72. VALUE FOR MONEY TREND ANALYSIS

DECISION:

- (1) To note the Audit Commission's study of value for money and that it has been incorporated into the recently submitted Council's self-assessment;**
- (2) Given the Council's ranking as 11th lowest authority in terms of expenditure per head of population and whose residents pay the second lowest Council Tax in the whole country, strong emphasis be given in publicity to residents about what the Council has actually achieved within its limited resources;**
- (3) Report CEX298 be used as a discussion document at the forthcoming SKDC Stakeholders' Conference on 8th December 2005.**

Considerations/Reasons for Decision:

- (1) Report number CEX298 by the Chief Executive (and subsequently circulated Value for Money Self-Assessment submission completed by the Director of Finance and Strategic Resources) regarding data obtained from the Audit Commission's website that enables Council's to compare the relative value for money they provide to their residents;
- (2) Value for Money is one of the Key Lines of Enquiry in the test of resources element of CPA2005. Detailed evidence-based performance will be necessary to achieve a good score for this element;
- (3) Noting the Chief Executive's proposal to adopt a value for money categorisation based on quartile comparisons into which SKDCs services can be assigned based on the information contained in Commission's profile. Allocating a service to a particular category would then determine the components of the subsequent action plan. These actions will be taken into account in the formulation of service plans for 2006/07;
- (4) Noting that South Kesteven has the eleventh lowest expenditure per head of population of all District Councils. When service quality is examined as the component most closely related to the perceptions of residents, the score for South Kesteven is considerably above all the other comparators. This provides support for the perception that this authority is delivering a fair quality of service for a low rate of expenditure. However, this poses limitations on service provision and how the authority assesses value for money in its services;
- (5) Noting an overview of this authority's expenditure categories compared with other authorities together with an output based assessment to arrive at a category of VFM where 1 represents excellent and 5 very poor. This information and perspective derived from this data gives the authority the foundation stones for the development of a detailed picture of service costs and quality. Further analysis of the local context of service provision needs developing for the VFM submission to the Audit Commission;
- (6) The service categorisation presented in the report needs to be tested

and moderated by service managers to ensure that it properly reflects the situation of the Council. This process may uncover evidence that results in a particular service being re-categorised. Following completion of this process, actions and improvement plans will be prepared as appropriate and included in the service plans which will be reviewed by the relevant DSPs;

- (7) The report supports the Council's overall value for money position given its comparative low rate of expenditure per head of population. The authority's ranking compared with other authorities should be strongly communicated to the district's residents. Report CEX298 is an extremely useful document which can be used as a background paper for the VFM issue at the Stakeholders' Conference on 8th December 2005;
- (8) Noting comments in relation to the fact that this Council's expenditure on strategic housing services is one of the lowest in the country and the family group having regard to the present difficulties in recruitment of senior staff for this service area;
- (9) In response to concern about the level of expenditure on footway lighting, noting the Chief Executive's advice that a report should be brought to Cabinet on this issue.

CO73. ALIGNING COUNCIL AND LSP PRIORITIES

DECISION: That the Council be recommended

- (1) to adopt the new corporate planning calendar as follows:**

• Residents survey	February
• Update of area profile	March
• Gateway reviews by LSP and Council	April
• Review of LSP priorities	May
• Review of Council priorities	June
• Approval of Service Planning pro-forma	July
• Budget Preparation	August to December

- (2) to promote Affordable Housing and Communications from Category B to Category A**
- (3) to endorse that contingency plans are prepared to secure savings, if required, from Category Y services that scored 12 points or less.**

Considerations/Reasons for Decision:

- (1) Report CEX300 by the Chief Executive highlighting that the degree of alignment between the Council's priorities and those of the LSP, as expressed in the Community Strategy, will make a very significant contribution to the assessment of the District's CPA performance;
- (2) Following full area profiling of the district, four new priorities have been agreed by the LSP which will be reflected in the revised

Community Strategy. Determination of these priorities has enabled the Council to revise the service planning pro-forma to include reference to these within the corporate context;

- (3) In the light of the LSP determining its priorities, it is appropriate for the Council to review its own priorities. By undertaking this process now it will influence the forthcoming budget round and can use the outcomes of the Gateway review of priorities reported to the September Council meeting. A future corporate calendar for the revision of priorities is therefore proposed;
- (4) Affordable Housing and Communications are issues which arise from aligning our current priorities alongside the LSPs. It is also appropriate to review and prepare contingency plans in case greater savings are needed from non-priority areas.

CO74. ITEMS RAISED BY CABINET MEMBERS INCLUDING REPORTS ON KEY AND NON KEY DECISIONS TAKEN UNDER DELEGATED POWERS.

NON KEY DECISIONS:

(1) Councillor Peter Martin-Mayhew: Portfolio – Community Safety

Decision: That approval is given that 407m² of land outlined on the plan attached to report HSG166 located at Blackthorn Way, off Ancaster Road, Bourne be transferred to Muir Group Housing Association Ltd at District Valuer's Valuation with the District Council granting the Association financial assistance in respect of the whole purchase price in accordance with S.25 of the local Government Act, 1998 and the General Disposal Consent, 2005 to develop 2/3 bungalows for rent in partnership with SKDC. A nominated agreement to be signed giving 100% nomination rights to SKDC.

[Decision made 10.1.0.05]

(2) Councillor Mrs Frances Cartwright: Portfolio – Organisational Development, LSVT and Housing Landlord function

Decision: To approve additional expenditure of £60,000 required to extend partial underpinning to all walls of two properties at Walton Gardens, Grantham and to carry out the proposals as an addition to the existing contract with Promaintain.

[Decision made 10.10.05]

Decision: That the tender received from Butters Electrical of Walcott in the sum of £18,900.00 for the upgrade of electrical systems at thirteen properties in Grantham and Bourne be accepted.

[Decision made 03.10.05]

Decision: That the tender received from Roger Budge (Electrical Engineering) Ltd of Boston in the sum of £225,299.46 for fully rewiring ninety-nine properties in Grantham, Stamford and Hougham is accepted.

[Decision made on 03.10.05]

(3) Councillor Ray Auger: Portfolio – Healthy Environment

Decision: To approve the lease of the changing pavilion at Recreation Ground, Bourne to Bourne Town Juniors Football Club for a term of twenty five years at an annual peppercorn rent subject to compliance with the General Disposal Consent (England) 2003.

[Decision made on 10.10.05]

(4) Councillor John Smtih: Portfolio - Economic

Decision: That approval is granted that the quotations submitted by Secure One of Nottingham in the total sum of £58,148.00 are accepted. The quotation is derived from the following elements:-

- a) CCTV upgrade
- b) Access Control System
- c) Public Address System
- Associated Civil Works

[Decision made on 03.10.05]

Decision: That approval be given to the following names in order to provide new postal addresses for new residential developments within the district:-

1. THE WATERFRONT for the development at Welham Street, Grantham;
2. KING'S GARDENS for the development off Gonerby Road, Grantham;
3. PALMER COLBY HOUSE for the development at Dudley Road, Grantham;
4. COACHMAN'S COURT for the development to the rear of 39 High Street, Great Gonerby;
5. DELAINE CLOSE for the development at Delaine Meadows, Spalding Road, Bourne;

6. BADGER LAND, SETT GREEN, BROCKS CRESCENT for phase 2 (Part Zone 2) of the Elsea Park Development off South Road, Bourne;
7. HOMESTEAD GARDENS for the development at Homestead Farm, Northorpe;
8. THE COURTYARD for the development to the rear of 8 & 10 Birthorpe Road, Billingborough;
9. CHAPEL COURT for the development at Chapel Yard, North Street, Stamford.

[Decision made on 03.10.05]

Decision:

1. That approval is granted that the Council will not pursue the upgrading of toilet facilities at Grantham Bus Station.
2. That Abbey Gardens is adopted as the preferred site for providing toilet facilities in Grantham as recommended by the Environment DSP at the meeting held on 21st March 2005; the Grantham Town Centre Management Partnership 18th March 2005.
3. To note that the costs of refurbishment will be contained within the Capital Programme allocation of £200,000.
4. To ensure that the additional running costs of providing an attended facility in Grantham will be contained within the 2005/2006 budget allocation. Should any additional budget be required in 2006/2007 this will be identified in the 2006/2007 budget round.

[Decision made on 03.10.05]

**(5) Councillor Paul Carpenter: Portfolio – Access and Engagement
(made jointly with Councillor Teri Bryant: Portfolio – Assets and Resources)**

Decision: That approval be granted to award the contract for the provision of the Financial and E-Procurement system to Cedar Software Ltd subject to agreement of contractual and payment terms.

[Decision made 26.09.05]

Minute CO61: Proposed New Protocol for Member and Officer Relations

Councillor Carpenter reported that, in line with the Cabinet's previous decision, the wording to paragraph 62 of this document had now been revised

to address the concerns previously raised.

The Member Services Manager informed those present that the document, as now amended, would be presented to the Council at its next meeting on 27th October 2005 for formal adoption.

(6) Councillor Mrs Linda Neal – The Leader

The Leader referred to the new Bourne south west relief road which had opened on 8th October 2005. Despite the difficulties between the developer, Allison Homes, and the County Highway Authority about this aspect of planning gain, the road had been built some 8 years ahead of that which was originally anticipated. This in itself was an achievement.

EXCLUSION OF THE PUBLIC

In accordance with Section 100A(4) of the Local Government Act 1972, it was resolved that the public be excluded because of the likelihood in view of the nature of business to be transacted, that if members of the public were present, there would be disclosure to them of exempt information as defined in paragraphs 8 and 9 of Schedule 12A of the Act.

With the press and public excluded, the following item was considered.

CO75. BOURNE CORE AREA REDEVELOPMENT PROPOSALS: UPDATE

DECISION: In view of the importance of Bourne Core Area redevelopment project to the locality and as a Category A priority, the Cabinet consider the Council should do all it can to move the project forward. The Cabinet therefore:

- (1) is minded to consider disposal of the Council's land assets by way of contribution towards the scheme to enable it to proceed, subject to appropriate verification of the financial appraisal for the scheme, and positive assessment by the Director of Finance and Strategic Resources;**
- (2) affirms that there are no grounds to support the removal of any affordable housing requirement from the development, and that such requirement should be determined by the Development Control Committee as part of the determination of any forthcoming application;**
- (3) is minded to consider the Council's financial involvement in the scheme to be contingent on the developer's provision of an**

appropriate standard of public convenience and best endeavours to deliver a multi-storey car park on the Burghley Centre car park;

- (4) is minded to consider financially supporting a multi-storey car park being delivered as part of the overall scheme, subject to appropriate value for money appraisals;**
- (5) is minded to consider the inclusion of the bus station site within the overall scheme, subject to suitable alternative roadside provisions being made.**

Considerations/Reasons for Decision:

- (1) Exempt report number PLA531 by the Head of Planning Policy & Economic Regeneration on the viability of the Bourne Core Area redevelopment scheme as revised, details of updated land valuations, financial appraisal of the scheme, and the revised principles and parameters for taking the project forward as submitted by the developer;
- (2) The key issues for the Cabinet to consider should the Council be minded to proceed with this scheme, including development outputs;
- (3) Update at the meeting on the potential contribution from the Welland SSP and EMDA;
- (4) Noting that the scheme as now proposed is a variation on the original and there has been a reduction in the size of open space but nevertheless, the Cabinet considers that it still meets the needs for Bourne and the aspirations for development of the town.

Other options considered and rejected:

- (1) To not proceed with the scheme – rejected because of the importance of the scheme to the well-being of the town;
- (2) Revisit second and third placed submissions – rejected because less intensive and unlikely to generate greater return than the selected scheme.

DATE DECISIONS EFFECTIVE:

Key Decisions at minute numbers CO65, CO66, CO67, CO68, and CO69 and other non key decisions made on 10th October 2005 can be implemented on 19th October 2005 unless subject to call-in by the relevant Development & Scrutiny Panel Chairman or five members of the Council. Decision at minute numbers CO71 and CO73 are matters of policy and therefore stand referred to the full Council.

**South Kesteven District Council, Council Offices, St. Peter's Hill, Grantham,
Lincolnshire NG31 6PZ**

Contact: Cabinet Support Officer- Tel: 01476 406119

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REPORT TO CABINET

REPORT OF: M Sibthorp; Head of Planning Policy & Economic
Regeneration

REPORT NO. PLA.525

DATE: 7th November 2005

TITLE:	STAMFORD GATEWAY PROJECT; REQUEST FOR CONTRIBUTION
FORWARD PLAN ITEM:	No
DATE WHEN FIRST APPEARED IN FORWARD PLAN:	N/A
KEY DECISION OR POLICY FRAMEWORK PROPOSAL:	Key Decision

COUNCIL AIMS/PORTFOLIO HOLDER NAME AND DESIGNATION:	Cllr J Smith; Economic Portfolio
CORPORATE PRIORITY:	Town Centres
CRIME AND DISORDER IMPLICATIONS:	No negative implications
FREEDOM OF INFORMATION ACT IMPLICATIONS:	None
BACKGROUND PAPERS:	None

1. PURPOSE OF REPORT AND SUMMARY

Stamford Vision, the Town Centre Management Partnership for Stamford, over the last four years has been developing a major public realm enhancement project focused around Sheepmarket and Red Lion Square (the 'Stamford Gateway' project).

The project to emerge, following a comprehensive design competition and extensive public consultation is due to commence early in the new year.

Stamford Vision is taking responsibility for managing the project, and has been successful in securing substantial funding from the Welland SSP. Core funding is also anticipated from Lincolnshire County Council, in their capacity as local highway authority. Total project costs are in the region of £1.4m. Stamford Vision have requested an SKDC contribution towards the project of £350,000.

The project is fully aligned with the Council's Town Centre priority. When appraised by the Property PMG alongside other capital projects in preparing the MTFS for 2005/6 – 2007/8 the project ranked highest amongst all candidate projects

2. DETAILS OF REPORT

The Stamford Gateway project has arisen from public consultation in 2000 and was taken forward through a national design competition completed in early 2004 by Stamford Vision. The need to improve the access, particularly for pedestrians, from the railway and bus stations as well as from two main car parks used by visitors and local residents / shoppers was identified. Sheep Market and Red Lion Square act as a gateway from these points into the town centre. The primary objective of the Stamford Gateway Project is the transformation of these two key spaces in the town centre to make them safer routes for all those coming into town.

At the time that the partnership was first set up the townspeople were asked their views as to how the town should develop over the next 15 years. From that came the *Vision 2015* document focusing a clear and ambitious agenda for subsequent efforts. One of the major projects identified was the transformation of the key spaces of Sheep Market and Red Lion Square in the heart of the town.

In order to achieve this, the partnership commissioned a transport study by Babbie in conjunction with Lincolnshire Highways. The results of the study were shared with the town in a major exhibition. The findings from this confirmed that there was a great deal of enthusiasm to create significant spaces in what were perceived as wasted areas in the town's core. There is a firm belief from both Stamford Vision and the wider town population, that this is a unique chance to develop a new heritage for the

town bringing together the goals of safer pedestrian spaces and rediscovered places which the townspeople and visitors can enjoy.

With advice from Cabe Space, Stamford Vision took the innovative step of deciding to seek out the best designers and architects by running a national competition. This was something which had not been done by a town of this size before and highlights the vision and determination locally to achieve excellence in the project. There were 37 entries received for the national competition which were shortlisted down to four by the ten strong judging panel, led by internationally renowned architect Ted Cullinan, and including representation at national level from English Heritage and Cabe Space and locally from the leader of SKDC, Lincolnshire Highways, the Mayor and local businesses and organisations.

The shortlisted designs were exhibited and the responses from the community fed into the selection process. The winning team was a new and dynamic, integrated team of architects and artists, Letts Wheeler and Wolfgang and Heron. Once the winning team was selected, it undertook extensive public consultation and a further exhibition was held to collect views to inform design decisions. The artist and architect team also consulted on a detailed one to one basis with thirty local businesses and the twenty five residents most immediately affected by the proposals, as well as specific groups such as the Civic Society and Town Council.

Stamford Vision has taken care to involve the community at all stages in the process to date and there have been four formal consultations;

- * Transport Study September 2002 – 2 day exhibition with 450 attendees
- * Shortlisted designs: January 2004 – 2 day exhibition with 600 attendees
- * Community group and one to one Consultations: 2004
- * Public exhibition of refined proposals: January 2005 – 2 day exhibition with 650 attendees.

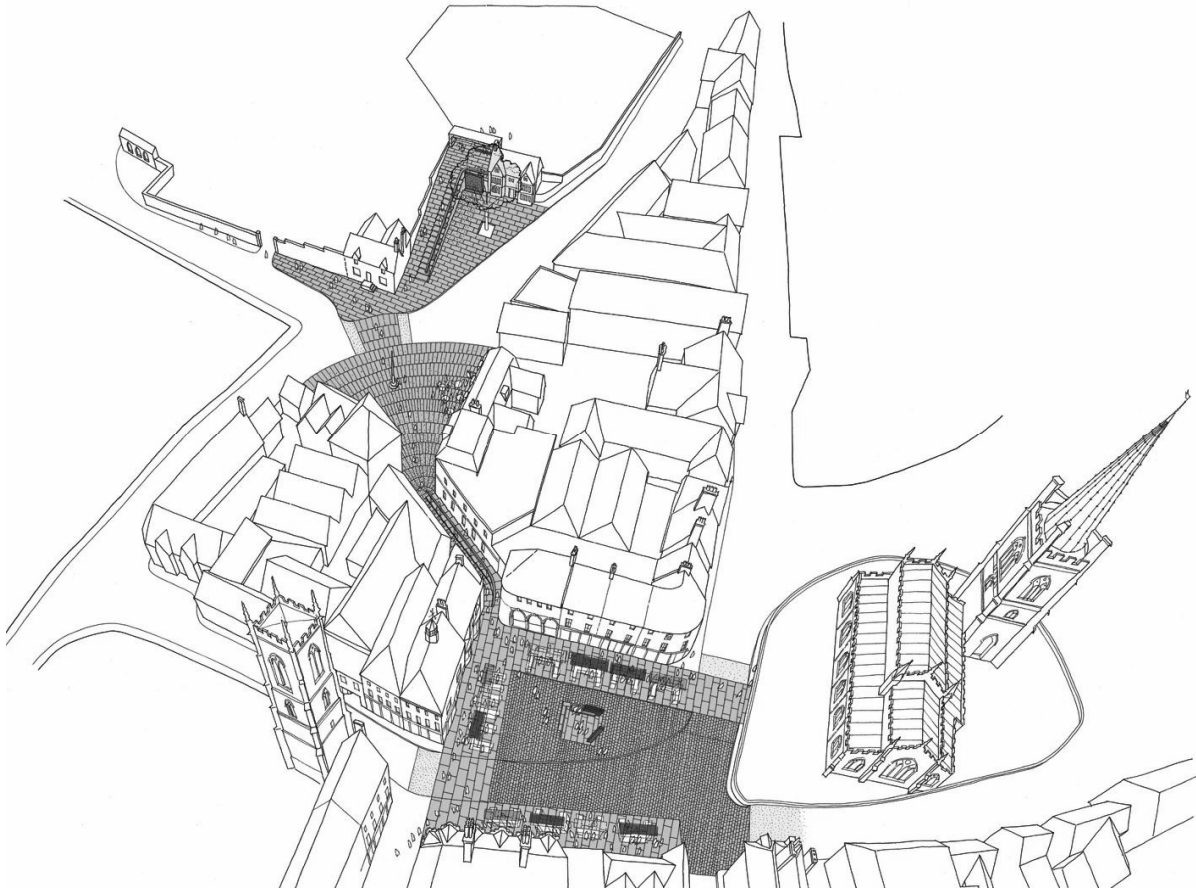
The proposals were also displayed for one month in the Art Gallery in the Arts Centre and the model is permanently on display in St John's Church in Red Lion Square.

The proposed scheme

Sheep Market and Red Lion Square will be redesigned to create high quality market town squares of national significance, whilst respecting local identity and history. The concepts have already been used by the Arts Council at a national conference to demonstrate designs which are sensitive to place and contribute to the development of thinking in how public realm can contribute to local amenity.

The Sheep Market area and Red Lion Square will be pedestrianised retaining their own character but linked through the use of quality materials such as York stone. In each space, seating will be provided along with original art work. Street furniture will be kept to a minimum in line with the English Heritage 'Streets for All' initiative to reduce street clutter as much as possible. The ramp to the bus station will be paved and a central high quality handrail will be provided. Following discussions with local disability groups the whole scheme has been designed with the range of impairments in mind; an example of this is the bus station access where it is proposed that the

existing ramp is split to provide a ramp and proposed shallow steps. There will also be a handrail installed in Horseshoe Lane with integral lighting.



The effect of the paving and associated lighting features in Sheep Market will be to lead pedestrians from the bus station, the train station and the town's main car parks up into the heart of the town. In the main area of Sheep Market a cascade of York stone paving will run from Horseshoe Lane down to the road, fanning out with increasing sized paving as it does so. This attractive simple space will include a central feature Maypole (which can incorporate a Christmas tree) with surrounding seating, in this sunny south facing spot. Access for the businesses will be provided but this will be a pedestrian dominated spaces rather like the High Street.

The area beside the bus station ramp will be enlarged to create a new urban space. The paving used here and on the ramp will unify this part of the square. The main feature will be a single , mature oak tree which will bring greenery right into the heart of the spaces, whilst the canopy will be high enough not to obscure the Parentline building. There will be a viewing platform created alongside this building at higher level where it will be possible to look down on the space. Below this platform there is a proposed artwork where particular emphasis is being placed on working with young people to give them the opportunity to learn about possible career options in stone masonry and fine art and practical hands-on experience.

The Gateway scheme builds on two recent initiatives, first the repaving in reclaimed York Stone slabs of Horseshoe Lane, which took place in 2004, to provide a level

and appropriate link between these two spaces. Second the removal of the 7 parking spaces in the centre of Sheep Market to provide a seating area which has provided a popular spot for people to meet on the way back to their bus or car.

In Red Lion Square the whole space will be paved in York stone, large slabs on the pavements and smaller sets in the road and delivery areas. The pavements will be increased by up to seven times their current width so that there will be more room for people to enjoy the square. The effect will also enhance the many fine buildings which surround the space. A central platform artwork relating to the importance of the road in the past when it was the Great North Road between London and Edinburgh will provide a focal point as well as some seating.

The intention is to make greater use of the spaces. The markets which take place in Red Lion Square on Fridays and Saturdays will be accommodated on the wider paving which will provide a safe space for shoppers to circulate between the stalls and the shops. In both spaces the annual Mid Lent Fair will still be accommodated. The current markets will be made more accessible and both Red Lion Square and Sheep Market will be natural hubs for a variety of new events such as Christmas trees and Christmas celebrations, May day performances, expanded markets on special occasions and Classic car shows and other displays.

Safety and security is a particular concern and the CCTV camera in Red Lion Square will be unaffected by the changes. In Sheep Market it is proposed that the current dominating camera will be moved to the end of the bus station ramp and installed on a lamppost so that clutter is reduced. However concern has been raised that the relocation of the camera to this position may result in obstruction of surveillance caused by the proposed mature oak tree proposed for Sheep Market. Further consideration should be given to the most appropriate location for the camera in view of the proposed oak tree. If it is found that there is no alternative location for the camera consideration may need to be given to the replacement of the oak tree with an alternative feature, which would not result in obstruction of surveillance.

The road width in Red Lion Square will be maintained and traffic will move freely in both directions. The use of paving will indicated that the driver is entering a special place which will encourage slower speeds. In Sheep Market the wide carriageway will be reduced in order to prevent speeding and safer and more secure crossing.

The final aspect of the scheme is the possible relocation of car parking spaces. Although there is spare capacity in Cattle Market car park for all but exceptional days, there was a feeling that the short stay car parking spaces close to the shops were important to trade. With this in mind we have looked at how to maintain the current number of on street parking by the creation of new spaces in nearby streets to replace those removed. The disabled car parking places will be located in easier to manoeuvre spots which will have level access to the shops. The implication of creating the new car parking spaces is that there will have to be a one way system to release roadway for parking. The one way route will run from East to West along All Saints' Street and West to East along the Western end of Sheep Market where the road runs adjacent to the bus station. There will still be two way traffic from the top of

Castle Dyke in an easterly direction so that the car parks in Bath Row can be accessed. There are no proposals to affect the two way traffic in Red Lion Square.

The works will be carried out in a phased approach as follows:-

Sheep Market	1 st /2 nd Quarter 2006
Sheep Market South	1 st /2 nd Quarter 2006
Red Lion Square	2 nd /3 rd Quarter 2006
Horseshoe Lane	1 st Quarter 2006

Preliminary discussions took place with Stamford Vision during 2004, prior to the detailed costing of the scheme. At that time Stamford Vision sought a contribution of £150,000 spread over two financial years. Conceptually at that time, the proposition was that SKDC were being invited to fund the works on that part of the scheme within SKDC ownership (the south side of Sheepmarket including the bus station ramp).

Subsequent engagement of a quantity surveyor, and a more forensic examination of scheme cost has increased the overall cost estimate for the works. Based upon these detailed costings for the revised scheme, Stamford Vision have requested an SKDC contribution of £350,000 towards the whole scheme. A broadly similar level of contribution is being sought from LCC. At a meeting on 12th October 2005, LCC approved a scheme contribution of £360,000.

As the attached schedule illustrates, the total scheme cost is in the order of £1.4m. Funding for the core scheme is committed from Welland SSP and LCC. SKDC funding awaits confirmation. The balance of funding, if confirmed, is essentially value-adding grants that will enhance and develop the core scheme. In this regard, funding from these sources cannot be applied to the core scheme.

Stamford Vision readily acknowledge that the scheme cost has risen significantly from original estimates. Initial estimates were prepared by the scheme architects. Subsequent detailed costings by quantity surveyors have confirmed a significantly higher cost. This is largely a reflection of the need to incorporate high quality materials in these sensitive urban spaces and the higher craft and labour costs associated with the use of natural materials. The Council's own Quantity Surveyors have checked the costing information and plans and on the basis of the information provided are satisfied with their accuracy.

Cabinet are invited to consider whether they wish to contribute to the cost of this scheme, and if so, the level of that contribution.

Provision has been made within the Medium Term Financial Strategy for town centre capital projects, and this project can be accommodated within that budgetary allocation. As part of the preparation of the MTFs, all candidate capital projects have been assessed against a scoring framework that assesses alignment with priorities, needs, third party funding, outcomes, financial impact, risk and timescale certainty. Assessed against this framework the Stamford Gateway scheme scored highest of all the projects assessed.

The project is a high profile scheme that will deliver very significant public realm benefits. The level of contribution sought generates a high level of contribution from other sources. It is difficult to speculate upon the consequences of not contributing to the scheme, although there is a risk of the scheme not proceeding or the form and extent of the scheme might need to be revised. In reality, there are limited opportunities to compromise upon scheme quality in such a sensitive location.

3. OTHER OPTIONS CONSIDERED AND ASSESSED

As discussed above, the level of funding sought from SKDC is £350,000 based upon estimates of total scheme costs and the levels of contribution sought / available from other parties. It should be noted that not all funding sought from other bodies has been confirmed at this stage.

It is also unclear at this stage whether Stamford Town Council has been asked to contribute to the overall cost of the scheme. If not it is felt that they should be approached to part fund the scheme which will be of benefit to the whole town. It may therefore be possible that the Town Council may make up any shortfall arising.

The Cabinet must consider whether it wishes to support the scheme by either providing the level of contribution sought (£350,000), or to offer a lesser sum, or indeed nothing at all.

It is unlikely that the scheme as proposed could be delivered in its entirety without the SKDC contribution. A reduced contribution may result in a lesser scheme and project delays if a scheme revision becomes necessary. It may even result in the abandonment of the project.

4. COMMENTS OF DIRECTOR OF FINANCE AND STRATEGIC RESOURCES

As the report indicates there is provision within the MTFS for town centre capital projects. There is provision within the Council's programme to fund this particular project. When assessed against the Scoring Matrix for Capital Projects developed by the Property PMG this project scored highest of all the candidate projects. This project was initially assessed against a £150,000 SKDC scheme, albeit as a proportion of a scheme with an anticipated lower overall cost. Whilst the SKDC contribution requested is now higher, the overall scheme cost has also increased. The scheme has recently been re-evaluated in the light of further detailed information, and it continues to rank as the highest scoring capital project. Whilst a spending profile for all town centre projects using the capital provisions in the MTFS have yet to be agreed by Cabinet, there would appear to be capacity to resource this project.

If the Cabinet are minded to increase its contribution to this scheme and would advise that this contribution is capped and made dependant upon:

- Tangible project outcomes being defined;
- Certainty of other key partners contributions being forthcoming and any potential losses of contributions not impacting on outcomes.

5. COMMENTS OF CORPORATE MANAGER, DEMOCRATIC AND LEGAL SERVICES (MONITORING OFFICER)

No issues raised

6. COMMENTS OF OTHER RELEVANT SERVICE MANAGER

None

7. CONCLUSION OR SUMMARY

The Stamford Gateway project is a significant and exciting public realm project that will deliver significant benefits to the town centre of Stamford. In regional terms it is a significant regeneration project, and one that will inevitably generate a national profile too given the importance of Stamford from a heritage and conservation perspective. It aligns well with the District Council's own priorities. Whilst this project has been led by Stamford Vision, SKDC have been closely involved in the project since its inception. Significant funds are being drawn down from external sources to realise the project. The scheme appears worthy of support, and members are invited to consider whether they wish to support the project to the level requested by Stamford Vision.

8. RECOMMENDATIONS

Cabinet are invited to consider whether they are minded to financially support the project, and if so, the level of contribution to be made.

If Cabinet do wish to support the scheme by making a financial contribution it is suggested that at this stage, approval is “given in principle” only. It is also recommended that level of funding provided by SKDC is capped and is dependant upon confirmation that the funding of other bodies such as the Welland SSP has been secured.

9. CONTACT OFFICER

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STAMFORD GATEWAY SCHEME : Funding profile prepared by Stamford Vision

Funder	Status	Amount requested	% of overall costs
Welland SSP	This is a definite grant agreed in November 2004 over three financial years 2004-5, 0005-6 and 2006-7, currently £56,625 has been drawn down specifically related to fees. The grant is not limited to any particular part of the project. The funding is dependent of a range of economic targets being met.	£278,000	19.7
Lincolnshire County Council	Stamford Vision has been working with LCC on this project since Babbie undertook a joint transport study in 2002. The proposed funding is from the Community Travel Zone capital funding which aims to encourage people to walk or use alternative means of transport rather than their cars for journeys of less than 2 miles. The Capital Policy Development Group will consider the project on 20 th October 2005. The funding will be requested for 2005-6 and 2006-7.	£360,000	25.5
South Kesteven District Council	SKDC own part of the site for the proposed transformation in Sheep Market South and currently have town centres and street scene as their top priorities. They have been approached for capital funding for 2005-6 and 2006-7 for this part of the project. They have currently committed £150,000 from their capital resources and will consider a request to increase this following up-to-date QS figures at their committee meeting in September 2005. Part of the sum includes the relocation of the CCTV equipment in the centre of Sheep Market to a location at the end of the ramp to the bus station. LCC highways lighting department have agreed to relocate the camera on a lamppost in order to keep street clutter to a minimum. The total costs of taking down the existing CCTV and lighting columns, moving the CCTV camera, installing a new lighting column, and the new power and BT connections is £7,654.	£350,000	24.8
Arts Council East Midlands	Stamford Vision has been in discussion with the Arts Council for over a year, an application has just been lodged and a decision anticipated by the start of November 2005. This grant would be specifically for two sculptures in the centre of Red Lion Square and Sheep Market and associated workshops and evaluation.	£65,000	4.6
Esme Fairburn Trust	In order to fund the third sculpture in Sheep Market we will have to apply to this national trust. They have just refocused their activities on visual arts so this seems appropriate. They have a five month decision making cycle for sums of this size so if the application is soon a decision would not be forthcoming until the end of January.	£30,000	2.1

WREN	We have been in discussion with this organisation since the start of 2005. We will be applying to this distributive environmental body for appropriate 'public amenity' works such as seats and handrails. Their committee cycle is such that we cannot apply before their November panel meeting and a decision will not be forthcoming before the end of December. If a grant is awarded we will have to spend the money within 12 months.	£50,000	3.5
East Midlands Tourism	An expression of interest has been lodged with the East Midlands Tourism Challenge Fund for Public Realm Works. We will find out whether we have been successful in moving to the next stage on 15.8.05. Should we be ultimately successful in securing funding we will know by October 2005. The application is specifically to improve the visitor experience and we have therefore put in a bid which revolves around wayfinding – there are two specific elements related to visitor orientation and interpretation. This funding adds to the quality of the scheme but is not fundamental to it.	£250,000	17.7
Heritage Lottery Fund	It is intended to make a joint bid with either the Men of Stones or Stamford Civic Society to support the project which will provide us with detailed information about the importance of stone carving to the town's heritage as an artistic expression.	£10,000	0.7
Private sector funding	We have received a definite offer of stone from Castle Cement which is of good enough quality to be used in the artworks. We value this donation in the region of £20,000.	£20,000	1.4
TOTAL	Costs of the works if all the project above are included is £1,500,000	£1,413,000	100

REPORT TO CABINET

REPORT OF: MANAGEMENT ACCOUNTANT

REPORT NO. DOS294

DATE: 7th November 2005

TITLE:	REVIEW OF CAR PARKING CHARGES IN GRANTHAM AND STAMFORD
FORWARD PLAN ITEM:	Yes
DATE WHEN FIRST APPEARED IN FORWARD PLAN:	17 th August 2005
KEY DECISION OR POLICY FRAMEWORK PROPOSAL:	KEY DECISION

COUNCIL AIMS/PORTFOLIO HOLDER NAME AND DESIGNATION:	TOWN CENTRE DEVELOPMENT – CAR PARKING
CORPORATE PRIORITY:	TOWN CENTRE DEVELOPMENT
CRIME AND DISORDER IMPLICATIONS:	N/A
FREEDOM OF INFORMATION ACT IMPLICATIONS:	This report is publicly available on the Council's website: www.southkesteven.gov.uk via the Local Democracy link
BACKGROUND PAPERS:	Previous report DPM 229

INTRODUCTION

1. The purpose of the report is to provide Cabinet with a performance update with regard to the car parking service and, in accordance with the Council policy of charges increases, to propose new car parking charges for both Grantham and Stamford.

RECOMMENDATION

2. The current policy with respect to the car parking service was agreed by Cabinet in January 2004. The policy is:

- To introduce a bi-ennial review of car parking charges and increase them, as a minimum, in line with inflation
- To agree with the migration of Stamford charges to be in line with Grantham charges within the next four years

Taking into consideration the comments of the Director of Finance and Strategic Resources on the Council's overall financial position I would recommend that the Portfolio Holder chooses either option 2 or 3 tariff table.

Furthermore consideration should be given in respect of the current policy in the following areas:

- Excess Charge Notices (charge increase)
- Sunday, bank holiday and evening charging
- Disabled parking charges

There is currently a strategic review of car parking provision for Stamford and a re-alignment of car parking infrastructure in Grantham. In addition the proposed redevelopment of Bourne Town Centre will result in a strategic review of car parking provision in the town. All of these may lead to a more fundamental study of charging methodology, classifications and charging policies generally. Therefore a more thorough assessment of the car parking service will be necessary once these reviews are completed.

DETAILS OF REPORT

3. The previous report on this subject (DPM 229) detailed two tariff options which generated different levels of additional income. Option 1 was agreed by Cabinet and implemented on 5 April 2004. Option 1 was forecast to generate additional £99,000 per annum. This has been achieved in the following areas:

	2003/04 £	2004/05 £
Excess Charges/Season tickets	98,385	121,874
Grantham tariff income	468,444	478,510
Stamford tariff income	426,295	492,276
Total	993,124	1,092,660

Additional income generated for financial year 2004/05 £99,536.

Turnover of spaces and income per space for 2004/05 can be shown as follows:

Car Park L/S long stay S/S short stay	Number of spaces	Turnover of users per space 2002/03	Turnover of users per space 2004/05	Income per space 2002/03	Income per space 2004/05	Total Income 2004/05
<u>Grantham</u>						
Conduit Lane (L/S)	48	631 – 2 times per day	506 – 1.6 times per day	£477	£547	£26,263
Guildhall St (S/S)	93	1221 – 4 times per day	1540 – 5 times per day	£1174	£1388	£129,049
Watergate (S/S)	100	1229 – 4 times per day	1062 – 3.5 times per day	£955	£1000	£99,699
Welham St (L/S)	151	589 – 2 times per day	673 – 2.3 times per day	£476	£618	£93,245
Wharf Road (S/S)	257	510 – 1.6 times per day	519 – 1.7 times per day	£343	£490	£125,646
<u>Stamford</u>						
St Leonards St (S/S)	31	1623 – 5 times per day	1487 – 4.8 times per day	£902	£1152	£35,714
North St (S/S)	102	1400 – 4.6 times per day	1471 – 4.8 times per day	£868	£1100	£112,146
Bath Row (S/S)	94	1123 – 3.7 times per day	1170 – 3.8 times per day	£777	£944	£88,740
Scotgate (S/S)	65	912 – 3 times per day	1011 – 3.1 times per day	£618	£786	£51,139

Cattlemarket (L/S)	266	323 – 1 time per day	351 – 1 time per day	£276	£374	£99,330
Wharf Road (L/S)	207	424 – 1.4 times per day	490 – 1.6 times per day	£384	£508	£105,208

(NB the turnover per space at Wharf Road Grantham is lower as level 2 is used for staff parking and levels 3 and 4 are under utilised for the majority of the week).

It can be seen that turnover of spaces has changed fairly significantly at some of the car parks (mainly Grantham) since the last implementation of car parking charges. This can be evidenced by changes in the ticket profile as shown below:

Car Park	1 hour		2 hours		3 hours		4 hours		All day	
	02/03	04/05	02/03	04/05	02/03	04/05	02/03	04/05	02/03	04/05
Conduit Lane	32%	29%	31%	30%	12%	10%	5%	5%	20%	27%
Guildhall St	48%	53%	41%	35%	10%	10%	1%	1%		
Watergate	48%	43%	41%	36%	10%	16%	1%	1%		
Welham St	32%	31%	31%	36%	12%	12%	5%	5%	20%	15%

Observational comments

Increased length of stay at Conduit Lane

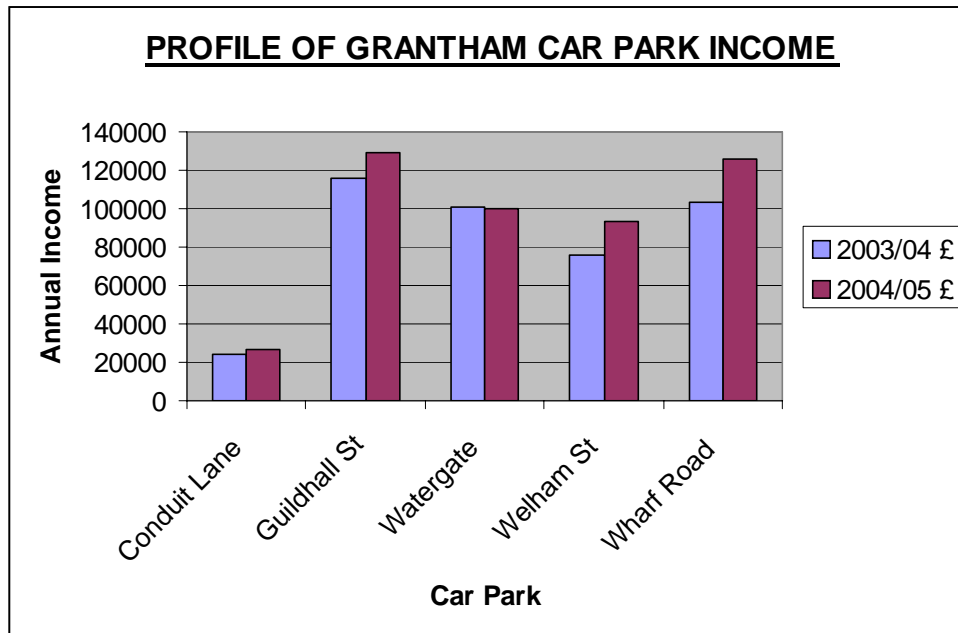
Increased sales of 1 hour tickets at Guildhall St with a counter reduction of 2 hour ticket sales

Increased length of stay at Watergate

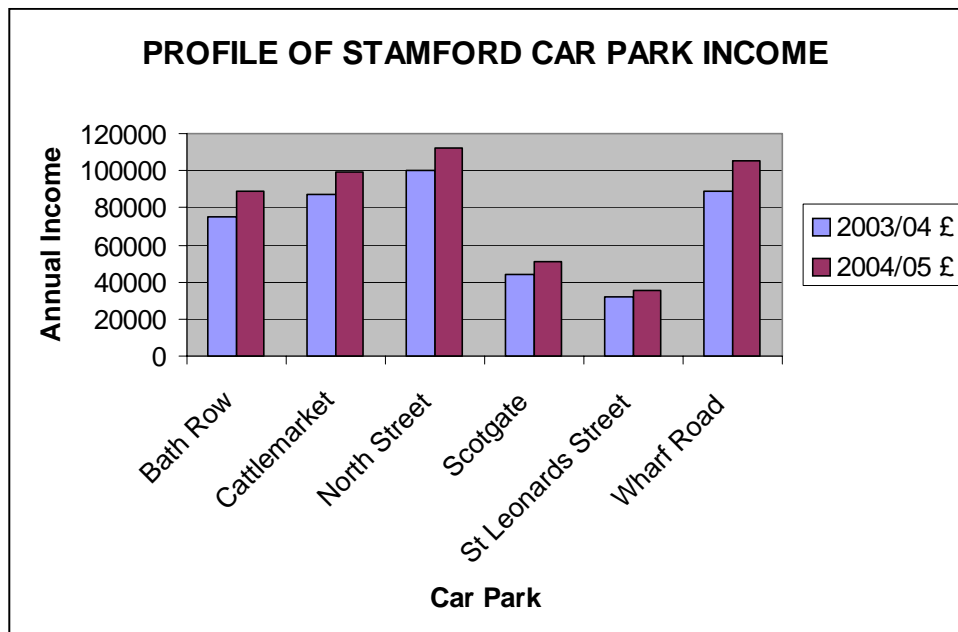
Reduction in all day use at Welham St with a counter increase in 2 hour stay

One issue that does arise from this analysis is the current policy of classifying car parks between long and short stay and the pricing regime that is in place based on these classifications. The survey results (shown later in the report) indicate there is a good understanding between the classifications and that motorists take it into consideration when deciding where to park. In summary over 50% of car parking tickets sold at long stay car parks are for 2 hours or less. This clearly should be discouraged by an appropriate charging structure if long stay car parks are to be used by those with all day parking needs.

Income Generation levels



NB Watergate car park closed for a period in 2004 for archaeological survey work



Benchmarking Information

<u>Authority</u>	1 hr	<u>2hrs</u>	<u>3hrs</u>	<u>4hrs</u>	<u>All Day</u>
<u>Melton BC</u>					
Short Stay	70p (£1 Tues)	£1.30 (£2 Tues)	£2 (£3 Tues)	£3.50 (£4 Tues)	N/a
Long Stay	30p	50p	70p	70p	£2.50
<u>Rutland County Council</u>	50p	80p	£1.20		£5.00 (£2 long stay)
<u>City of Lincoln Council</u>	£1	£2	£2.70	£3	£5
<u>North Kesteven DC</u>					
Short Stay	£1	£1.50	£2.00	N/a	N/a
Long Stay					£2
<u>Newark and Sherwood DC</u>					
<u>Short Stay</u>	80p	£1	£2	£4	£4
<u>Long Stay</u>	70p	£1	£1.60	£1.60	£2
<u>NCP</u>	£1.20	£1.50	£1.80	£2	£2
<u>Boston BC</u>					
<u>Short Stay</u>	£1.20 £1	£1.70 £1.50			
<u>Long Stay</u>	£1 £1	£1.30 £1.40	£1.30 £2	£1.50 £2.50	£2.50 £3.50

<u>South Kesteven DC</u>					
<u>Short Stay</u>					
<u>Grantham</u>	60p	£1.10	£1.60	£3	£5
<u>Stamford</u>	50p	90p	£1.30	£3	£5
<u>Long Stay</u>					
<u>Grantham</u>	50p	90p	£1.30	£1.80	£2.20
<u>Stamford</u>	50p	90p	£1.30	£1.80	£2.20

Compared with towns of similar size both Grantham and Stamford offer cheaper parking. There is therefore the opportunity to implement an increase whilst retaining competitive charges.

VFM Assessment and Performance Management.

Report CEX298 presented to Cabinet on 10 October 2005 identifies that car parking income is £6.17 per head of population. Compared with our neighbours reveals the following:

Authority	Parking £'s per head
West Lindsey DC	£1.26
North Kesteven DC	-£0.89
Newark & Sherwood DC	-£4.73
South Holland DC	-£0.81
South Kesteven DC	-£6.17
Boston BC	-£14.88
East Lindsey DC	-£8.53

In terms of parking income per head South Kesteven is the third highest of our neighbours which contributes towards the setting of the Council Tax levels. Unfortunately there are no national performance indicators to measure the car parking service and compare with our neighbours. However the service has a number of local performance indicators namely:

Gross income per car parking space

% of tickets sold > 3 hours
<10% PCN's issued cancelled

Car Parking Service

During 2005 there has been a significant amount of improvement works undertaken on the pay and display car parks in Grantham and Stamford. The majority of car parks have had white lining, maintenance works and improved customer signage. In addition the multi-storey car park in Grantham has undergone a major maintenance and improvement scheme to ensure its longevity. These improvements will continue to ensure the car parks are of a high standard, preserve and sustain the revenue streams and provide a quality service to the public.

Options For New Car Parking Charges

As part of the review of car parking charges the current policy should be adhered to.
Short stay rates over 3 hours should be punitive
Long stay rates over 3 hours should be competitively priced

Option1 Charges

Charges	Grantham	Stamford
Short Stay		
0-1 hour	70p (60p)	70p (50p)
0-2 hours	£1.20 (£1.10)	£1.20 (90p)
0-3 hours	£1.70 (£1.60)	£1.70 (£1.30)
0-4 hours	£5 (£3)	£5 (£3)
All day	£7 (£5)	£7 (£5)
Long Stay		
0-1 hour	70p (50p)	70p (50p)
0-2 hours	£1.20 (90p)	£1.20 (90p)
0-3 hours	£1.50 (£1.30)	£1.50 (£1.30)
0-4 hours	£2 (£1.80)	£2 (£1.80)
All day	£2.50 (£2.20)	£2.50 (£2.20)
Coach Parking (Stamford only)		£6 (no change)

It is projected option 1 will raise an additional £140,000 per annum.

Option 2 Charges

Long Stay charges up to 3 hours and over 3 hours only

Charges	Grantham	Stamford
Short Stay		
0-1 hour	80p (60p)	80p (50p)
0-2 hours	£1.50 (£1.10)	£1.50 (90p)
0-3 hours	£2 (£1.60)	£2 (£1.30)
0-4 hours	£5 (£3)	£5 (£3)
All day	£7 (£5)	£7 (£5)
Long Stay		
0-3 hours	£1.50 (£1.30)	£1.50 (£1.30)
0-4 hours	£2.00 (£1.80)	£2.00 (£1.80)
All day	£2.50 (£2.20)	£2.50 (£2.20)
Coach Parking (Stamford only)		£6 (no change)

It is projected option 2 will generate an additional £300,000 per annum.

Option 3 Charges

Charges	Grantham	Stamford
Short Stay		
0-1 hour	70p (60p)	70p (50p)
0-2 hours	£1.20 (£1.10)	£1.20 (90p)
0-3 hours	£1.70 (£1.60)	£1.70 (£1.30)
0-4 hours	£5 (£3)	£5 (£3)
All day	£7 (£5)	£7 (£5)
Long Stay		
0-3 hours	£1.50 (£1.30)	£1.50 (£1.30)
0-4 hours	£2.00 (£1.80)	£2.00 (£1.80)
All day	£2.50 (£2.20)	£2.50 (£2.20)
Coach Parking (Stamford only)		£6 (no change)

It is projected option 3 will generate an additional £250,000 per annum.

Season tickets charges for all 3 options:

Season tickets (Mon-Fri)		
Per Quarter	£80 (£71.50)	£80 (£71.50)
Per 6 months	£145 (£130)	£145 (£130)
Season tickets (Mon-Sat)		
Per Quarter	£95 (£85)	£95 (£85)
Per 6 months	£170 (£160)	£170 (£160)

Excess Charge Notices (Parking fines)

The current fine charges are:

Failure to display a valid ticket - £50 (reduced to £25 if paid within 7 days)
Parking for a longer period than paid for - £30 (reduced to £15 if paid within 7 days)

For 2004/05 3584 fines were issued (992,256 parking tickets were sold). The fines can be broken down as:

Failure to display 1388 (39%)
Parking longer than paid for 2068 (58%)
Other 128 (3%)

The amounts need to be set at a rate that acts a deterrent and is punitive. It is proposed to increase these to:

Failure to display a valid ticket - £60 (reduced to £30 if paid within 7 days)
Parking for a longer period than paid for - £40 (reduced to £20 if paid within 7 days)

Other service policies for consideration

The following areas require a review of the current policy (having regard to the interim consultation results):

Sunday, Bank Holiday and Evening Charging

For many years the Council has not charged for Sunday, bank holiday and evening parking due to demand from users being low. The current charging period is Monday to Saturday 8am – 6pm. However as more shops are now open 7 days a week there may be a case to charge users accordingly. It is worth bearing in mind that all costs associated with providing car parking (eg business rates) are incurred on a daily basis so there may be an argument that charging should follow costs incurred. There needs to be a view whether the evening economy in our towns can support an evening charge (City of Lincoln Council charges a flat rate of 90p after 5pm) or whether the effect would be to displace vehicles onto the streets. However these are sensitive issues and a neighbouring authority introduced Sunday charging only to reverse the decision 3 months later due to the high number of complaints (particularly from church goers).

Disabled parking

A benchmarking exercise has been undertaken with other authorities to determine other policies on this matter. It transpires that the majority of authorities offer free unlimited parking for disabled users (in line with our current policy). However the policy of some Councils is to offer free parking limited to a time period (say 3 hours).

Payment methodology

For many years the Council has operated the charging car parks on a pay and display basis. The maintenance of these machines and the enforcement of the Parking Order is undertaken by the car parking attendants who operate in each town on a patrolling basis. This form of payment method is the cheapest and most cost effective way currently available. The main advantages being:

- Machines are relatively cheap to purchase (typically £3K), maintain and operate
- Attendants can patrol between car parks thus maximising their time.
- Machines can take many forms of payment and can include 'help' facility

The main disadvantage is that parking tickets can only be purchased in prescribed time bands which can discourage visitors and shoppers from staying longer in the town.

A popular alternative that can be appropriate in some car parks is the pay on foot/exit charging regime. The requirements of this type of charging is entry and exit barriers, entry and exit card terminals, paystations and a centralised terminal. The main advantage being that users are not time constrained when parking and can return at their convenience which can result in parking for longer periods. However the set up costs are expensive (around £35,000) and there is a need to have an attendant on-site to ensure the smooth running of the car park and to assist when problems arise.

Both of these methods have merit depending upon the nature of the car park and a thorough appraisal is needed before the most appropriate method is selected. This will be undertaken if the multi-storey car park proceeds at Welham Street Grantham.

Smartcards

A business case is currently being compiled to enable an alternative payment method of smartcards to be introduced at Council car parks. This will require the upgrading of car parking machines but will ultimately assist the Council objective of encouraging other non-cash methods of payment. A report on this subject will be presented at a later date.

Consultation Results

Grantham only – 80 responses
(Stamford currently being undertaken)

Do you consider the number of Council operated car parks is.....	About right 71% Too high 3% Too low 19%
What is most important when deciding where to park	Cost 92% Location 89% Length of stay 82% Type of visit 20% Council operated 11%
Are you aware of the long and short stay distinction	Yes 53% No 22% Don't know 25%
Is this taken into consideration when parking?	Yes 80% No 20%
Should you pay more for car parks centrally located?	Yes 45% No 25% Don't know 30%
Should people pay on Sundays and Bank Holidays?	Yes 13% No 87%
Should disabled drivers have free and unlimited parking	Yes 88% No 12%
Should people pay more for parking on certain days of week?	Yes 24% No 76%
Do you agree that car parks should be paid for by users of the service and not Council tax payers?	Yes 88% No 12%
Should the Council provide public car parks?	Yes 91% No 9%
<u>Satisfaction</u> The charges Information on boards Using parking machine Availability of spaces Security provision	 63% fairly or very satisfied 72% fairly or very satisfied 68% fairly or very satisfied 65% fairly or very satisfied 70% fairly or very satisfied
<u>User breakdown</u>	53% shopping 20% Visitor 8% commuting
<u>Profile</u>	Male 42% Female 58%

<u>Disability</u>	10% yes 90% no
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Observational Comments

Based on the interim results the following observations can be made:

Over two thirds consider the number of car parks is 'about right'

Most important when deciding where to park: Cost, location and length of stay

53% aware of long stay and short stay classification

80% of users take this into consideration when deciding where to park

Strong opposition for Sunday (and Bank Holiday) charging and strong support for free parking for disabled motorists

Equally strong support for the service should be paid for by the motorist not the tax payer and that the Council should provide public car parks

Ahead of the decriminalisation study for Lincolnshire 48% of users asked thought on street enforcement by the Council was a good idea (36% didn't know enough about the subject to comment).

COMMENTS OF DIRECTOR OF FINANCE AND STRATEGIC RESOURCES

4. Car park revenue is a major income source for the Council and its surpluses help provide services such as CCTV and town centre management. Increases in charges should provide a balance to be made between Council Tax increases and ensuring return on assets is maximised. My report FIN239 identifies financial strategy no.5 that asset returns are reviewed and optimised. I recommend the Cabinet approve option 3 as a minimum tariff increase for 2006/07.

COMMENTS OF CORPORATE MANAGER, DEMOCRATIC AND LEGAL SERVICES (MONITORING OFFICER)

5. In view of the proposed changes contained in this report, the Council must fully comply with the statutory requirements of the Road Traffic Act 1984. The full consultation period will be required for anything more than increased charges. This consultation period can take up to six months.

CONTACT OFFICER

Richard Wyles – Management Accountant
01476 406210 – direct line
Email: r.wyles@southkesteven.gov.uk

REPORT TO CABINET

REPORT OF: THE PROPERTY PERFORMANCE MANAGEMENT GROUP

REPORT NO. DLS48

DATE: 7th NOVEMBER 2005

TITLE:	Use of Premises at Wake House Bourne by the Bourne Arts and Community Trust
KEY DECISION OR POLICY FRAMEWORK PROPOSAL:	No

COUNCIL AIMS/PORTFOLIO HOLDER NAME AND DESIGNATION:	Councillor John Smith Portfolio: Economic
CORPORATE PRIORITY:	Town Centre Development
CRIME AND DISORDER IMPLICATIONS:	Minor
FREEDOM OF INFORMATION ACT IMPLICATIONS:	This report is publicly available on the Council's website www.southkesteven.gov.uk via the Local Democracy link
BACKGROUND PAPERS	Report to Cabinet dated 14th February 2005

1. INTRODUCTION

- 1.1 The Council is the freehold owner of the property shown edged red on the attached plan ("the Property"). The Property is leased to Bourne Arts and Community Trust for a period of five years ending on the 31st December 2005.
- 1.2 In accordance with the decision made by the portfolio holder on the 14th February 2005, the Council has been negotiating with the Bourne Arts Community Trust Limited to conclude a new lease of the Property excluding the car park on terms to be agreed.
- 1.3 The Trust requires a long term lease to enable them to make investment in the Property and carry out major repairs. The Trust has been reluctant to accept a lease at market rent with proviso for payment of that rent by the Council for a five year period only. A further short term lease for 5 years was proposed. This provides uncertainty for both parties. The Council will remain ultimately responsible for the building as landlord and the Trust will be unable to make investment in the Property and carry out improvements to the Property.
- 1.4 The current Lease to the Trust contains an option to purchase the Property for use for the purposes of the Trust only.

2. RECOMMENDATIONS

- 2.1 Considering the difficulties associated with any future lease of the Property, it is recommended the Cabinet:-
 - agree to the disposal of the Property to the Bourne Arts and Community Trust Limited at a price to be agreed with the District Valuer. The price will fully reflect the restricted use of the property by the Trust. The car park adjoining the Property be retained by the District Council for town centre development. The disposal to the Trust will be subject to the use of the premises for the Trust purposes only. In the event that the Trust ceases to exist and/or no longer occupies the Property then the property shall be sold back to the Council at a price set by the District Valuer using the same valuation basis. .
 - In the event that the Trust are unable to pursue the purchase of the Property prior to the 31st December 2005, it is recommended that the Cabinet agree a new short term Lease excluding the car park to enable the purchase to proceed.

3. DETAILS OF REPORT

- 3.1 The Council would wish to secure the future use of Wake House by the Trust. The presence of an active community trust in Bourne is complimentary to the Council's priority for town centre regeneration. It is uncertain this can be done by way of short term five year leases. The Trust is reluctant to accept a long term lease at a market rent after the first five years. It would be in both parties best interests for the freehold of the building to transfer to the Trust to enable them to continue to use the premises for the Trust purposes and invest money in the building without interference from the Council provided the building continues to be used for Trust

purposes by the Trust. In this way the Council would be able to secure a use for the Property for the benefit of the community.

3.2 In order to secure the Property for the benefit of the community, the Council would have to make sure the Property was only used for the purposes of the Trust. For so long as the Council retains the adjoining car park, it would have property which would enjoy the benefit of any such covenant imposed. On the disposal of the car park for town centre development, that benefit would pass to the new owner of the car park. The Council would not be able to enforce that covenant. For this reason it is proposed the Council impose a personal obligation on the Trust to sell the Property back to the Council in the event that they no longer wish to occupy the Property. If such an obligation is imposed, it could mean the Council does not obtain the best price for the Property.

3.3 The Council is able to consider a disposal of its land at less than best price by virtue of the General Disposal Consent 2005. Any disposal would have to be in accordance with that Consent. If the building can be secured for community benefit, the disposal could be in accordance with the General Disposal Consent.

4. OTHER OPTIONS CONSIDERED AND ASSESSED

4.1 Short term lease for five years at nominal rent

The Council could grant a new short term lease at a nominal rent provided it is prepared to commit to the payment of the rent for that period. Bearing in mind the Council's current priorities and future reassessment of such priorities, the Council cannot commit to a longer term than five years. The Trust would be prepared to except a short term Lease to enable the Trust to continue its use of the Property, however, it would not be able to invest in improvements on the Property and progress its proposals for the Trust.

4.2 Long term lease for period up to 25 years

If the Council were to commit to a long term lease, it could only do so at a market rent taking into account the restrictions on user imposed in respect of the Property that market rent would be considerably higher than the nominal rent currently paid by the Trustees and would have a significant impact on the amount available to the Trust to carry out improvements to the Property. The Trust is unable to commit to a long term lease at a market rent.

4.3 Disposal of the Property on the open market

The Council could sell the property on the open market to any buyer. This proposal has not been pursued because it would result in the loss of a building which is required for use for the benefit of the community.

5. COMMENTS OF THE DIRECTOR OF FINANCE AND STRATEGIC RESOURCES.

I support the recommendation contained in this report. The valuation of the property shall exclude the adjacent car park and will reflect the restriction that the property shall only be used by the Trust. In the event of the Trust no longer operating then the property shall be sold back to the Council using the same valuation basis.

6. COMMENTS OF CORPORATE MANAGER, DEMOCRATIC AND LEGAL SERVICES.

The report covers all options and requires no further comment

7. CONCLUSIONS

In conclusion, it would be appropriate for the Cabinet to make the decision in accordance with the recommendation included in this report to enable the Council to negotiate with the Trust to dispose of the freehold to them by no later than December 2006.

8. CONTACT OFFICER

Mrs L Youles, Solicitor to the Council – telephone 01476 406103, e-mail: l.youles@southkesteven.gov.uk



REPORT TO CABINET

REPORT OF: Chief Executive

REPORT NO. CEX305

DATE: 7th NOVEMBER 2005

TITLE:	Future of Policing in Lincolnshire
COUNCIL AIMS/PORTFOLIO HOLDER NAME AND DESIGNATION:	Councillor Peter Martin-Mayhew Community Safety
CORPORATE PRIORITY:	Anti-social Behaviour
BACKGROUND PAPERS:	None

Background

1. As members will be aware, the Home Secretary has announced a national review of police forces following a report from the HMIC entitled "Closing the Gap" which concluded that the arrangement of 43 police forces was not fit for current purpose.

Following this, the Council was invited to attend a Conference held by the Lincolnshire Police Authority on Friday 21st October to discuss the work undertaken to date and the proposals likely to be submitted to the Home Secretary by the conclusion of the consultation period in December.

2. At this Conference, Richard Crompton, Deputy Chief Constable for Lincolnshire Police Authority, outlined parameters for shaping this review. Critical for Lincolnshire, this excludes any options which would break up any existing police authority and any option which would straddle a regional boundary. This means that options to reinstate a Lincolnshire Police Authority on the original 1974 Lincolnshire boundaries (i.e. including South Humberside) would not be entertained.
3. The other principal criteria appeared to be the view taken that, to be a viable and sustainable police unit requires at least 4,000 serving police officers. The current establishment for Lincolnshire at the end of September was 1,218 full-time officers.

4. The Police forces of the East Midlands have been meeting to consider what proposals they should make and it is understood that they have narrowed the selection down to 2 options which meet the parameters set. These are:
 - a) a single police force serving the whole of the east midlands region,
and
 - b) two police forces in the east midlands region: one serving Nottinghamshire and Derbyshire and the other serving Northamptonshire, Leicestershire, Rutland and Lincolnshire.
5. After the meeting, there was a further discussion with the Police force led by Lincolnshire County Council where options for further investment in community policing were discussed. A proposal was put forward by the County Council which sought a contribution of £100,000 from each district council towards the establishment of up to 59 community units based on the successful model at the Earlesfield Estate in Grantham. It was recognised that this model depended upon the full engagement of district council staff such as the neighbourhood warden who is an integral part of the team at the Earlesfield. Following discussion it was explained that this contribution was in addition to the resources needed for their engagement in such teams.
6. In order to further explore this proposal, Peter Davies, the Assistant Chief Constable is making arrangements to visit each district council and meet the Leader and Chief Executive. Members will recall that the Cabinet have taken forward the sum of £60,000 for the current budget round specifically identified for meeting the prioritised requirement emanating from the Crime and Disorder Action Plan.

Recommendation

7.
 - i) that the Cabinet consider whether they wish to make any formal response to the Home Secretary on the proposals for future policing in Lincolnshire
 - ii) that the Cabinet determine whether it wishes to make provision for any additional contingency for further investment in Crime and Disorder in the light of the request from the County Council in its budget preparation.

Duncan Kerr
Chief Executive

REPORT TO CABINET

REPORT OF: CORPORATE MANAGER – HUMAN RESOURCES &
ORGANISATIONAL DEVELOPMENT

REPORT NO. HR & OD 82

DATE: 7TH NOVEMBER 2005

TITLE:	EQUALITY & DIVERSITY MONITORING OF EMPLOYMENT MATTERS
FORWARD PLAN ITEM:	Not Applicable
DATE WHEN FIRST APPEARED IN FORWARD PLAN:	Not Applicable
KEY DECISION OR POLICY FRAMEWORK PROPOSAL:	Not Applicable

COUNCIL AIMS/PORTFOLIO HOLDER NAME AND DESIGNATION:	Cllr Mrs Frances Cartwright
CORPORATE PRIORITY:	Equalities and Diversity - Priority B
CRIME AND DISORDER IMPLICATIONS:	Not Applicable
FREEDOM OF INFORMATION ACT IMPLICATIONS:	This report is publicly available on the Council's website www.southkesteven.gov.uk via the Local Democracy link.
BACKGROUND PAPERS:	Not applicable

SUMMARY

1. This report gives the results of recent monitoring of employment activities in terms of gender, disability and ethnic origin.

RECOMMENDATION

2. The Cabinet is asked to note the figures outlined in this report and to request of the Corporate Manager, HR & OD any further action the Cabinet feels is necessary to explain/improve the outcome of these employment issues in terms of equal outcome.

THE MONITORING PROCESS

3. Upon recruitment to the Council every applicant is asked to complete an equalities monitoring form which is separated from the person's application immediately on receipt of the completed pack. The data offered by applicants is entered directly onto the HR administration database. Such information is not given to recruiters. For successful applicants this information then forms the basis of their personal record. Additionally that record is validated approximately once per annum when each employee is able to review their status in terms of disability. Equalities information is used for global monitoring purposes only.

SOME INITIAL COMMENTS

4. Members will be aware that some workforce profile statistics are reflected in National Best Value Performance Indicators. Some relate to people from an ethnic minority background. For consistency sake I have utilised the definition provided by the Audit Commission in relation to BVPI's measuring ethnic minority representation. This definition does not include White European.
5. Utilising the Audit Commission definition for ethnic minority, the 2001 census suggests our local population to be 1.4% ethnic minority. I believe that that figure now understates the current position.
6. Where the Council is underrepresented by particular groups it has a responsibility to take positive action in order to redress such imbalance. A clear distinction must be understood and made between positive action and positive discrimination, the latter being illegal. Positive action means that where a group is under represented (e.g. women amongst the top 5% of earners) the Council needs to encourage the under represented group to make application for such posts and actively dispel any perception that, in this example, women are less likely to succeed in senior roles than men. Similarly, in the case of people with a disability, the Council needs to ensure that applicants with a disability feel certain that their application will be treated fairly and that, if appointed, relevant adjustments to the workplace will be made without difficulty. It is important to note that this is a positive responsibility of the Council in order that it can dispel sometime very subtle and unconscious messages it may give out to potential applicants. At the end of any selection

process of course the person most suited to the job should be the one appointed.

RESULTS OF MONITORING

Workforce Profile (October 2005)

	<u>Part-Time</u>	<u>Full-Time</u>	Total	Top 5% of earners
Women	193	205	398	9 (22%)
Men	66	279	345	32 (78%)
Total	260	444	743	41

	<u>Part-Time</u>	<u>Full-Time</u>	Total	Top 5% of earners
People from Ethnic Minorities	1	5	6 (0.8%)	0
People With a Disability	12	38	50 (6.7%)	5 (12%)

Local Economy estimate	Other minority	1.4%
	People with a disability	11%*

* % of total people of working age.

- Members will note that women and people from an ethnic minority are under represented amongst the top 5% of earners. When such jobs are advertised positive statements regarding applicants from women and those from an ethnic minority background are made and in addition some advertising is undertaken in media which might be particularly relevant to those from an ethnic minority background. More than anything else such actions convey a message that the Council is serious about seeking diversity.

Recruitment

1 April 2004 to 31 March 2005

	MALE	FEMALE	BRITISH	ETHNIC MINORITY	DISABLED	ABLE-BODIED
APPLICANTS	44%	56%	98%	2%	3%	97%
APPOINTEES	27%	73%	98%	2%	3%	97%

1 April 2005 – 30 September 2005

	MALE	FEMALE	BRITISH	ETHNIC MINORITY	DISABLED	ABLE- BODIED
APPLICANTS	37%	63%	96.5%	3.5%	4%	96%
APPOINTEES	32%	68%	100%	0%	5%	95%

8. It is notable that female applicants have a high success rate and I am examining why this might be so.
9. In the current half year ethnic minority applicants have not been successful. Given the low numbers involved this may not be statistically significant nevertheless I am also giving that further examination.

Access to Appraisal

All	32%
People with a disability	40%
People from ethnic minority	50%

10. The greatest concern is the fact that only 32% of employees have a recorded appraisal in the last 12 months. As I write, we are receiving completed documentation "en bloc" which should push the figure nearer 50%.

**CHRIS SHARP
CORPORATE MANAGER
HUMAN RESOURCES & ORGANISATIONAL DEVELOPMENT**