

# AGENDA



- Committee - **PERFORMANCE MONITORING PANEL**
- Date & Time - Tuesday, 29 January 2013 at 6.30 pm
- Venue - Meeting Room 1, Council Offices, Priory Road, Spalding

**Membership of the Performance Monitoring Panel:**

Councillors: B Alcock (Chairman), S M Booth, C J T H Brewis, A Casson, R Clark, M Howard, R Perkins, R M Rudkin, M D Seymour, S-A Slade, E J Sneath, D J Wilkinson (Vice-Chairman), S Wilkinson, J L King and A C Tennant

**Substitute members on the Performance Monitoring Panel may be appointed only from members who are not on the Cabinet. Substitutions apply for individual meetings only.**

Persons attending the meeting are requested to turn their mobile telephones to silent mode

Member Services  
Council Offices, Priory Road  
Spalding, Lincs PE11 2XE

Date: 21 January 2013

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Please ask for Christine Morgan: Telephone 01775 764454  
e-mail: [cmorgan@sholland.gov.uk](mailto:cmorgan@sholland.gov.uk)

## AGENDA

- 1 Apologies for absence.
- 2 Minutes - To sign as a correct record the minutes of the following meetings:
  - a Special joint meeting of the Performance Monitoring Panel and Policy Development Panel - 4 December 2012 (copy enclosed). (Pages 1 - 6)
  - b Performance Monitoring Panel - 11 December 2012 (copy enclosed). (Pages 7 - 14)
- 3 Declarations of Interest. - (Members are no longer required to declare personal or prejudicial interests but are to declare any new Disclosable Pecuniary Interests that are not currently included in their Register of Interests.

Members are reminded that under the Code of Conduct they are not to participate in the whole of an agenda item to which they have a Disclosable Pecuniary Interest. In the interests of transparency, members may also wish to declare any other interests that they have, in relation to an agenda item, that supports the Nolan principles detailed within the Code of Conduct.)
- 4 Questions asked under Council Procedure Rule 10.3.
- 5 Tracking of Recommendations - To consider responses of the Cabinet to reports of the Panel.
- 6 Items referred from the Policy Development Panel.
- 7 Key Decision Plan - To note the current Key Decision Plan (Pages 15 - 28)
- 8 Provision of Members' IT - The Director of IT (Compass Point Business Services), Gary Stephens, to be invited to attend the meeting to answer members' questions regarding their IT provision.
- 9 Interim Report of the Effectiveness of CCTV Task Group - To present the Interim Report of the Effectiveness of CCTV Task Group (report of the Assistant Director, Democratic Services to follow)
- 10 Performance Monitoring Panel Work Programme - To set out the Work Programme of the Performance Monitoring Panel (report of the Assistant Director Democratic Services enclosed). (Pages 29 - 36)
- 11 Any other items which the Chairman decides are urgent -

NOTE: No other business is permitted unless by reason of special circumstances, which shall be specified in the minutes, the Chairman is of the opinion that the item(s) should be considered as a matter of urgency.

Minutes of a meeting of the **JOINT PERFORMANCE MONITORING PANEL AND POLICY DEVELOPMENT PANEL** held in the Council Chamber, Council Offices, Priors Road, Spalding, on Tuesday, 4 December 2012 at 6.30 pm.

## PRESENT

B Alcock	R Clark	R Perkins
D Ashby	P E Coupland	R M Rudkin
M D Booth	A Harrison	M D Seymour
S M Booth	M Howard	S-A Slade
C J T H Brewis	J L King	E J Sneath
A Casson	A M Newton	S Wilkinson

Apologies for absence were received from or on behalf of Councillors G R Aley, F Biggadike, G K Dark, A Miller, A C Tennant, D J Wilkinson and A R Woolf

In Attendance: The Assistant Director, Finance, the Business Development manager, the Chief Accountant, the Finance Business Partner and the Principal Member Services Officer.

### 1. **ELECTION OF CHAIRMAN FOR THE DURATION OF THE JOINT MEETING**

Consideration was given as to who should preside over the special joint meeting of the Performance Monitoring Panel and Policy Development Panel.

DECISION:

That Councillor B A Alcock act as Chairman for the duration of the special joint meeting of the Performance Monitoring Panel and the Policy Development Panel.

### 2. **DRAFT BUDGET CONSULTATION**

The Joint Panel received a presentation from Officers regarding the Budget for 2013/14. The Assistant Director, Finance provided information on the Revenue Budget, Risks and Sensitivity, the Capital Programme and Reserves. The Business Development Manager completed the presentation with a discussion on efficiencies and suggestions of areas where efficiencies could be found.

Members considered the information and the following questions and issues were raised:

- The Transitional Grant Scheme was available for a limited period to cushion the effects of changes to Council Tax support. Was it wise for the Authority not to take this up? Councils who toed the line seemed to lose out in the long term. How wise was it to freeze Council Tax – was it causing problems for the future?
  - The Cabinet would be making decisions on these issues in the new year.

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PANEL - 4 December 2012**

- Would there be uncollectable amounts of Council Tax in the future? Would the Police, County Council and Parishes, for whom amounts were collected as part of the Council Tax bill, be excluded from this non-collection?
  - Parish Councils would be indirectly affected, but their precept would be paid in full – SHDC, the County Council and the Police would be affected through the collection fund in proportion to their share of the Council Tax.
- Were there still moves to redress the balance between local authority and pension beneficiaries? Were there still moves to get it back to 2:1?
  - A new scheme was to be introduced in April 2014 as a result of national changes to public sector pension schemes.
- Were the RPI forecasts reliable?
  - The Office of Budget Responsibilities forecast had been followed.
- Was a 2% staff vacancy over optimistic as there was very little movement of staff currently?
  - The level of vacancies was a risk as there had been a slowdown in staff turnover.
- With regard to vacancies, had interim managers and consultants been included?
  - Yes, interim managers were included.
- Where was the cost for consultants built in?
  - Where any costs for consultants were allowed for, these were contained in the supplies and services budgets.
- Had any consideration been given to withdrawing from Legal Services Lincolnshire to cut the legal bill?
  - The budget was based on the current service provision, however the provision of all external services was being considered.
- With regard to future developments in Universal Credit, was there any contingency plan for dealing with the increase in workload and implementation of these changes?
  - Government policy was unclear as to how this would be implemented. However, Compass Point Business Services would manage delivery of changes to the benefits system. There was no contingency built into the base budget.
- With regard to legal services, how could what was needed be forecast?
  - There were no contingencies for this but reserves were held to cover any large unexpected issues.

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- The Authority currently did not charge for commercial or trade waste. Was this something that could be introduced?
  - There was currently no charge. It could be introduced as part of the waste round however, if the Authority did this it would open up competition and possibly affect other local companies.
- Why had new Christmas lights been purchased?
  - Monies from Spalding Special Expenses had been used to provide a contribution to the Chamber of Trade to replace the lights. South Holland District Council had in the past been solely responsible for the Christmas lights however, the Chamber of Trade now dealt with this with a contribution from the Authority.
- How did the car park charging increase of around £25,000 (on page 16 of the agenda) and the figures on page 47 of the agenda tally up? Car park charges should not be increased. The policy on car parking charges was a break-even policy however the figures on page 47 suggested that charges would have to be increased to break even.
  - This was based on a 10% increase from the service.
- Why was the ICT Strategy budget of £80,000, detailed on page 19, so high? It appeared to be a large budget.
  - There was a general provision in the Capital Budget (£100,000 in the Capital Programme, £20,000 in the Housing Revenue Account). No schemes had been identified and the budget was therefore an estimate. There were many pressures from central Government – implementation of secure systems, data encryption/firewalls etc.
- Why was the Leisure Contractor, Pool and Hall Works budget being reduced?
  - The leisure contract had been re-negotiated 2-3 years ago and amounts were committed for capital expenditure on a reducing balance until the end of the contract.
- Could Officers explain the New Homes Bonus?
  - This was a government grant paid for the number of new homes brought into existence. South Holland placed the receipt in reserves to fund future initiatives, rather than supporting the base budget. This was a government grant, and it was uncertain as to how long it would continue for in the current form.
- What was the recycling grant used for?
  - A grant of £1.8 million over 3 years had been given and was to be used for specific items such as continuing weekly collections, replacing freighters, education programmes etc. The capital element would be use to replace some of the refuse vehicles.

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- What was the total value of Section 106 monies and where were they accounted for?
  - The balance of Section 106 monies as at 1 April 2012 stood at £1.137 million. The balance was held under grants and contributions on the Authority's balance sheet.
- What were the Third Party Payments and the Supplies and Services referred to on Page 9?
  - Third Party Payments covered payments to those working for the Council e.g. Compass Point Business Services and Leisure Connection. Supplies and Services included paid for items such as printing, postage, consultants etc.
- Why was there no budget from 2013/14 for Town Centres and Tourism (detailed on Page 43)?
  - The budgets were still there but had been moved to a central code under Economic Development.
- Was the list of suggested ideas for savings, outlined by the Business Development Manager, part of the Corporate intention?
  - No, these were purely ideas for debate. There were some serious policy considerations to be made by the Council with regard to future savings.
- There were challenges ahead for the Council. How should the Authority address this if the policy was not to pursue these ideas?
  - This question should be raised at Council.
- As well as cutting and reducing, should thought be given to more entrepreneurial ways of increasing income?
  - Yes, this was an option although it was not natural territory for local authorities in general. Ultimately, it would remain a political decision.
- This approach was essential for the Authority in order to get to grips with shortfalls in the future, otherwise there was a danger that it could become unviable.
  - There needed to be a balance of income and the Authority needed to get to grips with these issues and seriously drive forward with options to address them.
- Had Compass Point Business Services taken on any new work?
  - No new business had yet been secured. The Managing Director continued to seek new business.
- On page 29, future spending under 'Desirable Schemes for Members IT was £25,000. Members commented that they would want better IT provision than they currently had.

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**DECISION:**

- a) That the Panel request that the increase in car parking charges, detailed on Pages 16 and 47 of the agenda, not proceed; and
- b) That as a matter of priority, the Authority commence consideration of how to deal with future budget shortfalls, in line with the suggestions made by the Business Development Manager.

(The meeting ended at 8.20 pm)

(End of minutes)

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Minutes of a meeting of the **PERFORMANCE MONITORING PANEL** held in Meeting Room 1, Council Offices, Priory Road, Spalding, on Tuesday, 11 December 2012 at 6.30 pm.

## PRESENT

B Alcock (Chairman)  
D J Wilkinson (Vice-Chairman)

S M Booth  
C J T H Brewis  
A Casson

R Clark  
R Perkins  
M D Seymour

S-A Slade  
E J Sneath

In Attendance: The Joint Performance Team Leader and the Interim Housing Manager

Apologies for absence were received from or on behalf of Councillors M Howard, J L King, R M Rudkin, A C Tennant and S Wilkinson

### 47 **MINUTES**

The minutes of the meeting held on 6 November 2012 were signed by the Chairman as a correct record.

### 48 **KEY DECISION PLAN**

Consideration was given to the current Key Decision Plan, which had been issued on 30 November 2012.

#### **DECISION:**

That the current Key Decision Plan be noted.

### 49 **UPDATE ON THE EAST LINCOLNSHIRE COMMUNITY SAFETY PARTNERSHIP AND THE COUNTY WIDE ARRANGEMENTS**

Consideration was given to a report by the Community Development Manager which provided an update on both local and county wide arrangements in relation to community safety. There had recently been changes in the way that this was delivered across the District and across the County. The Portfolio Holder for Localism and Big Society provided the Panel with details of the changes and an explanation of the tiers of Groups and Panels that delivered community safety and what each of them was responsible for. At the bottom of the tier were the Police Panels (who dealt with local issues); above them, the Joint Area Groups (JAGs, who each dealt with different issues, such as anti-social behaviour); above them, the local Community Safety Partnership (CSP – the local CSP being the East Lincolnshire Community Safety Partnership, made up of South Holland District Council, Boston

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Borough Council, East Lindsey District Council and other statutory partners. The CSP's role was to develop and implement strategies to protect local communities from crime and to help people feel safe); above the local CSPs were the County CSPs who dealt with strategic direction; and at the top of the tier was the Police and Crime Panel, who monitored the Police Crime Commissioner and the Strategic Plan.

The Portfolio Holder advised that with regard to CCTV, a paper would be considered by the County CSP who would be considering the issue from a county-wide perspective. Information from this meeting would be fed back to the Panel in due course.

The Portfolio Holder advised on two further pieces of information:

- Firstly, should a domestic homicide take place in an area, a Domestic Homicide Review would be set up after the Chairman of the CSP had been informed. This was quite a costly exercise, running alongside the prosecution of the person involved. £10,000 was currently held for this eventuality, but a further £10,000 was required. Each district had a duty to take part in a Review if it occurred in their area, and due to the potential cost, reserves had to be put aside.
- Secondly, anti-social behaviour was a big political item. The police were struggling to cope and wished to appoint an Anti-Social Behaviour Coordinator at County level. £30,000 was required towards the cost of this position and contributions were being sought from partners.

Members considered the information provided in both the report and presentation, and the following issues were raised:

- How could it be demonstrated what the CSPs and the JAGs achieved?
  - The Portfolio Holder for Localism and Big Society advised that statistics could be found. It could be difficult to provide data for the JAGs as there would be data protection issues however, generic data could be provided. The CSPs should have performance data with regard to what they achieved in alignment with their priorities. The Portfolio Holder commented that he would find out and report back the information required by the Panel.
- Could Panel members be provided with a chart showing the hierarchy of the various Groups and Panels that provided community safety, as detailed by the Portfolio Holder?
  - The Portfolio Holder agreed to provide this information to members.
- Were particular crimes specific to Lincolnshire or country-wide?
  - Some crimes, such as anti-social behaviour and domestic abuse were county-wide. However there were crimes more specific to Lincolnshire and rural areas, such as hare coursing.

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- What drove the whole system of community safety and how this was delivered across the District and across the County?
  - The Portfolio Holder commented that it should be driven from the bottom up. If issues were not picked up locally, then they could be fed upwards.
- There was a perception that some Police Panels did not work well.
  - The Portfolio Holder advised that this was the responsibility of the local police and community.

### **DECISION:**

- a) That the report provided by the Community Development Manager, and the information provided by the Portfolio Holder for Localism and Big Society, be noted; and
- b) That the Portfolio Holder for Localism and Big Society provide updates to the Panel every six months on progress with community safety and how this was being delivered.

## **50 GYPSY AND TRAVELLER SITES**

Consideration was given to the report of the Interim Housing Manager which informed members about progression on the provision of Gypsy and Traveller sites within the District. At the last meeting of the Panel, under consideration of the Key Decision Plan, Members had stated that they were anxious that issues at the Holbeach site were concluded before any further work progressed. The Panel had agreed that if Members' concerns were not answered at the next meeting of Cabinet, a report should be provided detailing the current position. The issues had not been considered at Cabinet resulting in the report now being considered.

The Panel received an update on the current situation with regard to the Holbeach site and the two further proposed sites. Members considered the information provided and the following issues were raised:

### Holbeach

The Interim Housing Manager advised that with regard to the Holbeach site, the transfer of title would be taking place and the Audit Commission had advised that it would be prudent to secure a letter from the Secretary of State sanctioning the transfer with differential values, in order to mitigate against any possible future legal challenge.

- Would there be a difference in value between the new site at Holbeach and the vacated site at Cranmore Lane?
  - Yes

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- Where would the £200,000 cost fall within the budget?
  - The grant money from the Department for Communities and Local Government (DCLG) was ring-fenced to provide sites for gypsies and travellers. Any monies from the sale of the Cranmore Lane site would be over and above budgeted expenditure.
- Was this a possible area for audit again?
  - It had not been made clear that the outcome would be the transfer of higher value land for lower value land however, this was now explicit. There was the possibility of a legal challenge, but a letter of sanction from the Secretary of State would mitigate against such action.
- Had there been a legal challenge?
  - There had been no legal challenge however, a Freedom of Information (FOI) request had been received.
- The Interim Housing Manager advised that with regard to the transfer of title, the DCLG had advised that a more up to date valuation than that given in November 2012 was required, and this had now been provided. Approval from the Secretary of State should be received by Christmas 2012.
- What would be the final figure for the cost of the Holbeach site?
  - The substantive costs of development work had previously been provided, but a final figure could not yet be confirmed until final solicitor costs in relation to the land transfer had been confirmed. These costs would be confirmed by the solicitor at the end of January 2013 and the Panel would be advised of the final figure once these costs were known.

### Gosberton Clough

The Interim Housing Manager advised that residents were anxious for this issue to be resolved. Officers had met with travellers and residents and a site had been identified that had met the criteria. Cabinet had considered this in June 2012 however, some members had concerns over the site suggested and had asked that officer explore alternative sites. This had been done, and an answer should be received by the end of the week as to whether a party with an existing option for this alternative site was willing to relinquish that option. Cabinet would then consider the issue in January 2013. If the alternative site was not viable, the original site still was and remained within budget.

- Was the residents' association being kept advised of progress?
  - Yes, there was regular contact with the residents' association. The postponement of the choice of site may not materially affect the site as work would not have been undertaken over the winter in any event.
- Had timescales been fed back to the residents association?
  - Yes, this had been done.

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- In view of the specifications at the Holbeach site, was there a possibility that the travellers at the Gosberton Clough site could demand a better replacement site?
  - An agreement had been reached that the facilities at the new site would be like-for-like. The travellers were happy with this.
- Did costs include the clearing of the existing Gosberton Clough site? How would items be cleared from the vacated site?
  - Yes, part of the agreement was that this would be cleared. However, it was still necessary to negotiate issues such as the taking up and reinstatement of roads. How it would be cleared would also form part of the agreement.
- What would happen to the original site once the Authority had taken it over?
  - It was not likely to have any development potential and would most likely have an agricultural use. No money would change hands, it would be simply a transfer of title of land.
- Occupation of the land should not be allowed until title had been received. Firm contracts and agreements needed to be in place before the transfer took place.
  - The Authority was keen to have a seamless transfer. Much had been learned from the issues at the Holbeach site.

### Transit site at Sutton Bridge

The Interim Housing Manager commented that the resolution of a site at Gosberton Clough was the most pressing issue and that a transit site at Sutton Bridge would not be pursued until this had been resolved. The Sutton Bridge site contract could not be pursued until the cost of the Gosberton Clough site was known. A cost assessment had been undertaken on the Gosberton Clough site however and it was still felt that a transit site in a basic form could be undertaken within budget.

### **DECISION:**

That the report of the Interim Housing Manager and the ensuing issues raised by the Panel be noted.

## 51 **QUARTER 2 PERFORMANCE REPORT**

Consideration was given to the report of the Assistant Director of Democratic Services which provided Members with information on the Performance of the Council in accordance with Priorities set out in the Corporate Plan.

Attached to the report was the new style Quarterly Performance Report which had been generated by the new Performance Management system 'Performance Plus', and which showed the position at the end of Quarter 2 (30 September 2012).

Included at the front of the report was a high level overview of the Council's performance against each of its corporate priorities outlined in its Corporate Plan 2011-2015.

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The main body of the report contained a summary of each service which included – Actual/Forecast spend versus Revised Budget; Performance indicators; Projects; Audit Recommendations; and Risks. It was followed by a detailed three month overview of performance indicators and projects, reported on by exception (under and over performing items only). Commentary was also provided by Service Managers/Portfolio Holders, to give further information on potential areas of concern.

Portfolio Holders and Service Management would now be managing performance through live access to individual reports within Performance Plus.

Further appendices to the report included the Annual Greenhouse Gas Emissions report which reported performance against the Council's Carbon Management Plan and the savings that were being achieved, and a report on the outturns from Procurement Lincolnshire for South Holland, which provided a summary of savings to date, the current in year position and future expectations.

Members considered the report and raised some general questions on specific items within the report. In addition, the following issues were raised:

- With regard to the 'target' representation of whether the Authority was delivering the Corporate Priorities and Key Aims that supported each of them, Members commented that this only showed areas within each priority that were being met. Members requested that in future, a list of the Corporate Priorities, together with the Key Aims under each Priority, be provided within this section in order to show more clearly which areas were not being delivered.
- Members questioned how some of the more 'nebulous' priorities could be measured? The Joint Performance Team Leader responded that although these may not be measurable, reporting could show whether they had been delivered or not.
- The method of reporting could give a false impression, advising of what was being done but not what wasn't being done.
- Page 64 of the agenda (in the Housing Overview section of the report) – Indicator SH-HL-KI-11, Average time to re-let SHDC property. The comment on this item was that the target was not met due to the high volume of voids. Members commented that targets/indicators for this area need to be devised that not only looked at the time it took to re-let a property, but also addressed the cost of void properties.
- Page 79 of the agenda, Appendix B, graph showing Castle Sports Complex Energy Use. Members requested that this information be separated out to reflect the wet-side and dry-side usage.

The Joint Performance Team Leader highlighted to Members that Scrutiny recommendations could be built into the new system. She also requested that at

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future Panel meetings, Members forward questions they had regarding the Performance Report to her prior to the meeting in order that a full response could be provided at the meeting.

**DECISION:**

That the report be noted and the changes raised within the meeting be highlighted within the Performance Report which would be presented to Cabinet in January 2013.

52 **PERFORMANCE MONITORING PANEL WORK PROGRAMME**

Consideration was given to the report of the Assistant Director (Democratic Services) which set out the Work Programme of the Performance Monitoring Panel. The Work Programme consisted of two separate sections, the first setting out the dates of future Panel meetings along with proposed items for consideration and the second setting out the Task Groups that had been identified by the Panel.

Members raised concerns regarding their IT provision and the following issues were raised:

- Was delivery of IT to Members as good as it should be?
- Was the current provision of Members' IT value for money?
- Members were unhappy with the way in which problems and issues with their laptops were resolved and how long it sometimes took to resolve (or not, as was sometimes the case).
- Members were unhappy with the required frequency of password changes.

Members required answers to these issues and requested that an officer from the IT Department (now part of Compass Point Business Services) attend the next meeting of the Panel to answer these questions.

**DECISION:**

- a) That both sections of the Panel's Work Programme, as set out in the report of the Assistant Director (Democratic Services), be noted; and
- b) That an officer from the IT Department (Compass Point Business Services) attend the next meeting of the Performance Monitoring Panel to answer members' questions and concerns regarding their IT provision.

(The meeting ended at 8.55 pm)

(End of minutes)

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**KEY DECISION PLAN**

**Issued – 18/01/2013**

*Representations in respect of all the matters shown should be sent in writing, at least one week before the date or period the decision is likely to be made, to:*

*Shelley French, Member Services Support Officer, Council Offices, Priory Road, Spalding, Lincolnshire, PE11 2XE  
Telephone: 01775 764451 Fax: 01775 711253 Email: [member.services@sholland.gov.uk](mailto:member.services@sholland.gov.uk).*

**The Key Decision Plan shows all key decisions that the Council is likely to make over the next **twelve** months**

*The Key Decision Plan is updated on a rolling basis and shows the decisions that will be considered and the date when the decision is expected to be made. Some of the decisions will be recommendations to full Council, particularly if they impact on the Budget and the Policy Framework (comprising of statutory plans and strategies).*

The definition of a “key decision” is:

“A decision which, in relation to an executive function, has a significant effect on communities in two or more Wards of the Council and /or is likely to result in the Authority incurring expenditure, generating income or making savings in any single financial year above the threshold of £67,900 in respect of revenue expenditure and £167,500 in respect of capital expenditure.”

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PORTFOLIO HOLDER / SUBJECT	PURPOSE OF DECISION	CONSULTEES AND METHOD OF CONSULTATION	SUPPORTING DOCUMENTS	LIKELY DATE OF DECISION AND WHO WILL MAKE DECISION
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PORTFOLIO HOLDER / SUBJECT	PURPOSE OF DECISION	CONSULTEES AND METHOD OF CONSULTATION	SUPPORTING DOCUMENTS	LIKELY DATE OF DECISION AND WHO WILL MAKE DECISION
<p>Councillor M G Chandler  <a href="mailto:mchandler@southholland.gov.uk">mchandler@southholland.gov.uk</a>            Dog Warden Services</p>	<p>To consider the future provision of Dog Control Services within South Holland District.</p> <p>Not for publication by virtue of paragraph 1 of Part 1 of Schedule 12A of the Local Government Act 1972</p>	<p>Discussions have taken place between the Environmental Protection Manager, Environmental Health Manager and Portfolio Holder for Environmental Health. Early discussions have taken place between the current Dog Warden, the current contractor (Pest Express) and the Environmental Protection Manager. Discussion with the Portfolio Holder.</p> <p>Meeting with Pest Express 5 March 2012, Executive Briefing 10 April 2012</p>	<p>Previous formal contract with Pest Express 2004 – 2009.</p>	<p>Council** 23/01/2013</p>

PORTFOLIO HOLDER / SUBJECT	PURPOSE OF DECISION	CONSULTEES AND METHOD OF CONSULTATION	SUPPORTING DOCUMENTS	LIKELY DATE OF DECISION AND WHO WILL MAKE DECISION
<p>Councillor C J Lawton  <a href="mailto:clawton@sholland.gov.uk">clawton@sholland.gov.uk</a></p> <p>Councillor P Przyszlak  <a href="mailto:pprzyszlak@sholland.gov.uk">pprzyszlak@sholland.gov.uk</a></p> <p>Housing Revenue Account Budget</p>	<p>That the draft Housing Revenue Account Budget for 2013-14 be approved</p> <p>The rent increase be approved and the statutory period of notice is served on tenants; and</p> <p>The Housing Revenue Account charges, heating, water and room hire charges are approved.</p>	<p>Governance and Audit Committee</p> <p>Special Meeting on 17/12/2012</p> <p>30 Year HRA Business Plan</p>	<p>Report to Cabinet  15/01/2013</p>	<p>Council** 23/01/2013</p>

PORTFOLIO HOLDER / SUBJECT	PURPOSE OF DECISION	CONSULTEES AND METHOD OF CONSULTATION	SUPPORTING DOCUMENTS	LIKELY DATE OF DECISION AND WHO WILL MAKE DECISION
<p>Councillor P Przyszlak  <a href="mailto:ppryszlak@sholland.gov.uk">ppryszlak@sholland.gov.uk</a></p> <p>Councillor G J Taylor  <a href="mailto:gtaylor@sholland.gov.uk">gtaylor@sholland.gov.uk</a></p> <p>Council Tax Support Scheme</p>	<p>To adopt a localised Council Tax Support Scheme for South Holland. The Government announced as part of the Spending Review in 2010, that it would localise support for Council Tax from 2013/14, with an expectation expenditure would be reduced by 10%. The proposals are part of a wider policy of decentralisation aimed at giving councils increased financial autonomy and a greater stake in the economic future of their local area. The proposals will take place within the wider programme of welfare reform. The framework is established in the Local Government Finance Bill and will become law in the autumn for implementation in April 2013.</p> <p>Councils will be required to establish local Council Tax Support (CTS) schemes to be implemented in April 2013. The Welfare Reform Act contains provisions for Council Tax Benefit in its current form to be abolished across the whole of Great Britain.</p>	<p>12 week consultation with all stakeholders (stakeholders are to be confirmed), Portfolio Holder, CMT, Members, Exec Members.</p> <p>Electronic consultation and face to face consultation (further information to be determined) meetings and discussions with members/portfolio holders and exec members.</p>	<p>To follow</p>	<p>Council** 23/01/2013</p>

PORTFOLIO HOLDER / SUBJECT	PURPOSE OF DECISION	CONSULTEES AND METHOD OF CONSULTATION	SUPPORTING DOCUMENTS	LIKELY DATE OF DECISION AND WHO WILL MAKE DECISION
<p>Councillor C J Lawton  <a href="mailto:clawton@sholland.gov.uk">clawton@sholland.gov.uk</a>            Council House Building</p>	<p>To award a works contract for development of a site            Millfield Gardens, Crowland (2 dwellings)</p>	<p>Portfolio Holder for Housing Landlord and Housing Manager            Informal meetings and discussions, PDP meeting 12 June 2012</p>	<p>HRA refinancing report, full Council 7 March 2012, Minutes and report PDP 12 June 2012,</p>	<p>Officer (Duncan Hall)            01/02/2013</p>
<p>Councillor C N Worth  <a href="mailto:cworth@sholland.gov.uk">cworth@sholland.gov.uk</a>            Holbeach Regeneration Report</p>	<p>To approve the regeneration of four sites in Holbeach.            Not for publication by virtue of paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972</p>	<p>Portfolio Holder, Members, Residents of Holbeach, Tenants and Parish Council            Formal consultation, meetings and discussions            CMT 14 January 13            Executive Briefing 14 January 13</p>	<p>Designs and layouts of developments, Independent valuations of each site.</p>	<p>Cabinet* 19/02/2013            Council** 27/02/2013</p>

PORTFOLIO HOLDER / SUBJECT	PURPOSE OF DECISION	CONSULTEES AND METHOD OF CONSULTATION	SUPPORTING DOCUMENTS	LIKELY DATE OF DECISION AND WHO WILL MAKE DECISION
<p>Councillor P Przyszlak  <a href="mailto:pprzyszal@sholland.gov.uk">pprzyszal@sholland.gov.uk</a></p> <p>Quarterly Finance Report: Quarter 3</p>	<p>To approve recommendations</p>	<p>Corporate Management Team, Executive Board,</p> <p>Meetings</p>	<p>To follow</p>	<p>Cabinet* 19/02/2013</p>
<p>Councillor P Przyszlak  <a href="mailto:pprzyszal@sholland.gov.uk">pprzyszal@sholland.gov.uk</a></p> <p>General Fund Estimates, Financial Medium Term Plan, Capital Strategy and Treasury Management Statement.</p>	<p>Council to receive recommendations from Cabinet for adoption of General Fund Estimates, Financial Medium Term Plan, Capital Strategy and Treasury Management Statement.</p>	<p>Consultation (Key stakeholders) , recommendations from Cabinet, Portfolio Holders, Governance and Audit Committee</p> <p>Report to Cabinet 19/02/2013  Website Consultation Meetings  Governance and Audit 18/12/12 (Treasury Management)</p>	<p>To follow</p>	<p>Council** 27/02/2013</p>

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PORTFOLIO HOLDER / SUBJECT	PURPOSE OF DECISION	CONSULTEES AND METHOD OF CONSULTATION	SUPPORTING DOCUMENTS	LIKELY DATE OF DECISION AND WHO WILL MAKE DECISION
<p>Councillor C J Lawton  <a href="mailto:clawton@sholland.gov.uk">clawton@sholland.gov.uk</a></p> <p>Councillor P Przyszlak  <a href="mailto:pprzyszlak@sholland.gov.uk">pprzyszlak@sholland.gov.uk</a></p> <p>Housing Revenue Account Estimates and Business Plan</p>	<p>Council to receive recommendations from Cabinet for adoption of the HRA revenue estimates and Capital programme, rents and fees, and the revised 30 year business plan.</p>	<p>Consultation (Key stakeholders)  Recommendations from Cabinet , Portfolio Holders</p> <p>Report to Cabinet 19/02/2013  Website Consultation Meetings</p>	<p>To follow</p>	<p>Council** 27/02/2013</p>
<p>Councillor P Przyszlak  <a href="mailto:pprzyszlak@sholland.gov.uk">pprzyszlak@sholland.gov.uk</a></p> <p>Council Tax Setting</p>	<p>To approve the level of Council Tax for South Holland District Council and Spalding Special Expenses</p>	<p>Consultation completed previously, recommendations from Cabinet</p> <p>Website and Correspondence, Report to Cabinet 19/02/2013</p>	<p>To follow</p>	<p>Council** 27/02/2013</p>

PORTFOLIO HOLDER / SUBJECT	PURPOSE OF DECISION	CONSULTEES AND METHOD OF CONSULTATION	SUPPORTING DOCUMENTS	LIKELY DATE OF DECISION AND WHO WILL MAKE DECISION
<p>Councillor R Gambba-Jones</p> <p>Refuse and Recycling Efficiency Improvements and Risk Mitigation Measures</p>	<p>To request member approval for implementation of a number of measures and actions designed to achieve efficiencies in the refuse and recycling collections service and mitigate against existing and potential risks the Council is currently exposed to.</p>	<p>Recommendations from Cabinet 15/01/2013, Policy Development Panel 14/11/2012, Council staff and the Unions, Health and Safety Advisor.</p> <p>Meetings as above, informal/formal consultation with staff and unions and risk assessment Health and Safety Advisor</p>	<p>As report to follow</p>	<p>Council** 27/02/2013</p>
<p>Councillor C J Lawton <a href="mailto:clawton@sholland.gov.uk">clawton@sholland.gov.uk</a></p> <p>Sutton Bridge Gypsy and Traveller Site</p>	<p>To award the works contract (subject to matters relating to the Holbeach site having been resolved by this time)</p>	<p>Portfolio Holder for Assets and Property, Procurement Lincolnshire</p> <p>Portfolio Holder briefings – ongoing.</p>	<p>As detailed in report</p>	<p>Officer (Duncan Hall) By the end of February 2013</p>

PORTFOLIO HOLDER / SUBJECT	PURPOSE OF DECISION	CONSULTEES AND METHOD OF CONSULTATION	SUPPORTING DOCUMENTS	LIKELY DATE OF DECISION AND WHO WILL MAKE DECISION
<p>Councillor C J Lawton  <a href="mailto:clawton@sholland.gov.uk">clawton@sholland.gov.uk</a></p> <p>Council House Building</p>	<p>To award a works contract for development of a site</p> <p>Colbeach Lane South, Surfleet (4 dwellings)</p>	<p>Portfolio Holder for Housing Landlord and Housing Manager</p> <p>Informal meetings and discussions, PDP meeting 12 June 2012</p>	<p>HRA refinancing report, full Council 7 March 2012, Minutes and report PDP 12 June 2012,</p>	<p>Officer (Duncan Hall) 01/03/2013</p>
<p>Councillor C J Lawton  <a href="mailto:clawton@sholland.gov.uk">clawton@sholland.gov.uk</a></p> <p>Council House            Re-roofing contract</p>	<p>To award a works contract</p>	<p>Portfolio Holder for Housing Landlord, Housing Manager</p> <p>Informal Meetings and discussions</p>	<p>To follow</p>	<p>Officer (Duncan Hall) 01/03/2013</p>
<p>Councillor C J Lawton  <a href="mailto:clawton@sholland.gov.uk">clawton@sholland.gov.uk</a></p> <p>Council House            Asbestos Removal Contract</p>	<p>To award a works contract</p>	<p>Portfolio Holder for Housing Landlord, Housing Manager</p> <p>Informal meetings and discussions</p>	<p>To follow</p>	<p>Officer (Duncan Hall) 01/03/2013</p>

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PORTFOLIO HOLDER / SUBJECT	PURPOSE OF DECISION	CONSULTEES AND METHOD OF CONSULTATION	SUPPORTING DOCUMENTS	LIKELY DATE OF DECISION AND WHO WILL MAKE DECISION
<p>Councillor C J Lawton  <a href="mailto:clawton@sholland.gov.uk">clawton@sholland.gov.uk</a></p> <p>Council House External Painting and Repairs Contract</p>	<p>To award a works contract</p>	<p>Portfolio Holder for Housing Landlord, Housing Manager</p> <p>Informal meetings and discussions</p>	<p>To follow</p>	<p>Officer (Duncan Hall) 01/03/2013</p>
<p>Councillor C J Lawton  <a href="mailto:clawton@sholland.gov.uk">clawton@sholland.gov.uk</a></p> <p>Council House Building</p>	<p>To award a works contract for development of a site</p> <p>Broadgate, Whaplode Drove (2 dwellings)</p>	<p>Portfolio Holder for Housing Landlord and Housing Manager</p> <p>Informal meetings and discussions, PDP meeting 12 June 2012</p>	<p>HRA refinancing report, full Council 7 March 2012, Minutes and report PDP 12 June 2012,</p>	<p>Officer (Duncan Hall) 01/04/2013</p>
<p>Councillor C J Lawton  <a href="mailto:clawton@sholland.gov.uk">clawton@sholland.gov.uk</a></p> <p>Council House Building</p>	<p>To award a works contract for development of a site</p> <p>Clarkson Avenue, Cowbit (2 dwellings)</p>	<p>Portfolio Holder for Housing Landlord and Housing Manager</p> <p>Informal meetings and discussions, PDP meeting 12 June 2012</p>	<p>HRA refinancing report, full Council 7 March 2012, Minutes and report PDP 12 June 2012,</p>	<p>Officer (Duncan Hall) 01/05/2012</p>

PORTFOLIO HOLDER / SUBJECT	PURPOSE OF DECISION	CONSULTEES AND METHOD OF CONSULTATION	SUPPORTING DOCUMENTS	LIKELY DATE OF DECISION AND WHO WILL MAKE DECISION
<p>Councillor M G Chandler</p> <p><a href="mailto:mchandler@sholland.gov.uk">mchandler@sholland.gov.uk</a></p> <p>Sex Establishments and Sexual Entertainment Venues Policy</p>	<p>The decision will be to determine /adopt and implementation of Sex Establishments and Sexual Entertainment Venues Policy for South Holland District Council</p>	<p>District Councillors, Police, Fire Service, Planning, Community Safety Team, Environmental Protection Team, Food Safety and Licensing Team, Licensing Authority, Children's Safeguarding Unit, LCC, Lincolnshire Trading Standards, Local Residents, Businesses and any representations the Authority may receive.</p> <p>Letters posted to those listed and information provided on the website, responses to consultation</p>	<p>Policy and conditions will be appended to the report once the consultation process has been completed.</p>	<p>Council** 15/05/2013</p>

PORTFOLIO HOLDER / SUBJECT	PURPOSE OF DECISION	CONSULTEES AND METHOD OF CONSULTATION	SUPPORTING DOCUMENTS	LIKELY DATE OF DECISION AND WHO WILL MAKE DECISION
<p>Councillor C J Lawton  <a href="mailto:clawton@sholland.gov.uk">clawton@sholland.gov.uk</a></p> <p>Council House Building</p>	<p>To award a works contract for development of a site</p> <p>A further scheme for 4 dwellings which a site is yet to be determined</p>	<p>Portfolio Holder for Housing Landlord and Housing Manager</p> <p>Informal meetings and discussions, PDP meeting 12 June 2012</p>	<p>HRA refinancing report, full Council 7 March 2012, Minutes and report PDP 12 June 2012,</p>	<p>Officer (Duncan Hall) 03/06/2012</p>
<p>Councillor P Przyszlak  <a href="mailto:pprzyszal@sholland.gov.uk">pprzyszal@sholland.gov.uk</a></p> <p>Quarterly Finance Report: Quarter 4</p>	<p>To approve recommendations</p>	<p>Corporate Management Team, Executive Board.</p> <p>Meetings</p>	<p>To follow</p>	<p>Cabinet* 11/06/2012</p>
<p>Councillor C J Lawton  <a href="mailto:clawton@sholland.gov.uk">clawton@sholland.gov.uk</a></p> <p>Council House Kitchen and Bathroom Replacement Contract</p>	<p>To award a works contract</p>	<p>Portfolio Holder for Housing Landlord, Housing Manager and Policy Development Panel</p> <p>Informal meetings and discussions</p>	<p>To follow</p>	<p>Officer (Duncan Hall) 15/07/2013</p>

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**\*Cabinet Membership**

Councillor G A Porter – Leader of the Council  
Councillor C N Worth – Deputy Leader of the Council (Portfolio Holder for Localism and Big Society)  
Councillor P S Przyszlak – Deputy Leader (Portfolio Holder for Strategic Finance and Democratic Services)  
Councillor M G Chandler (Portfolio Holder for Regulatory Services)  
Councillor R Gambba-Jones (Portfolio Holder for Waste Management, Green Spaces and Operational Planning)  
Councillor H R Johnson (Portfolio Holder for Economic Development, Commercial Assets and Strategic Planning)  
Councillor C J Lawton (Portfolio Holder for Housing Landlord)  
Councillor G J Taylor (Portfolio Holder for Internal Services, Performance and Business Development)

**\*\*Council Membership**

Councillor B Alcock Councillor G R Aley Councillor D Ashby Councillor J E Avery Councillor F Biggadike Councillor M D Booth Councillor S M Booth Councillor C J T H Brewis Councillor A Casson Councillor M G Chandler Councillor R Clark Councillor P E Coupland Councillor R J H Creese	Councillor G K Dark Councillor R Gambba-Jones Councillor R Grocock Councillor A Harrison Councillor M Howard Councillor H R Johnson Councillor J King Councillor C J Lawton Councillor A Miller Councillor A M Newton Councillor R Perkins Councillor G A Porter	Councillor P S Przyszlak Councillor A Puttick Councillor R M Rudkin Councillor M D Seymour Councillor S Slade Councillor E Sneath Councillor G J Taylor Councillor A C Tennant Councillor D J Wilkinson Councillor S Wilkinson Councillor A R Woolf Councillor C N Worth
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**If you have any comments or queries regarding any of the entries in the Key Decision Plan please contact:**

Shelley French, Member Services Support Officer, Council Offices, Priory Road, Spalding, Lincolnshire, PE11 2XE  
Telephone: 01775 764451 Fax: 01775 711253 Email: [member.services@sholland.gov.uk](mailto:member.services@sholland.gov.uk)

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## SOUTH HOLLAND DISTRICT COUNCIL

**Report of:** Vicky Thomson - Assistant Director, Democratic Services

**To:** Performance Monitoring Panel –29 January 2013

**(Author:** Christine Morgan – Member Services Officer)

**Subject:** Performance Monitoring Panel Work Programme

**Purpose:** To set out the Work Programme of the Performance Monitoring Panel

**Recommendation:**

**That the Panel gives consideration to the report and identifies any issues for discussion.**

### 1.0 BACKGROUND

#### 1.1 Background

1.1.1 This report records the issues for consideration that have been identified by the Panel for inclusion on its work programme.

#### 1.2 Issues

1.2.1 Appendix 1 sets out the dates of future Panel meetings along with proposed items for consideration. These items were either originally suggested by councillors or are being referred to the Panel from Officers or Cabinet. This appendix will be updated as new items are identified.

1.2.2 Appendix 2 sets out the Task Groups that have been identified by the Panel. The table shows:

- The name of the Task Group
- What it wants to achieve
- Key dates
- Membership of the Task Group
- When the Task Group will be reporting back to the Panel

1.2.3 It is hoped that in presenting the information in this way, and by having the report as a standing item on the agenda, it will record the issues identified by the Panel and provide the opportunity for Councillors to monitor the progress of its work programme.

## 2.0 **OPTIONS**

2.1 To note and consider the current status of the Work Programme.

## 3.0 **REASONS FOR RECOMMENDATION**

3.1 To allow Members to feed into the Panel's Calendar of Work Programme items and the Work Programme on a regular basis, to ensure that they stay relevant and up to date.

## 4.0 **EXPECTED BENEFITS AND TIMELINES**

4.1 The Calendar of Work Programme items and the Work Programme will provide Members with up to date and relevant information. Timelines for various calendar items and proposed Task Groups within the Work Programme are included within the appendices.

## 5.0 **IMPLICATIONS**

### 5.1 **Carbon Footprint & Environmental Issues**

5.1.1 There are no direct Carbon Footprint and Environment Issue implications associated with this report. As individual items are progressed through the work programme, their Carbon Footprint and Environmental Issue implications will be assessed.

### 5.2 **Constitution & Legal**

5.2.1 There are no direct Constitution & Legal implications associated with this report. As individual items are progressed through the work programme, their Constitution & Legal implications will be assessed.

### 5.3 **Contracts**

5.3.1 There are no direct Contract implications associated with this report. As individual items are progressed through the work programme, their Contract implications will be assessed.

### 5.4 **Crime and Disorder**

5.4.1 There are no direct Crime and Disorder implications associated with this report. As individual items are progressed through the work programme, their Crime and Disorder implications will be assessed.

### 5.5 **Equality and Diversity & Human Rights**

5.5.1 There are no direct Equality and Diversity & Human Rights implications associated with this report. As individual items are progressed through the work programme, their Equality and Diversity & Human Rights implications will be assessed.

## 5.6 Financial

5.6.1 There are no direct Financial implications associated with this report. As individual items are progressed through the work programme, their Financial implications will be assessed.

## 5.7 Risk Management

5.7.1 There are no direct Risk Management implications associated with this report. As individual items are progressed through the work programme, their Risk Management implications will be assessed.

## 5.8 Staffing

5.8.1 There are no direct Staffing implications associated with this report. As individual items are progressed through the work programme, their Staffing implications will be assessed.

## 5.9 Stakeholders / Consultation

5.9.1 There are no direct Stakeholder/Consultation implications associated with this report. As individual items are progressed through the work programme, their implications will be assessed.

## 6.0 WARDS/COMMUNITIES AFFECTED

6.1 When a Task Group is considered for inclusion on the Panel's Work Programme, it is assessed against criteria covering Importance, Impact and Value for Money. The 'Impact' and 'Value for Money' score indicators consider how strongly the issue will affect a ward(s), customer group(s) or service area(s). Only issues scoring highly will be included on the Work Programme.

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Background papers:-           None

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### Lead Contact Officer

Name/Post:                   Christine Morgan (Member Services Officer)  
Telephone Number:       01775 764454  
Email:                         cmorgan@sholland.gov.uk

### Appendices attached to this report:

Appendix 1 – Work Programme Calendar  
Appendix 2 – Task Group Work Programme 2012/13

## APPENDIX 1

### PERFORMANCE MONITORING PANEL – CALENDAR OF WORK PROGRAMME ITEMS

Date of Meeting	Agenda items
29 January 2013	<ul style="list-style-type: none"> <li>• The IT Director (Compass Point Business Services), Gary Stephens, to attend to answer members' questions and concerns regarding their IT provision.</li> <li>• Interim Report of the Effectiveness of CCTV Task Group</li> </ul>
26 March 2013	<ul style="list-style-type: none"> <li>• Quarterly Performance Monitoring Report (Quarter 3 – 1 October 2012 – 31 December 2012) <b>ANY ISSUES TO BE RAISED WITH JOINT PERFORMANCE TEAM LEADER PRIOR TO MEETING SO RESPONSES CAN BE AVAILABLE</b></li> <li>• Update on the Holland Market issue to be brought back to the Panel, that the relevant Portfolio Holder be invited to attend if necessary, and that the item be discussed with the exclusion of the press and public</li> <li>• Presentation from the Lincolnshire Primary Care Trust to update on current position with regard to dentistry in the South Holland area last presentation March 2011) – Panel to consider if it wishes to receive an update on the current position.</li> <li>• Carbon Management Plan Task Group – update on the progress of the Task Group's recommendations (the Portfolio Holder for Waste Management, Green Spaces and Operational Planning and the Community Development Manager to attend)</li> </ul>
28 May 2013	<ul style="list-style-type: none"> <li>• CIC Task Group/Red Lion Quarter Task Group – Update to the Panel on progress of the Action Plan (which had been developed to address both of the Task Groups recommendations).</li> <li>• Update on progress of the restructure of the CSU (from recommendations of reformed CSU Task Group)</li> <li>• The Interim Housing Manager to update on the Authority's position regarding the CSU trading both internally and externally – first update received 25 September 2012.</li> <li>• Biennial Review of Implemented Planning Decisions (changed from annual to biennial November 2010).</li> <li>• Review of progress of recommendations of Siting and Maintenance of Open Spaces and Play Areas within Residential Developments Task Group – to take place as part of biennial Review of Implemented Planning Decisions</li> <li>• Corporate Communications Strategy – Joint Communications Team Leader to bring proposals forward to</li> </ul>

	Panel as to how this work is to be taken forward (agreed at PMP 10 July 2012)
24 July 2013	<ul style="list-style-type: none"> <li>• Crime and Disorder - Update report on community safety and how it is being delivered through the various tiers of Groups and Panels (including the East Lincs CSP and newly formed Lincolnshire CSP) – Update to be provided every six months by the Portfolio Holder for Localism and Big Society)</li> </ul>
15 October 2013	<ul style="list-style-type: none"> <li>• Annual Inspection of Planning Files – Update report to Panel advising findings following inspection</li> </ul>
3 December 2013	
28 January 2014	<ul style="list-style-type: none"> <li>• Crime and Disorder - Update report on community safety and how it is being delivered through the various tiers of Groups and Panels (including the East Lincs CSP and newly formed Lincolnshire CSP) – Update to be provided every six months by the Portfolio Holder for Localism and Big Society)</li> </ul>
8 April 2014	

**APPENDIX 2**

**PERFORMANCE MONITORING PANEL – WORK PROGRAMME 2012/2013**

Name of Task Group	What the Task Group wants to achieve	Date added to Work Programme	Date Work Commenced	Membership of Task Group	Proposed date to report back to Panel
Effectiveness of CCTV Task Group	<p>Purpose of Review – To establish the current situation with regard to CCTV and make recommendations to Cabinet on the way forward.</p> <p>Terms of Reference – To examine the effectiveness of the SHDC CCTV service and prospects for future provision.</p>	6 November 2012	21 November 2012	B Alcock M Howard R M Rudkin D J Wilkinson (Chairman)	<p>Interim report to PMP 29 January 2013</p> <p>26 March 2013</p>
To look at the decision to review the position with regard to leisure facilities in two years time and whether the business plan on which the decision was based was robust.	<p>To be confirmed</p> <p>Portfolio Holder to be consulted to advise how the Panel can assist with this topic.</p> <p>The Economic Development Manager to be consulted and to meet if necessary with the Chairman and Vice-Chairman.</p>	30 May 2012	To be confirmed	To be confirmed	To be confirmed

<p>To review the development of sporting activities across the district (in light of the possibility of new leisure provision in the future).</p>		31 May 2011			
<p>Corporate Communications Strategy</p>	<p>On 31 May 2012, the Panel had expressed its interest in undertaking a piece of work on Communications, in particular communication and consultation by the County Council with the District and Parish Councils and communication by the District Council with Members. The Joint Communications Team Leader attended a meeting on 10 July 2012 and would attend again on 29 January 2013 (moved to 28 May 2013) to update on proposals of how the Corporate Communications Strategy would be developed. The Panel wish to be involved at regular intervals.</p>	31 May 2012			

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