



# AGENDA

For a meeting of the
<b>COUNCIL</b>
to be held on
<b>THURSDAY, 26 MAY 2005</b>
at
<b>2.00 PM</b>
in the
<b>COUNCIL CHAMBER, COUNCIL OFFICES, ST. PETER'S HILL, GRANTHAM</b>
<b>Duncan Kerr, Chief Executive</b>

**Members of the Council are invited to attend the above meeting to consider the items of business listed below.**

- 1. Public Open Forum**  
The public open forum will commence at **2.00 p.m.** and the following formal business of the Council will commence at **2.30 p.m.** or whenever the public open forum ends, if earlier.
- 2. Apologies for Absence**
- 3. Declarations of Interest**  
Members are asked to declare any interests in matters for consideration at the meeting.
- 4. By-Election: Truesdale Ward 5th May 2005**  
The Chief Executive to report.
- 5. Minutes of the annual meeting held on 28th April 2005 (Enclosure)**
- 6. Communications**
- 7. Notice of Motion given under Council Procedure Rule 12:  
By Councillor Stephen O'Hare:**

"That this Council RESOLVES

1. That there should be with immediate effect no charge to any resident for

dealing with an infestation of rats in their house (residence) or garden within the area of SKDC

AND

2. That the budget and policy framework be adjusted to establish sufficient financial provision to enable this

AND

3. The portfolio-holder be urged to implement the wishes of this Council to have such a policy

AND

4. That the cost of this, in the current financial year ending 31<sup>st</sup> March 2006 be a charge on the financial reserves."

**8. Housing Stock Option Appraisal**

Report number DRS16 by the Director of Regulatory Services. **(Enclosure)**

- 9. Housing Improvement Programme to address the Findings of the Strategic Housing Inspection and Improvements to the Landlord Function**  
Cabinet to provide recommendations following consideration of this matter on 23<sup>rd</sup> May 2005. **(To Follow)**

**10. Supporting People: 5 Year Strategy**

The Cabinet to recommend that the Council formally adopts the above strategy.  
***[A copy of the Cabinet minute from 9<sup>th</sup> May 2005 is attached.]***  
**(Enclosure)**

The full Strategy document can be accessed electronically via the "Local Democracy" link on the Council's website under the Cabinet agenda for 9<sup>th</sup> May 2005.

**11. Draft Best Value Performance Plan 2005/06**

The Cabinet to recommend the approval of the Draft Best Value Performance Plan for 2005/06.

***[Draft BVPP and Cabinet minute from 9<sup>th</sup> May 2005 attached.]*** **(Enclosure)**

**12. Members' Forum and ordinary Council meeting: 23rd June 2005**

Report number CEX291 by the Chief Executive. **(Enclosure)**

**13. Questions without Discussion.**



# MINUTES

## ANNUAL MEETING OF THE COUNCIL

28<sup>TH</sup> APRIL 2005  
2.00 p.m.

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### PRESENT

Councillor Graham Wheat in the Chair

Councillor Auger  
Councillor Mrs Bosworth  
Councillor Bryant  
Councillor Carpenter  
Councillor Mrs Cartwright  
Councillor Miss Channell  
Councillor Chivers  
Councillor Conboy  
Councillor Dorrien Dexter  
Councillor Fines  
Councillor Fisher  
Councillor Mrs Gaffigan  
Councillor Gibbins  
Councillor Helyar  
Councillor Fereshteh Hurst  
Councillor John Hurst  
Councillor Howard  
Councillor Mrs Jalili  
Councillor Joynton  
Councillor Kerr  
Councillor Kirkman  
Councillor Lovelock  
Councillor Martin-Mayhew

Councillor Nadarajah  
Councillor Mrs Neal  
Councillor Nicholson  
Councillor Parkin  
Councillor Pease  
Councillor Mrs Margery Radley  
Councillor Norman Radley  
Councillor Sandall  
Councillor Selby  
Councillor Mrs Judy Smith  
Councillor John Smith  
Councillor Stokes  
Councillor Mike Taylor  
Councillor Gerald Taylor  
Councillor Thompson  
Councillor Turner  
Councillor Mrs Mary Wheat  
Councillor Wilks  
Councillor Avril Williams  
Councillor Mike Williams  
Councillor Wood  
Councillor Mrs Woods

### OFFICERS

Chief Executive  
Corporate Manager, Democratic & Legal  
Services (Monitoring Officer)  
Director of Community Services

### OFFICERS

Member Services Manager  
Environmental Health Manager  
Community Safety Manager

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## **1. ELECTION OF CHAIRMAN**

**DECISION: That Councillor John Kirkman be elected Chairman of the District Council until the next annual meeting of the Council.**

It was proposed by Councillor Thompson and seconded by Councillor Mrs Neal that Councillor John Kirkman be Chairman of the Council for the ensuing year. Councillor Thompson spoke in support of Councillor Kirkman, referring to his previous two terms of office as Mayor of Bourne, his service as a member of both the Lincolnshire County Council and this authority. His keen grasp of financial matters would ensure that the Council continued to operate prudently. Councillor Thompson expressed the view that a Chairman's greatest asset was his or her Consort and, with Mrs Jean Kirkman as Chairman's Lady, Councillor Kirkman had that support. Councillor Mrs Neal made mention of Councillor Kirkman's integrity and honesty commending him to the Council as a man of principle.

Councillor Mike Williams then voiced the view of the Labour group who felt the Chairmanship should be rotated amongst the groups represented on the Council. He therefore proposed Councillor Vic Kerr as Chairman of the Council. This was seconded by Councillor Avril Williams who spoke about Councillor Kerr's reputation for being an honest, competent, straight forward man who was a committed Councillor.

In view of there being two candidates for the position of Chairman, it was moved and seconded that in accordance with council procedure rule 23.1, standing orders be suspended for this item only to permit voting on the election of Chairman to be taken by show of hands. A vote in this manner resulted in 30 votes for Councillor Kirkman and 14 votes for Councillor Kerr.

Councillor Kirkman was duly invested with the chain of office, made a declaration of acceptance of office and took the chair. He thanked those who had supported him and expressed regret that it had been a contested election. The new Chairman stated he took pride in his Lincolnshire roots and pledged to support South Kesteven District Council in his new role with the assistance from his wife, Mrs Jean Kirkman.

**COUNCILLOR JOHN KIRKMAN IN THE CHAIR**

## **2. VOTE OF THANKS TO THE RETIRING CHAIRMAN**

A vote of thanks was made to the retiring Chairman, Councillor Graham Wheat, by Councillor Mike Taylor. The Chairman was then presented with a portrait of himself by local artist Terry Shelborne as a gift from the Council. Councillor Wheat spoke briefly about his year of office which had been an eventful one. He acknowledged the support he had received from all sections of the Council and from members of all political groups. He stated that the office of Chairman was one in he had been proud to serve and publicly thanked his wife, Councillor

Mrs Mary Wheat and Mrs Margery Radley who had also acted as his consort when Mrs Wheat had been unavailable. Councillor Wheat then presented Mrs Viv Wyatt with a token of thanks for her assistance with his secretarial support.

### **3. APPOINTMENT OF VICE-CHAIRMAN**

**DECISION: That Councillor Gerald Taylor be appointed Vice-Chairman of the Council until the next annual meeting of the Council.**

It was proposed by Councillor Conboy and seconded by Councillor Norman Radley that Councillor Gerald Taylor be Vice-Chairman of the District Council for the ensuing year. Councillor Conboy referred to Councillor Taylor's career in the RAF and his subsequent career as a teacher of mathematics. Councillor Taylor had also served as a Cabinet member.

A further nomination of Councillor Vic Kerr was proposed by Councillor Mike Williams and seconded by Councillor Yvonne Gibbins.

Again, in view of there being two candidates for the position of Vice-Chairman, it was moved and seconded that in accordance with council procedure rule 23.1, standing orders be suspended for this item only to permit voting on the election of Vice-Chairman to be taken by show of hands. A vote in this manner resulted in 30 votes for Councillor Taylor and 14 votes for Councillor Kerr.

Councillor Gerald Taylor made a declaration of acceptance of office.

### **4. APOLOGIES**

Apologies for absence were received from Councillors Bisnauthsing, Burrows, Craft, Neil Dexter, Hewerdine, Mrs Kaberry-Brown, Morris, O'Hare, Mrs Percival, and Waterhouse.

The Chairman informed the meeting that both Councillor Burrows and Councillor Neil Dexter were currently back in hospital. Councillor Mrs Dexter said that her husband's recent operation had been successful but he had subsequently become very weak and had been admitted to Leicester General hospital for investigation.

It was agreed that letters be sent on behalf of the Council to both members conveying best wishes for a speedy recovery.

### **5. DECLARATIONS OF INTEREST**

There were no declarations of interest made.

## 6. MINUTES

The minutes of the meetings held on 24<sup>th</sup> February and 28<sup>th</sup> February 2005 were confirmed as correct records subject to Councillor Mrs Jalili's attendance at the meeting on 28<sup>th</sup> February being recorded.

## 7. COMMUNICATIONS

The Chairman reminded members who had not yet done so to return the forms indicating their preferred dates for training to the Training & Development Manager.

## 8. APPOINTMENT OF LEADER

**DECISION: That Councillor Mrs Linda Neal be elected as Leader of the District Council for the ensuing municipal year.**

It was proposed by Councillor Lovelock and seconded by Councillor Bryant that Councillor Mrs Linda Neal be elected as Leader of the District Council.

A member expressed his view that he felt it was important for a Leader to be dynamic and carry the authority forward. He stated he was not happy with the way in which the council had performed over the last few years, mentioning that he considered that the scrutiny panels had been largely ignored and there should be a shadow cabinet. He outlined the areas in which he considered the Council had failed to perform and expressed the opinion that the authority needed someone who was prepared to take a grasp of the situation and move the Council forward. No other nominations for Leader were forthcoming.

## 9. CABINET MEMBERSHIP AND PORTFOLIO RESPONSIBILITIES

**DECISION:**

- (1) To agree that the Cabinet shall comprise the Leader and six Cabinet seats;**
- (2) To note the following membership of the Cabinet and their respective portfolio responsibilities as set out in the Chief Executive's report CEX281 (previously considered by the Council at its meeting on 24<sup>th</sup> February 2005):**

### **Portfolio responsibility**

### **Cabinet Member**

Economic Development

Councillor John Smith

Community Safety

Councillor Peter Martin-Mayhew  
(Deputy Leader)

Healthy Environment

Councillor Ray Auger

Access and Engagement	Councillor Paul Carpenter
Resources and Assets	Councillor Terl Bryant
Organisational Development	Councillor Mrs Frances Cartwright
Strategic Partnerships	Councillor Mrs Linda Neal

## 10. RE-ALLOCATION OF SEATS ON COUNCIL COMMITTEES AND PANELS

### DECISION:

(1) To approve the following overall allocation of seats on decision making committees to ensure political balance:

Administration	31
Labour	10
Independent	7
New Independent	5
Liberal Democrat	4

(2) To approve the following allocation of seats on panels and committees:

	Dev. Control	Licensing	Const. & A/cs
Administration	9	6	3
Labour	3	2	1
Independent	2	1	1
New Independent	2	2	
Liberal Democrat	1	1	

	Econ. & Cultural	Com.	Com. & Eng'mt	Env.	Cap. & Res
Admin.	5	5	5	5	5
Labour	1	2	2	2	1
Independent	1	0	2	1	1
New Ind.	1	1	0	1	1
Lib Dem	1	1	0	0	1

In his report CEX285 the Chief Executive reported that he had received notification from Councillor Hewerdine that he had left the Independent Group and joined the New independent Group. Councillor Mrs Woods and notified him

that she had joined the Independent Group. On 28<sup>th</sup> February 2005, Councillor Paul Genever had resigned from the Council. The Chief Executive summarised the implications of these group changes upon the composition of the Council.

**11. ISSUES ARISING FOR SOUTH KESTEVEN DISTRICT COUNCIL OUT OF A REVIEW OF THE CORPORATE GOVERNANCE REPORT ON LINCOLNSHIRE COUNTY COUNCIL**

**DECISION:** That the contents of the Corporate Governance report on Lincolnshire County Council and the issues this raises for South Kesteven DC be referred to the relevant Development and Scrutiny Panel for detailed discussion and then to the Cabinet for conclusion and recommendation.

Members had before them the Chief Executive's report number CEX288 which summarised key aspects arising from the Audit Commission's report on the County Council from which he suggested a number of important lessons could be learnt by this authority. He acknowledged that the report did not make comfortable reading and challenged several long held assumptions and beliefs.

It was proposed and seconded that the report be referred to the relevant DSP and the Cabinet before the Council reaches any firm conclusions and recommendations for action. A member expressed concern that he did not see why this document should not be discussed at this meeting. He suggested it raised issues of fundamental importance, not just about Council policy but about democracy. The Council had two options; either to learn lessons in good spirit and good time or not to do that which would lead the community in painful struggle. He moved that the report be discussed at this meeting but the motion failed to find a seconder. After a member had commented on the training issues referred to in the report, a vote was taken on the motion to refer the matter to the DSP and Cabinet.

**12. APPOINTMENTS TO THE NEW DEVELOPMENT AND SCRUTINY PANELS AND OTHER COMMITTEES OF THE COUNCIL**

**DECISION:**

- (1) To approve the revision of the remits and names of the five Development and Scrutiny Panels to accord with the Cabinet portfolios and the Council's ambitions;**
- (2) To approve the following appointments to the re-named panels and other committees of the Council and the Chairmanships and Vice-Chairmanships as indicated below:**



### **Development Control Committee**

Councillor Chivers  
Councillor Neil Dexter  
Councillor Fines (Vice-Chairman)  
Councillor Helyar  
Councillor Howard  
Councillor Mrs Jalili  
Councillor Kerr  
Councillor Parkin (Chairman)  
Councillor Pease  
Councillor Mrs Percival  
Councillor Norman Radley  
Councillor Sandall  
Councillor Turner  
Councillor Stokes  
Councillor Waterhouse  
Councillor Avril Williams  
Councillor Mike Williams

### **Licensing Committee**

Councillor Mrs Bosworth  
Councillor Mrs Gaffigan  
Councillor Howard  
Councillor O'Hare  
Councillor Parkin  
Councillor Mrs Percival  
Councillor Norman Radley  
Councillor Turner (Vice-Chairman)  
Councillor Graham Wheat  
Councillor Mary Wheat (Chairman)  
Councillor Mike Williams

### **Constitution & Accounts Committee**

Councillor Lovelock (Vice-Chairman)  
Councillor Martin-Mayhew  
Councillor Mrs Neal (Chairman)  
Councillor Mike Williams  
Councillor Wilks

### **Standards Committee**

Councillor Lovelock  
Councillor Wilks  
Councillor Mike Williams

#### **Economic Development & Scrutiny Panel**

Councillor Joynson  
Councillor Mrs Kaberry-Brown  
Councillor Nicholson (Chairman)  
Councillor Pease  
Councillor Selby  
Councillor Mrs Smith  
Councillor Stokes  
Councillor Thompson (Vice-Chairman)  
Councillor Mrs Woods

#### **Community Development & Scrutiny Panel**

Councillor Bisnauthsing  
Councillor Mrs Bosworth (Chairman)  
Councillor Hewerdine  
Councillor Mrs Gaffigan (Vice-Chairman)  
Councillor Gibbins  
Councillor Sandall  
Councillor Mrs Smith  
Councillor Gerald Taylor  
Councillor Mrs Mary Wheat

#### **Engagement Development & Scrutiny Panel**

Councillor Burrows  
Councillor Craft  
Councillor Conboy  
Councillor John Hurst  
Councillor Kerr  
Councillor Nadarajah (Vice-Chairman)  
Councillor Norman Radley  
Councillor Mike Taylor (Chairman)  
Councillor Mike Williams

#### **Healthy Environment Development & Scrutiny Panel**

Councillor Miss Channell  
Councillor Craft (Vice-Chairman)  
Councillor Fisher  
Councillor Helyar  
Councillor Fereshteh Hurst  
Councillor Pease  
Councillor Mrs Marjory Radley  
Councillor Waterhouse (Chairman)  
Councillor Avril Williams

## **Resources Development & Scrutiny Panel**

**Councillor Conboy**  
**Councillor Mrs Dorrien Dexter**  
**Councillor Fines**  
**Councillor Kirkman (Vice-Chairman)**  
**Councillor Lovelock (Chairman)**  
**Councillor Morris**  
**Councillor O'Hare**  
**Councillor Gerald Taylor**  
**Councillor Wilks**

In his report number CEX286 the Chief Executive reminded members that at the last meeting of the Council an agreement was made in principle to revise the remits and names of the DSPs so that they accorded with both the proposed Cabinet portfolios and the authority's stated ambitions. Taking into account the seat changes agreed in minute 10, the Council was asked to confirm the new names and remits of the DSPs and appoint members to these panels and other committees of the Council and to elect Chairmen and Vice-Chairmen.

A list of the current memberships was circulated at the meeting to which the Leader and the Labour Group put forward amendments. Subject to these amendments, the Leader then moved the memberships en bloc. Upon being put to the vote, the memberships were carried.

The Leader then proposed names for the Chairmanships and Vice-Chairmanships (written details of which were circulated at the meeting by the Leader) of the panels and other committees of the Council which received a seconder.

An opposition member expressed strong concern that the proposed Chairmanships and Vice-Chairmanships had been awarded disproportionately to the Administration and the New Independent Group. He suggested that this did not respect the notion of modern, inclusive democracy or draw on the talents of the Council as a whole. Amendments to the nominations were indicated for which a recorded vote was sought. The call for a recorded vote was supported in accordance with Council procedure rule 16.4

An amendment was proposed and seconded that Councillor Vic Kerr replace Councillor Fines as Vice-Chairman of the Development Control Committee.

The names of members voting either for or against the amendment are recorded below:-

## FOR

Councillor Dorrien Dexter  
Councillor Mrs Gaffigan  
Councillor Gibbins  
Councillor Fereshteh Hurst  
Councillor John Hurst  
Councillor Howard  
Councillor Mrs Jalili  
Councillor Joynson  
Councillor Kerr  
Councillor Wilks  
Councillor Avril Williams  
Councillor Mike Williams  
Councillor Wood  
Councillor Mrs Woods

## AGAINST

Councillor Auger  
Councillor Mrs Bosworth  
Councillor Bryant  
Councillor Carpenter  
Councillor Mrs Cartwright  
Councillor Chivers  
Councillor Conboy  
Councillor Fines  
Councillor Fisher  
Councillor Helyar  
Councillor Kirkman  
Councillor Lovelock  
Councillor Martin-Mayhew  
Councillor Nadarajah  
Councillor Mrs Neal  
Councillor Nicholson  
Councillor Parkin  
Councillor Pease  
Councillor Mrs Radley  
Councillor Norman Radley  
Councillor Sandall  
Councillor John Smith  
Councillor Mrs Smith  
Councillor Stokes  
Councillor Gerald Taylor  
Councillor Mike Taylor  
Councillor Thompson  
Councillor Turner  
Councillor Graham Wheat  
Councillor Mrs Mary Wheat

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The amendment was lost. A further vote was taken on the original motion which was carried.

### 13. TIMETABLE OF COUNCIL AND COMMITTEE MEETINGS

**DECISION:** In accordance with Council procedure rule 1.1 (x) that the meetings of the Council and Committees for 2005/06 be held in accordance with the draft programme as submitted.

The Chief Executive submitted a draft timetable for future meetings during the forthcoming municipal year, copies of which had previously been circulated to members.

## **14. REPRESENTATION ON OUTSIDE BODIES**

### **DECISION:**

**(1) To confirm the following annual appointments:**

<b>East Midlands Regional Local Government Association (EMRLGA)</b>	<b>-</b>	<b>The Leader (Councillor Mrs Linda Neal)</b>
<b>East Midlands Regional Assembly</b>	<b>-</b>	<b>The Leader (Councillor Mrs Linda Neal)</b>
<b>Local Government Association: General Assembly</b>	<b>-</b>	<b>The Leader or Deputy Lead in his/her absence</b>
<b>Local Government Association: Rural Commission</b>	<b>-</b>	<b>Councillor Peter Martin- Mayhew (as Portfolio holder)* Councillor Bryan Helyar</b>

**\*Councillor Martin-Mayhew to hold the voting rights.**

<b>Expressions of interest for: EMRLGA Employment Forum Steering Group</b>	<b>-</b>	<b>Councillor John Smith</b>
<b>EMRLGA Executive Committee</b>	<b>-</b>	<b>The Leader (Councillor Mrs Neal)</b>

**(2) That Councillor Mrs Marjory Radley be appointed to represent this authority on the Lincolnshire County Council Health Scrutiny Committee;**

**(3) That the following members be appointed to the South Kesteven Race Equality Forum:**

**Councillor Gibbins  
Councillor Helyar  
Councillor Kirkman  
Councillor Nadarajah**

On behalf of the Administration, the Leader put forward nominations for the annual appointments to the East Midlands Regional Local Government Association and Local Government Association positions. An amendment was proposed and seconded that Councillor John Hurst remain as one of the two representatives on the Local Government Association Rural Commission.

A call for a recorded vote on the amendment was supported in accordance with Council procedure rule 16.4.

The names of members voting either for, against or abstaining from the amendment are recorded below:-

**FOR**

Councillor Mrs Gaffigan  
Councillor Gibbins  
Councillor Fereshteh Hurst  
Councillor John Hurst  
Councillor Howard  
Councillor Mrs Jalili  
Councillor Joynson  
Councillor Kerr  
Councillor Wilks  
Councillor Avril Williams  
Councillor Mike Williams  
Councillor Wood  
Councillor Mrs Woods

**AGAINST**

Councillor Auger  
Councillor Mrs Bosworth  
Councillor Bryant  
Councillor Carpenter  
Councillor Mrs Cartwright  
Councillor Chivers  
Councillor Conboy  
Councillor Fines  
Councillor Fisher  
Councillor Helyar  
Councillor Kirkman  
Councillor Lovelock  
Councillor Martin-Mayhew  
Councillor Nadarajah  
Councillor Mrs Neal  
Councillor Nicholson  
Councillor Parkin  
Councillor Pease  
Councillor Mrs Radley  
Councillor Norman Radley  
Councillor Sandall  
Councillor John Smith  
Councillor Mrs Smith  
Councillor Stokes  
Councillor Gerald Taylor  
Councillor Mike Taylor  
Councillor Thompson  
Councillor Turner  
Councillor Graham Wheat  
Councillor Mrs Mary Wheat

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**1 ABSTENTION – Councillor Miss Channell**

The amendment was lost. A further vote was taken on the original motion which was carried.

The Chairman then called for nominations to the Lincolnshire County Council Health Scrutiny Committee. Councillor Mrs Marjory Radley was proposed and

seconded. As an amendment, Councillor Howard was proposed and seconded. Members were asked to vote for one candidate. Councillor Mrs Radley received the higher number of votes (30).

Nominations were sought for four positions on the newly constituted South Kesteven Race Equality Forum. A report number HR&OD77 by the corporate Manager Human Resources & Organisational Development had been circulated with the agenda setting out the background to the formation of this group which represented part of the consultation arrangements within the Council's recently adopted Generic Equality Scheme. Six nominations were submitted. The Chairman advised members that each Councillor was permitted up to four votes; the candidates receiving the four highest number of votes would be appointed. The candidates and the number of votes each received are recorded below:

Councillor Gibbins	-	25 votes
Councillor Helyar	-	30 votes
Councillor Mrs Jalili	-	18 votes
Councillor Kirkman	-	29 votes
Councillor Nadarajah	-	31 votes
Councillor Mrs Woods	-	13 votes

## **15. NOTICES OF MOTION**

The Chief Executive advised that Councillor O'Hare, who had proposed two notices of motion, was absent from the meeting. As there was no specific provision in the Constitution regarding whether a motion could be put in the absence of the mover, the motions would be held over until the next Council meeting on 26<sup>th</sup> May 2005. The Chairman informed members that the Chief Executive had advised Councillor O'Hare to amend the wording of his first motion in order to comply with Council procedure rules.

## **16. REVIEW OF COUNCIL PRIORITIES**

### **DECISION:**

- (1) To adopt the targets set within the Chief Executive's report number CEX283 for both Affordable Housing and Recycling;**
- (2) That the classification for Affordable Housing be reconsidered at a future date.**

On behalf of the Cabinet, the Leader presented report number CAB1 which explained that following the Cabinet's careful consideration of the Chief Executive's report number CEX283, the outcome of the residents' survey, and comments from all the DSPs, it had come to the conclusion to concur with the revised targets for Affordable Housing and Recycling. The Cabinet also recommended that Affordable Housing remain a Category B priority but that this

status be subject to future review. The Cabinet's recommendations were seconded.

An amendment was proposed and seconded that Affordable Housing be moved to a Category A priority as the outcome of the recent Housing Inspection had indicated that the Council's progress to date represented a step change. In support of the amendment, a member stated that, at the very least, moving this issue to a Category A priority was symbolically important for those in the community living without homes. The Chief Executive was asked what was the definition of Affordable Housing.

The Chief Executive responded by stating there was no statutory definition of the term; it was up to local housing authorities to determine their definition and then implement it through its housing policy. South Kesteven's definition lent towards properties managed by social landlords. Asked for clarification on what the Inspectors' regarded as a step change, the Chief Executive emphasised that the Audit Commission's report into the Council's Housing Service was not yet in the public domain. He could therefore only refer to what they said in their de-briefing; the comments made in relation to step change were only in relation to targets already written, not those proposed.

The Leader commented that the Cabinet had made its decision having considered the representations of the DSPs and the information before it. Whether Affordable Housing was a category A or B priority would not prevent the Council providing every unit of affordable housing it possibly could. She stressed that, ahead of the publication of the Audit Commission's report, it would be inappropriate to re-classify this issue.

A vote was taken on the amendment which was lost. A further vote on the original motion was carried.

## **17. SOUTH KESTEVEN DISTRICT COUNCIL ANTI-SOCIAL BEHAVIOUR AND ENFORCEMENT POLICY**

**DECISION:** To adopt the South Kesteven District Council Anti-Social Behaviour and Enforcement Policy and to note that new policy initiatives will be referred to the Cabinet.

The Director of Community Services introduced this policy document which the Cabinet had endorsed at its meeting held on 4<sup>th</sup> April 2005. It represented the Council's duty under Section 17 of the Crime & Disorder Act to have a corporate response to crime and disorder issues. The document had also been fully supported by the Crime and Disorder Reduction Partnership at its meeting held on 6<sup>th</sup> April 2005.

A member stated that an important question on this issue was "Who Cares?". He referred to a play that was being put on in the Guildhall Arts Centre the next day by young people on the subject of anti-social behaviour. He urged all



members to go and see the play. These comments were endorsed by another member who expressed the opinion that all members should go out into the community to understand what was going on; this was the only way in which informed decisions could be made. The Director was asked if a flow chart could be produced to assist members in responding to questions on this issue. He was also asked how the policy would enable the Council to make a step change in this category A priority.

The Director replied that a flowchart would be part of the detailed action plan which followed this document. There were two aspects to achieving the step change. Firstly, activities to engage young people such as referred to earlier involving arts and leisure, and secondly, the tougher enforcement element such as the application of anti-social behaviour orders. The adoption of the policy was so moved and seconded and carried following a vote.

## **17. AMENDMENTS TO THE CONSTITUTION: DELEGATIONS TO OFFICERS**

### **DECISION:**

- (1) The head of Waste and Contract Services be included as an authorised officer for the purposes of the enforcement of litter, waste and dog fouling in respect of the following statutes:**

**The Environmental Protection Act 1990  
The Refuse Disposal (Amenity) Act 1978  
Dogs (Fouling of Land) Act 1996**

- (2) The Head of Waste and Contract Services be authorised to designate in writing any other officers that are to be authorised by the Council to enter premises for these various statutory purposes and also to act in respect of the enforcement of the various statutory provisions relating to waste, dog fouling and fly tipping within these statutes.**

Members had before them report number DLS35 by the Corporate Manager, Democratic & Legal seeking amendments to the delegations to officers listed in the Constitution in order to reflect operational changes concerning the enforcement of dog fouling, fly tipping and litter legislation. The amendments were so moved and carried following a vote.

## **18. AMENDMENTS TO THE CONSTITUTION: RECOMMENDATIONS OF THE CONSTITUTION AND ACCOUNTS COMMITTEE**

### **DECISION: To agree the following amendments to the Constitution:**

- (1) That a written response where information is available be given to questions without discussion prior to the Council meeting. Supplementary questions to be allowed. Any questions that cannot be**

- answered at the meeting to be forwarded to the relevant DSP for discussion and a full answer supplied for the next Council meeting;
- (2) The main debate be removed from the Constitution;
- (3) Rule 16 (c) of the Overview and Scrutiny Procedure Rules be amended to read:

**“During that period, the proper officer shall call-in a decision for scrutiny by the panel if so requested by the Chairman or any five members of the Council from any political group(s). No one member shall request more than three call-ins in any one municipal year. The proper officer shall notify the decision-taker of the call-in. he/she shall call a meeting of the panel on such a date as he/she may determine, where possible after consultation with the Chairman of the panel, and in any case as soon as possible after the meeting.”**

The Leader presented the recommendations of the Constitution & Accounts Committee as contained within the Corporate Manager, Democratic & Legal Services' report number DLS34. These recommendations were made in order to help reduce the length of Council meetings.

The three amendments were voted upon separately. The vote on the proposal to provide written responses to questions without discussion where information is available resulted in an equality of votes. The Chairman used his casting vote in favour of the motion.

#### **19. HIGH HEDGES LEGISLATION: ANTI-SOCIAL BEHAVIOUR ACT 2003 - OPERATIONAL ISSUES**

##### **DECISION:**

- (1) The following functions be added to the Development Control Committees' remit:-

**“Functions relating to high hedges pursuant to Part 8 of the Anti-Social Behaviour Act 2003.”**

- (2) The following powers be delegated to the Development Control Services Manager:-

(i) to deal with all complaints in relation to high hedges made pursuant to Part 8 of the Anti-Social Behaviour Act 2003 and any regulations issued thereunder;

(ii) to authorise persons to exercise the power of entry pursuant to Section 74 and 77 of the Anti-Social Behaviour Act 2003.

- (3) That a member panel of not less than three members be created to determine complaints requiring a hearing pursuant to Part 8 of the Anti-

**Social Behaviour Act 2003. The member panel to be drawn from members of the Development Control Committee.**

**(4) That the Council recommends to the Cabinet that it determines the maximum fee for dealing with High Hedge complaints under Section 68 of the Anti-Social Behaviour Act 2003.**

In his report number DLS24, the Corporate Manager, Democratic & Legal Services set out the new statutory duty imposed upon the District Council in relation to complaints about high hedges and the requirement to put in place the necessary procedures, fees, delegations and authorisations in order to implement the requirements when brought into force. The Office of the Deputy Prime Minister had indicated that this was likely to be within the next few months. The Corporate Manager stated that the Development Control Committee was generally supportive of the regime and the proposed delegation of powers to that committee would sit with the committee's quasi-judicial role.

Discussion began by a member expressing concern that the Government had passed this responsibility to local authorities without any financial support. Whilst he welcomed legislation to empower the Council to act where trees and hedges were blighting the life of people living nearby, he urged caution in the wording of the recommendations before the meeting. He questioned the need for qualifications to decide if trees are a problem and proposed that the requirement for a member panel to be drawn from the Development Control Committee either be deleted or amended to refer to people who have had planning training.

The member went on to refer to the recommendation that the maximum fees to apply be in line with planning application fees. He regarded this as a punitive charge and proposed that a charge of £50 be made which could be returned to the complainant if the complaint was judged to be justified.

An amendment was then moved and seconded to accept the recommendations as presented.

A number of members spoke on this issue, commenting on the need for the panel to be politically balanced, the delegation to the Development Control Committee, and the appropriate level of fee.

The Corporate Manager responded to these points. He stated that the panel would not be politically balanced and stressed the fact that it would be carrying out a quasi-judicial function. Members would be stepping into the realm of neighbour disputes and would therefore have to approach these matters with a quasi-judicial mindset. Appropriate training would be a necessary pre-requisite. For these reasons he urged the Council to think very carefully about the proposal that this matter is dealt other than by the Development Control Committee. Furthermore, he warned that there would be no short cut in these procedures; it was likely to be considerably expensive in terms of member and officer time.

On the basis of the advice given, with the consent of his seconder, the proposer of the original motion agreed to withdraw his amendment to delete the reference to a member panel from the Development Control Committee.

A vote was taken on the amendment to agree the recommendations as printed which was lost. A vote was then taken on the original motion (as subsequently amended) and carried.

## **20. QUESTIONS WITHOUT DISCUSSION**

Three questions had been submitted prior to the meeting.

Verbatim details of the questions, together with supplementary questions and the responses are set out in the appendix to the minutes.

## **21. CLOSE OF MEETING**

The meeting closed at 5.20 p.m.





## **APPENDIX TO COUNCIL MINUTES: 28<sup>TH</sup> APRIL 2005**

### **MINUTE 21: QUESTIONS WITHOUT DISCUSSION**

#### **QUESTION 1 (Councillor Vic Kerr)**

Could you please advise me what steps have been taken so that the recycling containers are emptied promptly to stop another fiasco as did happen at Claypole Village Hall Car Park two weeks ago, when UK Recycling was told the container was overflowing every day, for a week. The weekend was very windy and plastic bottles and paper were blown all over the car park and into neighbours gardens, which was collected by the Clerk to Parish Council and employees of the UK Recycling the next day.

#### **Response: Councillor Ray Auger**

There was a meeting between Dawn Temple, the Sustainable Waste Management Policy Officer and Chris Mountain, Managing Director of Mid UK Recycling Limited. Discussions took place about the various problems we were having with the Recycling Bank scheme including the Claypole village hall site. We have had to rework the collection frequencies for many banks especially from those where no facilities previously were existing and we underestimated their success as they are collecting 20% more than the previous style banks. Any report from Mid UK that a bank has become full must be actioned by them within 36 hours. This is a contractual clause which we feel is essential to overcome such problems in the future. My apologies to Councillor Kerr and the villagers of Claypole but we have ensured that Chris Mountain and his staff know that the banks must be emptied quickly upon the request of the Council, and that any spillages and overload must be cleared.

#### **QUESTION 2 (Councillor Mike Williams)**

Does the portfolio holder agree that this Council should be giving far more support, both financially and with more member support, to our excellent officers and Guildhall staff who involve themselves in targeting young people by using performing arts to steer them away from involvement in anti-social behaviour?

#### **Response: Councillor Mrs Cartwright**

I'd just like to say thank you for the question but technically speaking I am not the portfolio holder for culture any more. I would just say that I would encourage all members to support the excellent shows that you will find at the Guildhall. The staff work very hard to provide a variety of interesting programmes and I would urge every member to support them.

#### **Supplementary Question: Councillor Mike Williams**

I have made comments earlier about anti-social behaviour but I would ask the Portfolio Holder, whoever it may be, to look at the staggering success rate of the Rock Challenge

which uses performing arts to steer young people away from anti-social behaviour. It is well worth looking at. I hope that as a Council we can perhaps put more resources into performing arts and give our staff who are employed in performing arts the support they need. I would also ask as many members as possible to be in the Guildhall ballroom tomorrow afternoon at 2.30 pm to start the process.

**Response: Councillor Mrs Cartwright**

I would just say I did have tickets for the Blues Brothers for Thursday night but got delayed in Peterborough by anti-social behaviour – a bomb scare – so I didn't make it. I was very cross.

**QUESTION 3 (Councillor Mike Williams)**

Does the portfolio holder agree with me that it is totally unacceptable to expect elderly people and people with special needs to have to wait for over a year for home conversions, especially when the need involves something as basic as personal care and hygiene?

**Response: Councillor Peter Martin-Mayhew**

Unfortunately, if it was a perfect world, we would be able to do just what you say. It is totally unacceptable to expect lots of elderly people with special needs to have to wait. If we had £500,000 or £600,000 we could actually clear the backlog. Because the number of debilitating illness have expanded so quickly we have not been able to cope with this. This has meant that we have to means test the tenants. We are trying to get to more people in the situation that Councillor Mike Williams is talking about, simply because we cannot get to them because we have so many that want to so much – and we just cannot do that. We are trying to work with Social Services to bring this down if we can and to actually categorise them. Of course the question is really about categorisation of the people in most need who really want that work doing first. I think that covers what Councillor Mike Williams is saying.



## REPORT TO COUNCIL

REPORT OF: CORPORATE DIRECTOR OF REGULATORY SERVICES

REPORT NO: DRS16

DATE: 26<sup>TH</sup> MAY 2005

<b>TITLE:</b>	<b>HOUSING STOCK OPTIONS APPRAISAL</b>
<b>FORWARD PLAN ITEM:</b>	YES
<b>DATE WHEN FIRST APPEARED IN FORWARD PLAN:</b>	16 <sup>TH</sup> NOVEMBER 2004
<b>KEY DECISION OR POLICY FRAMEWORK PROPOSAL:</b>	POLICY FRAMEWORK PROPOSAL

<b>COUNCIL AIMS/PORTFOLIO HOLDER NAME AND DESIGNATION:</b>	COUNCILLOR PETER MARTIN-MAYHEW
<b>CORPORATE PRIORITY:</b>	PRIORITY B – HOUSING MANAGEMENT
<b>CRIME AND DISORDER IMPLICATIONS:</b>	NO CRIME AND DISORDER IMPLICATION
<b>FREEDOM OF INFORMATION ACT IMPLICATIONS:</b>	The report is available at the Council's website <a href="http://www.southkesteven.gov.uk">www.southkesteven.gov.uk</a> under the Council's meetings.
<b>BACKGROUND PAPERS:</b>	Report to Cabinet – 8 <sup>th</sup> May 2005 Report to Council – 28 <sup>th</sup> October 2004 Minutes and Papers of Stock Option Appraisal Commission and supporting documents. Reports and Minutes of the Development and Scrutiny Panels for Community and Capacity and Resources

### 1. RECOMMENDATIONS

- 1.1 It is recommended that the Council receive a recommendation from Cabinet in respect of the preferred option identified by the Stock Option Appraisal

Commission, who undertook an evaluation of the options on behalf of the Cabinet.

## **2. DETAILS OF REPORT**

2.2 At the Cabinet meeting on 8<sup>th</sup> May 2005 the Cabinet endorsed the findings of the Stock Option Appraisal Commission and their recommendation to identify large scale voluntary transfer as a preferred option for following reasons:-

- (1) To provide the opportunity to secure investment for tenant priorities
- (2) To also provide an opportunity to invest in improving housing services
- (3) To provide opportunities for enhanced tenant involvement
- (4) To provide the opportunity for investment and affordable housing
- (5) To provide the ability for the Council to focus on its strategic housing function

2.3 The Stock Option Appraisal Commission has undertaken a programme of work which was approved by Council on 28<sup>th</sup> October 2004. The work was carried out in accordance with the terms of reference approved by the Commission at its inaugural meeting on 16<sup>th</sup> September 2004 and has also undertaken the appraisal process by reference of the criteria for considering stock options which was subject to a consultation process with Cabinet, the Community Development and Scrutiny Panel, Staff and approved by the Commission.

2.4 In addition, detailed work and reports have been provided by the Council's lead consultants, Beha Williams Norman Ltd; Stock Condition Validation work undertaken by Rand Associates Ltd; and the Independent Tenant Advisor, LIBRA.

2.5 The papers and documents relating to this work programme are available on the Council's website.

2.6 The overall Stock Option Appraisal process is required to be signed off by Government Office (East Midlands) and therefore the Council needs to make a resolution in respect of its preferred option for the future ownership and management of its housing stock and submit that resolution with supporting evidence and documentation for sign off prior to the end of July.

2.7 Finally, the Council is asked to record a vote of thanks to members of the Stock Option Appraisal Commission (SOAC) and in particular the tenant representatives for the work they have undertaken in this process.

## **3. CONTACT OFFICER**

Sally Marshall, Corporate Director of Regulatory Services

Telephone: 01476 406511

Email: [s.marshall@southkesteven.gov.uk](mailto:s.marshall@southkesteven.gov.uk)

## **CABINET MEETING: 9<sup>TH</sup> MAY 2005 – MINUTE CO6**

### **SUPPORTING PEOPLE: FIVE YEAR STRATEGY**

**DECISION:** That the Cabinet recommends the Council formally endorses the Supporting People Five Year Strategy.

Considerations/Reasons for Decision::

- (1) Report number DCS21 by the Director of Community Services which referred to the Supporting People partnership between service users, service providers and service commissioners. In accordance with the Memorandum of Understanding previously agreed by the Cabinet, one of the functions of the Commissioning Body is to prepare and agree a strategy for Supporting People;
- (2) All Supporting People schemes within the country must submit strategies to the ODPM as this is a condition of the Supporting People Grant;
- (3) Noting that the five year strategy will have an impact on the Provider Service provided by South Kesteven. The Council will need to ensure a robust service can be delivered within the resources available by working closely with those developing the Strategic Vision for Supporting People. The Council is currently reviewing its Housing Strategy and will need to ensure that there are good linkages with the Lincolnshire Supporting People Strategy 2005-2010 to facilitate a joined up service partnership approach, particularly as funding for those support services will be dependent on the financial strategies of the Commissioning Body.

## **CABINET MEETING: 9<sup>TH</sup> MAY 2005 – MINUTE CO9**

### **DRAFT BEST VALUE PERFORMANCE PLAN AND BEST VALUE REVIEW PROGRAMME 2005/06**

#### **DECISION:**

- (1) To approve the Council's three year performance targets against the national BVPIs (as approved by the Cabinet on 7<sup>th</sup> March 2005);**
- (2) To recommend to Council the approval of the draft Best Value Performance Plan for 2005/06; and**
- (3) To delegate authority to the Chief Executive, in consultation with the Organisational Development Portfolio Holder, to make any minor changes to the draft Plan that may be necessary following its approval by the Council on 26<sup>th</sup> May 2005 and before its publication at the end of June 2005.**

#### Considerations/Reasons for Decision:

- (1) Report number DOS280 by the Director of Operational Services referring to the obligation upon the Council under best value legislation (Section 6 of the Local Government Act 1999) to produce and approve a best value performance plan (BVPP) by 30<sup>th</sup> June each year;
- (2) Some of the 2004/05 out-turn performance data is subject to final verification and therefore the delegated authority to the Chief Executive and the appropriate portfolio holder is to allow minor amendments post Council approval of the plan;
- (3) The content of the draft plan satisfies the statutory requirements under the Government's best value legislation. The BVPP will be subject to a compliance audit carried out by the District Audit Service later in the year.



**Performance & The Path to Pride**

**Best Value Performance Plan 2005/06**

# **Best Value Performance Plan 2005/06**

## **Introduction – What this document is**

All Councils have to produce an annual performance plan. It is seen as a key element of best value. The main audience for the plan is the authority itself. Central Government also has an interest as it allows them to monitor individual local authorities. It is also a public document and will be made available to those that request it.

Here at South Kesteven both Members & Officers are responsible for delivering quality local services. All of us need to be aware therefore of:

- SKDC's improvement priorities
- How we will be addressing any weaknesses
- Any opportunities that will be exploited to provide better outcomes for local people
- Our targets for future performance both on our own priorities, our local indicators and the Government's Best Value Performance Indicators (BVPIs)

This plan attempts to provide the above information.

## **How we do our business**

We provide a large range of services to our taxpayers, residents, businesses & visitors alike.

Quality, value for money services can only be provided when the Council's Corporate Planning arrangements are strong and clear. Over the past 18 months much work has been undertaken to improve and strengthen our corporate planning arrangements.

## **Corporate Planning Structure**

Over the last year the Council has developed the following Corporate Planning Structure. It is based on a vision built around the concept of **PRIDE**.

## **Our Vision is**

**‘To ensure that the residents of South Kesteven are proud of their district and their Council’**

Following a Corporate Performance Assessment (CPA) refresh exercise carried out by representatives from the Society of Local Authority Chief Executives (Solace) this vision has been more clearly articulated to become a clear destination for the District to be reached by 2020. This has been achieved by breaking down our vision into the following work streams:

- a) **Performance and Priorities**
- b) **Respect and recognition for diversity**
- c) **Informing and Involving**
- d) **Developing Communities**
- e) **Empowering and enabling**

Booklets were produced, describing the key components for each of these “steps” on the path to pride. During the winter of 2004/05 each of our Local Area Assemblies were consulted in detail on these booklets. As a result of their considerations, amendments have been made to the booklets and updated versions are now available both on the Council’s intranet and corporate website.

The latest (2005) CPA guidance supports the Council’s approach in seeking to have a well-articulated vision for the community supported by priorities aligned to clear performance measures and resources by being explicit about non-priority services. The guidance indicates that the best authorities will combine this with the adoption of “ambitions” which will link the Council priorities to the vision. In selecting these ambitions, it was suggested that authorities may wish to have regard to the shared priorities that have been agreed at national level between representatives from Local Government and the Office of the Deputy Prime Minister (ODPM). These are:

**Sustainable Communities and Transport**  
**Safe and Strong Communities**  
**Healthier Communities**  
**Older People**  
**Children and Young Persons**

It is clear from the guidance that Council will be assessed under CPA in 2006 on the extent to which it has delivered tangible outcomes in each of these areas.

The shared priorities have been designed to reflect the activities of Unitary Councils. In two-tier areas like South Kesteven, it is necessary to differentiate the responsibilities of the District and the County Councils. In addition it needs to be remembered that although the Council should consider these shared priorities, primary reliance should be placed upon determining ambitions, which reflect the desires and expectations of the residents of the District. These views were clearly captured in the wide spread consultation process that was undertaken by the Council last year regarding our priorities.

### **Ambitions**

In view of this the Council has adopted the following four ambitions, which will link the vision with the priorities:

1. **Economic Development**
2. **Community Safety**
3. **Healthy Environment**
4. **Community Engagement**

The following tables show each layer of our Corporate Planning Framework and explain its purpose. By this approach we can ensure that individual staff development plans are driven by the Council's vision and ambitions.

### **South Kesteven Corporate Planning Framework**

	<b>What's it for?</b>	<b>Component</b>	<b>What does it say?</b>
1	To describe the purpose of the Council	Vision	It is based on the concept of pride, articulated by five steps (P,R,I,D,E)
2	To identify the key themes needed to achieve the vision	Ambition	4 themes reflecting national, local and Council priorities
3	The service priorities and performance targets	Priorities	Identifies both step-change (A) and incremental (B) priorities
4	To explain what the Council will stop doing in order to invest in priorities	Non-Priorities	Non-priorities (Z) identified and targets set for financial savings



5	Identifies the changes needed within the organisation to secure improvement	Change Management Action Plan	Sets-out requirements by themes with target dates
6	Corporate advice and direction for service managers	Corporate Strategies	Covers matters such as Human Resources, Risk, Finance, IT, Management development etc
7	Identifies the key indicators and targets used to measure progress	Best Value Performance Plan	Incorporates targets for each priority and programmes future Best Value reviews
8	Sets the framework and measures for the management of each service	Service Plans	Translates priorities into service targets and considers options for improvement
9	Identifies the key development needs and targets for each employee	Personal Development Plans	Captures the outcome from the Personal Development Reviews for every employee

The linkage between these new ambitions and our current priorities, which were agreed in 2004, is demonstrated in the following table:

Proposed Ambition:	Priorities that it incorporates		Shared national priorities that it reflects
	Category A	Category B	
<b>Economic Development</b>	Town-centre regeneration	Business Development Planning	Sustainable Communities and Transport
<b>Safer communities</b>	Anti-social behaviour	Diversity. Vulnerable Persons Housing Management Affordable Housing	Safer and Stronger Communities
<b>Healthier Environment</b>	Street Sweeping Recycling		Healthier Communities
<b>Engagement</b>	Access	Communications LSP and Community Strategy	Children and Young People Older People

### **Cabinet Portfolios**

In order to provide clear leadership, focus and accountability the portfolios of the Council's Cabinet Members have been revised to accord with these new ambitions. This also enables the appointment of "Champions" for particular issues such as Procurement or E-Government.

Four of the portfolios reflect the new ambitions:

Economic Development  
Community  
Healthy Environment  
Engagement

The remaining three are cross-cutting:

Resources and Assets (Champion for procurement and risk management)  
Organisational Development (Champion for leadership development)  
Strategic Partnerships (Champion for joined-up public services)

### **Development and Scrutiny Panels**

To ensure a continued close alignment between the Council's Development & Scrutiny Panels (DSPs) and our aims & priorities, changes have been made to the names and responsibilities of the DSPs. This makes it easier for the DSPs to exercise both its scrutiny and policy development roles.

<b>Development and Scrutiny Panel</b>	<b>Cabinet Portfolios</b>
Development	Economic Development
Community	Community
Healthy Environment	Healthy Environment
Engagement	Engagement Strategic Partnerships
Resources	Resources and Assets Organisational Development

As well as having its business and functions linked directly to our aims and priorities the Panels will continue to receive and consider performance management data.

### **Tying everything together**

To ensure a co-ordinated approach within our corporate structure the Council has produced and members agreed a change management action plan for 2005.

Under a number of main themes including:

- Developing Managers and Members
- Community Strategy/Local Strategic Partnership
- Performance Management/Project Management
- Value for Money/Efficiency Savings
- Access & Modernisation
- Promoting Vision and Communication
- Strategic Housing Issues

Some 100 actions are identified for completion during 2005. Council members and managers are collectively responsible for completing these tasks.

A Change Management Monitoring Group set up in 2004 and made up of leading SKDC councillors plus 4 business people from outside SKDC continue to oversee our Change Management process thus enhancing accountability.

### **Looking Back**

In the autumn of 2004 the Council agreed its new priorities (shown earlier under Categories A & B on page 4). It also identified the services that would fall into the Y (operational or statutory minimum) and Z (dis-investment) categories.

The Category Y services are:

- |                       |                          |
|-----------------------|--------------------------|
| • Asset Management    | Business Rates           |
| • Financial Services  | Licensing                |
| • Business Management | Markets                  |
| • Arts                | Leisure                  |
| • Housing Repairs     | Legal and Administration |
| • Human Resources     | Parks                    |
| • Emergency Planning  | Environmental Health     |
| • Public Transport    | Building Control         |

Operational minimums have been identified and set for all these services

The Category Z services and the anticipated savings are:

Pest Control	£125,000
Travel Vouchers	£ 63,000
Rate Relief	£ 84,000
Business Grants	£ 50,000
Arts Grants	£ 11,000
Historic Building Grants	£ 20,000
Archaeology Services	£ 13,000
Tourism	£ 78,000
Parish Council Elections	£ 6,000

The savings from these non-priority services, plus a further £200,000 from the total efficiency savings we have identified under the Government's Gershon agenda form the £700,000 earmarked for investment in our priority areas.

The Council will continue to review its local priorities on an annual basis, having regard for both the priorities of Local Strategic Partnership and those at a national level. A new Community Strategy for South Kesteven is planned by the end of 2005.

### **Performance and Performance Indicators**

When agreeing our priorities early in 2004 the Council also set performance targets for each of the priorities. Most of these areas already have relevant performance measures within the Government's suite of best value performance indicators (BVPIs). Our performance against the BVPIs for 2004/05 can be seen on *Appendix 1*. Comparisons are also shown, where available, against top quartile performance of all district councils in 2003/04.

The ✓ ✕ ◆ have been used to show where our overall performance has improved, gone down, or stayed the same. The Council continues to maintain a strong focus on performance management with collection, reporting, monitoring and a monthly process undertaken by the Cabinet and Corporate Management Team. Corrective action is agreed and authorised where performance falls below acceptable standards

The table also contains, as required by best value legislation, targets for the next three years. The Government have set the following top quartile targets for 2005/06. The Council intends to reach these targets, where practically possible, within no more than three years where they are not already doing so.

### **Top Quartile Targets 2005/06**

BVPI 9	Council Tax collected	98.5%
BVPI 10	NDR Collected	99.12%
BVPI 12	Sickness Absence	8.93 days
BVPI 14	Early Retirements	0.14%
BVPI 15	Ill Health Retirements	0.00%

### **Some of our achievements over the past year**

In 2004/05 we improved our performance in many areas, both in relation to of our priorities and against performance indicators. A few examples are:

- Tackling the housing problem by increasing the provision of new affordable homes to 50, compared to just 35 in 03/04 and a mere 4 the year before
- Improving our responsiveness by achieving a dramatic and sustained improvement in the speed with which planning applications are determined
- Reducing the need for landfill sites by achieving our recycling targets and welcoming over 10,000 households to our fortnightly composting scheme
- Leading the economic development of our town centres by delivering on our promise to provide a high quality attended toilet facility in Stamford and securing private sector interest in the redevelopment of Bourne town-centre
- Uniting all tiers of government together in our six Local Area Assemblies attended by over 500 local people
- Improving access to Council services by increasing the provision of services on-line from 10% to 71%
- Operating a crack-down on littering with the naming and shaming of offenders and collecting nearly £1,000 in litter fines
- Through our Crime and Disorder Reduction Partnership working with the Police and seeing lower numbers of both domestic burglaries and vehicle crimes in South Kesteven and securing over 10 Anti-Social Behaviour Orders/ Behaviour Contracts
- Providing care services to a further 1,100 clients and ensuring that the service to our 1,400 sheltered tenants meets the quality framework assessment
- Keeping over 98% of appointments for housing repairs and improving over 275 of our properties to meet the decent homes standard
- Reduced staff sickness levels to below an average of 8.9 days per person thus achieving top quartile performance

## **2005/06 Local Performance Indicators**

Whilst the Government's BVPIs provide a suite of performance indicators/measures to enable it to measure and compare local authority performance across the country on an annual basis, not all these indicators are useful measures to help South Kesteven monitor its progress against its own recently agreed priorities. The Council has therefore identified and agreed a mix of local and national performance for use within its performance management framework for 2005/06. These are shown in *Appendix 2* and in keeping with national BVPIs three year targets are also provided for all the local indicators.

## **Areas for Improvement**

### **Inspections**

Whilst our performance is improving in many areas the Council recognises that certain services are not meeting service targets or improving against national BVPIs. Whilst the Council did not carry out any best value reviews in 2004/05 an inspection was undertaken by the Housing Best Value Inspectorate on the Council's Strategic and Private Sector Housing Service. The review was carried out in February 2005 and the final report from the inspectors was published in May 2005. Certain actions have already been taken in advance of the report such as the commissioning of a private sector stock condition survey. The Inspectors have advised that a re-inspection of the Strategic Housing Service will take place in 2006.

The Council has recently embarked on a major consultation and evaluation exercise with its council house tenants and other stakeholders called a 'Stock Option Appraisal'. The results from this, which ultimately need Government Office 'sign off', will be published in the early summer of 2005.

### **Best Value Reviews**

In 2005/06 the Council will be carrying out a best value review of its Revenue Services. It recognises that whilst certain areas are improving, e.g. speed of processing benefit applications and fraud investigations, other areas such as the collection rate for NDR and the accuracy levels for benefits have declined. Hence a best value review will, amongst other things, examine the reasons for this.

### Shared Services and Formal Market Testing (FMT)

In seeking to achieve continuous improvement and efficiency savings in line with both best value legislation and our procurement strategy the Council is undertaking two specific initiatives.

One is in partnership with our neighbouring authority at South Holland and is exploring the potential for shared services in Legal, Revenues & Benefits and Building Control.

The other relates to formal market testing wherein alternative service delivery models are being identified for certain services and appropriate market testing will be undertaken. The first services to be evaluated under FMT are Graphics & Printing along with Facilities Management.

### **Keeping you informed**

Through its revised consultation strategy introduced in 2004 the Council has improved its communication and consultation with all its stakeholders. The strategy uses many types of consultation and identifies the many different groups that it needs to be aimed at. Some examples are:

- Six Local Area Assemblies meet twice a year and offer attendees the opportunity to consider the needs and priorities of the district
- The Local Strategic Partnership, made of representatives from the other public sector agencies and the business world, provides input and knowledge to inform the Community Strategy
- As well as annual staff surveys and regular team briefings, monthly staff newsletters will be produced from May 2005. This will improve the understanding and sense of inclusion for all staff and provide the opportunity for ideas, comment and feedback to be made to senior management

Our consultation strategy will ensure that the Council remains in contact with all its stakeholders.

### **Any questions**

This Performance Plan contains a large amount of information. If you have any questions regarding the content, or a query on any performance information please contact Kevin Martin in the Council's Business Management Section.

Similarly if you require a copy of any documents or reports mentioned in this plan please contact Kevin on [k.martin@southkesteven.gov.uk](mailto:k.martin@southkesteven.gov.uk) or 01476 406211

SKDC employees can also speak directly to their Head of Service or Corporate Management Team member if they require any clarification.

### **Contracts**

By way of compliance with Government requirements on the contents of Performance Plans, South Kesteven District Council states that it has not awarded any individual contracts during 2004/05 that involved the transfer of staff.

Document Enhancement for the visually  
impaired or translation from English is available  
on request

Please contact our Customer Services Network  
Manager on 01476 406080 or e-mail  
[frontdesk@southkesteven.gov.uk](mailto:frontdesk@southkesteven.gov.uk)



PI	Subject Area/Performance Indicator	SKDC 2003/04	03/04 Top Quartile	SKDC 2004/05	Improving YR on YR	Target 2005/06	Target 2006/07	Target 2007/08
	<b>Housing</b>							
62	Unfit private sector dwellings made fit/demolished following SKDC action	0	3.75%	0	↕			
63	Average SAP rating of SKDC owned dwellings	65	65	65	↕	65	65	65
64	Number of vacant non SKDC owned dwellings returned to occupation or demolished as a result of SKDC action	1	n/a	5	✓	10	15	20
66a	Local authority rent collection: proportion of rent collected	98.12%	98.6%	98.3%	✓	98.4%	98.5%	98.6%
66b	% of total tenants with more than 7 weeks of rent arrears					4%	4%	4%
66c	% of tenants in arrears who have had Notices Seeking Possession					6%	6%	6%
66d	% of tenants evicted as a result of rent arrears					0.7%	0.7%	0.7%
74a	Overall satisfaction with landlord - all tenants	81%	83%				86%	
74b	Satisfaction with landlord - ethnic minority tenants	88%	80%				75%	
74c	Satisfaction with landlord - non ethnic minority tenants	81%	84%				84%	
75a	Satisfaction with participation in management - all tenants	64%	69%				70%	
75b	Satisfaction with participation - ethnic minority tenants	50%	73%				70%	
75c	Satisfaction with participation - non ethnic minority tenants	63%	69.5%				70%	
164	Does the authority follow the CRE's code of practice in rented housing	Yes	Yes	Yes	↕	Yes	Yes	Yes
184a	% of SKDC dwellings which were non-decent at the start of year	17%	15%	14.22%	✓	10.64%	6.71%	2.78%
184b	% change in proportion of non-decent dwellings in year	14.5%	26.6%	25.18%	✓	36.94%	58.57%	100%
185	% of repair jobs for which an appointment was made & kept	97%	83.2%	98.41%	✓			
211a	Housing Repairs and Maintenance - % spend Planned/Responsive					76/24	77/23	78/22
211b	Housing Repairs and Maintenance - % spend Urgent/Non Urgent					20/80	19/81	18/82
212	Average time taken to re-let council houses					37 days	36 days	35 days
	<b>Homelessness</b>							
183a	Average length of stay in bed & breakfast accommodation (weeks)	0	1.18	2.33 weeks	✗	1 week	1 week	1 week
183b	Average length of stay in hostel accommodation (weeks)	0	0	0	✓	0	0	0
202	The number of people sleeping rough on a single night in SKDC					0	0	0
203	% change in average number of families placed in temporary accommodation compared with the previous year			-34.70%	✓	-5%	-8%	-10%
213	% Households where homeless cases were prevented per 1,000 h/holds					3.6%	3.8%	4.0%
214	% of homeless households which were repeat homeless cases					5%	4%	3%
	<b>Housing Benefits</b>							
76a	Number of claimants visited per 1,000 caseload	156.2	304	186.87	✓	190	200	210
76b	Number of fraud investigators employed per 1,000 caseload	0.18	0.48	0.21	✓	0.21	0.21	0.21
76c	Number of fraud investigations per 1,000 caseload	32.03	61.7	53.63	✓	55	60	65
76d	Number of prosecutions & sanctions per 1,000 caseload	1.72	5.83	2.38	✓	2.5	2.6	2.7
78a	Average time to process new claims	45.28 days	31 days	42.21 days	✓	42 days	40 days	38 days
78b	Average time to process change of circumstances	8.35 days	7.2 days	5.62 days	✓	8 days	7 days	6 days
79a	Benefit cases processed correctly	97.56%	99%	94.12%	✗	98%	99%	99%
79bi	% of in-year recoverable overpayments recovered in year	62.36%	55.6%	62.12%	✗	38%	42%	46%
79bii	% of recoverable overpayments recovered in year including both in-year and previous period debts							
79biii	% of overpayments written off of both in-year and previous period debts					7%	7%	7%
80a	Satisfaction with contact/access facilities in benefit office	79%	83%			7%	85%	
80b	Satisfaction with service in benefit office	85%	85%				85%	
80c	Satisfaction with benefit telephone service	73%	77%				85%	
80d	Satisfaction with staff in benefit office	82%	85%				85%	

PI	Subject Area/Performance Indicator	SKDC 2003/04	03/04 Top Quartile	SKDC 2004/05	Improving YR on YR	Target 2005/06	Target 2006/07	Target 2007/08
80e	Satisfaction with clarity of forms & leaflets	59%	67%				85%	
80f	Satisfaction with time taken for a decision	72%	76%				85%	
80g	Overall satisfaction with benefits service	80%	83%				85%	

PI	Subject Area/Performance Indicator	SKDC 2003/04	03/04 Top Quartile	SKDC 2004/05	Improving YR on YR	Target 2005/06	Target 2006/07	Target 2007/08
	<b>Waste and Cleanliness</b>							
82ai	% of household waste sent for recycling	13.65%	16.86%	14%	✓	14%	16%	18%
82aii	Total tonnage of household sent for recycling					6,900	8,400	9,900
82bi	% of household waste sent for composting	0%	5.14%	0.5%	✓	4%	5%	6%
82bii	Total tonnage of household sent for composting					2,000	2,600	3,300
84a	Kgs of household waste collected per head of population	378 kgs	371.7 kgs	391 kgs	x	393	403	410
84b	% change from the previous year in the kgs of waste per head					3%	2.5%	2%
86	Cost of waste collection per household	£35.20	£38.00	£34.29	✓	£46.50	£50	£52
89	Satisfaction with cleanliness in their area	52%	66%				85%	
90a	Satisfaction with household waste collection	78%	89%				85%	
90b	Satisfaction with waste recycling facilities	66%	75%				80%	
91a	% of population served by a kerbside collection of one recyclable	69.26%	100%	71.9%	✓	32%	20%	0%
91b	% of population served by a kerbside collection of 2 or more recyclables					40%	60%	80%
199a	% of relevant land that is assessed as having combined deposits of litter & detritus that fall below an acceptable level	20.52%	12%	19%	✓	17%	15%	12%
199b	% of relevant land & highways from which unacceptable levels of graffiti are visible					To be calculated	calculated	in 2005/06
199c	% of relevant land & highways from which unacceptable levels of fly-posting are visible					To be calculated	calculated	in 2005/06
199d	Year on year reduction in total nos. of incidents/increase in total nos. of enforcement actions taken to deal with fly-tipping (1 = v.effective 4 = poor)					1	1	1
	<b>Environmental Health</b>							
166a	Score against a checklist of enforcement best practise	77.6%	90%	79%	✓	88%	88%	98%
216a	No. of 'sites of potential concern' with respect to land contamination					1,036	956	866
216b	% of those sites where necessary remediation can be identified					8%	9%	10%
217	% of pollution control improvements to existing installations completed on time					85%	85%	88%
	<b>Planning</b>							
106	% of new homes built on previously developed land	51.04%	86%	52.67%	✓	55%	60%	65%
109a	% of major applications determined within 13 weeks	50%	63.58%	63.16%	✓	65%	70%	70%
109b	% of minor applications determined within 8 weeks	50.96%	71%	74.88%	✓	75%	78%	80%
109c	% of 'other' applications determined within 8 weeks	70.66%	86%	84.14%	✓	85%	86%	87%
111	Applicants satisfied with the service received	83%	81%				85%	
179	% of standard searches carried out within 10 working days	98.4%	100%	99%	✓	100%	100%	100%
200a	Local Development Scheme (LDS) by 28/03/05 and a 3-year rolling maintenance programme	No	n/a	No	↕	Yes	Yes	Yes
200b	Has the authority met the milestones set out by its LDS	No	n/a	n/a	↕	Yes	Yes	Yes
200c	Did the authority publish an annual monitoring report by the December of the last year					n/a	Yes	Yes
204	% appeals allowed on SKDC planning permission refusals					30%	30%	30%
205	Score against a quality of service checklist					83.3%	88.8%	88.8%
	<b>Culture</b>							
119a	Satisfaction with sports/leisure facilities	52.8%	69%				55%	
119d	Satisfaction with theatres/concert halls	43.2%	56%				45%	
119e	Satisfaction with parks & open spaces	63.9%	77%				65%	
116	Score against a checklist in the Creating Opportunity Guidance	83%	100%					
219a	Total number of conservation areas within SKDC					46	46	46

PI	Subject Area/Performance Indicator	SKDC 2003/04	03/04 Top Quartile	SKDC 2004/05	Improving YR on YR	Target 2005/06	Target 2006/07	Target 2007/08
219b	% of those areas with an up-to-date character appraisal					22%	26%	30%
219c	% of conservation areas with published management proposals					0%	0%	0%

PI	Subject Area/Performance Indicator	SKDC 2003/04	03/04 Top Quartile	SKDC 2004/05	Improving YR on YR	Target 2005/06	Target 2006/07	Target 2007/08
	<b>Community Safety &amp; Well-Being</b>							
126	Domestic Burglaries per 1,000 households	12.74	n/a	9.22	✓	12	11.4	10.8
127a	Violent Crimes per 1,000 population	n/a	n/a	11.70	n/a	10	9.5	9
127b	Robberies per 1,000 population	n/a	n/a			included	in	above
128	Vehicle Crimes per 1,000 population	8.47	n/a	7.94	✓	8	7.6	7.2
174	Number of racial incidents reported to the local authority per 100,000 pop.	0.80	0	0	✓	6.32	9.48	15.8
175	% of reported racial incidents resulting in further action	100%	100%	0%	n/a	100%	100%	100%
225	% score against Actions against Domestic Violence checklist					To be calculated	calculated	in 2005/06
226a	Amount spent on advice & guidance services provided by external organisations					£56,560	to be	decided
226b	% of that spend on organisations holding CLS Quality Mark	46.1%	100%	50%	✓	100%	see	above
226c	Total amount spent on Advice & Guidance in the areas of housing, welfare benefits and consumer matters provided directly by the authority					To be	calculated	in 2005/06
	<b>Corporate Health</b>							
1a	Community Strategy with LSP	Yes	Yes	Yes	n/a			
1b	When will strategy review be complete	March 04	n/a	Sep 05	x			
1c	By when will progress be reported on strategy to wider community	March 04	n/a	Sep 05	x			
2a	Level of Equality Standard for Local Government	1	1	1	↕	2	2	3
2b	Score against checklist to promote race equality	31.58%	n/a	58%	✓	73%	89%	100%
3	Citizens satisfied with overall service provided	48%	60%				55%	
4	Citizens satisfied with handling of their complaint	36%	36%				40%	
8	% of undisputed invoices paid on time	98.35%	96.74%	98.64%	✓	99.0%	99.2%	99.4%
9	% of Council Tax collected	97.54%	98.5%	97.97%	✓	98.0%	98.2%	98.3%
10	% of Business Rates collected	98.59%	99.1%	98.44%	x	98.9%	99.5%	99.5%
11a	% of top 5% of earners that are women	14.70%	26.69%	19.44%	✓	22%	28%	30%
11b	% of top 5% of earners from ethnic minority communities	0.00%	2.2%	0%	↕	3%	3%	6%
11c	% of top 5% of earners who have a disability					11%	11%	11%
12	Average working days lost due to sickness absence per employee	9.04	8.93	8.82	✓	8.5 days	8.3 days	8.3 days
14	Early retirements as a % of workforce	0.21%	0.14%	0.81%	x	0.80%	0.60%	0.40%
15	Ill Health retirements as a % of workforce	0%	0%	0.81%	x	0.60%	0.40%	0.40%
16a	% of staff with a disability	6.62%	4.11%	7.19%	✓	7.5%	7.5%	7.5%
17a	% of staff from ethnic minority communities	0.81%	2.4%	0.76%	x	1.1%	1.4%	1.7%
156	% of LA buildings with facilities for disabled people	81.80%	67%	81.8%	↕	100%	100%	100%
157	% of interactions that are enabled for electronic delivery	63%	72%	71%	✓	100%	100%	100%
180a	Energy consumption in operational property compared with comparable UK properties - electricity	93.53%	74%	93.53%	↕			
180b	Energy consumption in operational property compared with comparable UK properties - fossil fuels	135.52%	63%	135.52%	↕			

PI	SKDC Priority Area and PI Description	2005/06 Target	2006/07 Target	2007/08 Target
<b>ANTI-SOCIAL BEHAVIOUR Priority A</b>				
127	Violent offences per 1,000 population	10	9.5	9
Local	No. of Anti-Social Behaviour Orders issued in year	8	6	5
Local	No. of Acceptable Behaviour Contracts	10	12	15
Local	No. of unacceptable behaviour warning letters issued	20	24	30
Local	No. of reports to Council of anti-social behaviour	100	120	150
Local	% of those reports successfully resolved	60%	65%	70%
Local	No. of SKDC projects engaging young people in year	10	15	20
<b>RECYCLING Priority A</b>				
82a/b	% of household waste recycled & composted	18%	21%	24%
<b>STREET SCENE Priority A</b>				
199	Cleanliness of relevant land and highways	17%	15%	12%
Local	Street Cleaning pass rate for town centres	95%	96%	97%
Local	No. of fixed penalty fines issued	60	70	70
Local	Average time taken to remove flytips	2 days	2 days	2 days
Local	Satisfaction with street scene by TCMPs	80%	82%	84%
<b>ACCESS Priority A</b>				
157	Types of interactions delivered electronically	100%	100%	100%
Local	No. of hits on SKDC website	180,000	200,000	220,000
Local	No. of complaints regarding DDA related access issues	6	4	2
Local	% of customer calls dealt with at first point of contact through CRM	20%	40%	80%
Local	% increase in self service transactions from 04/05 base	10%	15%	20%
<b>TOWN CENTRE DEVELOPMENT Priority A</b>				
Local	Score against checklist to make Grantham a performing SRC	60%	65%	70%
Local	No. of new retail units in town centres	1.30%	1.50%	1.50%
Local	No. of vacant retail units as a % on NDR list	9%	8.50%	8%
<b>AFFORDABLE HOUSING Priority B</b>				
Local	No. of affordable units negotiated and planned for future years	30	35	40
Local	New units completed in year and managed by a RSL	80	100	150
<b>BUSINESS DEVELOPMENT Priority B</b>				
Local	No. of VAT registered businesses in district	4,400	4,425	4,450
<b>VULNERABLE PERSONS Priority B</b>				
183a	Average length of stay in bed & breakfast	1 week	1 week	1 week
Local	No. of people in receipt of support services from the Council	5,850	6,050	6,250
Local	No. of housing applications from people fleeing domestic violence	32	32	32
78a	Average time to process new benefit claims	42 days	40 days	38 days
78b	Average time change of circumstances	8 days	7 days	6 days
<b>COMMUNICATIONS Priority B</b>				
Local	No. of editions of Districtline issued	4	4	4
Local	% of PR outputs to media actually published	60%	70%	80%
<b>DIVERSITY Priority B</b>				
Local	No. of racial incidents reported to SKDC	8	12	20
Local	Working days from OT referral to grant approval on Disabled Facilities	50 days	48 days	45 days
<b>PLANNING &amp; CONSERVATION Priority B</b>				
109a	Planning major applications determined within 13 weeks	65%	70%	70%
109b	Planning minor applications determined within 8 weeks	75%	78%	80%
109c	Planning other applications determined within 8 weeks	85%	86%	87%
<b>COUNCIL TAX COLLECTION Priority B</b>				
9	Council Tax collected	98%	98.2%	98.5%
Local	% of CT payers paying by direct debit/self serve	56%	58%	60%
<b>HOUSING MANAGEMENT Priority B</b>				
212	Average time to relet council houses	37 days	36 days	35 days
Local	% of stock that is void	2%	1.90%	1.80%
66a	Rent collection	98.4%	98.5%	98.6%
Local	No. of complaints regarding tenancy contraventions received	850	820	800
Local	% of those complaints successfully resolved	60%	65%	70%
Local	% in priority need as a % of total housing waiting list	5%	7%	10%
Local	No. of Council homes made decent in year	255	255	206
<b>OTHER BVPIs - CORPORATE HEALTH BASED</b>				
8	Invoices paid on time	99.0%	99.2%	99.4%
10	NDR collected	98.9%	99.5%	99.5%
12	Days sick per member of staff	8.5	8.3	8.3
15	Ill health retirements / staff	0.60%	0.40%	0.40%
Local	Number of FTE staff employed by SKDC	560	560	560
Local	Number of leavers from SKDC in year	60	60	60

## REPORT TO COUNCIL

**REPORT OF:** Chief Executive

**REPORT NO.** CEX 291

**DATE:** 26th May 2005

<b>TITLE:</b>	<b>Members Development Forum and Additional Council Meeting on the 23rd June 2005</b>
<b>KEY DECISION OR POLICY FRAMEWORK PROPOSAL:</b>	<b>No</b>
<b>COUNCIL AIMS/PORTFOLIO HOLDER NAME AND DESIGNATION:</b>	<b>Organisational Development</b>
<b>CORPORATE PRIORITY:</b>	<b>N/A</b>
<b>CRIME AND DISORDER IMPLICATIONS:</b>	<b>N/A</b>
<b>FREEDOM OF INFORMATION ACT IMPLICATIONS:</b>	<b>N/A</b>

The published Council timetable includes provision for a Members forum on the 23<sup>rd</sup> June.

In the light of our CPA revisit it is proposed that this event is used as an opportunity for members to contribute to a debate regarding the Council's ambition for its community.

In accordance with this I have contacted Cllr George Buckley, previously the Leader of Rushcliffe Borough Council and currently the Deputy-Leader, who has accepted an invitation to make the keynote address. Cllr Buckley is one of the senior members used by the IDA to offer advice and guidance to authorities across the country.

To complement the presentation from Cllr Buckley I have also contacted ex-Councillor Philip Douty who is a Director of Thornton's and the Chairman of

our Change Management Action Plan Monitoring Group to see if he can add a business perspective.

The event will be held in the Council Chamber and the following programme is proposed:

Time	Activity	Arrangements
9.30	Introduction and housekeeping	Chairman
9.40	What do our residents want? - Outcome from residents survey in Jan 2005.	Duncan Kerr
10.00	SKDC and the future. Where are we now? Where are we going? How will we get there? How can we measure progress?	Address from George Buckley, former Leader and current Deputy-Leader of Rushcliffe BC
10.30	Workshop 1 focussing on the first 2 questions.	Consideration and ranking of options. Outcome a clearer view of where the Council is now and wishes to be in the future
11.30	Feed-back and the three Cs (Confident, caring and competent)	George Buckley and Joyce Slater
12.00	Workshop 2 focussing on how we get there and how we measure progress.	Discussion in groups identifying in particular issues for exec and non-exec members.
12.45	Feed-back and next steps	Chairman
13.15	Lunch	

The next scheduled Council meeting is not until the 8<sup>TH</sup> September 2005. Over the last few weeks it has become apparent that we will need to call a Council meeting before this date in order to seek approval of IEG4.5 and other policies.

In order to minimise the disruption caused to members it is proposed that this additional meeting be arranged to start at 2.30 on the same day (23<sup>rd</sup> June). Because of this slightly later start time (needed to allow sufficient time for an over-run of the members development forum) it is proposed that, on this occasion, no public forum is held.

### **Recommendation**

**That the Council approve the arrangements for the Members Development forum to be held on the 23<sup>rd</sup> June and the holding of an additional ordinary Council meeting, without a Public Forum, to commence at 2.30 pm on the same day.**

Duncan Kerr  
Chief Executive