

RESOURCES PDG WORK PROGRAMME 2012/13

Date	Item	Action	Update	Action Notes to Officers	Response	Recommendation	Cabinet/Council Decision
31 May 2012	Void Properties	To provide an update to the PDG on void properties.	Update given by Head of Community Assets and Property & Facilities Manager	That Council explores using a single energy provider for utilities in council-owned properties and, if possible, all Council owned/leased buildings	4.10.12 Initial enquiries had been made. See Action Notes for full detail. Head of Community Assets to continue to investigate opportunities.		
18 June 2012	Fees and Charges Strategy	Develop and implement strategy. Incorporate framework into budget setting and medium term financial planning	Report HOF199 presented to PDG on draft Strategy			Given its poor use, the PDG recommends that Cabinet should explore cost recovery and potential alternative uses for the cycle centre in Grantham	
	Localisation of Council Tax Benefit	Develop local Scheme in response to the location by central government Working Group established to discuss model scenarios developed by Benefits Staff	Presentation by Benefits & Revenues Manager on requirement to adopt a local scheme				20.8.12 Cabinet approved the proposed criteria for the localisation of Council Tax Support for consultation purposes
2 Aug 2012	Fees and Charges Strategy	Develop and implement strategy. Incorporate framework into budget setting and medium term financial planning	Head of Finance summarised report number HOF203 reflecting the recommendations made by Resources PDG			That Cabinet adopt the draft Fees and Charges Strategy as appended to report HOF203	1.10.12 Cabinet approved the draft Fees and Charges Strategy. The use of the strategy is to be incorporated into the medium term financial planning of the Council
	Car Parking Strategy	Update the resources PDG on the work of the Communities PDG working group		Resources PDG asked for modelling of both one and two hours free parking in Grantham and Stamford and that the car parking review should consider the provision of car parking facilities suitable for motor homes	The PDG received a summary at its meeting of 2.11.12		21.5.12 Cabinet approved the draft SKDC Civil Enforcement Off Street Parking Places Order 2012 for consultation with Statutory Bodies and the public in accordance with Local Authority Traffic Orders (Procedure) (England and Wales) Regulations 1996
	Financial Settlement 13/14	Update to PDG	Update presentation by Strategic Director re retention of non-domestic rate receipts and potential implications on future grant funding	The Development Management Service Manager provides an update report for the possible charging for pre-application advice	The PDG received an update at its meeting of 2.11.12		
	Budget Monitoring	Report to PDG	Report HOF204. Financial report for 1 st quarter of 2012/13				

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4 Oct 2012	Cycle Centre	Update on effectiveness of Grantham facility	PDG members requested information on the cycle centre in order to make recommendations about future use.	The Property Manager arrange for the marketing of the cycle centre in Grantham with immediate effect. That a full report be provided to the PDG on the use of the cycle centre	2.11.12 The facility would be promoted in conjunction with the developing Health and Wellbeing Strategy Report provided to the Chairman of the PDG prior to the meeting of 2.11.12		
	Fees and Charges Strategy	Determination of implementation by service area	Presentation by Head of Finance with input from Development Control, Environmental Health and Community Safety and Licensing Managers	All fees and charges work undertaken by service managers in respect of council services are to be presented to the PDG at its meeting on 2 November 2012	Report presented by Strategic Director – Corporate Focus with input from relevant service managers.	The Resources PDG recommends that the proposed fees and charges for Environmental Health Services and Community Safety and Licensing be approved.	
	Budget Monitoring	Report to PDG	Report No HOF208 was presented by the Head of Finance summarising actual spend against the budget and the forecast outturn position as at 31 August 2012	The Head of Finance to circulate an explanation for the variance in staffing levels for Community Safety and Licensing, which exceeded budgeted levels.			
					The issue of over-grown weeks in pavements and grounds maintenance issues relating to overgrown trees and grass verges be referred to the Scrutiny Committee	Agenda item for Scrutiny Committee 27.11.12	
2 Nov 2012	Fees and Charges	Report number HOF210 by Head of Finance – presented by the Strategic Director – Corporate Focus	Update re pre-application advice by Development Control Service Manager	That officers should review the accredited agent scheme run by Cornwall Council for consideration by the PDG at a future date.		That a charge should be introduced for pre-application advice based on a sliding scale dependent upon the size of the development (from £150 for a small scale development) and £50 for householders.	
			Update on Car Parking, Bus Stations, Cycle Centre, Cemetery and Building Control by Property Development Manager			1. That Parking Orders should be applied to Bourne car parks from April 2013 which would impose a maximum stay period. 2. Car parking charges should remain static and be reviewed 6 months after the introduction of CPE That there should be no increase in respect of fees and charges for bus stations within the district. There should be no increase in respect of fees and charges for the cycle centre in Grantham together with running increased publicity about the facility's availability	

						<p>1. That the Council should introduce an exclusive right of burial charge for construction of a single vault mausoleum on grave spaces outside of the designated area for lawn cemetery at a charge of £600 for 2013/14 with a £300 pre-purchase deposit.</p> <p>2. That the Council should allow kerbed memorials in the lawn cemetery area with a charge of the standard grave space plus £125</p>	
			<p>Reports on Green Waste, Bulky Waste and MOT Testing by Waste and Recycling Manager</p>	<p>That officers should investigate whether taxis can be required to come to the district council for servicing and whether discounts could be applied as an incentive</p>		<p>1. That the standard fees and charges for Building Control should not change.</p> <p>2. That the hourly rate for Building Control services should increase from £40 an hour to £45 an hour.</p>	
			<p>Update on Markets, Arts Centres and Bourne Corn Exchange by Community Assets Manager</p>	<p>That a review of markets (looking to increase the number of available pitches without increasing cost) should be added to the PDG's work programme to begin in 2013</p>		<p>That the charge for Green Waste collection should remain at £25</p> <p>That the charging structure for the collection of bulky waste should not change</p> <p>That the charge for MOT servicing should not change.</p> <p>That there should be no change in charges in respect of markets</p> <p>That charges in respect of Grantham and Stamford Arts Centres should increase in line with the retail price index</p> <p>That the Council should adopt the proposed fees and charges for Bourne Corn Exchange.</p>	
			<p>Update of Helpline service by Strategic Director Corporate Focus</p>			<p>That the charge for the helpline should increase in line with the retail price index</p>	

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17 Jan 2013	Budget Monitoring	Report to PDG					
	HRA Business Model	Self Financing/RTB receipts – review and update of HRA business model and financial modelling					
		HRA Asset Strategy					
	Financial Settlement 13/14	Report to include: Localisation of Business Rates Analyse and develop local implications of local business rates with respect to the medium term financial plan					
28 Mar 2013	Markets	Review of provision in Stamford by PDG (requested at mtg 2.12.12)					
		Market Development Plan					