

# AGENDA



For a meeting of the
<b>COUNCIL</b>
to be held on
<b>THURSDAY, 11 JULY 2013</b>
at
<b>2.00 PM</b>
in the
<b>COUNCIL CHAMBER, COUNCIL OFFICES, ST. PETER'S HILL, GRANTHAM</b>
Beverly Agass, Chief Executive

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

*For those Councillors who wish to attend, prayers will be held in the Council Chamber at 1:55pm before the commencement of the meeting. Please be seated by 1:50pm.*

**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. DISCLOSURE OF INTERESTS**

Members are asked to disclose any interests in matters for consideration at the meeting.

**4. MINUTES OF THE MEETING HELD ON 18 APRIL 2013**

(Enclosure)

**5. COMMUNICATIONS (INCLUDING CHAIRMAN'S ANNOUNCEMENTS)**

**(Enclosure)**

**6. LINCOLNSHIRE INTEGRATED VOLUNTARY EMERGENCY SERVICES**

LIVES will deliver a presentation on the importance of defibrillators.

**7. ELECTORAL REVIEW - WARDING ARRANGEMENTS**

Report number LDS101 by the Electoral Review Working Group.

**(Report: Enclosure)**

**(Draft submission: To follow)**

**8. LOCAL AUTHORITY MORTGAGE SCHEME**

Report number HOF242 by the Portfolio Holder for Strategic Resources – Well Run Council.

**(Enclosure)**

**9. MEMBERS CODE OF CONDUCT - APPOINTMENT OF INDEPENDENT PERSON**

Report number LDS096 by the Portfolio Holder for Governance and Communication.

**(Enclosure)**

**10. UPDATE FROM CONSTITUTION COMMITTEE**

Report by the Chairman of the Constitution Committee.

**(To follow)**

**11. QUESTIONS WITHOUT DISCUSSION**

To note the list of questions asked under Council procedure rule 11.1 as circulated at the start of the meeting and their reference to the relevant Policy Development Group.

*The deadline for notices of motion for the Council meeting on Thursday 12 September 2013 will be 2pm on Friday 30 August 2013.*

# MINUTES

COUNCIL

THURSDAY, 18 APRIL 2013

2.00 PM



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## PRESENT

Councillor Mrs Rosemary Kaberry-Brown Chairman  
then Councillor David Nalson

Councillor Jean Bevan  
Councillor Harrish Bisnauthsing  
Councillor Mrs Pam Bosworth  
Councillor Terl Bryant  
Councillor Paul Carpenter  
Councillor Mrs Frances Cartwright  
Councillor Ibis Channell  
Councillor George Chivers  
Councillor Michael Cook  
Councillor Kelham Cooke  
Councillor Paul Cosham  
Councillor Nick Craft  
Councillor Alan Davidson  
Councillor Phil Dilks  
Councillor Breda Griffin  
Councillor Reg Howard  
Councillor Vic Kerr  
Councillor Michael King  
Councillor Charmaine Morgan  
Councillor David Nalson  
Councillor Mrs. Linda Neal  
Councillor Nick Robins

Councillor Graddon Rowlands  
Councillor Bob Russell  
Councillor Bob Sampson  
Councillor Susan Sandall  
Councillor Bob Sandall  
Councillor Ian Selby  
Councillor Rob Shorrocks  
Councillor Jacky Smith  
Councillor Peter Stephens  
Councillor Judy Stevens  
Councillor Ian Stokes  
Councillor Adam Stokes  
Councillor Brenda A Sumner  
Councillor Mrs Jean Taylor  
Councillor Mike Taylor  
Councillor Jeff Thompson  
Councillor Bruce Wells  
Councillor Martin Wilkins  
Councillor Paul Wood  
Councillor Rosemary H Woolley  
Councillor Raymond Wootten

## OFFICERS

Chief Executive (Beverly Agass)  
Strategic Director (Daren Turner, Tracey Blackwell)  
Head of Legal and Democratic Services (Lucy Youles)  
Principal Democracy Officer (Jo Toomey)

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Following the death of Baroness Thatcher, the Council observed a minute's silence as a mark of respect. Statements were then made by Councillor Mrs Neal on behalf of the Conservative Group, Councillor Morgan on behalf of the Labour Group and Councillor Howard on behalf of the Group of Independent Councillors.

**1. ELECTION OF THE CHAIRMAN OF THE DISTRICT COUNCIL**

**Decision:**

**That Councillor David Nalson is elected Chairman of South Kesteven District Council until the next annual meeting of the Council.**

It was proposed and seconded that Councillor David Nalson be elected Chairman of the Council for the ensuing year. In proposing Councillor Nalson, reference was made to his local roots and his experience as a local councillor in the district. The proposer also felt that the experience he gained as Mayor of Stamford and his considered approach made him particularly suited to the office.

No other nominations were put forward and a vote was taken. Councillor Nalson was duly elected Chairman of South Kesteven District Council.

The Chairman was invested with the chain of office. He made a declaration of acceptance and took the chair.

COUNCILLOR NALSON IN THE CHAIR

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

A vote of thanks was made to the retiring Chairman by Councillor Mrs Pam Bosworth.

The Chairman presented Councillor Mrs Kaberry-Brown with gifts to commemorate her year in office.

Councillor Mrs Kaberry-Brown thanked Members for their support during her term of office and expressed how much she had enjoyed her tenure.

Gifts were presented to Councillor Bob Russell who had served as the Chairman's consort, the Council and the civic officer.

**3. APPOINTMENT OF VICE-CHAIRMAN OF THE DISTRICT COUNCIL**

**Decision:**

**That Councillor Reg Howard is elected Vice-Chairman of South Kesteven District Council until the next annual meeting of the Council.**

It was proposed and seconded that Councillor Reg Howard be elected Vice-Chairman of South Kesteven District Council. In proposing Councillor Howard, reference was made to his many years' service as a town councillor (including 12 terms as Mayor of Market Deeping) and district councillor and the way in which he conducted himself.

On being put to the vote, Councillor Howard was appointed unanimously as

Vice Chairman of South Kesteven District Council. He signed the declaration of acceptance and thanked Members for their support.

*The Chairman stated how the meeting would be run. He explained he saw the district as a single unit and did not want people of any area to be left out. He stated that the Council was for the people of South Kesteven not part politics.*

#### **4. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Adams, Ashberry, Auger, Jock Kerr, Parkin, Powell, Scott, John Smith and Mrs Judy Smith.

#### **5. DISCLOSURE OF INTERESTS**

No interests were disclosed.

#### **6. MINUTES OF THE MEETING HELD ON 1 MARCH 2013**

The minutes of the meeting held on 1 March 2013 were proposed, seconded and agreed as a correct record.

#### **7. COMMUNICATIONS (INCLUDING CHAIRMAN'S ANNOUNCEMENTS)**

The Council noted the Chairman's engagements.

The Chairman announced that his charity for the year would be Cancer Research UK.

#### **8. APPOINTMENT OF THE CABINET**

The Leader announced that the Cabinet would increase by one member (from six to seven). She announced the Cabinet members and their portfolios.

<b>Portfolio</b>	<b>Member</b>
Policy, Strategy and Strategic Partnerships	Councillor Mrs Linda Neal
Governance and Communication	Councillor Paul Carpenter
Strategic Resources – Well Run Council	Councillor Mike Taylor
Grow The Economy and Economic Development	Councillor Mrs Frances Cartwright
Healthy Environment	Councillor John Smith
Good Housing	Councillor Terl Bryant
Arts and Leisure	Councillor Bob Adams

Councillor Carpenter would remain the Deputy Leader.

#### **9. APPOINTMENT TO COMMITTEES AND POLICY DEVELOPMENT GROUPS**

##### **Decision:**

- 1) To approve the following appointments to Committees and Policy Development Groups based on rules of political balance and the**

**nominations of group leaders:**

<b>Committee/Group</b>	<b>Member</b>
<b>Resources Policy Development Group</b>	Councillor Jean Bevan Councillor Nick Craft Councillor Nick Robins Councillor Trevor Scott Councillor Jacky Smith Councillor Bob Sandall Councillor Alan Davidson
<b>Engagement Policy Development Group</b>	Councillor Ray Auger Councillor Mike Cook Councillor Nick Robins Councillor Rosemary Woolley Councillor Harrish Bisnauthsing Councillor Miss Ibis Channell Councillor Jock Kerr
<b>Communities Policy Development Group</b>	Councillor Kelham Cooke Councillor Breda Griffin Councillor John Nicholson Councillor Mrs Jean Taylor Councillor Ray Wootten Councillor Jeff Thompson Councillor Charmaine Morgan
<b>Scrutiny Committee</b>	Councillor Paul Cosham Councillor Mrs Rosemary Kaberry-Brown Councillor Michael King Councillor David Nalson Councillor Bob Russell Councillor Mrs Judy Smith Councillor Frank Turner Councillor Reg Howard Councillor Helen Powell Councillor Bob Sampson Councillor Ian Selby
<b>Development Control Committee</b>	Councillor Mike Cook Councillor David Higgs Councillor Mrs Rosemary-Kaberry Brown Councillor Michael King Councillor Alan Parkin Councillor Jacky Smith Councillor Mrs Judy Smith Councillor Adam Stokes Councillor Mrs Brenda Sumner Councillor Martin Wilkins Councillor Debbie Wren Councillor Reg Howard Councillor Vic Kerr Councillor Helen Powell Councillor Judy Stevens Councillor Mark Ashberry Councillor Charmaine Morgan

<b>Licensing Committee &amp; Alcohol and Entertainment Licensing Committee</b>	Councillor Mrs Pam Bosworth Councillor George Chivers Councillor Breda Griffin Councillor Graddon Rowlands Councillor Bob Russell Councillor Mrs Jean Taylor Councillor Frank Turner Councillor Bob Broughton Councillor Reg Howard Councillor Susan Sandall Councillor Mark Ashberry
<b>Governance and Audit Committee</b>	Councillor Jean Bevan Councillor Trevor Scott Councillor Ian Stokes Councillor Martin Wilkins Councillor Rosemary Woolley Councillor Jeff Thompson Councillor Rob Shorrock
<b>Constitution Committee</b>	Councillor Ray Auger Councillor Alan Parkin Councillor Ray Wootten Councillor Vic Kerr Councillor Rob Shorrock
<b>Chief Executive's Remuneration Panel</b>	Councillor Terl Bryant Councillor Trevor Scott Councillor Bob Sampson
<b>Chief Executive's Performance Panel</b>	Councillor Mrs. Linda Neal Councillor Mike Taylor Councillor Helen Powell
<b>Chief Executive's Appeal Panel</b>	Councillor Paul Carpenter Councillor Ian Stokes Councillor Vic Kerr
<b>Electoral Review Working Group</b>	Councillor Bob Adams Councillor Adam Stokes Councillor Rosemary Woolley Councillor Reg Howard Councillor Alan Davidson

## 2) To approve the appointments of chairmen and vice-chairman

<b>Committee/Group</b>	<b>Chairman</b>	<b>Vice-Chairman</b>
Resources Policy Development Group	Councillor Craft	Councillor Scott
Engagement Policy Development Group	Councillor M Cook	Councillor Woolley
Communities Policy Development Group	Councillor Nicholson	Councillor Thompson
Scrutiny Committee	Councillor Howard	Councillor Mrs Judy Smith
Development Control Committee	Councillor Wilkins	Councillor Jacky Smith

Licensing Committee & Alcohol and Entertainment Licensing Committee	Councillor Mrs Bosworth	Councillor Russell
Governance and Audit	Councillor I Stokes	Councillor Bevan
Constitution Committee	Councillor Wootten	Councillor Parkin

The Council had before them report number LDS089, which informed Council of the proposed apportionment of places on the Council's committees and policy development groups when the rules of political balance were applied. A list of the proposed nominations from each political group was circulated before the meeting. Councillor Morgan confirmed the Labour group's nomination for the Resources Policy Development Group (Councillor Alan Davidson) and the Scrutiny Committee (Councillor Ian Selby).

The nominations for committees/PDGs were proposed *en bloc*. They were seconded and, on being put to the vote, the appointments were approved.

The Leader of the Council provided her nominations for chairmen and vice-chairmen of the Council's committees/PDGs, which were seconded and on being put to the vote, carried.

#### 10. TIMETABLE OF COUNCIL AND COMMITTEE MEETINGS 2013/14

##### Decision:

**In accordance with Council procedure rule 1.1(x), the Council approves the programme of ordinary meetings of the Council and its committees attached as appendix 1 to report number LDS088 (subject to the Engagement PDG scheduled for 23 May 2013 being moved to 6 June 2013).**

The adoption of the draft timetable of Council meetings as appended to report number LDS088 was proposed and seconded. Councillors were notified of one change to the circulated draft: the Engagement PDG meeting scheduled for 23 May 2013 would be moved to 6 June 2013 at 10am. Reference was also made to the meeting of the Development Control Committee scheduled for 31 December 2013. The site visit arrangements for this meeting would need varying from the normal pattern as they would fall on Christmas day.

On being put to the vote, the draft programme was approved unanimously subject to the alteration of the Engagement PDG meeting as noted above.

#### 11. APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES

##### Decision:

- To approve the following list of nominations for representatives on outside bodies:**

<b>Organisation</b>	<b>Representative</b>	<b>Expiry</b>
East Midlands Councils	The Leader (Deputy Leader in his/her absence)	May 2014
Local Government Association	The Leader (Deputy Leader in his/her absence)	May 2014
Local Government Association (Rural Commission)	Healthy Environment Portfolio Holder (voting rights) Councillor Michael King	May 2014
Local Government Association (Urban Commission)	Grow the Economy and Economic Development Portfolio Holder (Voting Rights) Councillor Mrs. Brenda Sumner	May 2014

**2. To approve the feedback form (attached as appendix B to report number LDS090) to keep other members informed of the work and effectiveness of outside bodies and the representative's input.**

Members had before them report number LDS090, setting out those outside bodies and organisations who were seeking district council representation. It was proposed and seconded that the appointments should continue as shown in appendix A to the report with the amendment that Councillor Mrs Sumner would be the Council's representative on the Local Government Association (Urban Commission) and that Councillor King would be the representative for the Local Government Association (Rural Commission). This was put to the vote and carried.

Also included in the report was a draft form produced by the Scrutiny Committee that would provide a mechanism through which Members could feed back about the outside bodies on which they represented the Council. Copies of completed forms would be kept in a file in the Members' Lounge and regular reports would be made to the Scrutiny Committee; exempt information would not be released. This was proposed and seconded and on being put to the vote, was carried.

**12. SUMMARY OF DECISIONS TAKEN UNDER SPECIAL URGENCY PROVISIONS**

The Leader of the Council's report number LDS091, which listed two key decisions and one non-key decision that were taken under special urgency arrangements, was noted.

**13. RECOMMENDATIONS FROM THE CONSTITUTION COMMITTEE**

**Decision:**

**That the Council approves the recommendations made by the Constitution Committee at its meeting on the 15 April 2013 as follows:**

1. **At page 94 of the Constitution relating to delegations to the Strategic Director – Corporate Focus add the authority to authorise use of powers contained in the Council Tax Reduction Scheme (Detection of Fraud and Enforcement) (England) Regulations 2013**
2. **At page 252 of the Constitution relating to the Members' Code of Conduct – Principles of Conduct in Public Life be amended in accordance with Appendix A to report number LDS092 including the following further amendment (as underlined):**
  - **INTEGRITY: Holders of public office must avoid placing themselves under any obligation to outside individuals or organisations that might try inappropriately to influence them in their work. They should not act or take decisions in order to gain financial or material benefits for themselves, their family, their friends or other parties. They must declare and resolve any interests and relationships.**
  - **LEADERSHIP: Holders of public office should exhibit these principles in their own behaviour. They should actively promote and robustly support the principles and be willing to challenge breaches of the Code by others where they see this occurring.**

The Chairman of the Constitution Committee presented report number LDS094 which contained the recommendations made by the Committee at its meeting on Monday 15 April 2013. He proposed the recommendations as listed in the report. These were seconded. Each recommendation was put to the vote separately and carried.

#### **14. GOVERNANCE AND AUDIT ANNUAL REPORT AND WORK PLAN**

##### **Decision:**

##### **The Council:**

1. **Approves the Annual Report of the Governance and Audit Committee for 2012/13.**
2. **Approves the indicative work plan and timetable for 2013/14 that reflects the terms of reference of the Committee.**

The Chairman of the Governance and Audit Committee presented report number GAC005, which was a factual report on the work that the Governance and Audit Committee had undertaken during 2012/13 and an indicative work programme for 2013/14. The recommendations in the report were proposed, seconded and on being put to the vote, carried unanimously.

#### **15. QUESTIONS WITHOUT DISCUSSION**

Two questions without discussion had been received and referred to the

relevant Policy Development Groups for a response.

### Question 1

To: Councillor Terl Bryant, Good Housing for All Portfolio Holder

From: Councillor Ian Selby

*I wish to raise a question on an issue that I have no doubt affects other councillors in their ward.*

*Back in April 2007 I was contacted by some of my constituents regarding contributions by residents on the warden scheme towards community centre costs. I subsequently submitted a question to Councillor Cartwright at that time and the reply stated that the matter would be discussed by the DSP Working Group. Further to this a letter from a council officer (name can be provided but unnamed for the purpose of this public question) in October 2007 stated that the Service Improvement Plan that was being developed would allow for the carrying out of a full review of the situation.*

*In Feb 2010 my constituents raised the question again and received a reply from the officer with an assurance that a 'Review of Supported Housing Services would tackle the issue'.*

*In 2011 I then contacted another officer for a progress report and the reply stated that, 'the use and funding of the community rooms will be reviewed as part of the extensive supported housing review which is ongoing. However this particular part of the review is unlikely to be started until after the summer of 2012 as it ties in with other key pieces of work involving fees and charges'.*

*My constituents feel that this issue is constantly being pushed back they think it is time that a decision was finally made, particularly in the light of yet another rise in the amount that they are having to pay, the present cost being £5.60 a week.*

*Also my constituents community centre in Belton Avenue is in use by at least seven different groups at various times of the day and evening and so it is not available for use by tenants at these times unless they are part of one of the groups.*

*My constituents have recently carried out a survey on the use of the community centre in Belton Avenue and have found out that the majority of the groups are not charged at this present time for use of the facilities and my constituents ask the question; "why are we being charged to pay for their use of electricity etc".*

*This issue is long overdue being addressed for fairness for all concerned. Personally I don't think it's fair that a small minority of people should pay for a facility that the whole community has the use of. May I therefore respectfully ask; Can you give me a definitive answer as to when will this issue be finally addressed by the council?*

*In anticipation of a positive response, Thank You.*

This question was referred to the Resources Policy Development Group. Following consideration by the PDG, the Good Housing Portfolio Holder agreed to a formal meeting with Councillor Selby and the Head of Housing to discuss any outstanding areas of concern.

## Question 2

To: Councillor Mrs Linda Neal, Leader

From: Councillor Ian Selby

*If freedom of speech and democracy have any meaningful value to any of us, then as a local councillor I wish to express the view that after a period of mature reflection, and after a period of genuine, honest and open debate (in the interests of freedom of speech), especially for the younger generation to enable them to form their own opinion, and despite the fact that it is against the wishes of Mrs Thatcher who expressed the view that she did not want a statue of herself erected here in Grantham, I therefore ask if the leader of the council agrees with me that the erection of any statue here in Grantham should not be imposed upon a section of the community who suffered at the expense of Mrs Thatcher's policies but instead it should be put to the vote in a local referendum (in the interests of democracy), for local people to decide on whether or not a statue should be erected?*

This question was referred to the Engagement Policy Development Group.

## **16. CLOSE OF MEETING**

The meeting was closed at 15:17

## Chairman's Engagements

18 April 2013 to 11 July 2013

Date	Ref	Organisation/Event	Location	Chauff
19.04.13	DN1	Civic Reception – South Holland District Council	South Holland Centre Spalding	✓
20.04.13	DN14	Grantham Lions Club – 42 <sup>nd</sup> Charter Anniversary	Belton Park Golf Club,	
21.04.13	DD	St. George's Day – Grantham/Stamford		
23.04.13	DN9	Mayor of Newark's St. George's Day Dinner	Newark Town Council, Newark	
24.04.13	DN13	The Rotary Club of Grantham – 82 <sup>ND</sup> Charter Anniversary	Harlaxton Manor, Harlaxton Grantham	
25.04.13	DN11	Gainsborough Amateur Operatic Society Production of 'The Pajama Game'	Trinity Arts Centre, Gainsborough	✓
26.04.13	DN15	Walton Girls High School – 'Hairspray - The Musical'	Walton Girls High School, Grantham	
27.04.13	DN12	Grantham Choral Society "Celebrating 50 years" – Performance of Handel's Messiah -	St. Wulfram's Church, Grantham, Lincolnshire	
28.04.13	DN3	The Mayor of Louth – Councillor Mrs Jill Makinson-Sanders	St. James' Church Louth	✓
04.05.13	DN22	Boston May Fair Proclamation	Municipal Buildings, Boston	
04.05.13	DN10	Mayor of the City of Lincoln's Charity Quiz Night	Lincoln City Football Ground Lincoln	✓
05.05.13	DN16	West Lindsey District Council – Commemorative Services for the 70 <sup>th</sup> Anniversary of the Dambusters Raids	All Saints Parish Church, Church Street, Gainsborough followed by reception at The Guildhall, Marshalls Yard, Gainsborough	✓
07.05.13	DN20	The Deeping St. James Parish Council AGM & Awards Evening	Deeping Academy Conference Centre, Deeping St. James	
11.05.13	RH1	Deepings Arts Festival + Ceilidh Dance	The Deepings School	
12.05.13	DN4	Mayor of Stamford's Civic Service	The Trinity Methodist Church, Stamford	
16.05.13	DD27	RAF Coningsby 50 <sup>th</sup> Anniversary Freedom Parade	St Botolph's Church, Boston	✓
17.05.13	DN17	Lincolnshire Aviation Society – commemoration of the Dambusters 70 <sup>th</sup> Anniversary	Lincoln Cathedral	✓
21.05.13	DN23	Bishop Grosseteste University – Lecture 2013 – Surnames, DNA, and Family History	Bishop Grosseteste University Lincoln	
30.05.13	DN18	Buckingham Palace Royal Garden Party	Buckingham Palace	✓
30.05.13	DD	Town Mayor of Grantham – Mayor Making Ceremony	Council Chamber + Guildhall Arts Centre	
02.06.13	DN5	Bourne Town Council Civic Service	Bourne Town Hall and Bourne Abbey Church	
08.06.13	DN30	Lecture by Robert Van De Weyer "Islam and the West"	Stamford Free Church Hall, Stamford	
09.06.13	DN6	The Mayor of Market Deeping Civic Service	St. Guthlac's Church. Market Deeping	
12.06.13	DN25	The Commandant and Officers of Royal Air Force College Cranwell –	College Hall, Royal Air Force College, Cranwell	✓

<b>Date</b>	<b>Ref</b>	<b>Organisation/Event</b>	<b>Location</b>	<b>Chauff</b>
		Her Majesty The Queen's Birthday Reception		
13.06.13	DN42	Peterborough City Council: "Mayor's Open Day"	Town Hall, Peterborough	
14.06.13	DN40	ABF The Soldiers' Charity Summer Reception	Petwood Hotel, Woodhall Spa	
15.06.13 (Saturday) Morning	DN35	Grantham Carnival – Judging of Floats, Parade & Trophy Presentation	Market Place, Grantham and Wyndham Park, Grantham	✓
15.06.13 (Saturday) Evening	DN19	Frances, Duchess of Rutland "Wine and Roses" in aid of Dove Cottage Day Hospice, Stathern	Belvoir Lodge, Grantham	
16.06.13	DN33	Grantham Town Mayor – Mayor's Service	St. Wulfram's Church, Grantham	
16.06.13	DN35	Grantham Carnival – Classic Car Show – Presentation of Award	Wyndham Park Grantham	
18.06.13	DN39	Stamford Town Council – Williamson Cliff War Memorial Re-Dedication Ceremony	Stamford Cemetery, Stamford	
22.06.13	DN24	The Commander and Officers of the Royal Logistic Corps Territorial Army – Cocktail Party	Prince William of Gloucester Barracks, Grantham	
23.06.13	DN36	The Mayor of Northampton Borough Council: Service of Remembrance for Korean War Veterans	The Abington Square Memorial, Northampton	✓
23.06.13	RH3	Peterborough City Council: "Installation of Mayor"	Peterborough Cathedral	
27.06.13	DN26	Inspire – Mini Olympics	South Kesteven Sports Stadium	
28.06.13	DN28	Homestart Grantham AGM	Autumn Park Business Centre, Grantham	
24.06.13	DD	Armed Forces Day – Flag Raising	St. Peter's Hill Grantham	
29.06.13	DN41	Stamford Festival Association and the Stamford Kiwanis	Browne's Hospital, Stamford	
30.06.13	DN31	The Chairman of East Northamptonshire Council Civic Service	St Mary the Virgin Church, Higham Ferrers	✓
05.07.13	DN43	The County Amateur Operatics & Dramatics Society Annual Concert Civic Evening – 'Step into Hollywood'	Lincoln Theatre Royal, Lincoln	✓
07.07.13	DN29	The Mayor Elect of Louth's Civic Parade and Church Service	St. James' Church, Louth	✓

## REPORT TO COUNCIL

**REPORT OF:** Electoral Review Working Group

**REPORT NO:** LDS101

**DATE:** 11 July 2013

<b>TITLE:</b>	Electoral Review of South Kesteven – Warding Patterns Submission	
<b>KEY DECISION OR POLICY FRAMEWORK PROPOSAL:</b>	Statutory Requirement	
<b>PORTFOLIO HOLDER: NAME AND DESIGNATION:</b>	Councillor Paul Carpenter Portfolio: Governance and Communication	
<b>CONTACT OFFICER:</b>	Julie Edwards Elections and Democratic Services Team Leader Telephone: 01476 40 60 78 E-mail: <a href="mailto:j.edwards@southkesteven.gov.uk">j.edwards@southkesteven.gov.uk</a>	
<b>INITIAL IMPACT ANALYSIS:</b>  Equality and Diversity	Carried out and Referred to in paragraph (7) below	Full impact assessment Required: N/A
<b>FREEDOM OF INFORMATION ACT:</b>	This report is publicly available via the Your Council and Democracy link on the Council’s website: <a href="http://www.southkesteven.gov.uk">www.southkesteven.gov.uk</a>	
<b>BACKGROUND PAPERS</b>	<p>Electoral Reviews – Technical Guidance: <a href="http://www.lgbce.org.uk/documents/lgbce/guidance-policy-and-publications/guidance/er-web-version-jul11.pdf">http://www.lgbce.org.uk/documents/lgbce/guidance-policy-and-publications/guidance/er-web-version-jul11.pdf</a></p> <p>Council Size Submission: <a href="http://www.lgbce.org.uk/documents/lgbce/reviews/south-kesteven/council-size/lgbce-1318-south-kesteven-council-size-appendix-a-2013-02-12.pdf">http://www.lgbce.org.uk/documents/lgbce/reviews/south-kesteven/council-size/lgbce-1318-south-kesteven-council-size-appendix-a-2013-02-12.pdf</a></p> <p>Letter from Boundary Commission: <a href="http://www.lgbce.org.uk/documents/lgbce/reviews/south-kesteven/stage-1/south-kesteven-info-gath-chief-exec-pdf-2013-05-28.pdf">http://www.lgbce.org.uk/documents/lgbce/reviews/south-kesteven/stage-1/south-kesteven-info-gath-chief-exec-pdf-2013-05-28.pdf</a></p> <p>Equality Analysis: <a href="http://moderngov.southkesteven.gov.uk/ieListDocuments.aspx?CId=261&amp;MId=2982&amp;Ver=4">http://moderngov.southkesteven.gov.uk/ieListDocuments.aspx?CId=261&amp;MId=2982&amp;Ver=4</a></p>	

## **1. RECOMMENDATIONS**

- 1.1 That the Council approves the draft submission on proposed warding arrangements which is attached to this report at Appendix A, for submission to the Local Government Boundary Commission for England.**
- 1.2 That the Council delegates authority to the Electoral Review Working Group to make any alterations to the submission resulting from the meeting.**

## **2. PURPOSE OF THE REPORT**

- 2.1 Members will be aware that the Local Government Boundary Commission for England (LGBCE) is conducting a review of the electoral arrangements for South Kesteven with the revised electoral arrangements being introduced at the next ordinary District Council elections in May 2015.
- 2.2 At its meeting on 12 July 2012, the Council appointed a working group to develop detailed proposals. Councillors Adams, Cooke, Davidson, Howard and Adam Stokes were appointed to the working group. Councillor Woolley was appointed in place of Councillor Cooke at the meeting held on 18 April 2013.
- 2.3 On 21 May 2013 the LGBCE adopted a council size of 55 members for South Kesteven and invited all interested parties to propose a new pattern of warding arrangements based on a council size of 55 councillors.
- 2.4 The Electoral Review Working Group have met on seven occasions since mid May to determine the proposed warding arrangements as detailed in the draft submission as attached at Appendix A to this report.
- 2.5 The purpose of this report is to obtain approval of the draft submission which this Council agrees should be made to the Boundary Commission relating to the future warding patterns for the Council.
- 2.6 Following this stage of the review, the Boundary Commission will consider all submissions received and will publish draft recommendations during October 2013.

## **3. DETAILS OF REPORT**

- 3.1 Attached at Appendix A is the proposed Warding Patterns submission which, if agreed, will be sent to the Local Government Boundary Commission for England.
- 3.2 When proposing the new warding patterns, the following set criteria have been taken into account by the working group:
  - Equality of representation
  - Reflecting community identities and interests
  - Providing for convenient and effective local government

- 3.3 The object of the review is to ensure a consistent level of representation across the area of the local authority. This means ensuring that, as far as possible, each councillor represents the same number of electors.
- 3.4 Matters that could be taken into account during the electoral review are:
- The total number of councillors to be elected to the council (council size)
  - The number and boundaries of wards
  - The number of councillors to be elected for each ward
  - The name of each ward
- 3.5 The Boundary Commission guidance clearly states that the following cannot be considered as part of the electoral review:
- Changes to boundaries between local authorities
  - Changes to parish boundaries
  - Creation of new parishes
  - Changes to electoral arrangements of parish and town councils unless they are as a direct consequence of proposed changes made to district wards
- 3.6 The deadline for submission of warding pattern proposals to the Boundary Commission is 5 August 2013.
- 3.7 The LGBCE require the review to be based on the forecast electorate figures for 2019 which is 114,022. Based on a council size of 55 members, the average number of electors for each Councillor is 2,073. Wards are permitted to be within a variance of +/-10%.
- 3.8 The proposal is for a mixture of one, two and three member wards as follows:
- 55 councillors across 31 wards with :
    - 10 single member wards
    - 18 two member wards
    - 3 three member wards
- All of the proposed wards have achieved the elector : councillor ratio within the required variance of +/- 10%.
- 3.9 The submission document details the proposed warding structure with maps together with evidence and rationale to support it.
- 3.10 The draft submission has been prepared in accordance with the technical guidance of the Local Government Boundary Commission for England.
- 3.11 Should any amendment to the submission be required following this meeting it is proposed that delegated authority be given to the working group to consider and make amendments to the final submission.

#### **4. OTHER OPTIONS CONSIDERED**

- 4.1 The Council may choose not to make a submission to the LGBCE however it would then impose a warding structure without the involvement of the Council.
- 4.2 Other interested parties, such as political parties, parish councils or local residents may make their own submission to the LGBCE which would also be considered alongside the Council's submission.

#### **5. RESOURCE IMPLICATIONS**

- 5.1 The review has had significant staffing implications which have been absorbed by the Legal and Democratic Services team. Evidence and assistance has been provided by the Planning Policy team and IT. Following the completion of the review, a full review of all polling districts and polling places will need to be carried out which will have further staffing implications.
- 5.2 Travelling expenses are payable to Councillors appointed to the working group. Provision is made within the Legal and Democratic Services budget for the payment of travel expenses.

#### **6. RISK AND MITIGATION**

- 6.1 Risk has been considered as part of this report and no exceptional / high risks have been identified.

#### **7. ISSUES ARISING FROM IMPACT ANALYSIS**

- 7.1 A stage 1 equality analysis has been completed and is available as a background paper to this report. No adverse impact was identified. Every consideration was given to ensure equality of representation throughout the process.

#### **8. CRIME AND DISORDER IMPLICATIONS**

- 8.1 There are no crime and disorder implications arising as a result of this report.

#### **9. COMMENTS OF FINANCIAL SERVICES**

- 9.1 The change to the number of Councillors will have financial implications. A review of members' remuneration is currently being carried out and will take into account the financial implications of the reduction in the number of Councillors from 58 to 55. Any proposed changes to the warding arrangements may have an impact on the cost of elections although it is not expected to impact significantly.

#### **10. COMMENTS OF LEGAL AND DEMOCRATIC SERVICES**

- 10.1 Local authority boundary reviews are carried out to review the number of councillors, the names, number and boundaries of wards and electoral divisions and the number of councillors to be elected to each. Electoral reviews are

initiated primarily to improve electoral equality. This means ensuring, so far as is reasonable, that each councillor elected to the authority represents the same number of electors. The Local Government Boundary Commission is responsible for putting any changes to electoral arrangements into effect and does this by making an Order. The local authority then conducts local elections on the basis of the new arrangements set out in that Order.

10.2 The Boundary Commission and provision for review was introduced by the Local Democracy, Economic Development and Construction Act 2009.

## **11. COMMENTS OF OTHER RELEVANT SERVICES**

11.1 Not applicable.

## **12. APPENDICES:**

- Appendix A – draft submission on proposed warding arrangements



# South Kesteven District Council

## Equality Analysis (Stage 1)

### Electoral Review of South Kesteven Warding Arrangements

<b>Service Area:</b>	<b>Lead officer:</b> Julie Edwards	<b>Date of Meeting</b>
Legal and Democratic Services	<b>Assessors:</b> Jo Toomey	28 June 2013
	<b>Neutral Assessor:</b> Carol Drury	



<b>Equality Group</b>	<b>Does this policy/service/function/strategy have a positive or negative impact on any of the equality groups?  Please state which for each group</b>	<b>Please describe why the impact is positive or negative. If you consider this policy etc is not relevant to a specific characteristic please explain why</b>
<b>Age</b>	Neutral	The changes to warding arrangements will not impact in terms of protected characteristic. Persons of an age to vote and who are eligible under current law to do so will be unaffected. Whilst the changes may result in members of the electorate being required to vote at a different polling station their democratic right to do so remains the same.
<b>Disability</b>	Neutral	The changes to warding arrangements will not impact in terms of protected characteristic. Persons eligible to vote under current law will be unaffected. Whilst the changes may result in members of the electorate being required to vote at a different polling station their democratic right to do so remains the same. Access audits will be carried out on proposed polling stations to ensure their suitability as part of a polling station review
<b>Race</b>	Neutral	The changes to warding arrangements will not impact in terms of protected characteristic. Persons eligible to vote under current law will be unaffected. Whilst the changes may result in members of the electorate being required to vote at a different polling station their democratic right to do so remains the same.
<b>Gender Reassignment</b>	Neutral	The changes to warding arrangements will not impact in terms of protected characteristic. Persons eligible to vote under current law will be unaffected. Whilst the changes may result in members of the electorate being required to vote at a different polling station their democratic right to do so remains the same.

<b>Religion or Belief</b>	Neutral	The changes to warding arrangements will not impact in terms of protected characteristic. Persons eligible to vote under current law will be unaffected. Whilst the changes may result in members of the electorate being required to vote at a different polling station their democratic right to do so remains the same.
<b>Sex</b>	Neutral	The changes to warding arrangements will not impact in terms of protected characteristic. Persons eligible to vote under current law will be unaffected. Whilst the changes may result in members of the electorate being required to vote at a different polling station their democratic right to do so remains the same.
<b>Sexual Orientation</b>	Neutral	The changes to warding arrangements will not impact in terms of protected characteristic. Persons eligible to vote under current law will be unaffected. Whilst the changes may result in members of the electorate being required to vote at a different polling station their democratic right to do so remains the same.
<b>Pregnancy and Maternity</b>	Neutral	The changes to warding arrangements will not impact in terms of protected characteristic. Persons eligible to vote under current law will be unaffected. Whilst the changes may result in members of the electorate being required to vote at a different polling station their democratic right to do so remains the same.
<b>Marriage and Civil Partnership</b>	Neutral	The changes to warding arrangements will not impact in terms of protected characteristic. Persons eligible to vote under current law will be unaffected. Whilst the changes may result in members of the electorate being required to vote at a different polling station their democratic right to do so remains the same.
<b>Carers</b>	Neutral	The changes to warding arrangements will not impact in terms of protected characteristic. Persons eligible to vote under

		current law will be unaffected. Whilst the changes may result in members of the electorate being required to vote at a different polling station their democratic right to do so remains the same.
<b>Other Groups (e.g. those from deprived (IMD*) communities; those from rural communities, those with an offending past)</b>  *(IMD = Indices of multiple deprivation)	Neutral	The changes to warding arrangements will not impact in terms of protected characteristic. Persons eligible to vote under current law will be unaffected. Whilst the changes may result in members of the electorate being required to vote at a different polling station their democratic right to do so remains the same.
<b>General comments</b>	In determining the proposed warding arrangements a working group of elected members and officers were led by a need to maintain strong community identities across the district. Justification for the proposed boundary changes has been based the connections between parish/village identities in the rural settings and local amenities, places of worship, education establishments, parks and open spaces and leisure and arts facilities. In both rural and urban settings the importance of established community groups was also a factor. In examining community connections we also considered environmental factors including sparsity and the need to reflect similarities within urban centres.	

**3. What equality data/information did you use to inform the outcomes of the proposed policy/service/function/strategy? (Note any relevant consultation who took part and key findings)**

The Electoral Register as at October 2012 Projected electorate figures to 2019 Planning Policy Master Plans for the district Community Led Plans, Parish Plans, Neighbourhood Plans from across the district Supplementary Planning Documents for Growth Areas Local Directories of Community Groups and organisations Schools and College information including school census figures Demographic information from Census 2011 at Super Output area Current Ward Profiles Representations to the Boundary Commission from Parish and Town Councils at the time of the Council Size submission Briefings to Councillors
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**If there are any gaps in the consultation/monitoring data, how will this be addressed?**

No gaps identified

**4. Outcomes of analysis and recommendations (please note you will be required to provide evidence to support the recommendations made): Please check one of the options.**

a)	No major change needed: equality analysis has not identified any potential for discrimination or for negative impact and all opportunities to promote equality have been taken	<input checked="" type="checkbox"/>
<b><i>If you have checked option a) you will need to complete a Stage 3 analysis when your policy/service/function/strategy has been implemented</i></b>		
b)	Adjust the proposal to remove barriers identified by equality analysis or to better promote equality.	<input type="checkbox"/>
<b><i>If you have checked option b) you will need to answer questions b.1 and b.2</i></b>		
c)	Adverse impact but continue	<input type="checkbox"/>
<b><i>If you have checked option c) you will need to answer questions c.1</i></b>		
d)	Stop and remove the policy/function/service/strategy as equality analysis has shown actual or potential unlawful	<input type="checkbox"/>

**b.1 In brief, what changes are you planning to make to your proposed policy/service/function/strategy to minimise or eliminate the negative equality impacts?**

**b.2 Please provide details of whom you will consult on the proposed changes and if you do not plan to consult, please provide the rationale behind that decision.**

***If you have checked option b) you will need to complete a Stage 2 equality analysis***

**c.1 Please provide an explanation in the box below that clearly sets out your justification for continuing with the proposed policy/function/service/strategy.**

***If you have checked option c) you will need to complete a Stage 2 equality analysis. You should consider in stage 2 whether there are sufficient plans to reduce the negative impact and/or plans to monitor the actual impact.***

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**Signed (Lead Officer):** Julie Edwards  
*(Name and title)* *Elections and Democratic Services Team Leader*

**Date completed:** 26 June 2013

**Signed (Neutral Assessor):** Carol Drury  
*(Name and title)* *Community Engagement and Policy Development Officer.*

**Date signed off:** 26 June 2013

## REPORT TO COUNCIL

**REPORT OF:** STRATEGIC RESOURCES – WELL RUN COUNCIL PORTFOLIO HOLDER

**REPORT NO:** HOF242

**DATE:** 11 July 2013

<b>TITLE:</b>	Local Authority Mortgage Scheme – approval of scheme extension	
<b>KEY DECISION OR POLICY FRAMEWORK PROPOSAL:</b>	N/A	
<b>PORTFOLIO HOLDER: NAME AND DESIGNATION:</b>	Councillor Mike Taylor Strategic Resources - Well Run Council Portfolio Holder	
<b>CONTACT OFFICER:</b>	Richard Wyles – Head of Finance 01476 406210 Email: <a href="mailto:r.wyles@southkesteven.gov.uk">r.wyles@southkesteven.gov.uk</a>	
<b>INITIAL IMPACT ASSESSMENT:</b>	Carried out and Referred to in paragraph (7) below	Full impact assessment Required:
<b>Equality and Diversity</b>		
<b>FREEDOM OF INFORMATION ACT:</b>	This report is publicly available via the Your Council and Democracy link on the Council's website: <a href="http://www.southkesteven.gov.uk">www.southkesteven.gov.uk</a>	
<b>BACKGROUND PAPERS</b>	Report to Council – 1 March 2012 <a href="http://moderngovsvr/mgConvert2PDF.aspx?ID=10166">http://moderngovsvr/mgConvert2PDF.aspx?ID=10166</a> Report to Council – 3 May 2012 <a href="http://moderngovsvr/mgConvert2PDF.aspx?ID=10386">http://moderngovsvr/mgConvert2PDF.aspx?ID=10386</a> Equality Analysis – Teachers Building Society: <a href="http://moderngov.southkesteven.gov.uk/ieListDocuments.aspx?CId=261&amp;MId=2982&amp;Ver=4">http://moderngov.southkesteven.gov.uk/ieListDocuments.aspx?CId=261&amp;MId=2982&amp;Ver=4</a>	

### 1. RECOMMENDATION

It is recommended that:

- Council approve the continuation and extension of the Local Authority Mortgage Scheme (LAMS) and commit a further amount of £1M to the existing partnership with Lloyds TSB Bank Plc and;
- Council approve the inclusion of the additional lender Teachers Building Society having taken into consideration the information provided in this report.
- Council approve the recommendation to increase the maximum loan size per application to £147,250.

- Council delegate to the Strategic Director (Corporate Services) and the Portfolio Holder (Strategic Resources, Well Run Council) the authority to include other lenders into the scheme up to a maximum of £0.5M per lender.
- Council delegate to the Strategic Director (Corporate Services) the authority to execute the legal documentation, obtain and authorise the required legal indemnities to take part in the scheme and approve the criteria, terms and conditions of each individual lender.

## 2. PURPOSE OF THE REPORT

The LAMS has been in operation for a year and the purpose of the report is to provide an update on its impact and to recommend the continuation and extension of the scheme.

## 3. DETAILS OF REPORT

### Background

The LAMS is designed to help increase the supply of affordable housing for those who need it, and to help the local housing market and thereby the local economy.

The scheme requires the Local Authority to provide a financial indemnity of up to 20% of a mortgage for potential home-buyers who qualify for Local Authority support, and who meet the strict lending criteria set by the lender. The indemnity could be un-funded or 'cash backed'. That is an agreed figure can be lodged with Lender (Bank or Building Society) or merely given in the form of a financial undertaking. The criteria will be set by the participating Local Authority in conjunction with the mortgage provider.

At its meeting in March 2012, Council gave its approval for the implementation of a local scheme in partnership with Lloyds Bank Plc up to a limit of £1M and approved plans to extend the scheme across other lenders as they enter the scheme up to a total of £5M subject to a full analysis of impact against priorities of the first £1M and subject to budget provision.

The scheme went live in June 2012 and an analysis of the take up of the scheme is provided below:

Month	Offers made in month (cumulative total)	Completed	Cumulative indemnity amount
July	1	-	£19,800
August	2 (3)	-	£61,800
September	3 (6)	2	£111,550
October	5 (11)	2	£183,150
November	2 (13)	5	£213,600
December	2 (15)	8	£251,400
January	2 (17)	13	£288,400
February	4 (21)	14	£364,375
March	3 (24)	16	£425,650
April	2 (26)	18	£450,650
May	3 (29)	21	£518,225*

\*Remaining indemnity as at 31 May 2013 £481,775

In term of postcode analysis, the 29 applications received to date are received in respect of the following postcode areas:

NG31 – 22  
 NG32 – 1  
 NG33 – 1  
 PE9 – 5

In accordance with the Council's decision, the opportunity has been taken to give consideration to the inclusion of additional lenders to the scheme. Below is a listing of the lenders currently included in the LAMS scheme (as supplied by Sector Treasury Services Ltd).

Lender	Geographical area	Cash backed scheme	Non cash backed scheme	New Build	Readiness to launch	Bps above standard	Branches	Minimum indemnity
Furness BS	Local – North west	n/a	Yes	TBC		n/a	TBC	£0.5M
Leeds BS	National	Yes	n/a	Yes	Active	40	Yes	£0.5M
Leek United BS	Staffordshire, Derbyshire, Cheshire and Shropshire	n/a	Yes	No	Active	n/a	Yes	£0.5M
Lloyds Bank	National	Yes	n/a	No	Active	70	Yes	£1M
Marsden BS	Pendle (initially)	n/a	Yes	TBC	Ready	n/a	Yes	£0.5M
Teachers BS	National	n/a	Yes	TBC	Active	n/a	TBC	£0.5M or less
Kent Reliance BS	Initially Kent but national for future	n/a	Yes	TBC	Ready	n/a	intermediaries	£0.5M

Of the above, it is considered that Leeds Building Society and Teachers Building Society would be of interest to the Council due to their national presence although Teachers BS has the limitation of being available to only teachers and education professionals. However it has been confirmed that Leeds Building Society do not have the financial capacity to invite any further local authority partners during 2013 although this will be reviewed by Leeds during the year.

The average property value for a South Kesteven scheme is £97,529 and the average loan value is £90,111 which gives an average loan to value % of 92.60%.

It is accepted that the take up of the scheme is less in the south of the district and work is underway to understand the reasons for this which is potentially a combination of a reduced number of available properties within the limit of £125,000 price banding, reduced amount of local publicity and awareness of the scheme by Lloyds TSB Plc and fewer applicants meeting the overall criteria of scheme eligibility and therefore unable to proceed with the application.

Lenders require the maximum individual loan size to be stipulated at the inception of the scheme (i.e. 95% of the average property valuation locally) rather than the maximum actual property valuation. For South Kesteven the maximum loan size per application towards which assistance may be given to a first time buyer is up to and including £118,750 (95% of £125,000). It is proposed to raise this property valuation threshold to £155,000 which will ensure all suitable property values are included and will potentially act as a catalyst to increase the number of successful applications in the PE9 area of the district. This would increase the maximum loan size to £147,250. To complement the increase in the loan size it is also proposed to replenish the Lloyds Bank scheme to the £1M.

Cabinet is considering this matter at their meeting on 1<sup>st</sup> July 2013 and the recommendations in this report are made subject to the approval of the Cabinet on the 1<sup>st</sup> July 2013.

**4. OTHER OPTIONS CONSIDERED**

None applicable

**5. RESOURCE IMPLICATIONS**

None applicable

**6. RISK AND MITIGATION**

None applicable

**7. ISSUES ARISING FROM EQUALITY IMPACT ANALYSIS**

A full impact analysis was undertaken at the time of Council approving the introduction of the current scheme. This report seeks extension to the approved scheme and therefore no further impact analysis is required in respect of an extension of the Lloyds Bank Plc scheme. Any other scheme must be considered on its merits and impact analysis should be carried out on any variation from the current scheme.

**8. CRIME AND DISORDER IMPLICATIONS**

None applicable

**9. COMMENTS OF FINANCIAL SERVICES**

Financial considerations are included in the report.

**10. COMMENTS OF LEGAL AND DEMOCRATIC SERVICES**

Any extension of the existing scheme and any new scheme will require the appropriate specific authorities relating to that scheme. It is appropriate that delegated authority is given to the Strategic Director to permit the effective and efficient introduction of any new proposed scheme. The individual detail of the terms of any new scheme is not known at the time of writing this report.

**11. COMMENTS OF OTHER RELEVANT SERVICES**

None applicable

**12. APPENDICES**

None



# South Kesteven District Council

## Equality Analysis (Stage 1)

### Local Authority Mortgage Scheme Introduction of choice of Lenders

<b>Service Area:</b>	<b>Lead officer:</b> Richard Wyles	<b>Date of Meeting</b>  01/07/13
<b>Financial Services</b>	<b>Assessors:</b> Richard Wyles	
	<b>Neutral Assessor:</b> Carol Drury	

**1. Name and description of policy/service/function/strategy**

Local Authority Mortgage Scheme.

Sector Treasury Management Services (The Council's Treasury Management Advisors) have developed a national scheme, initially in conjunction with the Lloyds Banking Group, to allow Councils to provide support to first-time buyers. The scheme provides help for potential buyers who can afford mortgage payments – but not the initial deposit – to get on to the property ladder.

Currently, home mortgage lenders are typically prepared to lend a maximum of 75-80% loan to value, even if the applicant can afford a 95% mortgage. The applicant therefore requires a substantial deposit. Many potential first-time home-buyers do not have the funds needed for such a deposit.

The adoption of the LAMS scheme will contribute to the fulfilment of the council's strategic aims and objectives by enabling first-time buyers to enter the housing market within the district, and subsequently to contribute to its social, environmental and economic well-being. It is a customer and community focused initiative, providing practical assistance to first-time buyers, whilst freeing up social housing for those in greater need.

This scheme has been in operation since July 2012. The proposal is to extend the scheme to include additional lenders and in this instance Teachers Building Society. Whilst it is recognised that the Building Society is specifically aimed at the teaching professionals only, this is mitigated as the local scheme also includes Lloyds TSB Bank Plc which welcomes applications from all employment sectors.

**Is this a new or existing policy? Existing**

**2. Complete the table below, considering whether the proposed policy/service/function/strategy could have any potential positive, or negative impacts on groups from any of the protected characteristics (or diversity strands) listed, using demographic data, user surveys, local consultations evaluation forms, comments and complaints etc.**

<b>Equality Group</b>	<b>Does this policy/service/function/strategy have a positive or negative impact on any of the equality groups?  Please state which for each group</b>	<b>Please describe why the impact is positive or negative. If you consider this policy etc is not relevant to a specific characteristic please explain why</b>
<b>Age</b>	Positive	LAMS generally gives first time buyers from all sectors of the community the capacity to

		purchase a property within the district. The introduction of an additional lender into the scheme operated in South Kesteven means that choice is an option. It is recognised that the target market of this additional lender (Teachers Building Society) is limited to persons within a specific area of employment however the scheme remains open to all through its original partner lender Lloyds TSB.
<b>Disability</b>	Positive	All comments listed above are relevant also to this protected characteristic. Eligibility into this scheme is not restricted by protected characteristic.
<b>Race</b>	Positive	All comments listed above are relevant also to this protected characteristic. Eligibility into this scheme is not restricted by protected characteristic.
<b>Gender Reassignment</b>	Positive	All comments listed above are relevant also to this protected characteristic. Eligibility into this scheme is not restricted by protected characteristic.
<b>Religion or Belief</b>	Positive	All comments listed above are relevant also to this protected characteristic. Eligibility into this scheme is not restricted by protected characteristic.
<b>Sex</b>	Positive	All comments listed above are relevant also to this protected characteristic. Eligibility into this scheme is not restricted by protected characteristic.
<b>Sexual Orientation</b>	Positive	All comments listed above are relevant also to this protected characteristic. Eligibility into this scheme is not restricted by protected characteristic.
<b>Pregnancy and Maternity</b>	Positive	All comments listed above are relevant also to this protected characteristic. Eligibility into this scheme is not restricted by protected characteristic.
<b>Marriage and Civil Partnership</b>	Positive	All comments listed above are relevant also to this protected characteristic. Eligibility into this scheme is not restricted by protected characteristic.

<b>Carers</b>	Positive	All comments listed above are relevant also to this protected characteristic. Eligibility into this scheme is not restricted by protected characteristic.
<b>Other Groups (e.g. those from deprived (IMD*) communities; those from rural communities, those with an offending past)</b>  *(IMD = Indices of multiple deprivation)	Positive	All comments listed above are relevant also to this protected characteristic. Eligibility into this scheme is not restricted by protected characteristic.
<b>General comments</b>		

**3. What equality data/information did you use to inform the outcomes of the proposed policy/service/function/strategy? (Note any relevant consultation who took part and key findings)**

The proposal is to include additional Lenders to the scheme - these lenders have been independently verified in terms of their eligibility and financial viability to ensure they can meet the requirements of the scheme.

**If there are any gaps in the consultation/monitoring data, how will this be addressed?**

Follow-up reports on the effectiveness of the Scheme which will include an anonymous breakdown of information relating to successful applicants will be provided by the Lenders to the Authority over the period of operation of the Scheme.

**4. Outcomes of analysis and recommendations (please note you will be required to provide evidence to support the recommendations made): Please check one of the options.**

a) No major change needed: equality analysis has not identified any potential

	for discrimination or for negative impact and all opportunities to promote equality have been taken	
<b><i>If you have checked option a) you will need to complete a Stage 3 analysis when your policy/service/function/strategy has been implemented</i></b>		
b)	Adjust the proposal to remove barriers identified by equality analysis or to better promote equality.	<input type="checkbox"/>
<b><i>If you have checked option b) you will need to answer questions b.1 and b.2</i></b>		
c)	Adverse impact but continue	<input type="checkbox"/>
<b><i>If you have checked option c) you will need to answer questions c.1</i></b>		
d	Stop and remove the policy/function/service/strategy as equality analysis has shown actual or potential unlawful	<input type="checkbox"/>

**b.1 In brief, what changes are you planning to make to your proposed policy/service/function/strategy to minimise or eliminate the negative equality impacts?**

**b.2 Please provide details of whom you will consult on the proposed changes and if you do not plan to consult, please provide the rationale behind that decision.**

***If you have checked option b) you will need to complete a Stage 2 equality analysis***

**c.1 Please provide an explanation in the box below that clearly sets out your justification for continuing with the proposed policy/function/service/strategy.**

***If you have checked option c) you will need to complete a Stage 2 equality analysis. You should consider in stage 2 whether there are sufficient plans to reduce the negative impact and/or plans to monitor the actual impact.***

**Signed (Lead Officer):**  
*(Name and title)*

**Richard Wyles**  
*Head of Finance*

**Date completed:**

**01/07/13**

**Signed (Neutral Assessor):**  
*(Name and title)*

**Carol Drury**  
Community Engagement & Policy Development Officer

**Date signed off:**

**02/07/13**

## REPORT TO COUNCIL

**REPORT OF:** Head of Legal and Democratic Services

**REPORT NO:** LDS096

**DATE:** 11 July 2013

<b>TITLE:</b>	Independent Person	
<b>KEY DECISION OR POLICY FRAMEWORK PROPOSAL:</b>	Statutory requirement	
<b>PORTFOLIO HOLDER: NAME AND DESIGNATION:</b>	Councillor Paul Carpenter – Portfolio Holder for Governance and Communication	
<b>CONTACT OFFICER:</b>	Lucy Youles – Head of Legal and Democratic Services e-mail: <a href="mailto:l.youles@southkesteven.gov.uk">l.youles@southkesteven.gov.uk</a> Tel: 01476 4016105	
<b>INITIAL IMPACT ANALYSIS:</b>  Equality and Diversity	Carried out and Referred to in paragraph (7) below Not applicable	Full impact assessment Required:
<b>FREEDOM OF INFORMATION ACT:</b>	This report is publicly available via the Your Council and Democracy link on the Council's website: <a href="http://www.southkesteven.gov.uk">www.southkesteven.gov.uk</a>	
<b>BACKGROUND PAPERS</b>	Localism Act 2011 <a href="http://www.legislation.gov.uk/ukpga/2011/20/contents/enacted">http://www.legislation.gov.uk/ukpga/2011/20/contents/enacted</a>  Members Code of Conduct <a href="http://www.southkesteven.gov.uk/CHttpHandler.ashx?id=7226&amp;p=0">http://www.southkesteven.gov.uk/CHttpHandler.ashx?id=7226&amp;p=0</a>	

## **1. RECOMMENDATIONS**

- 1.1 It is recommended that the Council appoint the Venerable Tim Barker as the Independent Person required in accordance with s28(7) of the Localism Act 2011 for the period from the 12<sup>th</sup> July 2013 to the 11<sup>th</sup> July 2015.

## **2. PURPOSE OF THE REPORT**

- 2.1 The purpose of the report is to inform members of the requirements of the Localism Act 2011 relating to the appointment of an Independent Person and ensure the appropriate appointment is made.

## **3. DETAILS OF REPORT**

- 3.1 The Members of this Council and Town and Parish Councils work to an agreed code of conduct relating to standards and may become the subject of complaints that they have not met the standards envisaged by the Code. The appointment of an Independent Person is required to assist arrangements put in place by the Council to assess those complaints and give advice following any investigation into a complaint. The Independent person may be consulted on any other standards issues. Applicants cannot be, or be related to or a close friend of, current or former Councillors or Officers of South Kesteven District Council or any associated Town and Parish Councils.
- 3.2 In July 2012, the Council authorised the appointment of Fred Mann as the Independent Person for the period from 12<sup>th</sup> July 2012 to the 11<sup>th</sup> July 2013 to assist the Council in the promotion of high standards of conduct amongst its Members and Town and Parish Councillors. Tim Barker was appointed as the deputy Independent Person.
- 3.3 Members will recall that Mr. Mann had previously served as the independent vice chairman of the standards committee. As such, his appointment as the Independent Person could only be permitted for the term of one year. An advert has been placed on the Council's website requesting applications for the appointment of a new Independent Person and deputy. At the time of writing this report, one application has been received from Tim Barker. Information in support of the application is attached to this report as an Appendix.

## **4. OTHER OPTIONS CONSIDERED**

The Council is required to make an appointment. No other options have been considered.

## **5. RESOURCE IMPLICATIONS**

Reasonable travel expenses will be paid for essential travel related to the post.

## **6. RISK AND MITIGATION**

Risk has been considered as part of this report. No high risks were identified.

**7. ISSUES ARISING FROM IMPACT ANALYSIS**

7.1 None

**8. CRIME AND DISORDER IMPLICATIONS**

8.1 None

**9. COMMENTS OF FINANCIAL SERVICES**

9.1 It is appropriate that reasonable travel expenses are met.

**10. COMMENTS OF LEGAL AND DEMOCRATIC SERVICES**

10.1 The proposed appointment meets the requirements of the Localism Act.

**11. COMMENTS OF OTHER RELEVANT SERVICES**

11.1 None

**12. APPENDIX:**

12.1 Information in support of the application

#### **Section 4: Information in support of your application**

*Please include any experience, skills, knowledge, and achievements from any areas of your life which you consider you would bring to the position of Independent Person. Please use the criteria of the person specification for reference.*

Before moving to Lincolnshire in 1998, I was an Independent Member of Cheshire Police Authority, serving as Vice Chairman in 1997/8 and briefly as Acting Chairman. In the early 1990s, I served as a member of Cheshire County Council's Education Services Committee, representing chairs of primary school governors.

I served as a member of Lincolnshire County Council's Local Remuneration Panel until my appointment as an Independent Member of the County Council's Standards Committee in 2003. I was elected Vice Chairman of this Committee in July 2005, and subsequently served as Chairman for a year, until June 2007.

I was appointed as an Independent Member of South Holland District Council's Standards Committee in 2004. I chaired the Committee following the death of the previous Chairman in 2008 until 30 June 2012.

I served as the independent chair of South Holland Crime and Disorder Partnership and as a trustee of South Holland Volunteer Resource Centre (until its ~~closure~~ closure). I was a governor of two primary schools in South Holland until August 2009. I was a member of the Chapter of Lincoln Cathedral from 2000 until 2008. I was a member of the South Holland Local Strategic Partnership (the Rural Acton Zone) until September 2009, and had a particular interest in community cohesion issues.

I am currently a trustee of South Lincolnshire Council for Voluntary Service.

I am committed to the importance of effective and properly resourced local democracy, and believe that it is essential that local councils have the confidence of electors and partner organisations.

Although I have not sought elected office, I have worked with district and county councillors both in Cheshire (where I lived until 1998) and, since 1998, in Lincolnshire. I have a good knowledge of the procedures and working of different local authorities, and the demands on, and expectations of, councillors.

I am used to working in an environment where high standards are expected, and have a specific and statutory role in the Church of England's disciplinary and grievance procedures for clergy, in which I have to be fair, impartial and objective. I have to read and understand complex documents most days. As a member of the Church of England's General Synod, I am involved in the preparation and scrutiny of new legislation in the form of Church of England Measures.

I have experience of communications (as a former church press officer) and am used both to committee work, to public speaking and to drafting reports and correspondence. An ability to observe confidentiality is an essential requirement of my role.

Based in Quarrington since September 2009, my work as Archdeacon of Lincoln brings me into daily contact with a variety of volunteers who run the Church of England's parishes in the southern half of Lincolnshire. This experience is directly relevant to understanding the operation of (civil) parish councils and the occasional vagaries of their members. I am used to employing my diplomatic skills in dealing with our volunteers, and fully understand the importance of confidentiality. I work daily as part of the Diocese of Lincoln's leadership team.

South Kesteven falls within the area of my archdeaconry.

Having served as a member of North Kesteven and South Holland District Councils' Standards Committee until their abolition in the Localism Act, I am already aware of many of the issues facing councils as they adjust to the new standards regime. I have a good knowledge of the current legislative requirements, the changing context of the standards and expectations laid on councillors.

I believe that my experience means that I would be able to make a useful contribution to the work of South Kesteven District Council through serving as an Independent Person, and thus contribute to maintaining the existing high levels of confidence in the work of the Council.

I have recently been appointed as the Independent Person for standards for North Kesteven District Council.

I confirm that

- I am not a relative or close friend of a member of South Kesteven District Council
- I am willing and able to attend meetings at short notice
- I am committed to equality and diversity
- I am not, and never have been, adjudged bankrupt
- I am not a member of a political party

As my work involves frequent travel around south Lincolnshire, I have access to mobile communications technology, allowing me to respond quickly to telephone calls and emails. I can usually attend meetings at short notice.