

AGENDA



For a meeting of the
COUNCIL
to be held on
THURSDAY, 12 SEPTEMBER 2013
at
2.00 PM
in the
COUNCIL CHAMBER, COUNCIL OFFICES, ST. PETER'S HILL, GRANTHAM
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 11 JULY 2013

(Enclosure)

5. COMMUNICATIONS (INCLUDING CHAIRMAN'S ANNOUNCEMENTS)

(Enclosure)

6. STAMFORD GEORGIAN FESTIVAL

Presentation by the Strategic Lead for Economic Development and
Regeneration.

(Enclosure)

7. LEADER'S REPORT ON URGENT DECISIONS

Report number CAB016 by the Leader of the Council.

(Enclosure)

8. SCRUTINY COMMITTEE ANNUAL REPORT 2012/13

Report number LDS104 of the Scrutiny Committee Chairman. **(Enclosure)**

9. 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.

MINUTES

COUNCIL
THURSDAY, 11 JULY 2013
2.00 PM



PRESENT

Councillor David Nalson Chairman

Councillor Bob Adams
Councillor Mark Ashberry
Councillor Ray Auger
Councillor Harrish Bisnauthsing
Councillor Pam Bosworth
Councillor Robert Broughton
Councillor Teri Bryant
Councillor Paul Carpenter
Councillor Mrs Frances Cartwright
Councillor Michael Cook
Councillor Paul Cosham
Councillor Nick Craft
Councillor Alan Davidson
Councillor Phil Dilks
Councillor Breda Griffin
Councillor David Higgs
Councillor Reginald Howard
Councillor Jock Kerr
Councillor Vic Kerr
Councillor Michael King
Councillor Mrs. Linda Neal
Councillor John Nicholson
Councillor Alan Parkin
Councillor Helen Powell

Councillor Nick Robins
Councillor Graddon Rowlands
Councillor Bob Sampson
Councillor Bob Sandall
Councillor Susan Sandall
Councillor Trevor Scott
Councillor Ian Selby
Councillor Jacky Smith
Councillor John Smith
Councillor Mrs Judy 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 Frank Turner
Councillor Bruce Wells
Councillor Martin Wilkins
Councillor Paul Wood
Councillor Rosemary H Woolley
Councillor Raymond Wootten

OFFICERS

Chief Executive (Beverly Agass)
Strategic Director (Tracey Blackwell)
Head of Legal & Democratic Services
(Lucy Youles)
Head of Finance (Richard Wyles)

OFFICERS

Elections and Democratic Services Team
Leader (Julie Edwards)
Community Engagement and Policy
Development Officer (Carol Drury)
Principal Democracy Officer (Jo Toomey)

17. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Bevan, Miss Channell, Chivers, Cooke, Kaberry-Brown, Morgan, Russell, Shorrocks and Thompson.

18. DISCLOSURE OF INTERESTS

No interests were disclosed.

19. MINUTES OF THE MEETING HELD ON 18 APRIL 2013

The minutes of the meeting held on 18 April 2013 were proposed, seconded and agreed as a correct record subject to the following amendments:

- Page 1: following the comments on the death of Baroness Thatcher insert *“Councillors Thompson and Woolley left the Chamber in protest during the speech made on behalf of the Labour Group.”*
- Page 3, comment: *“He stated that the Council was for the people of South Kesteven not party politics.”*

Councillor Bryant requested that his vote in favour of the minutes be recorded. A number of Members spoke to explain they had either abstained or not voted as they were not present at the meeting held on 18 April 2013.

20. COMMUNICATIONS (INCLUDING CHAIRMAN'S ANNOUNCEMENTS)

The Council noted the Chairman's engagements. The Chairman commented on how much he had enjoyed the mini-Olympics.

The Chairman was congratulated on the reduced use of the chauffeur and the savings this made on behalf of the Council.

21. LINCOLNSHIRE INTEGRATED VOLUNTARY EMERGENCY SERVICES

The Chairman welcomed Stephen Hyde (Marketing and Fundraising Manager) and David Hickman (Clinical Training Officer) from the Lincolnshire Integrated Voluntary Emergency Services (LIVES). Mr Hyde gave a brief history of LIVES and spoke about the importance of rapid intervention following a cardiac arrest.

Members were informed that following a cardiac arrest, a patient's chance of survival decreased by approximately 10% every minute. LIVES representatives stated that CPR and rescue breathing gave patients time, improving their chances of survival but the only thing that would save them was timely defibrillation. On-site defibrillators would lead to a faster response time than waiting for the arrival of emergency services.

LIVES was encouraging increased availability of public access defibrillators. Examples of where defibrillation equipment was available included shopping

centres, railway stations and in villages, often in disused telephone boxes.

A demonstration was given to show how defibrillation equipment worked, following which Councillors were invited to ask questions.

Questions covered the following areas:

- The most appropriate position for the successful treatment of a patient.
- How defibrillators measured a patient's heart rhythm, how they would not shock a patient unless it was necessary and the risk of accidental shock to the defibrillator's operator.
- The costs of defibrillation units.
- The placement of the pads and which parts of the equipment were single use.
- The process the machine uses to self-check whether it is functioning correctly and advising the user of any problems.
- Ways to prevent vandalism and misuse.
- Education projects to teach children about emergency life-saving techniques and defibrillation.

It was particularly emphasised that when a patient was in cardiac arrest, the potential damage was greater if a patient was not defibrillated. The analogy was also made that fire extinguishers were required by law but the risk of dying as a result of a cardiac arrest was greater than the risk of dying in a fire. The work carried out by the Scrutiny Committee was referred to.

Mr Hickman and Mr Hyde were thanked for their presentation and the way in which they responded to all of Councillors' questions.

22. ELECTORAL REVIEW - WARDING ARRANGEMENTS

Decision:

- 1. The Council approves the draft submission on proposed Warding arrangements which is attached to report number LDS101 at Appendix A, for submission to the Local Government Boundary Commission for England.**
- 2. The Council delegates authority to the Electoral Review Working Group to make any alterations to the submission resulting from the meeting.**

In proposing the recommendations as set out in report number LDS101, on the Electoral Review of South Kesteven – Warding Patterns submission, the Governance and Communication Portfolio Holder thanked those who were involved in the preparation of the draft submission. He stated that the process had started a year previously, with the appointment of the working group, which also prepared the Council size submission (approved by Council on 13

December 2012). Any typographical errors and those amendments identified in the separate paper put before Members identified would be noted and picked up for correction through the second recommendation. The proposition was seconded.

An amendment was proposed to approve the draft submission subject to the following revision:

“That the submission be amended to ensure the Ward names for Stamford stay the same as they are now.”

In moving the amendment reference was made to the significance and history of the churches in Stamford and the strong association local people had with the churches. This was seconded. In accordance with Council Procedure Rule 16.4 a request was made for a recorded vote; this was supported by more than ten Councillors.

Councillors who spoke in favour of the amendment stressed the strong local connection with the churches, local heritage, the changeability of school names, the impact of proposed names for district council Wards on Stamford Town Council and local strength of feeling.

Those speaking against the amendment referred to the second part of the recommendation which gave delegated authority to the working group to make any amendments to the document arising from the Council meeting, the rationale that retaining the old names for Wards with different boundaries could be confusing to the local electorate and the opportunities which were made available to Councillors for commenting on the draft proposals.

In response to a question, officers confirmed no written submission had been received from Stamford Town Council.

On the completion of debate, a recorded vote was taken.

For	Against	Abstain
Councillor Ashberry	Councillor Adams	Councillor Craft
Councillor Bisnauthsing	Councillor Auger	Councillor Davidson
Councillor Broughton	Councillor Mrs Bosworth	Councillor J Kerr
Councillor Bryant	Councillor Carpenter	Councillor Stephens
Councillor Dilks	Councillor Mrs Cartwright	
Councillor Griffin	Councillor Cook	
Councillor V Kerr	Councillor Cosham	
Councillor Nalson	Councillor Higgs	
Councillor Powell	Councillor Howard	
Councillor Rowlands	Councillor King	
Councillor Sampson	Councillor Mrs Neal	
Councillor B Sandall	Councillor Nicholson	
Councillor S Sandall	Councillor Parkin	

Councillor Selby Councillor Stevens Councillor Mrs Sumner Councillor Wells Councillor Wood	Councillor Robins Councillor Scott Councillor Jacky Smith Councillor John Smith Councillor Judy Smith Councillor A Stokes Councillor I Stokes Councillor Mrs J Taylor Councillor M Taylor Councillor Turner Councillor Wilkins Councillor Woolley Councillor Wootten	
18	26	4

The amendment was defeated.

The Chairman of the Electoral Review Working Group thanked the members of the working group for their hard work and commitment and the officers who had assisted the group for their support. Members were informed that any suggestions which were received through the two briefing sessions for Councillors had been considered by the working group before the draft submission was circulated. Members were also reminded that any interested groups or individuals could make their own submissions directly to the Local Government Boundary Commission for England for all or part of the district.

During the summing up of debate, the submission deadline of 5 August 2013 was brought to Members' attention. Particular reference was made to the evidence which was required to support any proposals put forward.

A vote was taken on the proposition as originally put, which was carried.

23. LOCAL AUTHORITY MORTGAGE SCHEME

Decision:

- 1. Council approves the continuation and extension of the Local Authority Mortgage Scheme (LAMS) and commits a further amount of £1M to the existing partnership with Lloyds TSB Bank Plc.**
- 2. Council approves the inclusion of the additional lender Teachers Building Society having taken into consideration the information provided in report number HOF242**
- 3. Council approves the recommendation to increase the maximum loan size per application to £147,250**

4. Council delegates 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
5. Council delegates 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.

The recommendations in report number HOF242 were proposed and seconded. The proposed changes would broaden the availability of the scheme to people across the whole district and provide opportunities to work with more lenders as they signed-up to the scheme.

The proposition was put to the vote and carried.

24. MEMBERS CODE OF CONDUCT - APPOINTMENT OF INDEPENDENT PERSON

Decision:

The Council appoints the Venerable Tim Barker as the Independent Person required in accordance with s28(7) of the Localism Act 2011 for the period from 12 July 2013 to the 11 July 2015.

It was proposed and seconded that the Venerable Tim Barker be appointed as the Independent Person, which the Council was required to appoint under the Localism Act. A profile of the nominee was circulated as an appendix to report number LDS096. The proposition was put to the vote and carried.

25. UPDATE FROM CONSTITUTION COMMITTEE

Decision:

The Council approves the recommendations made by the Constitution Committee at its meeting on 8 July 2013 as follows:

1.1 At page 40 of the Constitution, the meaning of policy framework is amended as set out below:

4.1 Meanings

Policy Framework

The policy framework means the plans and strategies required to be adopted by the Council

- *The Corporate Plan*
- *The Medium Term Financial Strategy*
- *The Local Plan documents currently consisting of the Core Strategy and Development Plan Documents*
- *The Sustainable Communities Strategy*
- *The Pay Policy*
- *The Gambling Statement of Licensing Principles*

The recommendations in report number LDS102 were proposed and seconded. In making the proposition the Chairman of the Constitution gave a broad summary of the items discussed at the Committee's meeting on 8 July 2013 and informed Members that the change before Council concerned the Policy Framework. The Policy Framework was the documents around which the Council developed its policies and needed approving by Council together with those documents specified within legislation.

The proposal was put to the vote and carried unanimously.

26. CLOSE OF MEETING

The meeting was closed at 15:38.

Chairman's Engagements 11 July 2013 to 12 September 2013

Date	Ref	Organisation / Event	Location	Chauf
14.07.13	DN7	The Commandant of Royal Air Force College Cranwell, Air Commodore David Stubbs and Mrs Kath Stubbs – "The Old Cranwellians Colour Sunday"	The Lodge and the College RAF Cranwell	✓
14.07.13	DN44	The Chairman of Lincolnshire County Council's Service of Dedication & Reception	Lincoln Cathedral + Chapter House	✓
17.07.13	DN45	Bishop Grosseteste University Degree Congregations – First Graduation Ceremonies –	Lincoln Cathedral	
21.07.13	DN8	North Kesteven District Council Civic Service	All Saints Church Ruskington	✓
24.07.13	DN52	Vincent Brittain from Inspire + - World Record Attempt	Meres Leisure Centre	
31.07.13	DN50	Lincolnshire International Scout and Guide Camp – Poacher 13 VIP Day	Tennyson Building Lincolnshire Showground, Grange De Lings, Lincoln	
11.08.13	DN46	Chairman of East-Northamptonshire Council – Afternoon Tea	The Bridge Hotel Kettering	✓
24.08.13 – 25.08.13	DN	British Model Flying Association – 2013 British national R/C, C/L & Scale Championships	Royal Air Force Station Barkston Heath	
24.08.13 – 25.08.13	RH	British Model Flying Association – 2013 British national R/C, C/L & Scale Championships	Royal Air Force Station Barkston Heath	
01.09.13	RH4	Mayor of Melton Borough Council Civic Service	St. Mary's Church Melton	
03.09.13	RH5	Invitation to the University of Lincoln Graduation Ceremonies: Lincoln Law School & School of Health and Social Care	Lincoln Cathedral	
07.09.13	RH	Mallard Festival of Steam official opening	Grantham Railway Station	
08.09.13	DN37	The Chairman of East Lindsey District Council Civic Service	St. James' Church, Louth	✓
10.09.13	DN51	Chief Fire Officer Dave Ramscar - Lincolnshire Fire and Rescue Long Service and Good Conduct Medal presentation	Lincolnshire Events Centre, Lincolnshire Show Ground, Grange-De-Lings, Lincoln	✓



Stamford .
Georgian
FESTIVAL

A weekend festival celebrating the Georgian Period
27-29 September 2013

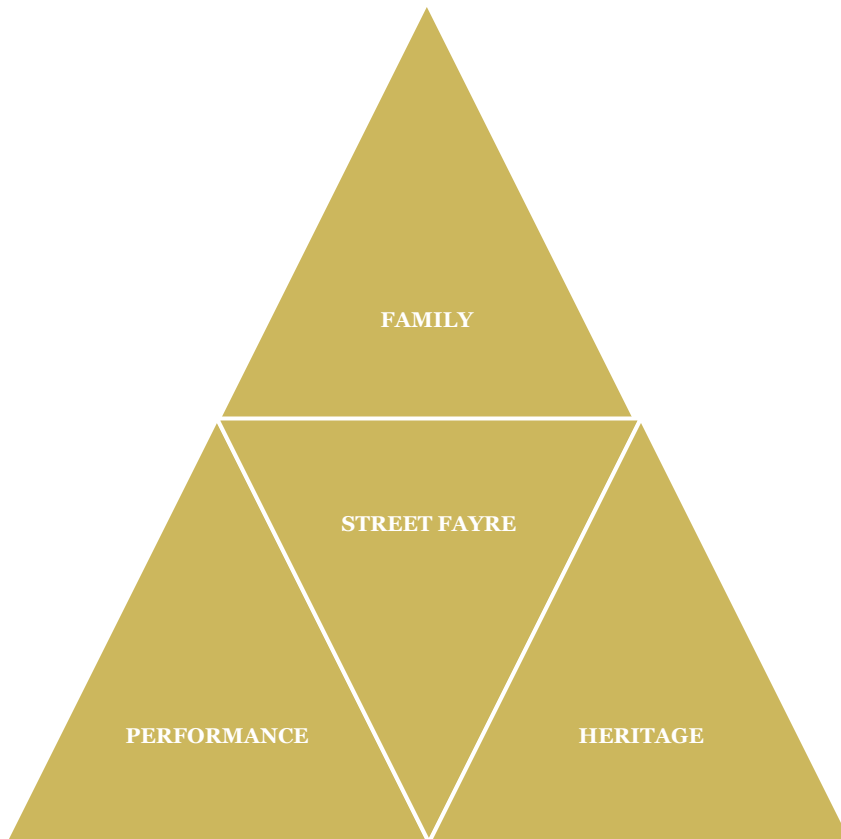
Aim

To promote the local economy and heritage of the area by delivering a high quality event that celebrates the unique character of the town and helps to build a reputation nationally for the district .

We want to...

- Attract more visitors to the town
- Promote Stamford as a destination
- Generate footfall and boost the local economy
- Engage local people in something that they can enjoy and be proud of
- Build on SKDC's success with festivals following Gravity Fields 2012

Proven formula



‘A festival for all
the community to
be involved in and
benefit from’

Festival Format

FRIDAY 27 TH SEPT.	SATURDAY 28 TH SEPT.	SUNDAY 28 TH SEPT.
Opening event	Georgian Street Fayre with a children's entertainment area and street artists	Horrible Histories Georgian Show and other family entertainment
Music recital	Horrible Histories Georgian Show and other family entertainment	Period Cricket re-enactment, drama, music and historic tours
Speakers on the period	Historic re-enactments, drama, music and historic tours	Speakers on the period
	Speakers on the period	Georgian Poetry
	Pride and Prejudice performance	



Venues

- St Martin's Church
- Stamford Arts Centre
- Corn Exchange Theatre
- Browne's Hospital
- Library
- Stamford Town Hall
- All Saints Brewery
- William Cecil Hotel
- Burghley House

Street Fayre



Family Fun



Gorgeous Georgians



[HORRIBLE HISTORIES]

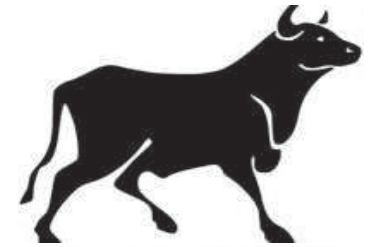
**GORGEOUS
GEORGIANS**

TERRY DEARY ILLUSTRATED BY MARTIN BROWN

[HORRIBLE HISTORIES]



The Stamford Bull



Drama - Age of Elegance



Speakers - Age of Enlightenment

- Architecture
- Fashion
- Brewing
- Art
- Literature
- Poetry
- Music
- Food
- Life style
- Burghley House

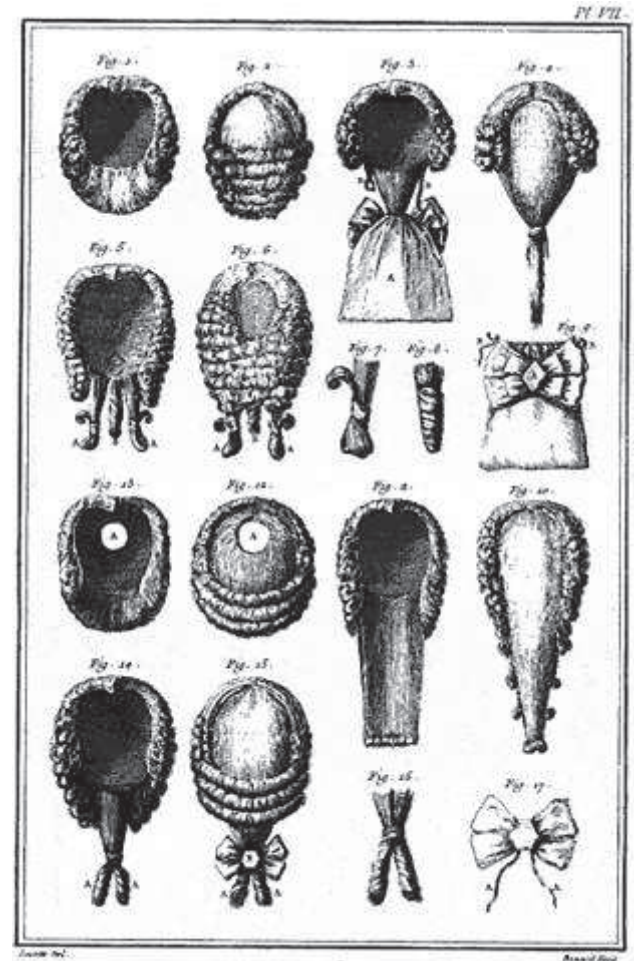
Heritage



Alchemy of Brewing



Periwigs and Powder



Perruquier Barbier, Perruques.

Children's Activities - want some Georgian Time travel?

- Television favourite Horrible Histories
- Street Fayre with children's entertainment area: silhouette cutting, face painting, jugglers
- Fair ground rides
- Punch and Judy show
- re-enactment of the notorious Bull Run.
- Education Packs for Primary schools with all resources available online.

Promotional Activities

- Website, Facebook, Twitter
- Visit England – social media
- Street Banners and signage
- Media Campaign – Radio, Regional TV, Local press
- Stamford Mercury campaign
- Local Businesses
- Schools and Colleges – Primary Times
- Tourist Information Centres
- Leaflets, Posters, Mail outs
- SK Today
- Parish updates
- Pop up Shop and market stall
- STC, LCC and Rutland

Additional car parking

- Additional 'Park and Walk' car parks at:
 - Cummins (560 spaces)
 - Burghley (500 spaces)
 - New College (170 spaces)

Partners

Shade-makers

**Stamford
Town
Council**



**Rutland &
Stamford Mercury**



*Bath Minuet
Company*

Outcomes

- Increase footfall over the festival weekend
- Raise visitor spend in local businesses
- More return visits to the area
- Higher number of overnight stays
- Wide national and local media coverage
- Support from partners through funding or in-kind support
- Strong community engagement
- Good ticket sales for festival events



Stamford .
Georgian
FESTIVAL

A weekend festival celebrating the Georgian Period

27-29 September 2013

REPORT TO COUNCIL

REPORT OF: **Leader of the Council**

REPORT NO: **CAB16**

DATE: **12 September 2013**

TITLE:	Report on Urgent Decisions	
KEY DECISION OR POLICY FRAMEWORK PROPOSAL:		
PORTFOLIO HOLDER: NAME AND DESIGNATION:	Councillor Mrs Linda Neal (Leader of the Council) Portfolio: Policy, Strategy and Strategic Partnerships	
CONTACT OFFICER:	Lucy Youles – Head of Legal and Democratic Services Telephone: 01476 40 61 05 E-mail: l.youles@southkesteven.gov.uk	
INITIAL IMPACT ANALYSIS:	Carried out and Referred to in paragraph (7) below	Full impact assessment Required:
Equality and Diversity		
FREEDOM OF INFORMATION ACT:	This report is publicly available via the Your Council and Democracy link on the Council's website: www.southkesteven.gov.uk	
BACKGROUND PAPERS	The Council's Constitution – Part 4, article 17.3 (pg 158) http://moderngov.southkesteven.gov.uk/mgConvert2PDF.aspx?ID=11978	

1. RECOMMENDATIONS

- 1.1 That the Council notes the report

2. PURPOSE OF THE REPORT

- 2.1 In accordance with Part 5, Section 19 of the Local Authority (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, the Leader of the Council is required to submit quarterly reports to the Council on executive decisions taken under the special urgency provisions. The report should include the number of decisions so taken and a summary of the matters in respect of which those decisions were taken. The Leader must submit at least one report annually to the Council.

3. DETAILS OF REPORT

- 3.1 Since the last report was brought to Council on 18 April 2013, one key decision and four non-key decisions have been taken under urgency provisions.

- 24 April 2013 – Non-key Decision – report number AFM240 which granted a 99-year lease to Grantham Tennis Club Limited to develop land (as shown on the plan attached to the report) for use as a tennis club for the benefit and use of and by the general public. Further authority is given to consent to a charge over the land in favour of LTA Operations Limited.

This decision was taken under urgency provisions because the timeline was dictated by funding constraints of the Lawn Tennis Association.

- 5 June 2013 – Key Decision – report number H&N03/13 which resolved that South Kesteven District Council should not bid for the contract to deliver the proposed countywide Monitoring and Rapid Response Service. This report was exempt under paragraph 4 of Schedule 12A of the Local Government Act 1972 (as amended).

It was taken under special urgency provisions because of the need to take immediate steps to allow sufficient time for the required statutory consultation before the start of the contract.

- 1 July 2013 – Non-key Decision – report number LDS102 in respect of the purchase of property in Grantham (report exempt under paragraph 3 of Schedule 12A of the Local Government Act 1972 (as amended)).

The decision was taken under urgency provisions because of externally defined timescales to which the Council was subject in buying property.

- 9 July 2013 – Non-key Decision – report number RIM0313 in respect of the purchase of property in Grantham (report exempt under paragraph 3 of Schedule 12A of the Local Government Act 1972 (as amended)).

The decision was taken under urgency provisions because of externally defined timescales to which the Council was subject in buying property.

- 5 August 2013 – Non-key Decision – report number WAR2013.3 awarding the contract for the provision of receiving, sorting and marketing of materials for recycling for the period of 5 August 2013 to 2 August 2014 to Mid UK Recycling Limited.

This report was exempt under paragraphs 3 and 5 of Scheduled 12A of the Local Government Act 1972 (as amended)). This decision was taken under urgency provisions because of the timescales associated with the contract.

4. OTHER OPTIONS CONSIDERED

4.1 This is a statutorily required report.

5. RESOURCE IMPLICATIONS

5.1 There are no resource implications arising from this report.

6. RISK AND MITIGATION

6.1 Risk has been considered as part of this report and no high risks were identified.

7. ISSUES ARISING FROM IMPACT ANALYSIS

7.1 Not applicable, this is a statutory report providing a summary of past activity.

8. CRIME AND DISORDER IMPLICATIONS

8.1 None.

9. COMMENTS OF FINANCIAL SERVICES

9.1 **There are no financial implications as a result of this report.**

10. COMMENTS OF LEGAL AND DEMOCRATIC SERVICES

10.1 **To comply with the Local Authority (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 and the Council's Constitution, the Leader is required to make regular reports to Council on decisions taken using urgency provisions.**

REPORT TO COUNCIL

REPORT OF: **Scrutiny Committee Chairman**

REPORT NO: **LDS104**

DATE: **12 September 2013**

TITLE:	Scrutiny Committee Annual Report 2012/13	
KEY DECISION OR POLICY FRAMEWORK PROPOSAL:	Not applicable	
PORTFOLIO HOLDER: NAME AND DESIGNATION:	Councillor Paul Carpenter – Portfolio Holder, Governance and Communication	
CONTACT OFFICER:	Jo Toomey 01476 40 61 52 j.toomey@southkesteven.gov.uk	
INITIAL IMPACT ANALYSIS:	Carried out and Referred to in paragraph (7) below	Full impact assessment Required:
Equality and Diversity	Not applicable – see paragraph 7	
FREEDOM OF INFORMATION ACT:	This report is publicly available via the Your Council and Democracy link on the Council’s website: www.southkesteven.gov.uk	
BACKGROUND PAPERS	None	

1. RECOMMENDATIONS

1.1 Council is asked to note the report.

2. PURPOSE OF THE REPORT

2.1 Under Part 2, Article 6.4.2 of the Constitution, the Scrutiny Committee must report annually to the Council on its workings.

3. DETAILS OF REPORT

3.1 This report covers the period from 4 May 2012 to the 18 April 2013. The report provides a summary of the Committee's work during the course of the year.

4. OTHER OPTIONS CONSIDERED

4.1 The Council's Constitution prescribes that the Committee must submit a report each year to the Council.

5. RESOURCE IMPLICATIONS

5.1 None.

6. RISK AND MITIGATION

6.1 Risk has been considered as part of this report. No high risks to the Council were identified.

7. ISSUES ARISING FROM IMPACT ANALYSIS

7.1 The report provides a summary of work undertaken by the Scrutiny Committee in 2012/13; consequently no impact analysis is required.

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 There are no financial comments to make in respect of this report.

10. COMMENTS OF LEGAL AND DEMOCRATIC SERVICES

10.1 It is a requirement under Part 2 of the Constitution that the Scrutiny Committee reports annually to Council on its workings.

11. APPENDICES:

- Appendix 1 - Scrutiny Committee Annual Report 2012/13.



Scrutiny Committee Annual Report

2012/13



your council working for you

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1.0 Chairman's Foreword

I am delighted to be able to write the foreword to this Annual Report of South Kesteven District Council's Scrutiny Committee. It gives an overview of the Committee's achievements over the past year.

In 2012/13 the Committee took on several major pieces of work. Some of the issues we looked at were key topics for members of the public.

The year has seen the Committee's skills develop as Members have taken further responsibility for completing work outside formal meetings.

During the year, we have scrutinised a wide range of topics and we have taken evidence from witnesses within the authority and outside organisations.

In future years it will be especially important for the Scrutiny Committee to be clear on its aims and objectives and contribute to improving the Council's efficiency and effectiveness. We will need to continue looking at services we deliver ourselves, as well as those we deliver with partners. We will also continue to look at other organisations that work within the district and have an impact on the communities of South Kesteven.

We are very grateful to all the people who have taken the time to talk to us and answer our questions. I would also like to thank Members for their commitment and contribution to the work of the Committee.

*Councillor Reg Howard
Chairman, Scrutiny Committee*

2.0 Introduction

Overview and Scrutiny was introduced as part of the modernisation agenda for Local Government in the Local Government Act 2000. The Overview and Scrutiny process can influence decisions but it cannot make them.

2.1 About the Committee

The Scrutiny Committee is politically balanced, comprising 11 non-Executive members of the Council. Details of membership during 2012/13 are shown below:

Chairman:	Councillor Reg Howard
Vice-Chairman:	Councillor Mrs Judy Smith
Members:	Councillor Paul Cosham
	Councillor Alan Davidson
	Councillor Mrs Rosemary Kaberry-Brown
	Councillor Michael King
	Councillor David Nalson
	Councillor Helen Powell
	Councillor Bob Russell
	Councillor Bob Sampson
	Councillor Frank Turner

During 2012/13, the Committee met eight times. Full details of the agendas and action notes from those meetings are available on the Council's website.

The Committee has a responsibility to monitor the Council's performance, consider its decisions, question how those decisions were made and recommend improvements.

The Scrutiny Committee also undertakes external scrutiny to examine wider issues that affect the district. The Council is required to have a Crime and Disorder Scrutiny Committee; the Constitution allows the Scrutiny Committee to fill this role.

2.2 The role of scrutiny

The Scrutiny Committee has four key functions, which are listed below.

- To provide a "critical friend" challenge to the Executive as well as external authorities and agencies
 - Challenge by scrutiny should be constructive, robust and purposeful

- Scrutiny should work effectively with the Cabinet and senior management
- Scrutiny should provide an effective mechanism for the executive to demonstrate public accountability
- To reflect the voice and concerns of the public and its communities
 - Scrutiny should take a community leadership role by focusing on issues of public concern
 - Scrutiny should have a constructive relationship with the press and media
 - Scrutiny should create the conditions for plural views and concerns to be taken into account
- Scrutiny members should take the lead and own the scrutiny process on behalf of the public
 - Scrutiny should operate with political impartiality
 - Scrutiny should have ownership of its work programme
 - Scrutiny members should have a worthwhile and fulfilling role
- Scrutiny should make an impact on the delivery of public services
 - Scrutiny should have access to timely and accurate performance information
 - The scrutiny work-programme should be balanced, well co-ordinated and integrated into corporate processes
 - Scrutiny work should be carried out with strategic objectives in mind
 - Scrutiny should contribute to improving local public services

2.3 Work programming

During its first meeting and a subsequent workshop, the Committee considered a range of topics it wanted to scrutinise. Suggested topics included health services, planning policy, further work with Procurement Lincolnshire and CCTV. The Committee prioritised the suggestions and populated its work programme.

For the first time the Committee's work programme covers the remainder of the current Council's term. This has helped the Committee co-ordinate items so it can consider them at the most appropriate time. Sufficient space was left within the work programme for issues that arose mid-term.

3.0 Crime and Disorder - CCTV

The Community Safety and Licensing Service Manager gave a presentation on CCTV. He told the Committee about the equipment, the different types of camera monitored by the team and additional services which were provided including Shopwatch, Pubwatch and the Council's out of ours telephone service. Committee members identified the key beneficiaries of CCTV as the police and felt strongly that they should make a financial contribution to the running of the service. The Committee asked Councillor Wootten as its representative on the Lincolnshire Police and Crime Panel to raise the issue at a future meeting to gauge support from other districts and consider putting forward a collective request.

Councillor Wootten submitted a response at the Committee's next meeting. The response informed Members that he had raised the issue of funding for CCTV with the Police and Crime Commissioner. He was informed that Superintendent Vickers, who was attached to Lincolnshire County Council's Safer Communities Team was leading a CCTV related project. It was suggested that Superintendent Vickers should be invited to a future meeting to provide an update. Superintendent Vickers will attend the meeting on 20 August 2013.

4.0 Development Management & Planning Policy

4.1 Wind Energy Supplementary Planning Document

The Committee began to look at Development Management and Planning Policy related issues following a question from a member of the public. At the Committee's first meeting on 12 June 2013 a question was posed about the production of a Wind Energy Supplementary Planning Document (SPD).

Consultation on the SPD was underway and Councillors discussed the process that was being followed. Some members who also sat on parish councils reported that they had not received an invitation to participate in consultation.

The Committee recommended that the process to adopt the document should not proceed until all parish councils had been given the opportunity to respond to the consultation. After the meeting, consultation arrangements with parishes were investigated and evidence was identified which proved all parishes had been consulted.

The Committee was interested in the process to adopt the SPD and appointed a working group to monitor the procedures that were followed.

The SPD was adopted following wide-ranging consultation, both internally and externally, at the Cabinet meeting on 3 June 2013.

4.2 Pre-application planning advice

At one of its meetings, a member of the public asked the committee about pre-application planning advice. Several issues were raised including whether that advice was recorded and made publicly available and pre-application advice charging. The Committee was interested in the issue and agreed it should be added to the work programme for consideration in 2013/14. The Committee also agreed to invite the Chairman of the Development Control Committee and the Development Management Service Manager to a future meeting to assist with their considerations.

5.0 Grounds Maintenance

A number of parish councils had made complaints about grounds maintenance-related issues. Concerns had also been raised through the Resources Policy Development Group. Over the summer officers had also received reports that there were occasions when the contractor had not performed the cutting of verges within the contract specification.

The Team Leader for Operations from Property and Facilities and the Grounds Maintenance Supervisor outlined the current grounds maintenance contract, which was due to end in 2013. Officers were working on developing a new, more robust and enforceable contract.

Members were satisfied with the work that was underway to prevent further complaints in the future.

6.0 Health

While health scrutiny is a function of Lincolnshire County Council, several health-related issues arose that the Committee thought were so important for communities within South Kesteven, it wanted to scrutinise them.

6.1 Defibrillators

During its work programming, the Committee expressed a strong interest in defibrillators. It set up a working group to conduct a scrutiny review on whether the authority should invest in defibrillators. Before the working group began its investigation, the Committee wanted to be involved in

setting key lines of enquiry. To this end the Environmental Health Service Manager presented a report which contained background information on first aid legislation, LIVES and defibrillators.

Once the key lines of enquiry were agreed, the working group decided how it would find the information it needed to address the questions raised and to form the basis of any recommendations.

6.2 East Midlands Ambulance Service

The Committee considered a consultation document produced by East Midlands Ambulance Service entitled 'Being the Best'. At the end of the session, the Committee agreed a resolution:

"This committee believes that the principle of reorganisation advocated based on a system of dispersal is very sound, however there are a number of errors and problems with presentation, and presentation needs to be much clearer (including the feedback form and the maps) if the public is to understand it. The committee also felt that given the principle of dispersal and fast response more information on the number and types of ambulances and investment in them is required. The committee also stressed concern about catering for major emergencies, for example on the A1 road and east coast mainline railway or the impact of tourism along the east coast in the summer (making seasonal adjustments to arrangements). Additional consultation events should also be scheduled to allow members of the public who work during the day to be involved in the consultation."

A copy of the resolution was forwarded to East Midlands Ambulance Service and representatives were also invited to attend the Committee's next meeting.

Three representatives from EMAS attended the meeting on 27 November 2012, (Director of Finance, Service Delivery Manager and the Operational Support Manager for Lincolnshire) and outlined the proposed changes to the way in which EMAS operates. Councillors discussed the proposals and asked a number of questions of the representatives who attended.

Members were assured that the changes would not see decreased cover in the district and that the location of Community Ambulance Posts would be based on statistical analysis of possible strategic deployment points. Members were keen that representatives should take advantage of local knowledge.

6.3 Grantham Hospital

Following articles published in the Grantham Journal relating to Health Services in Grantham, the Committee called a special meeting on 11 July 2012 to consider the reports. The Committee invited a number of specialist witnesses to help them consider the issue.

Representatives from the South West Lincolnshire Clinical Commissioning Group and Grantham Hospital gave a presentation on the Shaping Health Mid Kesteven Programme, which included information on services at Grantham hospital's accident and emergency department. They gave a further presentation on the provision of mental health services across Lincolnshire.

Questions covered possible reasons for public concerns, service delivery models, ambulance provision, paediatric services, staff recruitment and retention, governance, customer satisfaction, stroke care and consultation.

After the meeting, committee members produced a press release. It stated that they felt reassured by the evidence they had heard. An article in the Grantham Journal on 13 July 2012 referred to the release.

6.4 Stamford Hospital

Representatives from the Stamford and Rutland Hospitals NHS Foundation Trust asked if they could attend a meeting of the Committee to talk about their proposed clinical strategy. John Randall, the Trust's Medical Director gave a presentation which outlined the Trust's wish to redevelop Stamford hospital as a health campus that encompassed health and social care. The Committee was given a summary of the proposed clinical strategy and the next stages of developing a business case in support of proposals. Members were also given the opportunity to ask questions on the presentation.

7.0 Member training

The Service Manager for Human Resources and Organisational Development gave a summary of the feedback from the Councillor training programme that took place after the election in 2011. Councillors also received a summary of the wider Member training programme, which covered the full four-years of a Councillor's term.

8.0 Performance & Projects

Throughout the year the Committee received regular updates on the Council's performance and its progress on priority projects. Each meeting at which an update report was given concentrated on a different one of the Council's priorities.

- 12 June 2012 – 2011/12 year end performance report

Members noted in particular the indicators that related to long-term sickness absence, fly-tipping, ticket sales for live events, market occupancy in Grantham and the collection of non-domestic rates. Discussion also covered target-setting arrangements, performance monitoring and performance improvement.

- 28 August 2012 – quarter 1 performance report

The Committee scrutinised those areas where performance had not met target levels. The priority focus for this meeting was 'Grow the Economy', on which the Strategic Director for Development and Growth gave a presentation.

- 27 November 2012 – quarter 2 performance report

The priority focus for this session was 'Good Housing for All'. The Head of Housing and Neighbourhoods summarised the ongoing work that was supporting the delivery of this priority.

- 19 February 2013 – quarter 3 performance report

Two of the Council's priorities were the focus of this meeting: 'Keep SK Clean, Green and Healthy' and 'Promote Leisure, Arts and Culture'. Councillors asked about feedback from the Gravity Fields Festival and requested that the evaluation of the festival (covering short-term and long-term gains) be included on a future agenda. There was also discussion about the cleanliness of the street scene within town centres and the funding of work by monies collected through the green waste scheme.

As part of its performance reports, Committee members received regular updates on performance in the Development Management Team and its progress against the performance improvement plan that had been developed.

9.0 Policy Development Group Arrangements

The Committee was interested in the relationship between Policy Development Groups, Portfolio Holders and senior officers of the authority.

The Community Engagement and Policy Development Officer and the Principal Democracy Officer gave a presentation on the relationship between Portfolio Holders, officers and Policy Development Groups. This resulted in a recommendation that the Schedule of Decisions (which replaced the Forward Plan) should cover a 4-month period. The duration of the published plan would continue to cover 28 working days as prescribed by the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, while an internal plan covered a longer period to assist with forward planning.

Councillors requested quarterly updates for a year. The final of these quarterly updates would be delivered at the meeting on 15 October 2013 (one year on) when progress would be reviewed. Officers were tasked with developing a feedback mechanism to deliver regular updates.

10.0 Procurement Lincolnshire

During 2011/12 the Committee carried out a scrutiny review of Procurement Lincolnshire that raised a number of recommendations. The Council's Strategic Director, Corporate Focus supplied a written response to the recommendations that were made; this report raised a number of additional questions. The Committee agreed to invite representatives from Procurement Lincolnshire's governing boards (the Procurement Advisory Board and the Strategy Procurement Board) to a future meeting where they could directly address the original recommendations and the new questions that had arisen.

Alan Thomas and Sharon Cuff (representing Procurement Lincolnshire) attended the meeting on 9 April 2013 and took note of the recommendations made within the Committee's Scrutiny Review.

A range of issues were discussed including:

- The structure and governance of Procurement Lincolnshire
- Scrutiny of Procurement Lincolnshire
- Collaborative procurement
- The methodology used to define and calculate savings
- Target-setting

As Procurement Lincolnshire had been in existence for 5-years, it was reviewing arrangements for calculating savings and setting targets.

Following the session, Procurement Lincolnshire's representatives agreed to submit a report to the Committee in September 2013. This would incorporate feedback from the reviews that were underway and respond directly to the recommendations made in the Committee's review.

The Committee had further questions about the governance arrangements for Procurement Lincolnshire and agreed to consider these further at its meeting on 11 June 2013.

Also during the year, the Committee was given a presentation by officers from Procurement Lincolnshire on its 2011/12 annual report.

11.0 Representatives on Outside Bodies

Representatives on outside bodies is a standing item on the Committee's agenda. Throughout the year it received updates from the Council's representatives on the Welland and Deeping Internal Drainage Board, Lincolnshire Health Scrutiny Committee and the Elsea Park Community Centre.

All the updates the Committee received were from its own members. Committee members wanted to find a way to broaden the number of reports that were made and to better understand the relationships between SKDC and the bodies to which it appointed representatives. It also wanted to find a way to make the reports more available to all Members.

A working group was set up to look at reporting arrangements. The working group looked to develop a process to capture information and designed a form on which Members could make reports.

The form was put forward to Council at its annual meeting on 18 April 2013, when it was approved. Completed copies of the form are kept in a file in the Members Lounge.

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