

**CORPORATE PLAN - ACTION PLAN 2022-23**

<b>Objective</b>	<b>Activity</b>	<b>Details</b>	<b>Resources</b>	<b>Timescale</b>	<b>Responsible Committee, Sub Ctte or working group</b>	<b>PROGRESS</b>
Economy Objective 1 - Growth	Hanwood Park urban extension community trust	Secure places on the Hanwood Park Community Trust for KTC	Member time	By January 2022	Council	Still waiting for Trust to be formed
Economy Objective 2 – Town centre	Markets	<ol style="list-style-type: none"> <li>1. Renew and expand the regular weekly markets; identify a management regime and secure transfer from NNC</li> <li>2. Develop a programme of specialist markets to take place throughout the year</li> </ol>	£3500 as potential to over any shortfall in income or the cost of an incentive scheme for traders	<p>By April 2022</p> <p>By March 2022</p>	Markets Sub Ctte.	<ul style="list-style-type: none"> <li>• Transfer due to happen by 1<sup>st</sup> April 2022.</li> <li>• Market Sub Ctte meeting with traders and other stakeholders took place 6<sup>th</sup> March</li> <li>• Joined National Association of Market Operators from 1<sup>st</sup> April</li> <li>• Operational costs and rates costs established</li> <li>• Material on KTC website</li> <li>• Teenage Market Franchise secured for two years</li> <li>• Speciality markets underway with events in March, April, June</li> <li>• Street food markets planned for summer</li> </ul>

Economy Objective 2 – town centre	Public toilets	<ol style="list-style-type: none"> <li>1. Draw up specification and agree location for new toilet provision</li> <li>2. Seek tenders for provision and water supply</li> <li>3. Agree maintenance and cleaning arrangements</li> <li>4. Appoint clients' agent to manage Installation</li> </ol>	<p>Approx £35000 - £42,000 purchase and installation costs</p> <p>Approx £35000 in annual maintenance and cleaning costs</p> <p>Assume free to users.</p>	<p>By Feb 2022</p> <p>By May 2022</p> <p>By April 2022</p> <p>By June 2022</p>	Finance and Governance Committee	<ul style="list-style-type: none"> <li>• Preferred site identified; awaiting NNC confirmation can use it or acquire it</li> <li>• Dialogue underway with potential suppliers about specification and site. One proposal received to date</li> <li>• Site constraints means specification will need to be revised.</li> <li>• The current temporary toilets are likely to be take away at the end of March 2022 at the request of the new occupier of the rear of the former M&amp;S premises as they block their fire escape.</li> </ul>
Economy Objective 2 – town centre	Regeneration projects	Engage fully with the Heritage Action Zone and GLaM projects	Member appointees	Throughout 2022/23	Council	<ul style="list-style-type: none"> <li>• Cllr Skinner appointed to HAZ stakeholder group.</li> <li>• Public realm works have started in High St and GLAM works should be finished in spring.</li> </ul>
Economy Objective 2 – Town Centres; and Health and Community Objective 3 Wellbeing	Events	1. Develop a programme of events which supports the town centre, and which provide a variety of attractions	£47500 per annum	By April 2022	Events Sub Committee	<ul style="list-style-type: none"> <li>• Apart from speciality markets, Events sub cttee to consider platinum jubilee celebrations, armed forces day (both in June). Skateboard coaching event provisionally booked for 17<sup>th</sup> August.</li> </ul>

		<p>throughout the year</p> <ol style="list-style-type: none"> <li>2. Work closely with NNC and other event organisers to align programmes</li> <li>3. Appoint an Events and Communications Officer to manage events</li> </ol>	£14,000 per year plus oncosts	Ongoing  By April 2022	Staffing Committee	<ul style="list-style-type: none"> <li>• Kettfest taking place in early July. Kettering Carnival being organised</li> <li>• NNC confirmed events they will be providing for the rest of 2022/3- essentially Christmas lights switch on and big picnic for Jubilee weekend at Wicksteed park on 5<sup>th</sup> June.</li> <li>• Events officer post advertised</li> </ul>
Health and Community Objective 3 – Wellbeing	Allotments	<ol style="list-style-type: none"> <li>1. Agree a re-set relationship with the allotment societies which defines responsibilities of KTC and societies</li> <li>2. Develop 12 extra allotment plots at Scott Rd after NNC has de-contaminated the area concerned</li> </ol>	£1000 income per year in rents; assume maintenance and development costs of c £5000	From April 2022  During 2022 calendar year	Allotments Sub Committee	<ul style="list-style-type: none"> <li>• Waiting for NNC to refund £1000 in rent.</li> <li>• Waiting for NNC to determine if they can clear the land at Scott Rd in this financial year</li> <li>• Wayleave granted to WPD to lay cables at Northfield Ave ; and they have agreed to do some remedial works for their allotment association. Easement being negotiated with WPD for their long term access.</li> <li>• Land Registry</li> <li>• NNC considering whether to transfer additional plots of land at Whiteford Drive to KTC</li> <li>• Bridge repairs – quotes being sought</li> <li>• Other actions on Whiteford Drive in hand</li> </ul>

<p>Health and Community Objective 3 - Wellbeing Objective 4 – Safety Sustainability Objective 6 - Climate change mitigation</p>	<p>Community resilience</p>	<ol style="list-style-type: none"> <li>1. Engage with partner organisations on principal needs and opportunities, including through Town Meetings</li> <li>2. Engage with NNC and partners on levelling up- agenda</li> <li>3. Determine priorities for use of money</li> </ol>	<p>£7400 in budget</p>	<p>During spring and summer 2022</p>	<p>Council Finance and Governance Committee</p>	<p>No action as yet</p>
<p>Health and Community Objective 3 - Wellbeing Objective 4 – Safety Sustainability Objective 6- Climate change mitigation</p>	<p>Community Infrastructure Fund</p>	<p>Determine priorities and needs for this fund including through Town Meetings</p>	<p>£20,000 in budget</p>	<p>During spring 2022</p>	<p>Council Finance and Governance Committee</p>	<p>Policy to be developed – April F&amp;G Ctte</p>
<p>Health and Community Objective 3 Wellbeing</p>	<p>Establish a small grants scheme and a members initiative fund</p>	<ol style="list-style-type: none"> <li>1. Agree policy and rules for small grants</li> <li>2. Agree policy and rules for members initiative fund</li> <li>3. Develop funding rounds and make decisions</li> </ol>	<p>£15000 for small grants £10000 for members' ward initiative fund</p>	<p>Agree policy by March and run schemes for rest of the year</p>	<p>Finance and Governance Committee</p>	<p>Policy on both schemes for Council to approve in March.</p>

Health and Community Objective 3 Wellbeing	Establish a community lottery	<ol style="list-style-type: none"> <li>4. Contract with selected provider</li> <li>5. Launch scheme</li> <li>6. Develop policy on use of monies raised for good causes.</li> </ol>	£500-£1500 set up and running costs	<p>From early 2022</p> <p>By Summer 2022</p>	Finance and Governance Committee	<ul style="list-style-type: none"> <li>• Contract agreed with Woods Valldata</li> <li>• License application submitted to NNC</li> <li>• Constitution agreed at Council</li> </ul>
Health and Community Objective 3 – Wellbeing	Charities for the Poor	<ol style="list-style-type: none"> <li>7. Transfer administrative responsibility for the charities to KTC and administer first year’s fuel grants</li> <li>8. Identify extent of temporary resource required for future years.</li> </ol>	Costs to be met by Charity Trustees	By end November 2021	Council	COMPLETED
Health and Community Objectives 3 and 4 – Wellbeing and safety	Measures to promote community resilience	<ol style="list-style-type: none"> <li>1. Consider and implement measures which promote and support community resilience</li> </ol>	£7400	During 2022	Council	Currently engaging with NNC levelling up scrutiny to understand optimum range of activities to support.
Health and Community Objective 4 – safety	Speed devices	<ol style="list-style-type: none"> <li>2. Transfer licence to KTC and re-start a rota of device installation on approved sites</li> <li>3. Identify additional locations, seek approval and determine need for</li> </ol>	£2000 buys a new device	<p>By January 2022</p> <p>After June 2022</p>	Finance and Governance Committee	<ul style="list-style-type: none"> <li>• Licence transferred</li> <li>• Currently, members working out best way of deploying both devices and whether additional batteries or equipment needed.</li> </ul>

		<p>any extra devices to be acquired</p> <p>4. Explore possibility of devices being solar powered</p>		During 2022		
Health and Community Objective 5 – Armed Forces Covenant	Remembrance Day events	Support Royal British Legion with costs and management of event, in particular the traffic order and hospitality costs.	£2000	November each year	Finance and Governance Committee	<p>Planning for 2022 event underway with RBL and Rector</p> <p>Armed Forces Covenant signed and registered.</p>
Sustainability Objective 6 Climate change mitigation	Promoting recycling measures	<ol style="list-style-type: none"> <li>1. Identify how recycling can be best promoted using KTC website</li> <li>2. Cascade carbon literacy training for members</li> <li>3. Identify how best to engage with schools and community groups</li> <li>4. Identify potential 6eracycle project involving junior schools</li> </ol>	Lead member time and officer time	<p>By early 2022</p> <p>From January 2022</p> <p>By February 2022</p> <p>By September 2022</p>	Climate Change Working Party	<ul style="list-style-type: none"> <li>• New section on website – Going Green – with various pages uploaded.</li> <li>• Member pledges also now on website</li> </ul>

Sustainability Objective 7 Development standards and policies	South West Kettering Neighbourhood Plan	1. Adopt Neighbourhood Plan 2. Support communications work by Forum	£1000	By Spring 2022	Council	<ul style="list-style-type: none"> <li>• Neighbourhood Plan adopted by KTC and submitted to NNC who have consulted on it.</li> <li>• Communication with residents has started</li> </ul>
Sustainability Objective 7 Development standards and policies	Replacement Area Action Plan for Kettering Town Centre	Initiate discussion with NNC about a planning framework for the town centre in the light of changing economic conditions	Clerk time	During 2022	Council	Initial inquiries made to NNC – awaiting reply
Sustainability Objective 8 Biodiversity	Develop a biodiversity and tree planting programme	Identify how KTC can support initiatives such as the green canopy plan with landowners	£3000	Throughout 2022	Climate Change WP	Under consideration by climate change group.
Sustainability Objective 9 Walking, cycling and public transport	Local Cycling and Walking Infrastructure Plan	1. Engage with the LCWIP 2. Promote Kettering Big Bike Ride – last Sunday every month and Walk-in Wednesdays campaign in schools	Lead member time	Throughout 2022	Climate Change WP Council	LCWIP consultation has taken place
Organisational Effectiveness Objective 11 communications and engagement	Town Meetings	Agree a programme and themes for town meetings during 2022	Deputy Clerk time	By December 2021	Council	Council has agreed to hold four meetings a year – the first of these being the annual meeting in May

Organisational Effectiveness Objective 11 communications and engagement	Communications strategy	Develop a strategy to improve communications, maximise use of the website and social media and improve the Council's profile.	Deputy Clerk time	From April 2022	Finance and Governance Ctte	Once Events officer in place.
Organisational Effectiveness Objective 11 communications and engagement	"This is Kettering" social media presence	Agree with NNC how this account can be supported and expanded	Deputy Clerk time	By May 2022	Finance and Governance Ctte	Once Events Officer in place, although some work may be possible before then.