

10 February 2006

Ref: 2/06 Scrutiny
Contact: Ian Gourlay
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To: The Members of the Scrutiny Committee: Councillor Martin Stears (Chairman); Councillor M. Paterson, (Vice-Chairman); Councillors, J.F. Barry, David Billing, P.C.W. Burt, Paul Clark, D.J. Horrell, Sal Jarvis, David Kearns, Lorna Kercher, H.M. Marshall, M.R.M. Muir, R.L. Shakespeare-Smith and Michael Weeks.

You are invited to attend a

MEETING OF THE SCRUTINY COMMITTEE

to be held in

**COMMITTEE ROOM 1, COUNCIL OFFICES,
GERNON ROAD, LETCHWORTH GARDEN CITY**

on

TUESDAY, 21 FEBRUARY 2006

at

7.30pm

Yours sincerely,



David Miley
Democratic Services Manager

AGENDA
PART I

ITEM	PAGE
1. APOLOGIES FOR ABSENCE	-
2. MINUTES To take as read and approve as a true record the Minutes of the Scrutiny Committee held on 10 January 2006.	-
3. NOTIFICATION OF OTHER BUSINESS Members should notify the Chairman of other business which they wish to be discussed by the Committee at the end of the business set out in the agenda. They must state the circumstances which they consider justify the business being considered as a matter of urgency. The Chairman will decide whether the item(s) raised will be considered.	-
4. DECLARATIONS OF INTEREST (INCLUDING PARTY WHIP DIRECTIONS) To receive from Members of the Committee any declarations of interest in respect of any business set out in the agenda or any advice from a Member of this Committee concerning a party whip direction. Members should either declare a prejudicial or personal interest and are required to notify the Chairman of the nature of any interest declared. Members declaring a prejudicial interest should leave the room and not seek to influence the decision during that particular item of business.	-
5. PUBLIC PARTICIPATION □ To receive petitions, comments and questions from members of the public. At the time of printing the agenda, no requests to speak had been received. Public participation requests received within the agreed time will be notified to Members as soon as practicable.	-
6. URGENT/GENERAL EXCEPTION ITEMS The Chairman to report on any urgent or general exception items which required his agreement.	-
7. CALLED-IN ITEMS To consider any matters referred to the Committee for a decision in relation to a call-in of a decision. At the time of printing the agenda, no items of business had been called-in.	-
8. CHAIRMAN'S ANNOUNCEMENTS	-

9.	QUESTIONS To receive and respond to any questions either set out in the agenda or tabled at the meeting.	-
10.	NORTH HERTFORDSHIRE DISTRICT COUNCIL – THE DRAFT FORWARD PLAN: 1 MARCH 2006 – 30 JUNE 2006 <i>To note items on the Council's Forward Plan and to give consideration to any items set out in the Plan prior to a decision being made.</i>	1
11.	WORK PROGRAMME 2005/2006 – SCRUTINY COMMITTEE & SUB-GROUPS UPDATE REPORT OF THE SCRUTINY OFFICER <i>To consider the issues that the Scrutiny Committee plans to review at future meetings and the activities of its sub-groups.</i>	7
12.	THE LOCAL DEVELOPMENT FRAMEWORK PROCESS REPORT OF THE HEAD OF PLANNING & BUILDING CONTROL <i>To seek comments on which stages of the Local Development Framework (LDF) process, if any, are to go before the Scrutiny Committee.</i>	9
13.	MEMBER DEVELOPMENT FOR SCRUTINY – OUTCOMES FROM THE SCRUTINY WORKSHOP – 7 FEBRUARY 2006 REPORT OF THE SCRUTINY OFFICER <i>To provide information on the outcome of the Scrutiny Committee break-out sessions of the Member Workshop held on 7 February 2006, and to present suggestions for the Scrutiny Work Programme 2006/07.</i>	13
14.	COST AND SUBJECT OF TASK & FINISH GROUPS <i>To consider the cost and subject of Task & Finish Groups, with particular reference to the attached correspondence.</i>	15
15.	ITEMS REFERRED FROM SCRUTINY COMMITTEE FINANCE SUB-GROUP – 26 JANUARY 2006 Final Revenue Budget Setting 2006/07	21

**Appendix C
To Follow**

Future meetings of the Scrutiny Committee:
21 March 2006
11 April 2006

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TITLE OF REPORT: QUESTION**The following question has been submitted by Councillor Lorna Kercher:-**

“Could you please explain by which process officers can cut grants such as the Women’s Resources, without notification to Members or their NHDC representatives on such bodies?”

Response from the Head of Community Development and Cultural Services.

The process for considering the Council’s Service Level Agreements (SLA) with Major (more than £5,000) and Minor (less than £5,000) funded community projects was set out in the reports to Cabinet of 26th July 2005 and 18th October 2005.

The Service Level Agreements are presently for a three year period which is due to time-expire on 31st March 2006.

The recommendations agreed by Cabinet at its meeting on 18th October included the following:

- “9.2 That subject to the final decisions on budget issues that emerge from the Service and Financial Planning process, the strategic financial and policy direction for the next three year tranche of Service Level Agreements for the period 2006/9 will be a continuation of the current base estimate that includes an annual inflation award.
- 9.3 That the proposed timescale for implementing the new Service Level Agreements and that the detailed negotiations with individual projects will be conducted by relevant officers, in consultation with the Community Engagement Portfolio Holder, be noted.”

Since October 2005, consideration has been given to the Service Level Agreement for each individual project following an evaluation of its performance for the first two years of its operation. The work of projects has also been reviewed in relation to their ability to fit as a priority within the new Strategic Objectives of the Council.

The Council’s proposals for the 2006/9 SLA programme were sent out in early February, following the budget decisions on the Service and Financial Planning Process for 2006/7. Negotiations are now underway with each individual project to finalise the details of its SLA.

When these negotiations have been concluded (anticipated in late March), the decisions on the SLA programme for 2006/9 will be notified to all Members via MIS.

With respect to the Member representative on the Stevenage and North Herts Women’s Resource Centre, it was a management oversight on my part that I failed to advise her in advance on the proposed reductions to the project. This was, at the very least, discourteous, and I most sincerely apologise for any inconvenience, upset or uncertainty that I may have caused.

Furthermore, as I was only made aware of this question on 20th February 2006, I have only had time to prepare a written response. As I already have a prior commitment on 21st February, I also apologise that I will not be able to attend the Scrutiny Committee to present the response in person.

SCRUTINY COMMITTEE

21st February 2006

***PART 1 – PUBLIC DOCUMENT**

AGENDA ITEM No.

10

**TITLE OF REPORT: NORTH HERTFORDSHIRE DISTRICT COUNCIL – THE DRAFT
FORWARD PLAN: 1 MARCH 2006 – 30 JUNE 2006**

See Attached.

NORTH HERTFORDSHIRE DISTRICT COUNCIL FORWARD PLAN

Forward Plan of Key Decisions - 1 March 2006

The Forward Plan contains brief details of key decisions that the Council is likely to take over the next four-month period. You will also find details of contacts who can provide further information and hear your views.

Decision required and date first appearing on plan	Overview and Scrutiny	Decision maker	Date of decision	Main consultees	Method of consultation	Relevant documents	Costs or Savings	Portfolio Holder & Contact officer
Changes to Summer Playscheme delivery and services for young people 03/06		Strategic Director of Customer Services	Mar 2006	Community Engagement Portfolio Holder	Members Information Service	Playscheme 2005 / Projected 2006 Performance Information	£10,000 Saving	Cllr Tricia Gibbs patrick.candler@north-herts.gov.uk 01462 474273
Walsworth Common Skate Park 03/06		Hitchin Area Committee	7Mar 2006	Young People, Residents, users of the common	Displays, postal information, surveys	Play Area & Outdoor Youth Provision strategy	£37,000	Cllr Ian Knighton Steve.geach@north-herts.gov.uk
Area Governance 01/06		Cabinet	28 Mar 2006	All Area Committees	Workshops with Area Chairmen. Report to all Committees	Report on Area Governance	TBC	Cllr Tricia Gibbs and Cllr Andrew Young Patrick.candler@north-herts.gov.uk
Policy for the management of cemeteries 04/05		Cabinet	28 Mar 2006	Local Groups	Discussion groups	Wilbury Hills Cemetery development proposals	None	Cllr Bill Davidson andrew.mills@north-herts.gov.uk 01462 474272
Public Conveniences options appraisal 03/06		Cabinet	28 Mar 2006	Cllrs	meetings		£560k	Cllr Bill Davidson Steve.crowley@north-herts.gov.uk 01462 474211

Decision required and date first appearing on plan	Overview and Scrutiny	Decision maker	Date of decision	Main consultees	Method of consultation	Relevant documents	Costs or Savings	Portfolio Holder & Contact officer
Local Development Framework – Statement of Community Involvement 03/06		Cabinet	28 Mar 2006	Member Working Group	meeting	Public consultation comments and suggested NHDC responses	N/A	Cllr Richard Thake Andy.beavan@north-herts.gov.uk 01462 474317
Adoption of Sports Strategy 03/06		Cabinet	28 Mar 2006	Sports Clubs, Sports Coaches, North Herts District Sports Council, Royston & District Sports Council, Sport England East, Herts Sports Partnership, North Herts Cllrs via MIS	Meetings, MIS,	Sports Strategy draft	N/A	Cllr Tricia Gibbs patrick.candler@north-herts.gov.uk 01462 474273
Howard Park & Gardens Heritage Lottery Bid 03/06		Cabinet	28 th March 2006	Letchworth Area Committee	meetings	HLF Project Planning Grant Application	£65,000	Cllr Ian Knighton Steve.geach@north-herts.gov.uk
Corporate Plan - update 01/06	PARC	Council	20 Apr 2006	None	N/A	Updated Plan	N/A	Cllr Andrew Young Sarah.white@north-herts.gov.uk 01462 474659
Revised Community Strategy for North Herts 11/05	Scrutiny Committee	Council	20 Apr 2006	LSP / Cabinet partners/stakeholders residents visioning groups COMPACT	meetings press release	community strategy draft	TBA	Cllr Tricia Gibbs liz.green@north-herts.gov.uk 01462 474230
Best Value Performance Plan 2006/07 03/06	PARC	Council	20 Apr 2006	Cabinet	meetings	BVPP Plan 06/07	N/A	Cllr Andrew Young sarah.white@north-herts.gov.uk 01462 474659

Decision required and date first appearing on plan	Overview and Scrutiny	Decision maker	Date of decision	Main consultees	Method of consultation	Relevant documents	Costs or Savings	Portfolio Holder & Contact officer
Planning Obligations SPD Draft for Public Consultation 12/05		Cabinet	25 Apr 2006	Local Groups, Cllrs, Relevant Statutory Organisations and other Herts Partners	Written Comments, Area Committees	Methodology for Stds and Sustainability Appraisal	TBA	Cllr Richard Thake Louise.symes@north-herts.gov.uk 01462 474359

TITLE OF REPORT: WORK PROGRAMME 2005/06 - SCRUTINY COMMITTEE and SUB GROUPS

REPORT OF THE SCRUTINY OFFICER

1. SUMMARY

This report outlines the issues/subjects that the Scrutiny Committee (the Committee) plans to scrutinise at future meetings. It also summarises the activities of the Committee's sub-groups and aims to help the Committee to plan its future work.

2. FORWARD PLAN

- 2.1 This report does not contain a recommendation on a key decision and has not been referred to in the Forward Plan.

3. SCRUTINY COMMITTEE WORK PROGRAMME

21 Feb 06	<ul style="list-style-type: none">• Member Development for Scrutiny• LDF Briefing• Referral from Finance sub 26/01/06
21 March 06	<ul style="list-style-type: none">• Leisure & E-Government portfolio holder• Final report of the Engaging Children and Young People Task and Finish Group• Annual Review• Referral from Finance sub 23/02/06
11 April 06	<ul style="list-style-type: none">• Final report of the Residential Parking Task and Finish Group• Final report of the Usage and Promotion of Markets Task and Finish Group• Annual Report• Green Spaces Strategy

4. SUB GROUPSFinance Sub Group

- 4.1 This ongoing sub group met on 26 January 2006. The Group noted the Capital Strategy report that was submitted to and agreed by Cabinet in December 2005. The Group also scrutinised the Final Revenue Budget report. Five recommendations on the Budget report were submitted to Cabinet on 31st January 2006 and will be presented to this meeting in a separate report.

Members of the Group agreed that it would be useful if the Scrutiny Committee looked at the timing issues concerning the introduction of fortnightly waste collections when the compost and recycling programmes have been rolled out.

The next meeting is on 23rd February 2006.

Affordable Housing Task & Finish Group

- 4.2 The Scrutiny Officer met with the Lead Officer on 2nd February 2006 to discuss the initial work of the Group. A further meeting between the Lead Officer and the Lead Member is in the process of being arranged.

Engaging Young People Task & Finish Group

- 4.3 The next meeting of this Task & Finish Group will take place on 14 February 2006.

Residential Parking Task & Finish Group

- 4.4 This Task & Finish Group met on 25 January 2006. The Group agreed three recommendations for its final report to the Scrutiny Committee. The next stage is to consult with residents and Ward Members. The next meeting will take place on 16 February 2006, where the results of the consultation will be discussed.

Usage and Promotion of Markets Task & Finish Group

- 4.5 This Task & Finish Group met on 8 February 2006. This meeting focussed on Hitchin Market. Six Hitchin Market Traders and the Hitchin Town Centre Manager attended and gave evidence to the Group. The next meeting of the Group will review the information received from the witnesses.

5. RECOMMENDATIONS

- 5.1 That Members note the progress made by the existing sub groups.

6. REASON FOR RECOMMENDATIONS

- 6.1 To enable the Scrutiny Committee to plan and carry out its workload efficiently.

7. CONTACT OFFICER

- 7.1 Grace Crawford
Scrutiny Officer
North Hertfordshire District Council
01462 474612
grace.crawford@north-herts.gov.uk

TITLE OF REPORT: THE LOCAL DEVELOPMENT FRAMEWORK PROCESS
REPORT OF THE HEAD OF PLANNING & BUILDING CONTROL

1. SUMMARY

- 1.1 The purpose of this report is to seek comments on which stages of the Local Development Framework (LDF) process, if any, are to go before the Scrutiny Committee.

2. FORWARD PLAN

- 2.1 This report does not contain a recommendation on a key decision, and has not been included in the Forward Plan.

3. BACKGROUND

- 3.1 The Local Development Framework system was introduced by the Planning and Compulsory Purchase Act 2004. LDFs are portfolios of several documents stating our vision for the area, strategy for accommodating new land uses, policies for controlling development and specific projects for certain areas. It will also make explicit our policy on the involvement of and scrutiny by the community in policymaking and decision-making.

4. ISSUES

- 4.1 As Members will be aware, the Local Development Scheme (LDS) guides the production of the LDF and has been operational for almost 12 months.
- 4.2 The LDS is a timetable and project plan, showing what planning policy documents (technically known as 'Local Development Documents' (LDDs)) we intend to prepare over the next five years. These documents will make up a Local Development Framework (LDF), which will gradually replace the District's current adopted Local Plan.
- 4.3 Our first LDS took effect in March 2005. Since then, there has been significant progress towards the milestones set out in it. There have also been instances where the timetables proposed have been affected by external factors and need updating, notably due to the delay in producing the East of England Plan. This was originally scheduled to go to Examination in Public in September 2005, but this is now scheduled to start in November 2005 and last longer than previously envisaged, until March 2006.

- 4.4 Each individual document within the Local Development Framework will be subjected to an assessment of its environmental impact and sustainability. This is known as Sustainability Appraisal and Strategic Environmental Assessment. This will ensure that the land-use planning system makes the greatest contribution possible to the protection of the environment for future generations.
- 4.5 This LDS sets out a scheme of documents for North Hertfordshire. The existing Local Plan policies will continue to have effect as saved policies until September 2007 or adoption of replacement documents, whichever is sooner. This document therefore sets out the names of the documents the Council wishes to produce, their geographical extent and the timetable for their production.
- 4.6 In addition to the new sustainability appraisals and the Statement of Community Involvement, which allows for a high degree of public scrutiny, there are numerous stages to the production of the various Local Development Documents. All of these stages are highlighted in the LDS for each document whether it is a Development Plan Document (DPD), (i.e., Core Strategy, Development Control Policies, Land Allocations, Stevenage Joint Area Action Plan, Luton Joint Area Action Plan and Proposals Map), or a Supplementary Planning Document (SPD).
- 4.7 For each Development Plan Document, the LDS identifies a timetable for production of the key stages, including:
- survey and production, and participation and representation consideration of issues and options
 - production of a Sustainability Appraisal and Strategic Environmental Assessment (SA/SEA) of issues and options and participation and representation consideration
 - preferred options production and participation and representation consideration
 - production of SA/SEA of preferred options and participation and representation consideration
 - submission document production for Secretary of State and public participation and formal representations
 - following receipt of representations, there is the consideration of comments leading to the production of proofs of evidence and rebuttals required by an Inspector for the independent examination
 - production of SA/SEA of submission document and participation and representation considerations.

For each Supplementary Planning Document, the LDS key stages are similar with the exception of options and preferred options, which are omitted. The final consideration of the draft (submission) document is by the Council rather than by an independent Inspector.

- 4.8 There is a very large workload that is associated with the production of the LDF. The LDS timetable itself has to be agreed with the Government Office and it is vital that it is adhered to as far as possible, not only to progress with up to date policies but to acknowledge that the service is reliant on the LDDs being produced according to the timescales in order to obtain a higher level of Planning Delivery Grant (PDG).

- 4.9 Certain documents, because of their local nature, are anticipated to go before the Members of the Area committees where appropriate and this in the recent past has included the Car Parking Zones SPD and, in future, will include the Land Allocations LDD.
- 4.10 The existence of the Local Development Framework Working Party ensures that all relevant work in the production of the LDF is considered and scrutinised by a cross-party group of Members before being taken to Cabinet.
- 4.11 Officers and Members are aware that any reporting to an additional committee on a regular basis has an implication on workloads and resources, and is likely to jeopardise the timetable included in the agreed LDS. This may have an effect upon the amount of Planning Delivery Grant received from ODPM.

5. RECOMMENDATIONS

- 5.1 That the Scrutiny Committee notes the role of the Local Development Framework Working party and the Area Committees in scrutinising and advising Cabinet in the production of the LDF and indicates which stages, if any, it would wish to bring before the Scrutiny Committee in the future.

6. REASONS FOR RECOMMENDATIONS

- 6.1 To obtain clarity with regard to which elements of the LDF process, if any, are to go before the Scrutiny Committee.

7. CONTACT OFFICERS

Andy Beavan
Local Development Manager
01462 474317
andy.beavan@north-herts.gov.uk

David Scholes
Head of Planning and Building control
01462 474836
david.scholes@north-herts.gov.uk

8. BACKGROUND PAPERS

- 8.1 The Local Development Scheme

TITLE OF REPORT: MEMBER DEVELOPMENT FOR SCRUTINY – OUTCOMES FROM THE SCRUTINY WORKSHOP – 7 FEBRUARY 2006

REPORT OF THE SCRUTINY OFFICER

1. SUMMARY

- 1.1 This report provides information on the outcomes of the Scrutiny Committee break-out session of the Members Workshop on 7th February 2006. It also presents the suggestions for the Scrutiny Work Programme 2006/2007.

2. FORWARD PLAN

- 2.1 This report does not contain a recommendation on a key decision and has not been referred to in the Forward Plan.

3. BACKGROUND

- 3.1 At the end of each Civic Year, the Scrutiny Committee takes time to review its work during that year and plans its work for the year ahead. It was agreed that this session of the workshop would be focussed on that.

4. THE YEAR AHEAD

- 4.1 During the first session of the workshop, Members were reminded of the importance of referring to NHDC Corporate Plan when looking at Overview and Scrutiny. They were also reminded of the need to produce an effective work programme which is realistic in terms of the timescales required for each of the reviews and permits sufficient time to consider topics which may arise during the year.
- 4.2 Members agreed that they would restrict the number of reviews to 3 or 4 major topics and agreed that one topic each year should be linked to the strategic objectives in the Corporate Plan. For 2006/07, it was suggested that **Safer Communities** should be chosen.
- 4.3 Members also agreed that there should be the capacity for a current topic, suggestions included:
- Health in the community
 - Relationship with Planning
 - Wind farms
 - Partnership working with Parishes
 - Recycling and waste minimisation
 - NHDC and NHH working relationship
 - External work with partners
 - Emergency planning
 - CCTV effectiveness
 - Town Centre strategies
 - [Service@North-Herts](#) effectiveness

- 4.4 Members agreed to leave space for a “hot topic” to be identified during the year.
- 4.5 It was suggested that a report on **caravan sites** should be submitted to the Committee in the new Civic Year.
- 4.6 The current work of the Task and Finish Groups were reviewed and topics that were not scrutinised but suggested last year were discussed. It was agreed that prior to starting any new topic groups, the current groups would need to finish. Those are:
- Engaging with children and young people
 - Usage and promotion of markets
 - Residential parking
- 4.7 It was noted that although the Affordable Housing Task & Finish Group may do some preliminary work this year, it will be carried out during the next Civic Year.

5. RECOMMENDATIONS

- 5.1 That Members consider the suggestions made and confirm them as the basis of the programme for the next Civic Year.

6. REASON FOR RECOMMENDATIONS

- 6.1 To enable the Scrutiny Committee to plan and carry out its work efficiently.

7. CONTACT OFFICER

- 7.1 Grace Crawford
Scrutiny Officer
North Hertfordshire District Council
01462 474612
grace.crawford@north-herts.gov.uk

***PART 1 – PUBLIC DOCUMENT**

AGENDA ITEM No.

14

TITLE OF REPORT: COST & SUBJECT OF TASK & FINISH GROUPS

The following appendices are attached:-

Appendix A – Letter from Cllr H.M. Marshall to Chairman of Scrutiny Committee (Cllr Martin Stears) dated 3 February 2006

Appendix B – Response from Cllr Stears to Cllr Marshall dated 6 February 2006

Appendix C – Letter from Head of Finance to Cllr Marshall **[TO FOLLOW]**

The Scrutiny Committee is requested to comment on the content of this correspondence.

APPENDIX C

Cost of Task & Finish Groups

In answering the question raised by Councillor H. Marshall I will have to rely on indicative figures to illustrate the cost of Task and Finish Groups. The reason for this is because, other than information on meetings held, there is little data on actual time spent by officers in preparing information for the member meetings. This is an issue with time recording within the organization.

Previously the corporate time recording system was well used within the Directorates because it performed an important function in allocating time and cost to services/accounts where accurate recharges were necessary. These were services, such as the Direct Service Organisation, which contracted on a best price basis, or the Housing revenue Account, which was subject to direct government subsidy. With the externalization of service contracts and subsequent demise of the Direct Services Organisation together with the Housing Stock transfer the need for accurate time recording diminished. Instead time allocation is largely based on block percentages of time over key service activities, i.e. main service accounts. This saves time on calculating time allocated but ensures reasonableness on amounts recharged.

Using the example of the Anti Social Behaviour Task and Finish Group, the cost of servicing that group is estimated to be £815, based on activities that included four member meetings. In terms of direct cost, over and above the cost of the Council's fixed costs of salaries, members expenses, accommodation etc, the amount expended is £75. The majority of cost relates to staff time already budgeted for and should be seen as an 'opportunity' cost (non-cash) for staff time that could be spent on other activities. The above figure excludes the time of the Scrutiny Officer, an annual cost of £29,000, as the officer is employed to support the scrutiny function whether task and finish groups operate or not. If the cost of the Scrutiny officer was included it would form the greater part of any estimated amount spent on the Anti Social Behaviour Task and Finish Group. This could double the cost to £1,600 for that group.

Placing the above costs in perspective, the Area Governance Task & Finish Group met on twice as many occasions and involved more officers in the review. The cost of that review is likely to have been much higher, £2,500, and £3,500 including the Scrutiny officer.

Now that a saving for 2006/07 of £50,000 has been identified as part of the rationalisation of the cost of Democratic services an exercise is underway to analyse the recharge of staff time to 'Cost of Democracy'. As well as informing on how the Democratic service is organised it will assist in determining the cost benefit (value for money) of officer and member reviews held by both Scrutiny or PARC.

Barrie Jones
Head of Financial Services

REFERRED FROM SCRUTINY FINANCE SUB-GROUP - 26 January 2006

The Finance Sub Group met on Thursday 26 January 2006, to consider the following reports of the Head of Financial Services:

- Capital Strategy
- Final Revenue Budget Setting 2006 - 2007

Recommendation to Cabinet - 31 January 2006:**Final Revenue Budget Setting**

1. It is recommended that the increase in off street parking is looked at strategically over a number of years.
2. With reference to SP24 on Appendix B2, there should be further details available on where exactly the savings will be made and what the impact will be.
3. There needs to be a means of comparing the cost of democracy to residents with other authorities in the District which determines how this figure is set.
4. It is recommended that Cabinet do not implement the overnight and Sunday parking charge of 50p. This decision is based on the fact that there are several alternative parking sites that are free, therefore there will not be any savings made by implementing this.
5. It is recommended that the proposal to increase the allotment charges from £28.00 to £52.00 be phased and the introduction of concessions for those on benefits be considered. This will have a better affect on the reduction in drop outs.