

AGENDA



For a meeting of the
ENGAGEMENT POLICY DEVELOPMENT GROUP
to be held on
FRIDAY, 15 JANUARY 2016
at
10.30 AM
in
WITHAM ROOM - COUNCIL OFFICES, ST. PETER'S HILL, GRANTHAM. NG31 6PZ
Beverly Agass, Chief Executive

Group Members:	Councillor Mike Exton, Councillor Helen Goral (Vice-Chairman), Councillor Nick Neilson, Councillor Nick Robins (Chairman), Councillor Judy Stevens and Councillor Brian Sumner
Portfolio Holders:	Councillor Bob Adams, Leader of the Council, Portfolio: Grow the Economy - Economic Development Councillor Kelham Cooke, Portfolio Holder: Governance & Communication
Support Officer:	Lucy Bonshor Tel: 01476 40 61 20 E-mail: l.bonshor@southkesteven.gov.uk

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

1. COMMENTS FROM MEMBERS OF THE PUBLIC

2. MEMBERSHIP

The Group to be notified of any substitute members.

3. APOLOGIES

Your council working for you

4. DISCLOSURE OF INTERESTS

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

5. ACTION NOTES FROM THE MEETING HELD ON 27TH NOVEMBER 2015

(Enclosure)

6. UPDATES FROM PREVIOUS MEETING

7. BROADBAND DELIVERY UK - UPDATE

Steve Brooks from On Lincolnshire to give an update.

8. BOUNDARY REVIEW - LINCOLNSHIRE COUNTY COUNCIL

Report LDS165 from the Principal Democracy Officer

(Enclosure)

9. GRAVITY FIELDS

- Measuring the Economic Impact of Festivals and Cultural Events – Stamford Georgian Festival 2015 - Report ED001/16 from the Economic and Investment Officer

(Enclosure)

10. DRAFT ECONOMIC DEVELOPMENT STRATEGY

Report SEG016 from the Business Manager Spatial and Economic Growth.

(Enclosure)

11. PROSPECTIVE LOCAL PLAN TIMETABLE

Report SEG017 from the Spatial and Economic Growth Business Manager.

(Enclosure)

12. OPEN QUESTION TO CABINET AT FULL COUNCIL

For discussion and scoping.

13. ANY OTHER BUSINESS, WHICH THE CHAIRMAN, BY REASONS OF SPECIAL CIRCUMSTANCES, DECIDES IS URGENT

MEETING OF THE ENGAGEMENT POLICY DEVELOPMENT GROUP

FRIDAY, 27 NOVEMBER 2015 10.30 AM



GROUP MEMBERS PRESENT

Councillor Mike Exton
Councillor Helen Goral (Vice-Chairman)
Councillor Nick Neilson

Councillor Nick Robins (Chairman)
Councillor Judy Stevens
Councillor Brian Sumner

PORTFOLIO HOLDER

Councillor Kelham Cooke, Portfolio Holder: Governance & Communication

OFFICERS

Executive Manager, Corporate (Lucy Youles)
Executive Manager, Commercial (Judith Davids)
Executive Manager, Development and Growth (Paul Thomas)
Strategic Lead – Programme Delivery (Lee Sirdifield)
Business Manager Spatial and Economic Growth (Roger Ranson)
People and Organisational Development Senior Officer (Jane Jenkinson)
Principal Planning Officer (Samantha Brooman)
Democratic Officer (Lucy Bonshor)

OTHER MEMBERS PRESENT

Councillor Mike King
Councillor Bob Sampson

29. COMMENTS FROM MEMBERS OF THE PUBLIC

None received.

30. MEMBERSHIP

There were no substitute Members but the Chairman had invited Councillor Mike King to the meeting to discuss the Local Plan issue on the agenda.

31. DISCLOSURE OF INTERESTS

None disclosed.

32. ACTION NOTES FROM THE MEETING HELD ON 1ST OCTOBER 2015

The action notes from the previous meeting were noted.

33. UPDATES FROM PREVIOUS MEETING

Nothing to update.

34. QUESTION WITHOUT DISCUSSION REFERRED FROM COUNCIL 12TH NOVEMBER 2015

Recommendation:

That the necessary changes take place to amend the current recruitment and selection policy to include blind short listing for all posts.

Councillor Baxter had asked a question at Council about whether it was time for the Council to adopt anonymous shortlisting or name blind applications and the question had been referred to Engagement PDG.

The Executive Manager, Commercial, Judith Davids gave a brief background to name blind short listing which was intended to help level the playing field and prevent unconscious bias with shortlisting panels. Following David Cameron's speech commitments to adopt name-blind recruitment for University Applications, Graduate Placements, Interns and apprenticeships from 2017 had been made by various organisations including UCAS, KPMG, HSBC, Deloitte, Virgin Money, BBC, NHS, Learn Direct and local government.

(10.35am Councillor Judy Stevens arrived)

Mrs Davids circulated to Members a list of current council employee statistics and read out extracts from the Council's current Recruitment and Selection Policy and Procedures. One of the key objectives of the Council's Recruitment Policy was an aim to have a workforce reflective of the demographic make-up of the community it supports. Shortlisting was carried out by a minimum of two people. A template was used with criteria for the particular post extracted from the person specification. Sensitive personal data was removed from applications forms by the Personal and Organisational Development Section before it got to the Managers. Managers would however, be made aware if the applicant was disabled as SKDC was part of the Positive About Disabled People Scheme, which ensures that candidates with a disability are guaranteed an interview if they meet the essential criteria: also special adaptations may be required for the applicant to attend the interview. The Councils overall employee make-up was representative of the district. Although the proportion

males working for the Council was slightly higher due to the waste services that were in house which tended to be more male dominated, there was nothing worrying about the current statistics.

A Member asked what impact blind short listing would have. Mrs Davids replied that there would be minimal impact if blind shortlisting was adopted. It could be seen as good practice to adopt blind short listing, however the CIPD which is the professional body for Personnel and human resources practitioners had published an article that stated that name blind CVs alone would not address race bias during the recruitment process.

A short discussion followed with Members keen to adopt blind shortlisting. The Chairman asked if there would be any resource implications to adopting blind shortlisting. Mrs Davids replied there would be a small administrative impact by removing the name but that was all. Members were reminded that the blind shortlisting was initially proposed for university graduates and apprenticeships. Some Members felt that blind shortlisting should be across the board and it was proposed, seconded and recommended that the recruitment and selection policy be amended to included blind shortlisting across all recruitment. On being put to the vote the recommendation was agreed.

Mrs Davids said that although she had given an informal response to Councillor Baxter she would do a formal response on behalf of the PDG following the meeting.

35. EXECUTIVE ARRANGEMENTS

The Executive Manager Corporate, Lucy Youles presented report LDS162 which proposed changes to the Executive function of the Council. The work of the PDG's was to asset the Cabinet with the priorities of the Council. With a focus on the growth agenda it was important that the work of the PDG's was aligned with the overarching priorities and outcomes of the Council.

The proposed changes to the Constitution were to change the Cabinet to the Executive and that Portfolio Holders become Executive Members. This was to reflect the strategic leadership of the executive function. The portfolios of the Executive Members were to be simplified for ease of reference to:

- Governance
- Growth
- Environment
- Housing
- Culture
- Resources

The name of the Communities and Resources PDG continued to be relevant however, the name of the Engagement PDG no longer aligned to the current portfolios and it was proposed that it be changed to Growth to emphasise the

Council's current growth agenda.

Liaison between the Cabinet and the PDG's had been through the Cabinet and Policy Development Liaison Group, however a new way of working had been undertaken with the Cabinet and the PDG Chairman and Vice-Chairman meeting with the Senior Management on a quarterly basis and this need to be reflected within the Constitution.

The membership of the PDG's were also proposed to be increase from seven members to nine and information briefing sessions to be introduced for all Members of the Council to attend.

A question was asked about the frequency of meetings and Mrs Youles replied that there was no proposal to change the current number of public meetings. One Member suggested that agendas should not contain information items as they did not serve any purpose. It was hoped that the briefing sessions would address this issue.

Further comments were then made about political balance (PDG's had to adhere to political balance) and having the relevant Portfolio Holder at a PDG. Councillor Cooke said that he would take the request back to the Cabinet for discussion.

Members supported the proposals recommended within the report.

36. A LOCAL PLAN FOR SOUTH KESTEVEN, EVIDENCE BASE AND SPATIAL STRATEGY

Members had been circulated with report SEG013 which provided the Group with an update on the technical and supporting documents for the Local Plan (LP) for South Kesteven. The document had to be sound and robust with the content being formulated and discussed by the Engagement PDG and wider Member briefings where relevant as well as public consultation. The LP would be out to public consultation in September 2016 with submission to the Secretary of State in Spring 2017 and adoption in the Autumn 2017. The Government required the LP to be in place by Autumn 2017. As everyone else would be submitting plans at the same time plans were in place to speed up the exam process.

Evidence that supported the LP had to be sound and robust and a report was being taken to Cabinet in December covering the Strategic Housing Market Assessment, the draft Spatial Strategy, Employment Land Study and the Retail Needs Study. It was important that mechanisms were in place to give Members a chance to contribute to the preparation of the LP.

The Business Manager for Spatial and Economic Growth, Roger Ranson gave a presentation to Members on the different aspects of evidence going to

Cabinet in December.

The Strategic Housing Market Assessment covered two scenarios for the number of houses to be provided 2011 – 2036. The baseline growth was at 636 dwellings per annum and aspirational growth was increased by 10% to 698 dwellings per annum. The aspiration growth figure required the number of jobs to increase by an additional 2,000 by 2036 for economic growth. No decision had been made on the figure and it depended on the number of sites available. A Member questioned where the number of houses would be built, would it include greenbelt land.

The Spatial Strategy was a guide to strategic thinking and settlement hierarchy; it was not a policy in itself. The Core Strategy policy document had the majority of growth in Grantham. Evidence documents such as the Grantham Capacity Study document and the Stamford Capacity Study document would be taken into consideration, the right sites needed to be in the right location to deliver the amount of housing required. The Core Strategy had sites in place but they had not been implemented. The focus was on Grantham due to the range of services and employment provision but that included maintaining the role and function of all the market towns.

Local Service Centres (LSCs) and the range of facilities and community infrastructure was also a key feature. A review of criteria relevant to LSCs today and the next 20 years was needed especially in light of infrastructure changes to reduce bus routes and this would drive what could come forward in the future. Settlements below LSCs may not have had a significant amount of development in the last 10 years however, following the Regulation 18 consultation there was a general feeling that criteria had been too restrictive and a policy paper suggesting small amounts of infill maybe appropriate in certain areas, however until consultation was completed with Members and the public asking if they wish to be considered as a growth settlement this was not current policy.

The other two documents going to Cabinet concerned the Employment Land Study and also the Retail Needs Study. The Employment Land Study identified the suitability of land and premises for employment and whether existing sites were suitable for employment. B1 office space was required in Grantham but with a limited offer in the other three market towns. Some sites in Grantham were appropriate for employment use however some maybe de-designated as there was no evidence of demand.

The Retail Needs Study gave a health check on town centres with emerging capacity in Grantham to support a large food store post 2021. However, it was difficult to forecast need and with the growth of the internet this would be kept under review. In both Stamford and Market Deeping the study found that convenience shopping could accommodate a small food store by 2036 but that was not justified at the moment. Grantham offered a significant capacity for population and housing growth and any offer needed to be right for the

environment.

Mr Ranson then spoke of other evidence based work that needed to be completed and this included:

- Water cycle studies
- Open Space Assessment
- Sustainability Appraisal and Habitats Regulation Assessment
- Landscape Character Assessments
- Renewable Energy Assessment
- Green Infrastructure Strategy
- Geo and Biodiversity study
- Plan viability assessment/ infrastructure costings

Next steps in the LP process included a call for sites and any employment sites not already known about. Public consultation through newsletters and parish updates. Parish services work on the community infrastructure of a parish, the LSC policy and a scoping paper on renewable energy. The tender for Gypsy and Traveller Accommodation Assessment had been awarded.

Members then discussed the presentation. One Member referred to the four major development sites in Stamford and how this would impact on neighbouring authorities such as Rutland, Mr Ranson referred to the duty to cooperate between authorities which in effect wiped away local authority boundaries. A briefing had been organised for Members, unfortunately it was in Grantham, a separate briefing in the evening in Stamford could be arranged.

Councillor King who had been invited to attend the meeting by the Chairman of the Group referred to the timetable and expressed his concerns. He felt the Local Plan was tremendously important because it affected many walks of life across the District for the next 20 years. It looked like Members would not have the necessary chance to debate the options at this early stage before the paper went to Cabinet and became public. There seemed to be no rush and a month's delay would not matter. Other Members were also concerned about the timetable and the apparent lack of scope for Member debate.

Councillor King then went on to talk about the substance of the paper. Firstly he asked whether the two options for the projected number of new homes should be regarded as minima, maxima or targets? In any case would homes on brownfield sites have to be allowed over and above these figures?

The Strategy made clear that Grantham was the main focus for growth.

He then went on to address the part of the paper dealing with the villages. What was contained currently in relation to LSCs and growth settlements for villages was "woolly" and the difference between LSC and growth settlements was not clear. What was it that should trigger "growth settlements"? Was it simply that the community wanted a village to grow? If the community said it wished to grow, how did such a village fit into the hierarchy? Some clarification

on criteria was required. Some villages may like to be viewed as a group rather than in isolation. Utility services should also be included to see whether or not they would be adequate if a village was developed especially in relation to surface water and foul drainage which could result in capacity and flooding issues. Consultation should be not just with the Environment Agency but with the Lead Local Flood Authority (LCC) and the five other “responsible” authorities designated under the 2010 Water Management Act. Cllr King felt that perhaps a small working group should be clarify this part of the document, although he had made some suggested revisions which he had given to the Chairman, the Executive Member and the officers before the meeting.

One Member asked about the SHMA and the number of houses, would this be front loaded or would the timescales be equal. Mr Ranson replied that they would be evenly spread over the time period and monitoring would be built into the process so that any economic changes could be addressed. Under the Duty to Co-operate work would include Peterborough in connection with the housing market especially with people commuting from the south of the district into the Peterborough area, housing figures needed to justify this aspect.

Mr Ranson then spoke about LSCs and those settlements below and whether there was demand for expansion, this could be evidenced through Neighbourhood Plans. The Spatial Strategy was not prescriptive; it depended upon what may come forward in the community for a limited amount of development. Was there an initial appetite? This would be dependent on what sites came forward; the document could be amended to give more clarity.

Cllr King felt that the main purpose of this paper now was to get communities’ feedback, it should be seen as an Options paper rather than a firm policy paper and the language might be changed slightly to reflect this. Questions should be asked before the document was approved for this purpose Mr Ranson replied that it wasn’t a policy that was out for a recommendation, it was a forward to shaping the policy, what it could be, there was a series of work in progress and this would include genuine engagement with communities to get their thoughts on where the direction of travel might be.

The Executive Manager for Development and Growth, Paul Thomas stated that the document was a work in progress, a blank sheet enabling the Council to be fully informed about issues and what options to take forward. Wording within the document would be changed to promote a style that was more questioning and not prescriptive, but he felt that it should not be delayed being put before Cabinet at the December meeting.

Cllr King felt that the focus of growth and investment for Grantham should be framed as an option paper, Mr Thomas replied that the wording could be a “should we or shouldn’t we question”.

One Member felt that this was risky as depending upon who was asked, you could get polarised views and it had the potential for a too large remit and not

being able to get quantitative evidence. The document had to be robust with both Members and Officers and site allocation was a difficult aspect.

Another Member felt that some of the villages would die if some development was not done, however she did not necessarily agree with the thinking about communities being done now. Growth was employment driven and it was how this was addressed. Mr Ranson said this was part of the debate, the economy was at the heart of what we did and we didn't need to go beyond the baseline unless changes were made to the economy and these ambitions were reflected within the Economic Development Strategy (EDS).

The EDS was out to consultation and as part of the strategy an action plan would be compiled to support the EDS with inward investment bringing sites forward to market such as the KING 31 site.

Further discussion followed with one Member stating that there was a fine line to follow between encouragement and enforcing. The Council needed to be seen as an enabler to help set up businesses and align them to the potential sites available. It needed to be shown that we were open for business and be proactive rather than prescriptive. With regard to site allocation and housing, building shouldn't take place unless the houses could be sold and that again reflected on economic growth.

Another Member felt that SKDC was not a high investment area, it was low wage and low economy. Property needed to be built to service the community and respond to local need. She felt that a sales conversation needed to be held to identify companies that we think would be appropriate for the area.

Mr Ranson replied that 80% of businesses were already here, but sites needed to be right with the correct land premises and housing available. There were great locational advantages but we shouldn't be too prescriptive, more marketing would be addressed within the EDS action plan.

Mr Ranson replied that changes could be made to the document to ask more questions and be more open rather than have statements. The Cabinet report was already out in the public domain but comments made would be taken away and the views expressed to defer the specific item.

The Retail Needs Study was then discussed. Comments were made about how heavily it was linked to the Spatial Strategy and Grantham town centre, it was felt that it should not be too prescriptive and that the market should dictate need. Grantham was very spaced out and this to some extent was why it struggled. Mr Ranson agreed that the evidence to date did point in that direction with the retail offers tending to be on the edge of the town centre, and the town centre was too large, constraints maybe needed with additional residential offers.

Comments were made about getting a representative view and to some Members the work being done on the LP was "passing them by". A discussion

followed on whether it was worth having a briefing at full council to make all Members aware from all the political groups.

Mr Thomas said that the debate at the Engagement PDG had been very good but it was capturing that debate at the right time in the process and not leaving anybody behind. One Member referred to a recent presentation that the Strategic Director for Development and Growth had given to the Grantham Area Committee which had given a good insight into the LP and had been of real benefit. The Engagement PDG had the responsibility of the development of the LP and all items would come through it. Members felt that other Members needed to be made aware and get involved with the development of the LP and a briefing at full council was the ideal opportunity. Other Members felt that the setting of full council would not stimulate a meaningful debate and perhaps a briefing should be held after the full council so that everyone had a representative view of the work done to date. The Chairman felt that the briefing should be held within the Council meeting itself. A question was asked about the time scale to which Ms Brooman replied that it was a national Government directive when the LP had to be ready by.

Further comments were made about the importance of the LP and “tweaks” that needed to be made before going to Cabinet. All Members needed to have a basic understanding of the evidence base in order for discussions/debate to flow. The presentation should focus on the LP as a whole then an overview of each subject within the LP. Subsequent presentations should be on the evidence being collected and what it is telling us.

(Cllr Sampson left at 12.15pm)

Action Notes

- 1. Revisions to be made to the Spatial Strategy paper by Officers**
- 2. A briefing for all Members to be arranged on the work done to date on the Local Plan to be arranged for after the next full council meeting.**

37. ACHIEVING CHANNEL SHIFT

Members had been circulated with report SLPD002 which concerned customer expectations and how the Council should respond to these to ensure that the ambitions of the Customer Access Strategy were delivered. There had been a significant cut in budgets and pressures from customers wanting “more” from us. Customer expectations had changed over the last ten years with more people wanting to do things themselves or online without any human interaction 24/7 and unless the transaction failed or things went wrong then they would pick up the phone.

Nine out of ten people had online access through two or more devices, with around 67% of customer journeys starting on line. The Citizens Panel had said that they would go online if it was easy.

The Council had taken steps to improve online access with investment in replacement CRM and DMS and the redesign of the website. This had delivered a new platform which had seen over 50% of garden waste services being accessed on line, over 14,500 customers setting up an online account and nearly 20% of street scent customers accessing the service on line without any promotional literature.

In order to build on this the Council needed a clear channel shift strategy to encourage customers to access those Council services that were online rather than face to face or over the telephone.

Proposed measures included redirecting all face to face enquires to the self service terminals within the Council. Promotion and marketing to promote going online through outgoing correspondence, through the website and as part of the way the Council did business. Active promotion through Customer Services with each telephone or face to face interactions seeing customer service officers registering the customer for online access and running through a script to sell the benefits as part of the call. This would see a significant increase in the number of customer's accounts and this would enable direct marketing provision to encourage and maintain the channel shift. A direct result of this would see an increased call length and waiting times in the short term whilst take up activity was completed. Online would be promoted as the way to contact the Council. A London Borough had successfully had "online" as the way to contact the Council and had made savings of over £400,000. Where no online offer was available people calling in would be prioritized over calls where an alternative route had been provided to access Council services. A shift in channel usage could be achieved by reducing the capacity on the telephony channel and making it less convenient to wait on the phone. This would free up resources to support the most in need.

Mr Sirdifield stressed that all avenues to contact the Council would still be available so customers would still have a choice.

The changes proposed would have an impact on performance measures and these were also highlighted within the report and included a reduction in the telephone answer rate from 95% to 80% and an aim to respond to general online enquiries within one working day.

Cllr Helen Goral left at 12.34pm

Members discussed the proposals with comments being made about telephony contact particularly the one number, promotion and marketing of the channel shift via Ward Representatives on Parish Council's, the use of SK Today to promote the shift and discounts for people "doing it" themselves.

The Corporate Manager Finance, Richard Wyles referred to legislation which meant that discounts could not be offered for all services, only discretionary services such as green waste could have a discount applied. The Resources PDG had recommended that a £3 discount be applied for those customers who accessed the service on line and paid by direct debit.

Further comments were made about people who had bad internet connectivity and those that simply did not want to interact on line. Once again Mr Sirdifield reiterated that maintaining all contact routes to the Council was part of the Customer Access Strategy, whether that was by telephone or face to face but for those who wished to transact on line that facility was there.

On the whole Members supported the measures to encourage access to services through the online channels.

38. UPDATES FROM WORKING GROUP

Members had been circulated electronically with the recommendations that had come out of the Local Authority Controlled Working Group. The Working Group had held two meetings and had been made up of Members from each of the three PDG's. Cabinet at their meeting on 7th December were due to approve the formation of the company. The Company would be limited by shares which would all be held by South Kesteven District Council and would enable the local authority to trade commercially. The Council would not be able to interfere with the day to day working of the Company but as the main shareholder, it was the Council's role to ensure that the directors of the company did not operate beyond their powers. It was hoped that all delegations would be in place by April 2016 for the Company to be trading.

One Member asked about the make-up of the new Company to which Mr Wyles replied that the Board would be made up of a maximum of five directors including the potential to appoint an external representative. The view of the Working Group was not to include the Council in any name for the Company and the decision of the name to be left to the new Board. As the Company would not employ any staff initially Officers would charge any time they spent undertaking work for the Company back to the Company.

The Council would lend money to the Company on a commercial basis from its investments and this would be under separate headings in the Council's accounts. It would take about three years for the Company to mature and it offered opportunities within the private sector that the Council could not take. A full copy of the report going to Cabinet was available electronically.

39. GRAVITY FIELDS 2016

The Business Manager for Venues and Facilities Management, Paul Stokes gave an update to Members on the progress for the Gravity Fields Festival. The project team had met and a bid for £90,000 was being made to the Arts Council for funding. Guidance had been sought from the Arts Council about the content of the bid. The Steering Group had also met. Buildings and assets within the district that would be used included St Wulfram's Church, Harlaxton Manor, Belton House and Woolsthorpe Manor. Work was being done with the National Trust to commemorate 350 years. The outcome of the bid would in some respects determine aspects of the festival, whether funding had been successful would be known in February. The Chairman asked if there were any outdoor events planned such as when the Mallard had come to Grantham to which Mr Stokes replied that they had some potential headline acts involving St Wulfram's church but until the exact amount of funding was known he could not confirm what they would be.

40. CLOSE OF MEETING

The meeting closed at 1.05pm.

REPORT TO ENGAGEMENT P.D.G.

REPORT OF: Principal Democracy Officer

REPORT NO: LDS165

DATE: 15 January 2016

TITLE:	Lincolnshire County Council – Electoral Review	
KEY DECISION OR POLICY FRAMEWORK PROPOSAL:	N/A	
PORTFOLIO HOLDER: NAME AND DESIGNATION:	Councillor Kelham Cooke Portfolio: Governance & Communication	
CONTACT OFFICER:	Jo Toomey, Principal Democracy Officer Telephone: 01476 40 60 80 (Ext. 6152) E-mail: j.toomey@southkesteven.gov.uk	
INITIAL IMPACT ANALYSIS:	Carried out and Referred to in paragraph (7) below N/A	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	Local Government Boundary Commission for England: Lincolnshire County Council review page - http://www.lgbce.org.uk/current-reviews/east-midlands/lincolnshire/lincolnshire-county-council Local Government Boundary Commission for England: How to propose a pattern of wards - http://www.lgbce.org.uk/data/assets/pdf_file/0010/25201/proposing-new-wards-guidance.pdf	

1. RECOMMENDATIONS

- 1.1 That the PDG considers the electoral division arrangements proposed by the Local Government Boundary Commission for England to feed into a response to be submitted on behalf of the Council

2. PURPOSE OF THE REPORT

- 2.1 To update members of the Council about the arrangements for the review of electoral arrangements for Lincolnshire County Council and invite members to provide feedback on the Local Government Boundary Commission for England's draft proposals for county divisions.

3. DETAILS OF REPORT

- 3.1 The Local Government Boundary Commission for England (LGBCE) began an electoral review of Lincolnshire County Council in the summer of 2014. The review will recommend new electoral arrangements for Lincolnshire County Council, in particular:

- The total number of councillors elected to the council in the future
- The number of electoral divisions
- The number of councillors representing each division
- Electoral division boundaries
- Names of divisions

- 3.2 The key objectives of the review are:

- To deliver electoral equality where each county councillor represents roughly the same number of electors as others across the county
- The pattern of divisions should, as far as possible, reflect the interests and identities of local communities
- The electoral arrangements should provide for effective and convenient local government

- 3.3 Lincolnshire County Council has also asked the Commission to conduct a single-member division review, which means it will seek to deliver electoral arrangements for Lincolnshire where each division is represented by one councillor.

- 3.4 For the first stage in the process, Lincolnshire County Council submitted a proposed Council size of 71, a reduction of 6 Councillors. The figure was determined through analysis of Councillors' workloads, the Council's decision-making structure, the county's geography and electorate growth projections.

- 3.5 The LGBCE then asked local people and organisations for their views as to the best pattern of divisions for the county that met the requirements set out above. All submissions were judged on their merits and against the statutory criteria.

- 3.6 The new divisions should be based on the electorate projections and within a variance of +/-10% of the average number of electors per Councillor in 2021. The average number of electors per Councillor was calculated as 7,978 in 2015 and 8,292 in 2021 taking account of growth projections. Currently the South Kesteven is split into 15 divisions. Based on the projected number of electors for South Kesteven in 2021 the district would need to be split into 14 divisions.

- 3.7 In developing new division arrangements the Local Government Boundary Commission for England determined that a council size of 70 would allow for a better allocation of members across the county and provide for a better pattern of divisions without adversely affecting the governance arrangements of the Council.
- 3.7 The Local Government Boundary Commission for England published draft Division patterns on 15 December 2015. These are now subject to public consultation, which closes on 8 February 2016. The proposed new divisions for South Kesteven are detailed below:

Division name	Variance 2021	Description
Ancaster & Manthorpe	0%	<p>Includes the parishes of Ancaster, Barkston, Syston, Belton and Manthorpe and the Gonerby Hill Ward of Great Gonerby parish.</p> <p>It also includes the Gonerby Hill Foot area of Grantham, the Manthorpe Road Estate and parts of Grantham town centre with the western boundary running along the railway line, along North Parade and up Watergate with the southern boundary running along Vine Street and Bluegate to the river Witham, which forms the Eastern boundary until it reaches Belton.</p>
Barrowby	-1%	<p>Includes the parishes of Barrowby, Sedgebrook, Allington and Woolsthorpe-by-Belvoir.</p> <p>The proposed division also includes part of Grantham. It is bordered by the boundaries of Harlaxton and Little Ponton and Stroxton parishes to the south and Londonthorpe and Harrowby Without to the east, then runs a short distance along the railway line. It comprises Gorse Lane, the Wyville Road area, the western end of Harlaxton Road. The boundary runs along the middle of the eastern end of Harlaxton Road, along the railway line and up the centre of Dysart Road until it reaches the Barrowby parish boundary.</p>
Baston & Barholm	-8%	<p>Includes the parishes of Uffington, Tallington, West Deeping, Greatford, Barholm and Stowe, Braceborough and Wilsthorpe, Baston and Langtoft.</p> <p>It is also proposed that the western part</p>

Division name	Variance 2021	Description
		of the town of Market Deeping is included within this division. The Boundary would run along Car Dyke, behind the properties on Towngate West, Prestland and Hall Farm then down the centre of Church Street to the district border.
Belton Park	-10%	<p>The River Witham forms the western boundary of this proposed division, the northern boundary runs through Belton Park along the boundary for Belton parish. The eastern boundary runs along the High Dyke to the parish boundary with Little Ponton and Stroxton where it heads west to the border with Harlaxton parish. The western boundary follows the boundary for Londonthorpe and Harrowby Without and includes all of the Harrowby and Spitalgate Ward of the parish.</p> <p>The division would also cover the Harrowby Estate part of Grantham with the boundary running behind the properties on Gorse Road and Uplands Drive, behind the properties on Harrowby Lane and down to the river Witham. The river forms the eastern boundary until it reaches Belton. It also includes Prince William of Gloucester Barracks and the southern quadrant development area.</p>
Bourne Croft & Twenty	3%	<p>This covers the east and south areas of Bourne town and the village of Twenty.</p> <p>The boundary follows the parish boundary along the south and west until it reaches West Road. The proposed boundary runs along West Street and then north along North Road. The northern boundary runs behind the properties on Stephenson Way and its offshoots then heads south behind the properties on Wingate Way and Rangoon Way until it meets Mill Drove, where it heads east.</p>
Bourne Woodview & Morton	-7%	This proposed division covers the north-western part of Bourne town. It covers the area to the north of West Road and West Street and the western side of

Division name	Variance 2021	Description
		<p>North Road. The western-most border follows the boundary of Bourne and Morton and Hanthorpe parishes and along the northernmost boundary of Morton and Hanthorpe parish.</p> <p>It also includes Dyke, Morton and Hanthorpe.</p>
Colsterworth Rural	8%	Covers the parishes of Thurlby, Toft with Lound and Manthorpe, Witham on the Hill, Carlby, Careby, Aunby and Holywell, Little Bytham, Couthorpe and Creeton, Castle Bytham, South Witham, North Witham, Colsterworth, Gunby and Stainby, Skillington, Stoke Rochford, Easton, Great Ponton, Little Ponton and Stroxtan, Boothby Pagnell, Bitchfield and Bassingthorpe, Burton Coggles, Wyville cum Hungerton, Harlaxton and Denton
Deeping St. James	-1%	This proposed division covers the whole of Deeping St. James parish. It also includes the eastern part of Market Deeping. The proposed boundary runs from the district boundary in the south, along Church Street, behind the properties on Chestnut Way and Black Prince Avenue and then along Car Dyke until it reaches the northern boundary of the parish.
Green Hill	4%	The proposed western boundary matches the western boundary of Grantham. The southern boundary runs along Dysart Road to the Railway line where it then runs along Wharf Road and the eastern end of St. Catherine's Road. It runs along Welham Street to the West of the Waterfront then along the river where it cuts east and runs along Bluegate and Vine Street, along Watergate and North Parade where it once again joins the railway line until it reaches the town boundary.
Hough	-8%	Covers the parishes of Claypole, Long Bennington, Stubton, Foston, Hougham, Marston, Fenton, Hough on the Hill, Westborough and Dry Doddington, Fulbeck, Caythorpe, Nomanton-on-Cliffe and Carlton Scroop

Division name	Variance 2021	Description
		It also includes Gonerby Ward of Great Gonerby parish.
Spittlegate	3%	<p>The proposed Spittlegate division covers the Bridge End Ward of the parish of Loundthorpe and Harrowby Without.</p> <p>The boundary follows the town boundary and runs behind the housing developments on Springfield Road before cutting between the properties on Denton Avenue and Buckminster Gardens. The boundary follows along Harlaxton Road, then Wharf Road, down St. Catherine's Road to Welham Street then along the river Witham until it meets with Belton Lane. It then runs behind the properties on Hill Avenue, Gorse Rise, Signal Road, Sharpe Road, New Beacon Road and Gorse Road before following a path running from behind Brittain Drive to Lady's Walk, which it follows until it reaches the Grantham town boundary.</p>
Stamford East	2%	The western boundary runs down Little Casterton Road, along Scotgate, down St. John's Street, east along St. Mary's Street to High Street St. Martin's and down to the town boundary. The southern, eastern and northern division boundaries follow the boundaries of Stamford civil parish.
Stamford West	-9%	The eastern boundary runs down Little Casterton Road, along Scotgate, down St. John's Street, east along St. Mary's Street to High Street St. Martin's and down to the town boundary. The southern, western and northern division boundaries follow the boundaries of Stamford civil parish.
Upper Glens	-6%	Covers Heydour, Oasby, Aisby, Welby, Hacey, Braceby, Sapperton, Ropsley and Humby, Old Somerby, Ingoldsby, Lenton, Keisby and Osgodby, Braceby and Sapperton, Pickworth, Irnham, Corby Glen, Swayfield, Swinstead, Edenham, Grimsthorpe, Stainfield, Kirkby Underwood, Aslackby and Laughton, Pointon, Dowsby, Rippingale, Dunsby, Haconby, Pointon and

Division name	Variance 2021	Description
		Sempringham, Folkingham, Billingborough, Horbling

3.8 The changes proposed by the Local Government Boundary Commission for England would necessitate changes in parish warding in Bourne, Stamford and Market Deeping.

3.9 Under the proposals Bourne would retain 15 councillors, who would represent four parish wards:

- North Fen, returning 4 members
- South Fen, returning 5 members
- Dyke Fen, returning 1 member
- Cawthorpe, returning 5 members

3.10 Under the proposals Market Deeping would retain 13 councillors, who would represent two parish wards

- Mill Field, returning 7 members
- Swine's Meadow, returning 6 members

3.11 Under the proposals Stamford would retain 21 councillors, representing six parish wards

- All Saints North, returning 3 members
- All Saints South, returning 3 members
- St. George's, returning 4 members
- St. John's, returning 5 members
- St. Mary's, returning 4 members
- St. Peter's returning 2 members

4. OTHER OPTIONS CONSIDERED

4.1 The Council could choose not to put forward a submission.

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 exceptional / high risks have been identified.

7. ISSUES ARISING FROM IMPACT ANALYSIS

7.1 Not applicable

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 This report has no financial implications.

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

REPORT TO ENGAGEMENT PDG

REPORT OF: Economic and Investment Officer

REPORT NO: ED001/16

DATE: 15th January 2016

TITLE:	Measuring the Economic Impact of Festivals and Cultural Events – Stamford Georgian Festival 2015	
KEY DECISION OR POLICY FRAMEWORK PROPOSAL:		
PORTFOLIO HOLDER: NAME AND DESIGNATION:	Cllr Ray Wootten - Arts and Leisure Portfolio	
CONTACT OFFICER:	David Mather Ext 6079 d.mather@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	Stamford Georgian Festival Economic Impact Assessment	

1. RECOMMENDATIONS

- 1.1 That the content of the report is noted and any lessons learnt are to be incorporated into the planning of Gravity Fields Festival 2016.

2. PURPOSE OF THE REPORT

- 2.1 The purpose of the report is to provide details on the actions taken to record and measure the economic impact of the recent Stamford Georgian festival 2015 on the local economy organised and supported by the Council.

3. DETAILS OF REPORT

- 3.1 As part of organising Stamford Georgian festival the Council commissioned a separate company to undertake independent research into the economic impact on the local economy.

- 3.2 The methodology for economic impact modelling of festivals that has been adopted is well tested on similar events in the region such as the SO Festival in Skegness, Frequency festival in Lincoln and Format festival in Derby.
- 3.3 The company who undertook the economic assessment of the festival in 2015 used a variety of techniques to gather information:
 - Town centre footfall counts
 - Visitor questionnaire surveys
 - Analysis of ticket sales
 - Local business surveys
 - Retail postcode survey
 - Footfall counts at outside venues
 - Car parking data
 - Coach operators data
- 3.5 Net visitor figures are generated from the numbers of unique visitors to the festival, based on attendance at specific ticketed festival events and estimating those who attended none ticketed events such as outdoor performances. (These figures will include day visitors and those that involved at least one over night stay).
- 3.6 Visitor spend is calculated by identifying net additional spend from both direct spend made by individuals or groups whose sole reason for visiting was to attend the event or festival, together with indirect spend of those visitors who moved a visit to coincide with the festival.
- 3.7 Additional visitor spend does not include any displacement expenditure made by local residents who were in the vicinity but were there for other reasons. Expenditure figures are based on adults only calculated from information supplied on group composition and average spend derived from surveys conducted during the festival.
- 3.9 Once the net visitor expenditure has been calculated, an economic multiplier is applied to calculate the cumulative economic impact of expenditure from the festival on the local economy. The multiplier used in this instance is within the range used within the region to measure the impact of festival spend and is equivalent to 1.8.

Net visitor expenditure	£544,964
Economic multiplier (1.8)	
Total cumulative net economic impact	£980,935

- 3.10 The festival attracted a total of 53,000 visitors over the weekend with an estimated 22,000 additional visitors contributing over 3,668 overnight stays. Through direct comparison of visitor figures for Saturday of the festival and the previous Saturday figures, the increase was 154% higher and the highest count since records began in 2009.

- 3.11 The profile of visitors estimated 50% were none resident day visitors, 40% were local residents and 9% were overnight stays. Of the total visitors, 72% stated that the main reason for their visit was to attend the festival. The age profile of visitors showed some variation, with only 22% of residents aged over 60 compared to 43% of visitors.
- 3.12 The economic impact of the festival was assessed through the spending patterns of visitors, with average group size of 2.99 people, with an average spending power of £55.23 for day visitors compared to a group staying overnight with an average spending power of £168.42.
- 3.13 From a business perspective, there are always winners and losers resulting from a festival. Following the survey, 37% stated that the festival had had a positive benefit on their business and 51% stating it had neither a positive nor negative effect. A further 42% recognised that they had been exposed to new business opportunities the remaining number not recognising any new exposure to customers.
- 3.14 The attitudes represented from the business community mirror responses from other festivals and reflect some common experiences. Festival visitors tend to be focussed on attending events rather than shopping so their purchasing choices reflect this, i.e. food and drink, accommodation, meals, whose beneficiaries tend towards cafes, restaurants and hotels. However, feedback from the business survey suggests that business owners recognised the benefits of increased footfall in the town centre and the potential for repeat visits.
- 3.14 The return on the Council's investment demonstrated an investment of £70,400 generated £980,935 economic value to the town, representing a ratio of 1:15. [This figure from the Council does not include an estimate for staff time contributed towards the organisation of the festival]
- 3.17 The study explored how visitors became aware of the festival; residents relied heavily on word of mouth and traditional sources of information from the Arts centre and local newspapers. Responses from none residents revealed a more varied picture with no single source of information proving the most effective means to market the festival. The audience used a variety of traditional and online sources of information to learn about the festival.
- 3.18 One particular area to explore further is working with the group tour operators market. There were reported 15 coaches attending the festival
- 3.19 There are other factors which impacted positively on the local economy, some of which are harder to quantify economically:
- Increase in net car parking income
 - Increase in awareness about the town
 - Increase numbers registering on the Stamford Arts Centre mailing list
 - Increase levels of participation from the local community
 - Increased levels of engagement with schools and colleges
 - Increase in the numbers following social media
 - Increased engagement with different groups from the community

- Opportunity to work with new partners and organisations
- Opportunity to learn new skills
- Value of media generated by festival

3.19 Following recent feedback sessions with Full Council, Stamford Town Council, Stamford Chamber of Commerce, Stamford Town team, community groups and funding organisations, the overwhelming response has been very positive. The main observations were improvements to signage for visitor and coach parking, timing of the finale event and engagement with schools and community groups.

4. OTHER OPTIONS CONSIDERED

4.1 To manage the collection and analysis of data in-house by the local authority. Whilst this is an option, it would require significant numbers of people during long periods over the weekend to collect the data. Currently the priority is to secure volunteer help to steward the outdoor performances. Consideration could be given to using college pupils but due to supervision requirements this may be prohibitive in terms of volume of people required to carry out the work over a weekend.

5. RESOURCE IMPLICATIONS

5.1 The cost of undertaking the economic impact assessment of the Stamford Georgian festival was £4,800, which was accommodated in the festival budget. A further £2,800 was spent on recording footfall over the weekend as part of the Economic Development contract to measure footfall.

5.2 The festival came within budget with a 14% increase in net ticket sales on the previous festival. Despite not being successful in securing support from Arts Council England, a successful bid was made for £10,000 from the Big Lottery, towards delivering the community programme. There was also some success in achieving sponsorship from the private sector.

5.3 Following the delivery of two successful festivals within budget, the future challenge is to identify a model which can build on this success whilst reducing the financial commitment of the Council.

6. RISK AND MITIGATION

6.1 The risks associated with undertaking this work are largely managed through appointing an independent external company to undertake the on street survey work and another to carry out the footfall survey.

7. ISSUES ARISING FROM IMPACT ANALYSIS

7.1 By not undertaking this survey and analysis, the true impact of the Councils investment in festivals would be unknown and reliant upon anecdotal feedback. To support the future investment in events and festivals both by the Council, other funding organisations and the business community, economic impact studies are an important tool in measuring the impact of the on-going investment.

8. CRIME AND DISORDER IMPLICATIONS

- 8.1 There is no requirement for members of survey teams to be registered under DBS as the survey team would not be required to be alone with young people under the age of 18.

9. COMMENTS OF FINANCIAL SERVICES

- 9.1 The financial contribution made by the Council (excluding officer time) is referenced in the report and demonstrates the wider economic financial impact that was generated as a result of the festival being held.

10. COMMENTS OF LEGAL AND DEMOCRATIC SERVICES

- 10.1 An equality impact assessment was carried out in respect of the Cultural Strategy which provides for the delivery of festivals and cultural events.

11. COMMENTS OF OTHER RELEVANT SERVICES

- 11.1 None

12. APPENDICES:

REPORT TO ENGAGEMENT PDG

REPORT OF: Roger Ranson – Business Manager – Spatial and Economic Growth

REPORT NO.: SEG 16

DATE: 15th January 2016

TITLE:	Draft Economic Development Strategy	
KEY DECISION OR POLICY FRAMEWORK PROPOSAL:	Key Decision	
PORTFOLIO HOLDER: NAME AND DESIGNATION:	Cllr Bob Adams Grow the Economy - Economic Development Portfolio Holder	
CONTACT OFFICER:	Roger Ranson Business Manager – Spatial and Economic Growth 01476 406469 r.ranson@southkesteven.gov.uk	
INITIAL IMPACT ANALYSIS:	N/A	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		

1. RECOMMENDATIONS

- 1.1 That Engagement PDG considers the draft Economic Development Strategy and any initial feedback from public consultation.

2. PURPOSE OF THE REPORT

- 2.1 To provide Engagement PDG with a further opportunity to comment on the draft economic development strategy and to consider any initial feedback from the public consultation undertaken to date.

- 2.2 The strategy will fundamentally support the Council's corporate priority to grow the economy. A successful local economy also contributes significantly to the achievement of all our other corporate priorities.

3. DETAILS OF REPORT

- 3.1 The current Economic Development Strategy covers the period 2012-16. As that period is coming to an end, it is proposed to produce a new economic development strategy for the District to cover the further period 2016-2020. The intention is to align this more directly to the emerging new Local Plan which is also being prepared for South Kesteven. The new Local Plan will provide the context for economic growth in the medium to long term. In addition, it is intended to closely align this with a refresh of the Strategic Economic plan (SEP) currently being undertaken by the Greater Lincolnshire Local Enterprise Partnership.

3.2 Draft Economic Development Strategy

The draft Economic Development Strategy was approved for the purposes of public consultation by Cabinet on the 2nd November 2015, following consideration by this PDG at its meeting on 1st October 2015. This is attached as Appendix 1 to this report.

As the public consultation took place up to the Christmas period, this has now been extended until the end of January. There is therefore the opportunity for the PDG to consider any additional comments that it wishes to make on the draft strategy, in order that these may be considered by Cabinet.

A verbal presentation will be given at the meeting on any initial feedback from the public consultation on the strategy.

4. OTHER OPTIONS CONSIDERED

- 4.1 To continue with the existing economic development strategy or to produce an Economic Development Strategy not aligned to the new Local Plan or not to seek to engage with the public regarding its preparation. These have all been dismissed as not being desirable to meet current economic conditions facing the district and build ownership and partnerships in relation to the strategy.

5. RESOURCE IMPLICATIONS

- 5.1 There will be costs associated with the preparation of the new Economic Development Strategy are included within existing approved budgets. Actions by the Council to achieve desired outcomes for the local economy will be the subject of separate reports to Cabinet – such reports will need to ensure resource implications are fully covered at the appropriate time.

6. RISK AND MITIGATION

- 6.1 Risk has been considered as part of this report and no specific high risks have been identified at this stage.

Category Risk	Action / Controls
None	N/A

7. ISSUES ARISING FROM IMPACT ANALYSIS

- 7.1 An initial analysis of the draft strategy does not indicate any negative impact from the proposals. This will be reviewed following public consultation.

8. CRIME AND DISORDER IMPLICATIONS

- 8.1 None arising out of this report.

9. COMMENTS OF FINANCIAL SERVICES

- 9.1 The costs associated with the preparation and delivery of the new Economic Development Strategy will be met from in-year budgets and will be incorporated into future service budgets as appropriate.

10. COMMENTS OF LEGAL AND DEMOCRATIC SERVICES

- 10.1 None.

11. APPENDICES

Appendix 1 – Draft Economic Development Strategy

South Kesteven draft
**Economic
Development
Strategy** 2016-2020



Your council working for you

DRAFT



The Local Growth Deal (SEP) and ESIF gives the LEP a minimum £220m pot for further investment in relevant economic growth investments over the 2014-20 period. We need to ensure identified propositions are investment ready to embrace these opportunities. This builds on the success of Grantham's southern relief road in the LEP growth deal, as well as working with local partners and the private sector.

- diversification of our rural economy
- Encouraging business start-ups and a culture of enterprise across the District
- Promoting business support and advice opportunities and building strong working relationships to both retain and grow employment
- Seeking to address infrastructure needs of existing and future businesses, including high speed broadband as well as 4/5G
- Embedding a strong 'One Team' approach within the Council in order to provide positive advice and guidance to existing and prospective businesses

Actions that we propose include:-

- Ensuring our growth propositions are investment ready, and well-positioned to take advantage of all LEP, national and other EU calls for proposals - including anticipating these when appropriate
- Consider the innovative and creative use of our own asset base - both land and property, and funding instruments
- Aligning this economic development strategy with the new Local Plan
- Ensuring sufficient land and premises are available for employment as well as policies being in place to support issues such as the

5 Mobilising resources and support to deliver key economic outcomes for the District

What we want to happen:

- To ensure support for the achievement of our identified key economic outcomes

Why it matters:

- Mobilising resources, making best use of staff and partnerships in a timely manner - especially under continuing public austerity - is a prerequisite to achieving economic growth ambitions

How we do it:

- Linking closely with the Strategic Economic Plan (SEP), European Single Investment Fund (ESIF) and other national and LEP-level investment possibilities
- Consider how to best deploy SK assets and resources and using the new Local Plan to articulate growth ambitions

SKDC key roles and potential initiatives:

- Produce investment ready propositions in anticipation of external funding opportunities
- Using the new Local Plan to ensure sufficient land and premises for employment
- Provide positive advice and guidance to businesses

1. Executive Summary

South Kesteven is a district with considerable and well established economic strengths which include a supremely accessible location, excellent road and rail links, quality schools and a flexible labour pool. It's also home to some world-leading businesses.

It is not yet realising its full potential for sustainable economic growth, however, but it does offer wide ranging opportunities for investment leading to economic growth and prosperity, both for the District and a wider area beyond.

East Coast rail services through Grantham – now run by Virgin Trains - have led to significant out-commuting, particularly to the south. One of our key aims is to create high net worth jobs within the district to retain key skills in the locality.

A particular challenge facing the local economy is associated with relatively low wages, low productivity and a negligible higher level skills base with a lack of available high quality business accommodation. The individual towns - especially Grantham as the obvious sub-regional centre - are also challenged (in differing ways) as current and future growth locations.

To address these issues, South Kesteven District Council (SKDC) is seeking to formulate and implement a new Economic Development Strategy, working with its partners both locally, at a Local Enterprise Partnership (LEP) level, businesses and all our neighbours.

We want to consult as widely as possible on this strategy and action plan. Based on our economic assessment, we believe our future economic goals should focus on:

- More and ‘better ‘ jobs
- Strengthening skills progression
- Encouraging innovation and enterprise
- Place shaping and making

There are clearly limitations on the ability of the Council to impact on the overall health of the local economy, both in terms of our limited resources and the scope of our powers. However, this strategy will fundamentally support the Council’s corporate priority to grow the economy. A successful local economy will also contribute significantly to the achievement of all our other corporate priorities for South Kesteven.

This is perhaps the most challenging of the five intervention strategies for a number of reasons:-

- It is absolutely central to transforming our economy from the current relatively low wage, low productivity profile with a focus on how local residents can best benefit from growth proposals.
- There is no major local HE presence whose mission includes a specific SK focus, so the District lies in a HE “cold spot”.
- The SK labour market faces largely away from the LEP area towards the south.
- Skills have traditionally not been an area where district councils have major influence.

What we can do in the short term is:-

- Support an Employment and Skills Board-type arrangement to link businesses together with suppliers within employment and skills

areas in order to be able to consider measures to improve matching of supply and demand (including anticipating future skills needs)

- Ensuring this increased intelligence is fed into LEPs increasing skills and employment responsibilities and specific investments; and seek engagement with similar processes in the wider labour market area(s)
- Support ways for exploring and developing new, innovative solutions to our skills and employment challenges.
- Support the development of a higher level apprenticeship programme to support key sectors of the economy, aimed at NVQL4/5 to help develop a knowledge based economy

4 Enabling the creation of a workforce to meet current and future employer needs

What we want to happen:

- An improved higher level skills profile for SKDC residents and labour markets
- An improved profile for occupation and sector mix of employment towards higher value, higher productivity sectors and areas of economic activity

Why it matters:

- The SK economy is compromised by low level skilled workers and exhibits low productivity which requires addressing to create a workforce which meets future needs; SK needs to support skills progression to remain competitive with other areas

How we do it:

- Establish local 'skills and employment board' type arrangements to better align business need with labour market, schools and colleges provision
- Nurturing links with higher education and higher level skills opportunities

SKDC key roles and potential initiatives:

- Support a broadly-based Skills & Employment Board of major local stakeholders
- Promote and advocate SK priorities in LEP and other relevant forums
- Consider talent attraction and retention initiative(s) and whether there is a HE/Higher-level strategy to achieve our aims



2. Economic Assessment

It is important that there is a sound evidence base to assessing the local economy in order to determine what the Council can do and achieve through its Economic Development Strategy.



Inward investment and the expansion of the visitor economy offer the opportunity to make further transformational changes in the local economy.

We want to build upon our successful Destination SK programme to work with emerging developments and the LEP/County inward investment team to market key employment sites.

In addition, we aim to develop new tourism products around the heritage associated with Sir Isaac Newton, Margaret Thatcher, local aviation heritage, the Georgian heritage of Stamford, historic churches and walking opportunities. This will entail close effective working with tourism attractions and accommodation providers. In so doing, this would recognise the role of the District as a strategic gateway into Lincolnshire and how it forms part of a wider campaign to promote heritage across the County.

Other key tasks for the District Council are:-

- Considering how to build on the success of the events strategy in a more comprehensive approach to visitor economy growth
- Re-launching the DestinationSK approach to inward investment management and place marketing.

3.3 Creating opportunities to expand the visitor economy and attract inward investment

Page - 37

What we want to happen:

- New opportunities to attract inward investment
- New opportunities to grow the visitor economy
- A step change in the retail and leisure offer focussed on Grantham

Why it matters:

- To grow the SK economy in key sectors/areas of economic activity
- To increase visitor numbers, visitor spend, overnight stays and raise the profile/reputation of the District

How we do it:

- Working in partnership with developers, visitor attractions and accommodation providers
- Development of new tourism products
- Utilising external funding opportunities

SKDC key roles and potential initiatives:

- Direct marketing campaigns
- Working in partnership through an informal destination management group
- Working in partnership with County and other wider tourism partnership arrangements

A detailed assessment is set out in the Appendix to this report. Key relevant headline indicators of the local economy are summarised below:

Item	SK	Lincs/GLLEP	East Midlands	England/GB
Economic Activity rates	79.3%	78.5%	77.7%	77.4%
Unemployment	5.7%	5.8%	7.1%	7.2%
Higher occupations (SOC1-3)	41.7%	38.2%	41%	44.5%
Process & elementary (SOC8-9)	22%	23.7%	20.8%	17%
NVQ4 & above	27.9%	27.2%	30.1%	35.2%
NVQ2 & above	76.4%	69.3%	69.7%	72.5%
Average resident earnings (£pw)	509.8	468.1	483.4	518.1
Average workplace earnings (£pw)	453.5	439.3	474.6	517.8
Jobs and job density	60,000/0.72	323,000/0.73	0.75	0.78
In-commuters to SK jobs	14205 (25%)	-	-	-
SK out-commuters	23347 (35%)	-	-	-
Manufacturing employment	15.0%	13.3%	13.8%	8.7%
ICT, Fin & Business services	13.7%	16.0%	19.4%	25.4%
Number of IDBR enterprises	5070	24,740	145,290	1,862,095
Enterprise density	37.6	34.4	31.8	34.8
Large Enterprise over 250FTEs	15 (0.3%)	85 (0.3%)	0.4	0.4
UKCI Score/ranking 2013	90.4(270th/379)	89 (31st/39)	92.8	103

Economic Activity Rates - the percentage of the population that is either employed or actively seeking employment aged 18-64

SOC (Standard Occupation Classification) - a common categorisation of UK occupations, which classifies jobs in terms of their skill level and content

SOC1-3: refers to managers, directors and senior officials, professional occupations, associate professional and technical occupations

SOC8-9: refers to process, plant and machine operatives and elementary occupations

Job Density - the number of jobs in an area divided by the resident population aged 16-64 in that area.

IDBR (Inter-Departmental Business Register) - a list of UK businesses that is used by the government for statistical purposes and provides the main sampling frame for surveys of businesses carried out by the ONS and by other government departments

Enterprise Density - number of enterprises per 1000 of the economically active population

UKCI (UK Competitiveness Index) - a benchmark of the competitiveness of the UK's localities, it has been designed to be an integrated measure of competitiveness focussing on both the development and sustainability of businesses and the economic welfare of individuals

South Kesteven has a population of around 134,000 and this is forecast to grow to over 159,000 by 2036. The District benefits from superb accessibility due to its A1 road and East Coast main line rail connections. Within Lincolnshire, South Kesteven has:

- the highest levels of average resident earnings
- the highest employment participation rates and enterprise density
- the lowest unemployment rates; second lowest on the index of multiple deprivation
- strong NVQ2 skills; and excellent schools.

It hosts a strong manufacturing footprint and the highest proportion of construction activity in the LEP area. The District supports a high quality of life, with Stamford identified by the Sunday Times as the most desirable place to live. Grantham has also been identified as the best value housing location within the 60-90 minute travel bracket from London.

At the same time, jobs density is modest, with workplace earnings well below national and regional averages, showing the influence of out-commuting. NVQ4 and higher level skills attainment is poor. The densities of higher value, higher growth businesses in ICT, professional and business services sectors are also low. Consequently, in terms of overall competitiveness the District only ranked 270th out of 379 districts in the country in 2013. This is only just above the County average and represents a fall of 33 places since 2010.

Ambitions for the local economy

Based on this overview of the economy, our ambitions for growth need to focus on:

- **More and ‘better ‘ jobs** – to address the relatively low job density, the low workplace productivity, occupational profile, and poor density of employment in high growth, high value sectors;
- **Strengthening skills progression** – building on our excellent schools to ease progression to NVQ3/4 and higher level skills alongside a strategy that takes advantage of our excellent quality of life to encourage enterprise and employment alternatives to commuting;
- **Encouraging innovation and enterprise** – to build upon business strengths (engineering, agri-food, specialist manufacturing, financial/business services, visitor economy) to improve competitiveness, productivity and our reputation for attracting and retaining business investment;
- **Place shaping and making** - making our places- particularly our four towns as employment centres (and especially the town centres within these)- work well for businesses in order to retain and attract investment and jobs. A strong focus to be on our ambition to establish Grantham as a premier sub-regional centre.



The strategic objective is to create three new high quality managed workspace/business innovation centres in Grantham, Stamford and Bourne, building upon the successful Eventus Centre which is already established in Market Deeping. Such a programme is likely to also need to consider the provision of accessible move-on accommodation, with an initial focus on opportunities in Market Deeping.

The aim would be to create a network of business locations aimed at creating new high value jobs, providing 7000 sq m of office floorspace with accommodation for 350 businesses over the duration of this project.

The programme envisages close working between the private sector and the Council, taking advantage of external opportunities wherever possible.



3. Priorities for action

The role of the Local Authority is to try and support the right conditions for growth and sustainable investment in the local economy. A healthy economy creates jobs, which in turn creates demand for homes and new houses, goods and services, as well as supporting our infrastructure, such as health and education provision. Improving the quality and quantity of jobs generates more spending power for retail and leisure businesses. It helps businesses to grow and prosper, and enables our residents to meet their own aspirations. Having more people in work and in higher skilled jobs also impacts on reducing the demand on benefits, lowering anti-social behaviour and improving educational attainment.

There are clearly limitations on the ability of the Council to impact on the overall health of the local economy, both in terms of its available resources and the scope of its powers. From the above evidence, it is suggested that where we can intervene then the key strands to our economic prosperity should be focused on creating a productive, competitive and high value local economy.

3.2 Facilitating high value jobs across our four main towns, surrounding parishes and rural hinterland

What we want to happen:

- To develop the knowledge economy sector supporting businesses to create high value jobs

Why it matters:

- To make a step change in the economic profile of the District providing greater opportunities for prosperity
- Taking advantage of the links and proximity to the growing economies of Cambridge

How we do it:

- Make the most of our strategic employment sites, esp. adjacent to A1
- Work to bring forward opportunities aimed at knowledge economy

SKDC key roles and potential initiatives:

- Working with the private sector to enhance the cultural and leisure offer in Grantham

This strategy gives priority to establishing Grantham as a leading sub-regional centre, taking advantage of development opportunities, creating employment, providing growth in new housing and helping to improve the town centre offer to enable more people to invest, shop, work and relax there.

Key projects include:

- Spitalgate Business Park (KING31): delivery of major investment opportunities to provide sustainable employment towards the growth of Grantham.
- Upgrading the attractiveness of Grantham as a sub-regional and leisure destination which serves both the local community and attracts shoppers and visitors from a wider area, bringing forward new developments and public realm improvements.
- Grantham Station Quarter: creating a gateway with high speed links to London and the North with high quality business space to attract investment from the knowledge economy

sector – 3000 sq m of commercial/office space providing accommodation for 45 new businesses and 150 new jobs.

- Grantham Minster Quarter: creating a vibrant historic church close with new visitor facilities and investment to improve the visitor experience and attract new audiences.
- Supporting the creation of a business-led Business Improvement District, working in partnership with the Council.
- Bringing forward additional employment sites in Grantham through the new Local Plan process.

In summary, our strategy needs to be focused on taking action to achieve outcomes with respect to:



Establishing Grantham as a leading sub-regional centre

Facilitating high value jobs across our four towns and rural hinterland

Expanding the visitor economy and attracting inward investment

Enabling the creation of a workforce to meet current and future employer needs

Mobilising resources, partners and support to deliver key economic outcomes



These five priorities will be supported by on-going targeted interventions by the Council which are aimed at:

- Ensuring a suitable range of serviced land and premises;
- Supporting business start-ups and a culture of enterprise;
- Building strong working relationships for existing businesses to both retain and grow their prosperity and employment;
- Seeking to address the infrastructure needs of current and future businesses, including high speed broadband/4G;
- Supporting the diversification of our rural economy;
- Underpinning this through a robust 'One Team' approach within the Council to provide positive advice and guidance to existing and prospective businesses.

An outline of the rationale, activities and projected outcomes for each of the four main priorities is set out on the next page.

3.1 Establishing Grantham as a leading sub-regional centre:

What we want to happen:

- Grantham functions as a leading sub-regional centre, with an essential focus on sustainable growth, supporting a strong, dynamic business location

Why it matters:

- To focus the majority of our employment and housing growth in Grantham as a means of securing and maintaining a range of essential services
- To make a step change in Grantham's retail and leisure offer for both residents and visitors

How we do it:

- Make the most of our strategic employment sites, especially adjacent to A1
- Work to bring forward opportunities aimed at expanding or developing a knowledge economy
- Bring forward town centre growth and regeneration opportunities alongside public realm improvements

SKDC key roles and potential initiatives:

- Unlocking key development sites and creating high quality business space

REPORT TO ENGAGEMENT PDG

REPORT OF: Roger Ranson – Business Manager – Spatial and Economic Growth

REPORT No.: SEG17

DATE: 15th January 2016

TITLE:	Timetable and work programme for the new Local Plan	
KEY DECISION OR POLICY FRAMEWORK PROPOSAL:	Key Decision	
PORTFOLIO HOLDER: NAME AND DESIGNATION:	Cllr Bob Adams Grow the Economy - Economic Development Portfolio Holder	
CONTACT OFFICER:	Roger Ranson Business Manager – Spatial and Economic Growth 01476 406469 r.ranson@southkesteven.gov.uk	
INITIAL IMPACT ANALYSIS:	Carried out and Referred to in paragraph (7) below	Full impact assessment Required: N/A
Equality and Diversity	N/A	
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	Local Development Scheme 2015	

1. RECOMMENDATIONS

1.1 That Engagement PDG considers the revised Local Development Scheme (LDS) as the timetable to Local Plan preparations and considers its implications for the PDG's work programme.

2. PURPOSE OF THE REPORT

- 2.1 To provide Engagement PDG with the opportunity to plan its work programme taking account of the revised Local Development Scheme (LDS). The LDS is the timetable for Local Plan preparations; it sets out our anticipated timescale for community consultation on the Local Plan, through to timescales for submission of the Local Plan to the Secretary of State.
- 2.2 The LDS is to be considered by Cabinet on 11th January 2016. This is appended to this report together with a more simplified version of the Local Plan timetable.

3. DETAILS OF REPORT

- 3.1 The new Local Plan needs to set out the Council's planning strategy and related policy proposals for the district for a period of 25 years. It will provide the overall strategy for sustainable growth and development, establishing a clear framework of policies to guide the scale, location and details of new development and managing change within the district. The South Kesteven Local Plan will replace the Core Strategy, Site Allocation and Policies DPD and any remaining saved policies from the 1995 Local Plan.
- 3.3 The Local Development Scheme (LDS) (Appendix 1) sets out the timetable for Local Plan preparations. The current timetable seeks to prepare a consultative Local Plan for public consultation in September 2016. Following on from this, the Local Plan would be submitted to the Secretary of State by Spring (March-April 2017) and adoption by Autumn (Nov-Dec 2017). There are some risks to this timetable, but these are being factored in accordingly and any departures from the LDS will be reported to Members at the first opportunity.

4.0 FUTURE PDG WORK PROGRAMME

- 4.1 Bearing the above programme for the new Local Plan, Members are asked to consider the possibility of holding additional meetings in order to give due consideration to policy development on the Local Plan prior to Cabinet consideration.
- 4.2 An additional meeting in late February/early March 2016 would enable Engagement PDG to comment on draft items to be considered at Cabinet on 4th April 2016.
- 4.3 An additional meeting in late April 2016 would enable Engagement PDG to comment on draft items to be considered at Cabinet in June 2016.

5. OTHER OPTIONS CONSIDERED

- 5.1 There is an essential legal requirement for the authority to prepare and maintain up to date local planning policies. The Council also has a duty to ensure a rolling five-year supply of deliverable housing land. Failure to do so makes the Council potentially vulnerable to speculative proposals for inappropriate development in inappropriate locations.

6. RESOURCE IMPLICATIONS

- 6.1 There will be costs associated with the preparation of the Local Plan these are included within existing approved budgets.

7. RISK AND MITIGATION

- 7.1 Risk has been considered as part of this report and no specific high risks have been identified at this stage.

Category Risk	Action / Controls
None	N/A

8. ISSUES ARISING FROM IMPACT ANALYSIS

- 8.1 To date, the Regulation 18 consultation document has been made available in accordance with the Statement of Community Involvement (SCI). The SCI was subject to a full equality impact assessment as part of its preparation. The Regulation 18 consultation document was a summary of the initial Local Plan consultation, and this report sets out how the new Local Plan will be prepared following this. No new or amended policies are included within either the scoping document or this report, therefore any further impact analysis is not required at the present time. An impact analysis of the policies and proposals to be included in the Local Plan will be undertaken as and when they are prepared.

9. CRIME AND DISORDER IMPLICATIONS

- 9.1 None arising out of this report.

10. COMMENTS OF FINANCIAL SERVICES

- 10.1 The costs associated with the preparation and delivery of the Local Plan will be met from in-year budgets and will be incorporated into future service budgets as appropriate.

11. COMMENTS OF LEGAL AND DEMOCRATIC SERVICES

- 11.1 In accordance with the Planning and Compulsory Purchase Act 2004 (as amended), the Council has a statutory duty to prepare planning policies,

which has been reinforced through the National Planning Policy Framework (NPPF) and the Localism Act 2011.

12. APPENDICES

Appendix 1 – Local Development Scheme (LDS)

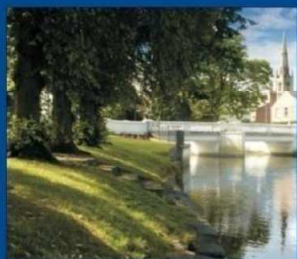
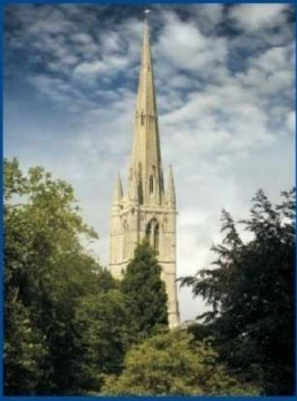
Appendix 2 – Summary of the Local Plan Timetable

Local Plan for South Kesteven



Local Development Scheme 2014 - 2017

November 2015 (Revised)



Local Development Scheme 2014 – 2017

1. Introduction	2
1.1 Introduction	2
1.2 Purpose of the Local Development Scheme	2
1.3 What is the Local Plan?	3
1.4 Status of Existing Local Plan Policies	5
1.5 How are Development Plan Documents Prepared?	5
1.6 Other Plans	7
2. What Are We Proposing To Do?	8
2.1 What Development Plan Documents are we going to prepare?	8
3. What Are We Proposing To Do?	10
3.1 Evidence	10
3.2 Risk	10
3.3 Monitoring	14

Appendices

Appendix 1: DPD Timetable	15
Appendix 2: Status of Saved 1995 Local Plan Policies	16
Appendix 3: Glossary and Abbreviations	17
Glossary	17
Abbreviations	18

1. Introduction

1.1 Introduction

1.1.1 The Local Development Scheme (LDS) is a project plan setting out what strategic planning documents will be produced by the Council, and when they will be made available for consultation.

1.1.2 The first LDS came into effect in 2005 when the Plan was referred to as the Local Development Framework (LDF), this incorporated both the Core Strategy (CS) and Site Allocations and Policies Development Plan Document (SAP DPD). This is the third revision of the LDS and will accompany the new South Kesteven Local Plan (LP). This LDS was first approved in June 2014.

1.1.3 The programme set out in the last LDS was partly achieved with the adoption of the Core Strategy in July 2010 and the Site Allocation and Policies DPD in April 2014. The Grantham Area Action Plan (GAAP) was not adopted, therefore in June 2014, the Council decided to begin the preparation of a new Local Plan for the District.

1.1.4 The LDS contains:

- Background information to provide a context for the LDS
- Details of which documents the Council will produce or review over the period 2014-2017, and how they relate to each other
- A profile and timetable for the production of each strategic document

1.2 Purpose of the Local Development Scheme

1.2.1 The Planning and Compulsory Purchase Act 2004 (as amended) requires Council's to prepare and maintain a LDS setting out the Development Plan Documents (DPD) to be produced, the subject matter and geographical area of those documents and broad timetable for their production.

1.2.2 The LDS is a public document and provides the starting point for the local community and others to find out about the Council's programme for the preparation of documents that will form the South Kesteven Local Plan.

1.2.3 It is our intention to keep to the timetable set within this LDS, but there may be occasions when there will be a need to make revisions to the timetable and documents required. We will consider the need for revisions to the LDS on an annual basis. We will also publish up to date progress information on the Local Plan via our website.

1.3 What is the Local Plan?

1.3.1 The Local Plan will be used to guide investment and development in the district up to 2036. It will shape how the district grows over this period, being a key tool in deciding where the housing, retail and business needs of the community will be provided, and how important countryside, ecological and heritage features are to be protected.

1.3.2 The Local Plan for South Kesteven currently comprises the:

- Core Strategy - adopted 5th July 2010. Sets out the strategic planning framework and vision for the District to 2026.
- Site Allocation and Policies DPD (covers all of the District with the exception of Grantham) - adopted 17th April 2014. Identifies housing and employment sites in Stamford, Bourne, the Deepings and a number of the Local Service Centres
- Remaining 'saved' policies from the 1995 South Kesteven Local Plan - see Section 1.4

1.3.3 The National Planning Policy Framework (NPPF) states that each Local Plan Authority (LPA) should produce "a Local Plan for its area", which can be reviewed in whole or in part. Any additional Development Plan Documents should only be used where they can be clearly justified. The NPPF also states that Supplementary Planning Documents (SPDs) should only be used where they can help applicants make successful applications or aid infrastructure delivery.

1.3.4 The Local Plan can be either a single document or a collection of DPDs that constitute the Development Plan for the area. The National Planning Policy Framework (NPPF) is clear, however, that the Government's preferred approach is for each LPA to prepare a single Local Plan for its area.

1.3.5 The Local Plan can be one document or a portfolio of documents. The different types of documents can include:

Development Plan Documents (DPDs) may cover a range of policy areas, a single subject or geographic area. Individual development plan documents or coherent parts of a single development plan document are able to be reviewed independently from other development plan documents.

DPDs can include:

- Core Strategy - sets out the overarching spatial vision, strategic objectives, core policies and planning framework.
- Development Management Policies - sets out policies for the management of development.
- Site Specific Allocations - allocates specific sites for housing, employment or other development uses and detailed policy guidance.

1.3.6 DPDs are subject to community consultation in accordance with the requirements of the Council's Statement of Community Involvement (SCI). The SCI sets out the Council's approach to engaging with local communities and other stakeholders during plan preparation and when consulting on planning applications. The SCI was first adopted in 2006, it was then reviewed and adopted in November 2014. The SCI forms a document which supports the Local Plan, in addition to the SCI there is the Annual Monitoring Report – which sets out progress in terms of producing DPDs and implementation of policies. This is published annually.

1.3.7 The Local Plan will also include a Policies Map illustrating the geographical extent of policies and proposals on a map base. Each time a DPD is adopted the Policies Map will be revised.

1.3.8 An integral part of producing a Local Plan is the Sustainability Appraisal/Strategic Environmental Assessment (SA/SEA). This is produced in tandem with the Local Plan and ensures that the Local Plan adopts, as far as possible, the most sustainable options in an environmental, economic and social context having being assessed against all other realistic options and alternatives.

1.3.9 There is also a legal requirement, through the Conservation of Habitats and Species Regulations 2010 (the Habitat Regulations) to consider whether new DPDs are likely to have a significant effect on European sites of nature conservation importance. A Habitats Regulations Assessment will be prepared and published for each DPD.

1.3.10 Local authorities may also prepare Supplementary Planning Documents (SPDs) to provide further guidance on adopted policies. They can cover a wide range of issues which may be thematic (e.g. affordable housing) or site specific (e.g. development briefs). They do not form part of the Development Plan, but are taken into account in determining planning applications. They are also not subject to independent examination, although they will need to be subject to community consultation in accordance with the requirements of the SCI.

1.3.11 Details of SPDs already adopted by the Council are available on the Council's website. In the event that adopted SPDs are reviewed or new ones proposed, details of these will be published on the website.

1.4 Status of Existing Local Plan Policies

1.4.1 Under the Planning and Compulsory Purchase Act 2004, a number of the policies of the 1995 South Kesteven Local Plan were saved in September 2007. Certain of these saved policies have now been superseded in whole or in part by policies in the adopted Core Strategy and Site Allocation and Policies DPD.

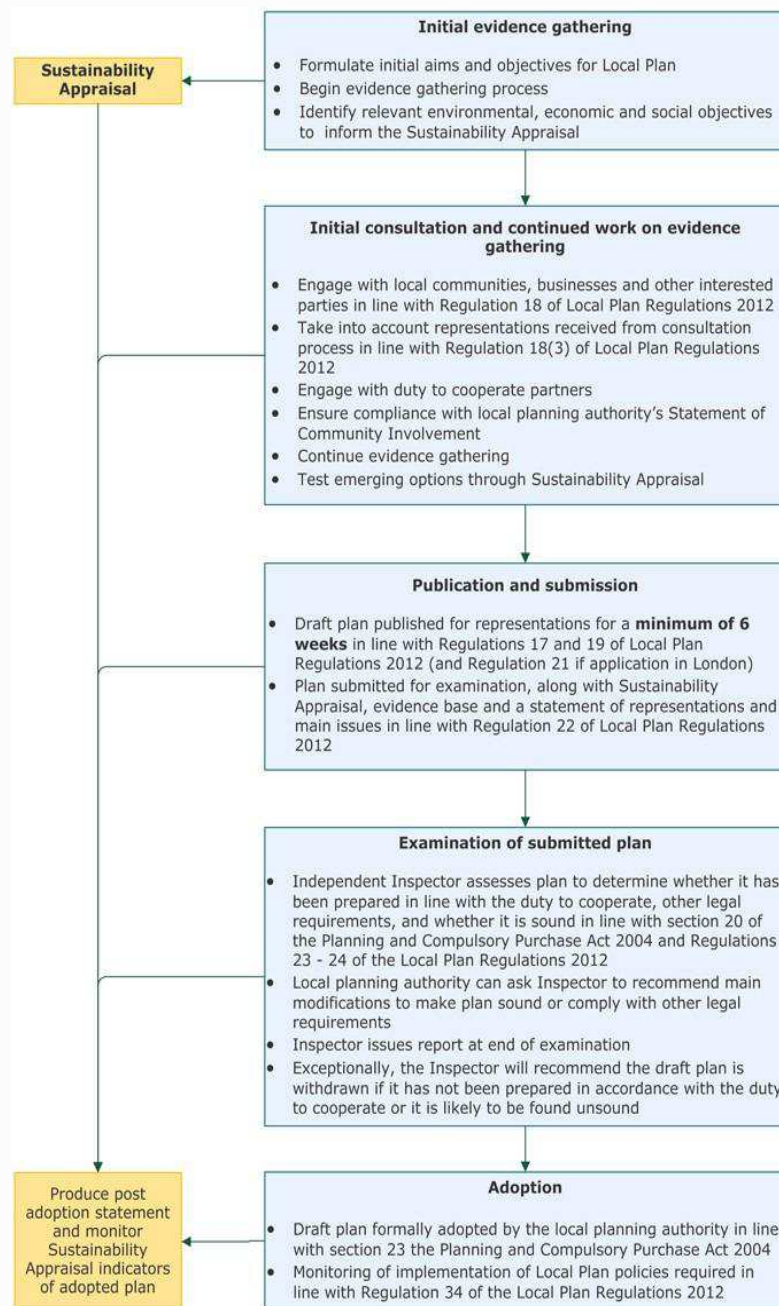
1.4.2 Details of the remaining saved policies can be found in Appendix 2.

1.5 How are Development Plan Documents Prepared?

1.5.1 Although the precise detail of how DPDs should be prepared is a matter for each Council to determine, certain stages are prescribed by Regulations. (Town and Country Planning (Local Planning) (England) Regulations 2012

1.5.2 The Regulations include a requirement for public participation at an early stage of preparation. The detail of how this may be undertaken is determined by the Council and is set out in the SCI. Before the final Plan is submitted for independent examination, the Regulations stipulate that it is published for six weeks formal consultation.

1.5.3 The various stages of DPD preparation are illustrated in the diagram below, which is taken from the national Planning Practice Guidance published by CLG.



1.6 Other Plans

Lincolnshire Minerals and Waste Local Plan

1.6.1 Policies in the Lincolnshire Minerals Local Plan (adopted in 1991) and Waste Local Plan (adopted in 2006) form part of the development plan for the District. Lincolnshire County Council (LCC), as the minerals and waste planning authority for the area, is responsible for the preparation of the Minerals and Waste Development Framework (MWDF), which will replace the Minerals and Waste Local Plans. LCC publish their own LDS giving details on the progress of preparing the MWDF and this can be obtained from the Lincolnshire County Council website.

Neighbourhood Planning

1.6.2 A new system of Neighbourhood Planning was introduced with the Localism Act 2011. This enables Parish and Town Councils or designated Neighbourhood Forums in areas without a Parish to prepare Neighbourhood Development Plans (NDPs), Neighbourhood Development Orders and Community Right to Build Orders.

1.6.3 There is no requirement to prepare NDPs but they must take account of national planning policy, contribute to sustainable development and be in conformity with the strategic policies of the Local Plan. NDPs must also be subject to public consultation and independent examination before a referendum of the local electorate. When completed, NDPs form part of the Development Plan for the District.

1.6.4 The timetable for preparing a NDP is very much a matter for the local community preparing the Plan to determine. Timetables for NDPs are not, therefore, included in the LDS.

1.6.5 Details of NDPs being prepared in South Kesteven and the stage they have reached are available on the Council's website.

2 What Are We Proposing To Do?

2.1 What Development Plan Documents are we going to prepare?

South Kesteven Local Plan

2.1.1 A new, single Local Plan for South Kesteven (the South Kesteven Local Plan) is the only DPD we intend to produce over the period to 2017. Once adopted the Local Plan will replace the Core Strategy, Site Allocation and Policies DPD and the remaining saved policies of the 1995 Local Plan.

2.1.2 The Local Plan will set out the strategic direction for development in the District. It will also include:

- Policies providing the overarching framework for development decisions in the District
- Housing and jobs numbers for the Local Plan period through to 2036
- Development Management Policies – these may include policies for design, affordable housing, housing mix, employment, infrastructure delivery, rural development, tourism, Gypsies and Travellers, renewable energy and climate change.
- Site allocations for housing, employment, retail and other uses.
- Infrastructure Delivery Plan.

2.1.3 The document profile is set out below. The expected timeline for the key milestones in preparing the Local Plan is contained in Appendix 1.

South Kesteven Local Plan Profile

Role and Subject	Strategic document setting out the vision, objectives and spatial strategy for the District, outlining how the known development requirements for the District will be met to 2036, including the amount of housing and employment land requirements. It will also include development management policies and, if required, site allocations.
Geographical coverage	District Wide.
Status	Development Plan Document. Once adopted it will replace the Core Strategy, Site Allocation and Policies DPD and the remaining saved 1995 Local Plan policies.
Chain of Conformity	General conformity with national planning policy (NPPF). It must also have regard to the Council's Sustainable Community Strategy. The Policies Map will be revised and updated on adoption of the Local Plan.

Timetable	
Key Milestones	Date
Commencement of document preparation.	June 2014
Public participation in document preparation (scope of Plan - Regulation 18)	January – March 2015
Submission document publication (Regulation 19)	September 2016
Submission (regulation 22)	March – April 2017
Examination (Regulation 24)	April – September 2017
Inspector's Report (Regulation 25)	October 2017
Adoption (Regulation 26)	November – December 2017

Arrangements for Production	
Lead Organisation	SKDC Planning Policy team with support from other Council service areas and partner organisations.
Political Management	Cabinet decision at relevant key stages and milestones. Full Council decision at submission and adoption stages. Communities Policies Development Group may also consider versions of the emerging Local Plan and make recommendations to Cabinet as appropriate
Community and Stakeholder Involvement	Stakeholder and community involvement using a range of consultation methods in accordance with the SCI.
Monitoring and Review	The Local Plan monitoring framework will be monitored on an annual basis and reported through the AMR.

3 Other Information

3.1 Evidence

3.1.1 Plans need to be supported by a robust evidence base. A number of evidence studies have been completed to support the preparation of DPDs to date. These are available on the website.

3.1.2 The evidence base will continue to be updated and expanded as the South Kesteven Local plan is prepared. This will include reviewing existing studies as necessary to make sure they remain relevant and up to date. It may also involve the joint commissioning of work with neighbouring authorities and/or other partners.

3.2 Risk

3.2.1 The preparation of a Local Plan presents a number of risks which could affect the work programme and timetable. These can be addressed through robust project planning. The key risks and proposed mitigation measures that may need to be implemented in order to ensure that sound documents are prepared in a timely manner are identified below.

Issue	Description	Risk			Mitigation
		Likelihood	Impact	Score	
Changes to Planning System					
Changes in legislation or to national planning policy	Changes to national planning policy and/or Local Planning Regulations may have implications for the Plan preparation.	2	3	6	Continued awareness of forthcoming legislative and major policy changes Ensure resources are in place to implement any changes to procedures or handle increased workload.
Process					
Higher than expected response to consultation.	The officer resources/time to process and consider representations may be increased. This could delay timing of key milestones e.g. Submission of Plan to Secretary of State for examination.	3	3	9	Encourage use of online consultation system for making representations.
Planning Inspectorate (PINS) unable to meet the timetable.	Once submitted, the progress of the Plan to timetable is heavily dependant on the ability of PINS to resource it.	2	3	6	Liaise with PINS on timetable and provide early notification of anticipated submission date.
Failure to comply with Duty to Cooperate.	Failure to demonstrate that the Duty	2	4	8	Develop and implement a Duty to Cooperate Plan.

	to Cooperate was satisfied would render the Plan unsound.				
Plan being found unsound.	The Plan cannot proceed to adoption if it is found unsound by an Inspector following examination. Additional work would be required and the adoption of the Plan delayed.	2	4	8	Ensure we have a complete, clear and up to date evidence base, including continued engagement with the community and key stakeholders. Completion of soundness and legal compliance self assessment checklist at each stage.
Legal challenge to Local Plan.	Part or all of document could be challenged by third party and quashed if challenge successful.	2	4	8	Engagement of critical friend to review and advise at key stages and Planning Inspectorate visit before Submission. Seek legal advice as and when required. Keep up to date with best practice through training and PAS website.
Resources					
Reduced number of officers and knowledge within the team as result of staff sickness, turnover.	This cannot always be avoided or predicted. Significant and constant staff turnover would severely affect the	2	3	6	Encourage team work as part of day to day working so all staff have some knowledge about all projects currently being

	Council's ability to achieve the time scales set out within the LDS.				undertaken.
Financial resources	Unforeseen issues can arise during the preparation of the Local Plan.	2	3	6	Careful project planning to avoid unplanned work. Keep under review opportunities for joint commissioning of evidence base studies.
Failure of external consultants.	The failure of external consultants to deliver required specialist support could impact on the ability to achieve the time scales set out.	2	3	6	Ensure objectives are clearly stated in project brief. Arrange for regular updates and meetings with consultant.

3.3 Monitoring

3.3.1 Progress against the LDS will be reviewed annually and reported through the AMR. This will enable consideration of changes, if any, that may be required to the LDS including revisions to the Local Plan timetable. Any changes will be brought forward through a review of the LDS.

3.3.2 During the year, progress on the preparing the Local Plan will be published on the website ensuring that the local community and others with an interest in the Local Plan are kept updated

Appendix 2: Status of Saved 1995 Local Plan Policies

Policy Number	Policy Name
Policy H1	Housing Allocation (Grantham)
Policy E1	Employment Allocation (Grantham)
Policy H12	Change of Use of Residential Properties (Grantham)
Policy S1	Town Centre Shopping Area (Grantham)
Policy S2	New Shopping Developments in and Around Town Centres (Grantham)
Policy S3	Non-Retail Uses in Primary Town Centre Shopping Streets (Grantham)
Policy REC3	Public Open Space and New Housing Development (Grantham)
Policy REC4	Playing Fields Provision in New Residential Development (Grantham)
Policy REC5	Play Space Provision in New Residential Developments (Grantham)
Policy REC7	Allotments (Grantham)
Policy REC9	Grantham Canal
Policy REC10	Indoor Leisure Facilities (Grantham)
Policy REC11	Touring Caravan and Camping Sites (Grantham)
Policy T2	Existing Car Parks (Grantham)

Appendix 3: Glossary and Abbreviations

Glossary

Annual Monitoring Report (AMR) - a report produced at the end of each year assessing progress of the LDS and the extent to which policies are being successfully implemented.

Community Right to Build Order - an Order made by the local planning authority (under the Town and Country Planning Act 1990) that allows a local community group to bring forward a small development for one or more purposes, such as new homes, businesses and community facilities, but it must be small scale in comparison to the size of settlement.

Core Strategy - sets out the long-term spatial vision and spatial objectives for the district and strategic policies and proposals to deliver that vision..

Development Plan Documents (DPDs) - They are spatial planning documents that are subject to independent examination. There is a right for those making representations seeking change to be heard at an independent examination.

Local Development Framework (LDF) - This term has been replaced by the term 'Local Plan'. It was used to describe a portfolio of Local Development Documents that provide a framework for delivering the spatial planning strategy for the area. It also contained a number of other documents, including the Annual Monitoring Report, and any 'saved' plans that affect the area. This term is now replaced by 'Local Plan'.

Localism Act 2011 - Government legislation containing wide range of reforms to the planning system

Local Plan - The new term for the suite of Development Plan documents. It may consist of a single or number of Development Plan Documents.

Local Planning Authority - The public authority whose duty it is to carry out specific planning functions for a particular area.

Local Development Scheme (LDS) - sets out the programme for the preparation of local development documents.

National Planning Policy Framework (NPPF) - sets out the Governments planning policies. Replaces all previous Planning Policy Statements and associated Guidance.

Neighbourhood Development Order - an Order made by a local planning authority (under the Town and Country Planning Act 1990) which allows communities to grant planning permission for development they want to see go ahead in a neighbourhood. It enables them to allow certain developments to be built without the need to apply for planning permission.

Neighbourhood Development Plans - The Plans are prepared by a parish council or neighbourhood forum for a particular neighbourhood area (made under the Localism Act 2011) and have to be in general conformity with the district plan, undergo Examination and a Referendum. After adoption they are used (alongside other policy documents) to determine planning applications.

Planning Inspectorate (PINS) - an independent Government agency that processes planning and enforcement appeals and holds inquiries into development plan documents.

Policies Map - the policies map illustrates all policies and proposals contained in DPDs, together with any saved policies. Previously known as the Proposals Map.

Statement of Community Involvement (SCI) - sets out the standards which the plan-making authority intends to achieve in relation to involving the community in the preparation, alteration and continuing review of all planning policy documents and in development management decisions.

Strategic Environmental Assessment(SEA) - an assessment of the environmental effects of policies, plans and programmes, required by European legislation, which will be part of the public consultation on the policies.

Supplementary Planning Documents (SPDs) - these cover a wide range of issues on which the plan making authority wishes to provide guidance to supplement the policies and proposals in development plan documents. They do not form part of the development plan and are not subject to independent examination.

Sustainability Appraisal (SA) - a tool for appraising policies to ensure they reflect sustainable development objectives (i.e. social, environmental and economic factors).

Abbreviations

AMR - Annual Monitoring Report

DPD - Development Plan Document

LDF - Local Development Framework

LPA - Local Planning Authority

LDS - Local Development Scheme

MWDF - Minerals and Waste Development Framework

NDP - Neighbourhood Development Plan

PINS - Planning Inspectorate

SA - Sustainability Appraisal

SCI - Statement of Community Involvement

SEA - Strategic Environmental Assessment

SPD - Supplementary Planning Document

South Kesteven has a rich and diverse culture – a community made up of people from different cultures, with differing backgrounds, beliefs and experiences. This diversity is one of the things that make South Kesteven such a great place to live and work.

To ensure all residents of South Kesteven have access to our information material, our information is available in a range of different languages and formats, including larger print, Braille, audio tape and computer disc.

To request a document in a specific language or format, you can ring us or email us:



01476 406127



communications@southkesteven.gov.uk

Large print, Braille, audio tape or computer disc
this information can be made available in large print, Braille, on audio tape or computer disc. If you, or someone you know, might benefit from this service, please contact us.

繁體中文

本資料有繁體中文版。若你本人或你認識的甚麼人會受益於此版本，敬請聯絡我們。

Česky

Tato informace může být dostupná i v češtině. Pokud byste Vy, a nebo někdo koho znáte, mohl využít tohoto servisu, obraťte se prosím na nás.

Magyar

Ezeket az információkat magyar nyelven is tudjuk biztosítani. Ha Ön, vagy valaki, akit Ön ismer igényt tart erre a szolgáltatásra, kérem, keressen fel minket.

Latvian

Šo informāciju var iegūt arī latviešu valodā. Ja Jums vai kādai no Jūsu paziņai šādi pakalpojumi nāktu par labu, lūdzu kontaktējiet mūs.

Lietuviškai

Šią informaciją galite gauti lietuvių kalba. Prašome kreiptis į mus, jei jums arba jūsų pažįstamiems ši paslauga galėtų būti naudinga.

Polski / Polish

Informacja ta może być dostępna w języku polskim. Jeżeli Państwo albo ktoś kogo Państwo znają, może z tej usługi skorzystać, proszę nas kontaktować.

Portuguese

Esta informação pode ser disponibilizada em português. Se você, ou alguém que conhecer, beneficiar com este serviço, por favor contacte-nos.

Русский

Данная информация может быть предоставлена на русском языке. Если Вы или Ваши знакомые посчитаете такую услугу необходимой, пожалуйста, свяжитесь с нами.

Türkçe

Bu bilgiler Türkçe dilinde mevcuttur. Siz veya bir tanıdığınızın bu hizmetten faydalanacağını düşünüyorsanız lütfen bizi arayınız.

LOCAL PLAN TIMETABLE

