

**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 . Met with Hanwood Park in September and attended their residents consultation event in October – follow up meeting planned.
Economy Objective 2 – Town centre	Markets	<p>1. Renew and expand the regular weekly markets; identify a management regime and secure transfer from NNC</p> <p>2. Develop a programme of specialist markets to take place throughout the year</p>	<p>£10000 subsidy in budget</p> <p>Budgets for entertainment and music to accompany events agreed by M&amp;E Ctte</p>	<p>By April 2022</p> <p>By March 2022</p>	Markets and Events Ctte	<ul style="list-style-type: none"> <li>• Transferred on 1<sup>st</sup> April 2022.</li> <li>• Joined National Association of Market Operators</li> <li>• Labour arrangements resolved</li> <li>• Rents charged from 8<sup>th</sup> June</li> <li>• Teenage Market Franchise secured for two years</li> <li>• Food and Drink festival 15<sup>th</sup> Oct</li> <li>• Street food markets 3 events</li> <li>• 5 x Christmas markets planned</li> </ul>
Economy Objective 2 – town centre	Public toilets	1. Draw up specification and	Approx £35000 - £42,000 purchase	By Feb 2022	Finance and Governance Committee	<ul style="list-style-type: none"> <li>• All dates in column 5 will need to be revised</li> </ul>

		<p>agree location for new toilet provision</p> <ol style="list-style-type: none"> <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>and installation costs</p> <p>Approx £35000 in annual maintenance and cleaning costs</p> <p>Assume free to users.</p>	<p>By May 2022</p> <p>By April 2022</p> <p>By June 2022</p>		<ul style="list-style-type: none"> <li>• Preferred site identified; awaiting NNC confirmation can use it or acquire it</li> <li>• Community Asset Transfer application for the site submitted to NNC Oct 22</li> <li>• Dialogue underway with potential suppliers about specification and site.</li> <li>• NNC been asked for a contribution from S106 Hanwood Park</li> <li>• Temporary toilets removed</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 continuing as money becomes available and GLAM works should be finished in summer.</li> </ul>
Economy Objective 2 – Town Centres; and Health and Community Objective 3 Wellbeing	Events	<ol style="list-style-type: none"> <li>1. Develop a programme of events which supports the town centre, and which provide a variety of attractions throughout the year</li> <li>2. Work closely with NNC and other event organisers to align programmes</li> </ol>	£47500 per annum	<p>By April 2022</p> <p>Ongoing</p>	Markets and Events Committee	<ul style="list-style-type: none"> <li>• In year <ul style="list-style-type: none"> <li>- Street Food Saturdays x 3</li> <li>- Bands in the Park x 8</li> <li>- Food and Drink Fair x 2</li> <li>- Second Vegan Market</li> <li>- Summer events for young people - children's theatre, , skateboarding tuition</li> <li>- Christmas grotto, markets and entertainment planned</li> </ul> </li> <li>• Events officer - ED started fully on 11<sup>th</sup> July</li> <li>• Remembrance Day events in planning</li> </ul>

		3. Appoint an Events and Communications Officer to manage events	£14,000 per year plus oncosts	By April 2022	Staffing Committee	
Health and Community Objective 3 – Wellbeing	Allotments  NOTE;- PLEASE SEE LIST AT END OF THIS DOCUMENT OF ALL OUTSTANDING ALLOTMENTS ISSUES	1. Agree a re-set relationship with the allotment societies which defines responsibilities of KTC and societies 2. Develop 12 extra allotment plots at Scott Rd after NNC has de-contaminated the area concerned	£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>• 21/22 rent received</li> <li>• Bridge at South End allotments repaired</li> <li>• NNC have part cleared the land at Scott Rd</li> <li>• Wayleave granted to WPD to lay cables at Northfield Ave ; in return for remedial works for the allotment association. Easement being negotiated with WPD for their long term access.</li> <li>• Land Registry registration awaited</li> <li>• NNC have agreed to transfer additional plots of land at Whiteford Drive to KTC</li> <li>• Lease for South End Allotments agreed for 15 years.</li> <li>• Other actions on Whiteford Drive in hand</li> <li>• Allotments WG meeting with societies on 24<sup>th</sup> October.</li> </ul>
Health and Community Objective 3 - Wellbeing	Community resilience	1. Engage with partner organisations on principal needs and	£7400 in budget	During spring and summer 2022	Council Finance and Governance Committee	<ul style="list-style-type: none"> <li>• Fund principles agreed .</li> <li>• Two grants agreed</li> </ul>

Objective 4 – Safety Sustainability Objective 6 - Climate change mitigation		opportunities, including through Town Meetings 2. Engage with NNC and partners on levelling up- agenda 3. Determine priorities for use of money				<ul style="list-style-type: none"> <li>• NNC scrutiny report recently completed.</li> <li>• Action plan for Avondale/Grange in planning by NNC .</li> </ul>
Health and Community Objective 3 - Wellbeing Objective 4 – Safety Sustainability Objective 6- Climate change mitigation	Community Infrastructure Fund	Determine priorities and needs for this fund including through Town Meetings	£20,000 in budget	During spring 2022	Council Finance and Governance Committee	Items prioritised on last agenda; list being worked through. Item on this agenda
Health and Community Objective 3 Wellbeing	Establish a small grants scheme and a members initiative fund	<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>	£15000 for small grants £10000 for members' ward initiative fund	Agree policy by March and run schemes for rest of the year	Finance and Governance Committee	<ul style="list-style-type: none"> <li>• Policy on both schemes approved</li> <li>• Grants applications approved; further applications received</li> <li>• One third of Ward Initiatives funds now spent or committed</li> </ul>
Health and Community Objective 3 Wellbeing	Establish a community lottery	<ol style="list-style-type: none"> <li>1. Contract with selected provider</li> <li>2. Launch scheme</li> </ol>	£500-£1500 set up and running costs	From early 2022	Finance and Governance Committee	<ul style="list-style-type: none"> <li>• Contract and licence in place.</li> <li>• Constitution agreed at Council</li> <li>• Went live In May; first draw 10<sup>th</sup> June</li> </ul>

		3. Develop policy on use of monies raised for good causes.		By Summer 2022		<ul style="list-style-type: none"> <li>Item on this agenda to allocate funds</li> </ul>
Health and Community Objective 3 – Wellbeing	Charities for the Poor	4. Transfer administrative responsibility for the charities to KTC and administer first year's fuel grants 5. Identify extent of temporary resource required for future years.	Costs to be met by Charity Trustees	By end November 2021	Council	COMPLETED
Health and Community Objective 4 – safety	Speed devices	1. Transfer licence to KTC & re-start a rota of device installation on approved sites 2. Identify additional locations, seek approval and determine need for any extra devices to be acquired 3. Explore possibility of devices being solar powered	£2000 buys a new device	By January 2022  After June 2022  During 2022	Finance and Governance Committee	<ul style="list-style-type: none"> <li>Licence transferred and since amended to reflect decisions about permanent locations at last meeting</li> <li>Solar panel equipment acquired – Balfour Beatty confirmed need dedicated poles</li> <li>New device ordered; 12 weeks delivery timescale</li> <li>Waiting for Highway Authority formal consent and information about licensed contractors</li> </ul>

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	Planning for 2022 event underway with RBL and Rector  Armed Forces Covenant signed and registered.
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 recycle 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 –now completed</li> <li>• Member pledges on website</li> <li>• CCWG report to Council 19<sup>th</sup> Oct after consultation event in mid August.</li> </ul>
Sustainability Objective 7 Development standards and policies	South West Kettering Neighbourhood Plan	<ol style="list-style-type: none"> <li>1. Adopt Neighbourhood Plan</li> <li>2. Support communications work by Forum</li> </ol>	£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> <li>• Committee has met to respond to inspectors' questions and plan public engagement</li> <li>• Likely date for referendum – late January 2023</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 – await national planning changes and need to more thoroughly understand the resources required for a larger neighbourhood plan.  Experience in other similar sized towns suggest a town wide neighbourhood plan would cost £200,000 to complete.
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	<ul style="list-style-type: none"> <li>• Under consideration</li> <li>• Tree planting has taken place on various sites in town.</li> <li>• Recommendations to Council by working group 19<sup>th</sup> Oct 22</li> </ul>
Sustainability Objective 9 Walking, cycling and public transport	Local Cycling and Walking Infrastructure Plan	<ol style="list-style-type: none"> <li>1. Engage with the LCWIP</li> <li>2. Promote Kettering Big Bike Ride – last Sunday every month and Walk-in Wednesdays campaign in schools</li> </ol>	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	Four meetings a year – two have taken place. November meeting to focus on budget consultation

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	To be prepared during late autumn.
Organisational Effectiveness Objective 11 communications	"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	Formal request to NNC to transfer it has been made . Likely not to be accepted and may be that KTC focuses on using its own social media accounts from now on.



## UNRESOLVED ALLOTMENTS ISSUES

ALLOTMENT	ISSUE	ACTION TAKEN
All allotments	Income from 2021-22 collected in error by NNC.	£1090 received 29/04/2022
All allotments	Transfer of ownership to KTC not registered with Land Registry	NNC undertook to correct position with LR – submission to LR almost ready to go.
Scott Rd	Fly-tipped site which needs clearing. NNC have volunteered to clear it, and then transfer the land to the Council so that new allotments can be formed.	NNC surveyor has visited - loose materials have been cleared – next steps still being chased
Margaret Rd	Flooding experienced from higher land (not from Ise). Might be a drainage issue that NNC is aware of.	NNC advised that they are carrying some . remedial works in Hilda Rd and Kathleen Rd to drainage.
Northfield Ave	Easement to be agreed with WPD to allow them access to their cables – held up in part by need to correct Land Registry records.	With both legal teams.
	New boundary fencing may be required in foreseeable future.	Assessment required
South End Allotments	<b>RESOLVED ISSUES</b> <ul style="list-style-type: none"> <li>- Bridge repaired</li> <li>- Boundary on Whiteford Drive – NNC accepted it is its land</li> <li>- Clearance of rubbish from stream – AWA completed</li> <li>- Japanese knotweed – cleared from adjacent land</li> </ul>	
	Trees belonging to Southfield School on northern boundary causing problems	School asked to advise maintenance regime; no response, although some work has reportedly been carried out.
	Need to agree new lease with South End Allotment Association	Agreed
	Possible land grab at north eastern corner of site	Needs more thorough investigation
	Fly-tipping at southernmost part of site	Not a useable part of allotments so no action taken.
	Two parcels of land excluded from transfer – NNC asked to consider transferring these as well.	NNC has agreed to transfer them over.