



BIGGLESWADE TOWN COUNCIL

Report to Council on 11th April 2017: Local Council Award Scheme

Implications of recommendations

Corporate Strategy: In accordance with aim to develop the Council's potential.

Finance: No financial implications beyond budget as documents will be mainly electronic.

Equality: Increases inclusivity

Environment: Enhances commitment to the environment.

Community Safety: Enhances commitment.

Background

Within its Business Plan, the Council have adopted a programme of striving to attain the three levels of the Local Council Awards Scheme.

Biggleswade Town Council was awarded the Foundation Level Award I December 2016.

Introduction

We are continuing our development programme in accordance with the recommendations of the independent Situation Analysis commissioned by the Council a year ago. Separate reports on the Agenda, relate to a revised health and safety policy, a Business Plan for 2017/18 and a final Monitoring Report for 2016/17.

I hope that by the next Council meeting, the Council will be in a position to satisfy the criteria for the Quality Award (2nd level). This report brings to the Council further issues which need to be put in place.

Annual Report

The Town Council have not traditionally compiled a formal annual report. There have however been a series of reports by chairman to the annual Town Assembly and these have been comprehensively minuted. To meet the Quality Award standard, the Council do need to produce a formal Annual Report and I have appended a suggested one for 2015/16. This is based heavily on the reports presented to the Town Assembly with the addition of extracts from the Situation Analysis report of March 2016.

We will place printed copies in the Library, Reception and community centres and can in future include a precis in our monthly newsletter within the Bulletin.

If Members agree this approach, the 2016/17 Annual Report can be compiled after the May 2017 Town Assembly and from the final Business Plan Monitoring Report.

Adopted Statements

For the Gold Standard, the Council is expected to adopt statements (of no more than one page each) showing how it:

- Ensures that the council delivers value for money
- Meets its duties in relation to bio-diversity and crime & disorder
- Provides leadership in planning for the future of the community
- Manages the performance of the council as a corporate body and of each individual staff member and councillor to achieve its business plan.

The Council have already adopted a Statement on Bio-diversity and Crime and Disorder. I have appended suggested Statements on the other three topics for Council's consideration.

Community Engagement Policy

It is now almost a year since the Council adopted its first Community Engagement Policy, part of which undertook that the policy would be reviewed annual. Appended to this report is an updated policy for Council's consideration. The changes are highlighted in red.

Recommendations

1. To agree the adoption of an Annual Report for 2015/16 and an approach for future annual reports as set out above
2. To adopt the appended statement to ensure the council delivers value for money.
3. To adopt the appended statement to show how the Council provides leadership in planning for the future of the community
4. To adopt the appended statement to show how the Council manages the performance of the council as a corporate body and of each individual staff member and councillor to achieve its business plan.
5. To agree a revised Community Engagement Policy.

Rob McGregor
Town Clerk