

Date	Item	Update	Action Notes to Officers	Response	Recurring item	Recommendation	Cabinet/Council Decision
31/05/12	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	Feedback at mtg of 4/10/12 Initial enquiries had been made. See Action Notes for full detail. Head of Community Assets to continue to investigate opportunities.			
	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			2.8.12	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	1. Presentation by Benefits & Revenues Manager on requirement to adopt a local scheme 2. Working Group established to discuss model scenarios developed by Benefits Staff					20.8.12 Cabinet Decision Cabinet approved the proposed criteria for the localisation of Council Tax Support for consultation purposes 13.12.12 Council approves the scheme as detailed in the local scheme rules from 1 April 13
02/08/12	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			4.10.12	That Cabinet adopt the draft Fees and Charges Strategy as appended to report HOF203	1.10.12 Cabinet Decision 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 Decision 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 Direct 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	2.11.12		
	Budget Monitoring Report to PDG	Report HOF204. Financial report for 1st quarter of 2012/13					

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04/10/12	Cycle Centre Update on effectiveness of Grantham facility	PDG members requested information on the cycle centre in order to make recommendations about future use.	1.The Property Manager arrange for the marketing of the cycle centre in Grantham with immediate effect. 2.That a full report be provided to the PDG on the use of the cycle centre	1.Response given at meeting of 2.11.12 2.Report provided to the Chairman of the PDG prior to the meeting of 2.11.12	2.11.12		
	Fees and Charges 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 changes work undertaken by Service Managers in respect of council services are to be presented to the PDG at its meeting on 2.11.12	Report presented by Strategic Director - Corporate Focus with input from relevant service managers	2.11.12	The Resources PDG recommends that the proposed fees and charges for Environmental Health Services and Community Safety and Licensing be approved.	1.3.13 Council Decision Council approved fees and charges as part of the determination of the budget
	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 31.8.12	1.The Head of Finance to circulate an explanation for the variance in staffing levels for Community Safety and Licensing which exceeded budgeted levels. 2. The issue of over-grown weeds 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	17.1.13		
02/11/12	Fees and Charges Report number HOF210 by Head of Finance - presented by the Strategic Director - Corporate Focus	1.Update re pre-application advice by Development Control Service Manager 2. Updates by Head of Service for Property Development on services within his remit, including: 2.1 Car Parking 2.2 Bus Station Charges 2.3 Cycle Centre Charges	1. That officers should review the accredited agent scheme run by Cornwall Council for consideration by the PDG at a future date.		17.1.13	1. 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 2.1a) That Parking Orders should be applied to Bourne car parks from April 2013 which would impose a maximum stay period 2.2b) Car parking charges should remain static and be reviewed 6 months after the introduction of CPE 2.2 That there should be no increase in respect of fees and charges for bus stations within the district 2.3 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	1.3.13 Council Decision Council approved fees and charges as part of the determination of the budget Council approved fees and charges as part of the determination of the budget

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17/01/13	Updates						
	1. Grounds Maintenance	1. The Scrutiny Committee had looked at Grounds Maintenance issues at its meeting on 27.11.12. The committee was made aware of weaknesses in the current contract which was shortly to expire. Officers were developing new contract arrangements which would be more robust and enforceable					
	2. MOT arrangements for hackney carriages and private hire vehicles	2. The Waste and Recycling Services Manager gave an update on opportunities regarding MOT Arrangements for hackney carriages and private hire vehicles	2. That the Waste and Recycling Service Manager should develop an incentive scheme which gives discounts to taxi companies for the inspections of hackney carriage firms and private hire vehicles within the district to present to the PDG at a future meeting				
	3. Development Management accredited agent scheme	3. The Development Management Service Manager gave the PDG an update on the accredited agent scheme introduced by Cornwall Council and how a similar scheme could be considered for South Kesteven.	3.1 Following the creation of a household applications team, the Development Management Service Manager should consider an accredited agent scheme and gauge the interest of agents in such a scheme through the agents' forum 3.2 A progress update to be provided for the meeting on 28.3.13		28.3.13		
	Financial Settlement 13/14						
	Report to PDG	The Head of Finance summarised report No. HOF221, which updated the PDG on provisional grant settlement for 2013/14					
	HRA Business Model						
	Presentation to PDG	The Head of Community Assets gave a presentation on the Housing Revenue Account (HRA) business model	1. Officers to look into working with an oil supplier to provide fuel oil for council properties in rural areas so that tenants do not have to bulk buy fuel and report back to the PDG at its meeting on 28.3.13 2. The Head of Community Assets to provide an update on a single utilities supplier at the meeting of the PDG to be held on 28.3.13		28.3.13 28.3.13		
	Budget Monitoring						
	Report to PDG	Report No. HOF220 by the Head of Finance summarised actual spend against the budget and the forecast outturn position as at 30.11.12					

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28/03/13	Accredited Agent Scheme	Update on development of accredited agent scheme following the creation of a household applications team					
	Fuel Oil Bulk Purchase	Update on investigations into the bulk purchase of fuel oil for the benefit of rural tenants					
	Single Utilities Supplier	Update on single utilities supplier					
	Parking Orders Update	Update on parking orders for Bourne					
	Car Parking Update	Update on Car Parking Systems					
	Local Authority Mortgage Scheme Update on scheme by Head of Finance	Update to Members on the LAMS scheme following its introduction one year ago with input from a mortgage sector representative					
	Medium Term Financial Strategy Introduction to strategy prior to development of workshops						
	Hardship Fund Report to PDG on fund developed as support for impact from introduction of Local Council Tax Support Scheme						
	Financial Update Update to Members						