



# AGENDA

**NOTE: In the case of non-members, this agenda is for information only**

- Committee** - **POLICY DEVELOPMENT AND REVIEW PANEL 2**
- Date & Time** - THURSDAY, 27TH NOVEMBER, 2008 AT 10.00 AM
- Venue** - THE NORFOLK ROOM, CONFERENCE SUITE, ELIZABETH HOUSE, DEREHAM

**Members of the Committee requiring further information, or with specific questions, are asked to raise these with the appropriate officer at least two working days before the meeting. If the information requested is available, this will be provided, and reported to Committee.**

**Panel 2 Members:**

Mr M.A. Kiddle-Morris (Chairman)	Mr M.J. Griffin
Mr C.R. Jordan	Mrs S.M. Matthews
Mrs J. Ball	Mrs L.H. Monument (Vice-Chairman)
Mr S.G. Bambridge	Mr D.G. Mortimer
Councillor Claire Bowes	Mrs P. Quadling

**PERSONS ATTENDING THE MEETING ARE REQUESTED TO TURN OFF MOBILE TELEPHONES**

Member Services  
Elizabeth House, Walpole Loke,  
Dereham Norfolk, NR19 1EE

Date: Tuesday, 18 November 2008



**PART A**

**ITEMS OPEN TO THE PUBLIC**

	<u>Page(s)</u> <u>herewith</u>
1. <b><u>MINUTES</u></b> To confirm the Minutes of the meeting held on 16 <sup>th</sup> October 2008.	1 - 4
2. <b><u>APOLOGIES</u></b> To receive apologies for absence.	
3. <b><u>URGENT BUSINESS</u></b> To note the Chairman proposes to accept any item as urgent business, pursuant to Section 100(B)(4)(b) of the Local Government Act, 1972.	
4. <b><u>DECLARATION OF INTEREST</u></b>  Members are asked at this stage to declare any interests that they may have in any of the following items on the agenda. The Members' Code of Conduct requires that declarations include the nature of the interest and whether it is a personal or prejudicial interest.	
5. <b><u>NON-MEMBERS WISHING TO ADDRESS THE MEETING</u></b> To note the names of any non-members wishing to address the meeting.	
6. <b><u>REVIEW OF COUNCIL WEBSITE</u></b> To receive the report of the Strategic Director – Cabinet.	5 - 9
7. <b><u>GIFTED AND TALENTED GRANT SCHEME - UPDATE</u></b> To receive an update and clarification of handling procedures from the Strategic Director – Services.	10 - 12
8. <b><u>WORK PROGRAMME</u></b> To consider the work programme.	
9. <b><u>DATE OF NEXT MEETING</u></b> To note that the next meeting is scheduled for 10.00 a.m. on Thursday, 15 January 2009 in the Norfolk Room.  Arrangements to be discussed.	

# PROTOCOL

## The Working Style of the Policy Development & Review Panels

This document sets out the roles of Members and Officers, and the general principles to be adopted by the Policy Development & Review Panels (PD&RP) overseeing the Panel's mode of operation.

### **Member Leadership**

Members of the Panel will undertake scrutiny topics as directed by the Overview & Scrutiny Commission (O&SC) and will recognise that best practice identifies scrutiny as a Member-led activity. The Panel will expect Cabinet members, to take responsibility for answering their questions about topics which primarily relate to the Council's activities.

### **A Constructive Atmosphere**

Meetings of the Panel will be constructive and not judgmental. Panel recognises and accepts that effective scrutiny is best achieved through challenging and constructive enquiry. People giving evidence at Panel should be given due respect and not made to feel under attack.

### **Independence**

Members of the PD&RP will not be subject to whipping arrangements by the party groups.

### **Respect and Trust**

Meetings will be conducted in a spirit of mutual respect and trust.

### **Consensus**

Members of the Panel will work together and, while recognising political allegiances, will attempt to achieve consensus and agreed recommendations. There will be recognition that the Panel has a primary duty to scrutinise on behalf of the community.

### **Openness and Transparency**

The PD&RP's business will be open and transparent, except where there are sound reasons for protecting confidentiality. The minutes of the Panel's meetings will explain the discussion and debate so that they can be understood by an outside reader.

### **Impartial and Independent Officer Advice**

Officers who advise and support the Panel will give impartial and independent advice, as officers support all members of the Council.

### **Regular Review**

There will be regular reviews of how the scrutiny process is working, and a willingness to change if it is not working effectively.

### **Programming and Planning**

The Panel will have a programme of work assigned by the Overview & Scrutiny Commission. The Panel will be able to suggest additional topics for review through the O&SC for approval in the work programme. Before each topic is commenced, the O&SC will agree the scope of the exercise, what information they will need initially, and which members, officers and external witnesses they wish to see.

### **Managing Time**

The Panel will aim to conclude the business of each meeting in reasonable time. The order of business will be arranged as far as possible to minimise the demands on the time of witnesses. Where possible, members should give advance notice of specific questions being provided at the time of the meeting to save items being deferred.

At a Meeting of the

POLICY DEVELOPMENT AND REVIEW PANEL 2

Held on Thursday, 16 October 2008 at 10.00 am in  
The Norfolk Room, Conference Suite, Elizabeth House, Dereham

**PRESENT**

Mr M.A. Kiddle-Morris (Chairman)	Mrs S.M. Matthews
Mr C.R. Jordan	Mrs L.H. Monument (Vice-Chairman)
Mrs J. Ball	Mr D.G. Mortimer
Mr M.J. Griffin	

**In Attendance**

Mark Broughton	- Member Development and Scrutiny Officer
Sheila Cresswell	- Member Services Officer
Sam Dawson	- Arts Development Officer
Mark Stokes	- Strategic Director (Services)
Elaine Wilkes	- Senior Member Services Officer

**36/08 MINUTES (AGENDA ITEM 1)**

(a) Breckland Voice – Review of Distribution (Minute No. 33/08)

The Member Development and Scrutiny Officer confirmed that the Corporate Consultation and Communications Officer had looked into the possibility of amending the existing contract with Serco to provide delivery of *Voice* through some letterboxes. However since a separate team would need to be employed (thus affecting the speed/efficiency of delivery), the increase in costs would mean that this service would be unrealistic.

(b) Empty Dwellings Policy (Minute No. 32/08)

The Chairman confirmed that the amendments proposed by Panel 2 had passed through the Overview & Scrutiny Commission, and had been approved by Cabinet and Council.

(c) Adoption

The Minutes of the meeting held on 3 September 2008 were confirmed as a correct record and signed by the Chairman.

**37/08 APOLOGIES (AGENDA ITEM 2)**

Apologies for absence were received from Mr G Bambridge (who was representing the Council on an outside body), Councillor C Bowes and Mrs P Quadling.

**38/08 UPDATE ON SPORTS AND ART DEVELOPMENT (AGENDA ITEM 6)**

The Strategic Director (Services) presented the report and began by giving apologies from the PFI Monitoring and Sports Development Officer, who was absent on a training course.

**Action By**

**Action By**

He then introduced and asked the Panel to welcome Sam Dawson, the new Arts Development Officer, before going on to present the report as part of a regular update on work areas and achievements and which covered the period May to October 2008.

He highlighted a few key areas covered by the report, citing examples where the Council had worked, or would be working, closely with some swimming clubs to help them achieve accreditation (i.e. key 'Best Value Reviews' within their fields), thereby enabling them to apply for other streams of funding.

Members' attention was also drawn to the summer holiday programme which had been delivered in partnership with Norfolk Music Works and which had culminated in a highly successful event at the Dereham Leisure Centre. This had brought swimming and music together and had been very well received locally.

Finally he highlighted the Gifted and Talented programme, saying that 8-10 people in the District had already been awarded additional funding to help their development.

There was a short discussion about the programme and a Member enquired about the status of an individual application. She requested an update and, in the event of the application being refused, wanted to be informed of the specific reason.

Sam Dawson

The Chairman asked if the allotted £10,000 would be likely to run out before the end of the Financial Year.

Another Member specifically enquired if the Council helped support small, localised organisations to get established in nurturing young talent as it was felt that this was a key area which could benefit from the programme. The Member Development and Scrutiny Officer pointed out that members of the Community Development Team would shortly be undertaking a tour around the District to explain to smaller communities the kind of support available to them. Details of the tour would be in the Members' Bulletin and would also appear in the next edition of *Breckland Voice*.

There was general agreement that this was all very positive. It was acknowledged that whilst much good work was already being done with some of the larger towns and parishes, enhancing development opportunities in the wider community was essential. The key to future success and long term sustainability would be solid groundwork and steady development.

The Chairman concluded the discussion with his congratulations and thanks to the team involved, noting that this was an area which had showed improvement year-on-year.

**RESOLVED** that

- (1) a report be made to the next meeting to explain the process and the criteria applying to the Gifted and Talented Awards Scheme. Also to give a breakdown of the awards granted to

Sam Dawson

date and the amount of funding still available; and

- (2) the contents of the report be noted.

**39/08 REVIEW AND FEEDBACK FROM BRECKFEST EVENT (AGENDA ITEM 7)**

The Strategic Director (Services) presented this report.

Having highlighted the background and a few key events held during Breckfest, he emphasised that there had been widespread recognition of the whole concept across the District, with some events attracting people from different counties, as well as much positive media support and attention.

Feedback from other key agencies worked with, especially in terms of the main Breckfest event in Attleborough on 13<sup>th</sup> September, had been very positive and only one complaint had been received about noise levels that evening.

As this had been the first time the Council had attempted an event on this scale, it had been a steep learning curve and many lessons had been learnt, particularly in the area of health and safety standards. Overall the project - and especially the flagship event - was felt to have been an overwhelming success and there had already been approaches from neighbouring authorities concerning the possibility of cooperating on similar projects in the future. There had been good support from Breckland staff, too, and there was a real sense of excitement about the prospect of taking things further.

There were some concerns about the need to maintain a balance and to ensure that any work/funding allocated to similar major projects in the future should not detract from the Council's ongoing commitment to sports and arts development in the community. Members touched upon the need to publicise the Council's desire to offer support and some funding to smaller villages who might otherwise struggle with the resource-intensive organisation of local events.

The Strategic Director ensured Panel Members that the holiday programmes would continue as normal next year and that, in addition, it was planned to have a feature on the front page of the Council's website which would be dedicated to publicising events within the District.

The team was starting to focus on next year's range of events both in terms of the programme (perhaps featuring a local boxing night) and funding. Sponsorship was a key factor but he felt confident that this would be forthcoming since recent events had achieved high profiles in the media. The idea was to build on this year's achievements year-on-year up until 2012.

Further discussion took place on the need for diversity in terms of the range and appeal of any proposed events. It was acknowledged that if the Council wanted to organise very large events, either alone or with other local authorities, it would be critical to start work on a programme

**Action By**

**Action By**

as soon as possible. The Strategic Director confirmed that with regard to the 2008 Breckfest, the Council's costs had essentially been covered, albeit there were some additional last minute health and safety issues which had proved to be part of the learning curve.

The Chairman expressed his thanks to the Strategic Director and his team.

**RESOLVED** that the report be noted.

**40/08 WORK PROGRAMME (AGENDA ITEM 8)**

Future items were considered and agreed for the next meeting as follows:

- Member Development and Training.
- Breckland Website – Improvement Plan Monitoring.
- Gifted and Talented Programme (specifically an update and clarification of handling procedures).

The Chairman pointed out that the revised Constitution was to be reviewed at the Overview & Scrutiny Commission meeting on 23 October. It was likely that the three Panels would then be dissolved into smaller 'Task & Finish' or Working Groups. It was possible, therefore, that the next Panel 2 meeting may not be held, or be under a different format. However, the work would still go forward in some form.

The Chairman also informed the Panel that the issue of the Local Development Framework would continue to be considered by one panel or Working Group, which would probably have a wider membership.

**41/08 DATE OF NEXT MEETING**

Arrangements for the next meeting on Thursday, 27 November 2008 were noted.

The meeting closed at 10.35 am

CHAIRMAN

**Report of the Strategic Director – Cabinet to  
Policy Development Review Panel 2 – 27 November 2008  
(Author: Lisa Hilton, Senior Marketing and Communications Officer (Acting))**

**REVIEW OF COUNCIL WEBSITE**

**1. Purpose of Report**

Review of and Improvements to the Council's Website.

**2. Recommendations**

It is recommended that:

1. This report is received.
2. The continuous improvements for the website are noted.

**Note:** In preparing this report, due regard has been had to equality of opportunity, human rights, prevention of crime and disorder, environmental and risk management considerations as appropriate. Relevant officers have been consulted in relation to any legal, financial or human resources implications and comments received are reflected in the report.

**3 Background**

3.1 Breckland Council has operated a website for a number of years and a major revamp was completed at the end of 2005-6. This revision was based on the content management software Livelink and was developed in conjunction with Amaze, a specialist website development company. At Breckland the operation and development responsibilities are distributed between:

- ICT Service – for technical construction.
- Communications – for overall development direction.
- Individual Services – for content.

3.2 The web site has been subjected to independent scrutiny by a company called Sitemorse. Sitemorse, an online testing service for websites throughout the country's public services and government, carries out monthly checks in the sector, evaluating websites against four sets of criteria: function, accessibility, performance and quality of code. The company provides a monthly assessment of public sector web sites. This approach develops a score, which is used as a means of ranking each local authority. Our Sitemorse score in March 2008 ranked the website 135 out of 460. The Council had a six month trial of the software and a business case is being drafted to enable us to utilise the software on a permanent basis.

3.3 In addition since 1999 the Society of Information Technology Management (Socitm) has conducted an annual survey of all local authority web sites. The results are published each March in a report called 'Better Connected'. A team of reviewers carry out a structured survey with 95 questions for local authority websites, followed by seven shorter surveys on specific topics. This research has been supplemented by seven other separate surveys, using our partner organisations. The structure of the report follows the criteria for high-quality local authority websites that develop the ideas that websites should be 'useful, usable and used'. The feedback has been very positive - please see Appendix A. The website has been given a 'standard' ranking, however with the developments we have made to the site we should achieve 'transactional' ranking after next year's report.

- 3.4 The purpose of this report is to communicate the improvements that were recommended and that have been made to the Council website in the past 6 months.

#### **4. Review and Improvements to the council website**

4.1 'Better Connected' identified that Breckland's web site was capable of improvement and the report also identified the Key Messages to authorities on each aspect of the website. It was acknowledged however that an improvement plan should not be too broadly based as this approach would place too great a demand on the Authority's resources. The alternative strategy of applying this effort to a smaller range of initiatives was more likely to achieve sustainable long term improvements.

4.2 This is a summary of some of the improvements made in the last 6 months:

- i) Website Statistics are current and up-to-date monthly statistics are available from our home page.
- ii) Lagan has been implemented for use as a case management system, we have fixed SLA's for work completion time – priority 1 requests are 1 day SLA, priority 2 are 5 working days.
- iii) We have enhanced a training programme for web editors in order to promote better and clearer web communication.
- iv) We have an enhancement register to document the list of future improvements planned.
- v) A test database has been created for the Internet which enables us to try out new ideas and templates before they go live.
- vi) Improvements from SOCITM recommendations as follows:
  - o Truancy, Cemeteries and Flooding information added to the A-Z.
  - o Information on nearest recycling tip and opening times published to website.
  - o INTRAN on the homepage – wording changed to "Translation Services" as feedback through the contact centre confirmed that people did not realise that INTRAN is a translation service.
- vii) Web Trends monitoring software used to gauge popularity of individual pages helping us to ensure that these pages cover the most relevant and up to date pages.
- viii) Lagan will be moved to a virtualized environment in Dereham, to free up space on the brec-app01 web server for increased performance from Livelink. The content management system will be much quicker, shortening the time to publish content.
- ix) We have reviewed the information architecture for some sections of the website. For example, the Do it Online section has been divided into six sections, Life Events; Environment; Make a Purchase or Payment; Council Tax and Benefits; Planning and Building Control; and Comments, Compliments and Complaints. Therefore making it easier for the user to read and find what they are looking for.
- x) There is a feedback facility at the bottom of the Do it Online page. For example, see "Can't find what you're looking for? Tell us about it".

#### **4.3 Regular activity**

At the heart of our regular activity to continuously improve the website is our commitment to keeping the site up-to-date with relevant and timely content.

We have a facility that lets us know where any broken links are on the site so that we can fix them. Every month we run the link checker across the whole website and our publications database to ensure residents can access what they need.

- 4.4 We regularly check what people are looking for on our search facility to ensure they can find what they want on the site.
- 4.5 Each service area in the Council has a web editor who is responsible for editing and publishing pages onto the web relating to information on the service they provide. We have found in the past that a web editor has left the council and the role of editing has not automatically been passed on to another member of the team. This could mean that some information can become out of date. We have implemented a register of web editors which we check against leavers information received from Human Resources each month. If a member of staff is leaving the council who is also a web editor we contact the service manager to ensure that another member of the team is able to take on the responsibility of updating and publishing pages on the website.

## **5 Recommendation**

- 5.1 This report is received.
- 5.2 The continuous improvements for the website are noted.

## **6 Risk and Financial Implications**

- 6.1 Risk
- 6.2 At present there is a risk to service area pages becoming out of date as Web Editors leave and a replacement isn't automatically selected by the relevant manager.

### **6.3 Financial**

- 6.4 No financial implications, report for information only.

## **7 Legal Implications**

- 7.1 No legal implications linked to this report.

## **7. Other Implications**

- a) Equalities: None
- b) Section 17, Crime & Disorder Act 1998: None
- c) Section 40, Natural Environment & Rural Communities Act 2006: None
- d) Human Resources: None
- e) Human Rights: None
- f) Other: [e.g. Children's Act 2004]: None

## **8. Alignment to Council Priorities**

- 8.1 Breckland's Website is one of the principal vehicles through which Breckland communicates to residents how it is delivering against all Council priorities.

## **9. Ward/Community Affected**

- 9.1 Affects all wards.

Appendix A

Background Papers

None.

Lead Contact Officer:

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Key Decision Status (Executive Decisions only):

*This is not a key decision.*

## APPENDIX A

Socitm Feedback	Progress
<p>“This looks like a very interesting and well designed website. The home page is full of interesting news, useful links and also identifies visitor types, so I can click the link to say I'm a resident, business etc. There seem to be a few transactional features. Looks good!”</p>	
<p>“There's lots of useful info about waste and recycling but the order form for replacement bins was in the Do it Online section and there was no link to it from relevant pages about bins and collections. The info about the recycling centres (which appear to have facilities for leaving bulky waste items) doesn't state opening hours.”</p>	<p>Link to the Do it Online page published onto the recycle page.</p> <p>Information relating to opening times clearly stated on the web with a link to Norfolk County Council's recycling information.</p>
<p>“Some useful info available, particularly about private housing. The housing section includes a range of information relating to all types of housing.”</p>	
<p>“Couldn't find a summary of council's budget or any mention of the Valuation Office in relation to advice about CT banding. However I can view details of my CT, business rates or benefits online - which is great!”</p>	<p>All information on the website.</p>
<p>“The tone of the site encourages participation but there aren't the transactional elements to deliver it. E.g. the consultation finder (which covers the whole of Norfolk) is great for finding out about consultations, but doesn't enable people to fill out online questionnaires etc which is rather disappointing.”</p>	<p>We have an online questionnaire relating to our website and consultation links into Norfolk consultation finder. We have added a consultation link to our Do it Online pages “complaint, compliment and comment”.</p>
<p>“This site has lots of really good, well organised content. The AZ is comprehensive, the search functions pretty well. I liked the facility for giving a view of the site by audience type i.e. presenting most useful links for visitors, businesses and residents. There just aren't very many transactions on the site. There are a handful of online forms in the Do it Online section, but this section doesn't mention the other relevant transactional facilities available on external sites such as ability to view CT, BR and benefits balance/status online, online payments, planning apps on the planning portal, view consultations on the Norfolk wide consultation finder. I really enjoyed my visit to the site, but didn't think there were quite enough well presented transactions available to give it a Transactional ranking.”</p>	<p>Do it Online pages have been improved and many transactional services have been added.</p>

**BRECKLAND COUNCIL**

**Report of the Strategic Director - Services to  
Policy Development Review Panel 2 – 27 November 2008  
(Authors: Riana Rudland – PFI Monitoring and Sports Development Officer and Sam  
Dawson – Arts Development Officer)**

**Gifted and Talented update report****1. Purpose of Report**

- 1.1 The purpose of this report is to provide an overview and update of the Gifted and Talented Grant Scheme.

**2. Recommendations**

- 2.1 None. This report is for information purposes.

**Note:** In preparing this report, due regard has been had to equality of opportunity, human rights, prevention of crime and disorder, environmental and risk management considerations as appropriate. Relevant officers have been consulted in relation to any legal, financial or human resources implications and comments received are reflected in the report.

**3. Information, Issues and Options****3.1 Background**

- 3.1.1 The Gifted and Talented grant scheme was approved in early 2008 as part of the match funding review. A funding pot of £10k was ring fenced to support sports and arts individuals, teams or groups who satisfied set criteria as outlined in the guidance document. The standard was set at regional representation level for sports people or equivalent for the arts.

- 3.1.2 The new scheme was promoted through Breckland Voice and through sports and arts networks creating an initial surge of interest from the public. Between April and August approximately 30 application forms were sent out following telephone and email enquiries.

**3.2 Issues**

- 3.2.1 Since the scheme was launched there has been more interest from sports sector than there has from the arts. To date 8 gifted and talented grants totalling £4000 have been awarded to individuals who have reached Regional standard or above in their particular sports. 1 grant has been awarded to an arts sector group. The breakdown of the awards is as follows:

**Sport: Tennis**

Johnnie Carmichael-Plester (aged 11) is ranked No. 1 in the country for his age group and was awarded the LTA achievement award for significant rankings improvement. Johnnie was also one of three players selected to attend a training camp at the National Tennis Centre by Tennis East.

**Sport: Tennis**

Pippa Horn (aged 12) is ranked No. 1 in the country for her age group, winner of multiple national competitions. Pippa was also selected to represent Great Britain on the international stage where she competed in six international cup competitions.

**Sport: Disabled Carriage Driving**

Lindsey Tyas (aged 32) represents Great Britain in the sport of Disabled Carriage Driving at an International level. Lindsey was voted as Inspirational Sports Personality of the Year at the Norfolk Sports Awards and was subsequently appointed as Patron of Norfolk Disability Sports.

**Sport: Basketball**

Karlynn Edgeller (aged 12) is competing in the U14 National Basketball League a year early. She is the only player in the squad to have achieved this. Karlynn also shows great commitment to the sport with her extensive volunteer work and has been identified as strong role model for younger players.

**Sport: Baton Twirling**

Lauren Stearman (aged 15) is a member of the English Baton Twirling Team due to compete at the World Baton Twirling Championships. Lauren will also compete in the individual event and shows great commitment to the sport by actively seeking local sponsorship to continue her progression in the sport.

**Sport: Gymnastics (Tumbling)**

Daniel Corbyn (age 10) has qualified for National Finals after only 1 year of training. Teachers report that his participation in gymnastics has aided his studies and he has 'blossomed' at school despite his learning difficulties (Daniel is enrolled in the schools special needs programme for maths and English).

**Sport: Gymnastics**

Summer-Jade Kenzitt (age 11) is current Norfolk Champion at grade 2. She was National Team Gold Medallist in April '08 and is dedicated to her training programme training 5 times / 18 hours per week.

**Sport: Gymnastics**

Angel Kenzitt (aged 9) is current Norfolk Champion at grade 3 and a National Finalist. She is currently on the elite path in gymnastics for GB national squads supported by her current coaches.

**Arts: JDT Music**

JDT music selected three bands from across the district to go on tour to Barcelona. They represented exceptional standards of musical talent for children aged between 11 and 16. In addition, they supported the live acts at the Breckfest event in September.

- 3.2.2 There is currently £5500 remaining in the grant pot for the rest of the financial year.
- 3.2.3 While the guidance and scoring system for sports applications appears to be working well it is clear that it is difficult to apply the same process to the arts sector. It is difficult to establish the level of representation they have i.e. County, Regional or National. In addition it is difficult to compare different arts disciplines and this makes the scoring process more complex.
- 3.2.4 The Sports and Arts Development Officers are therefore looking at how the scheme could be modified to better suit the arts sector. Initial thoughts are that there should be different guidance / criteria produced for sports and arts applicants.

### 3.3 Options

3.3.1 To note the contents of the report.

### 3.4 Reasons for Recommendation(s)

3.4.1 Report for information only

## 4. **Risk and Financial Implications**

### 4.1 Risk

4.1.1 There are no risks attached to the contents of this report

### 4.2 Financial

4.2.1 None

## 5. **Legal Implications**

5.1 None

## 6. **Other Implications**

- a) Equalities: The Council is committed to providing fair and equitable services.
- b) Section 17, Crime & Disorder Act 1998: None
- c) Section 40, Natural Environment & Rural Communities Act 2006: None
- d) Human Resources: None
- e) Human Rights: None
- f) Other: [e.g. Children's Act 2004] None

## 7. **Alignment to Council Priorities**

7.1 Functions and activities relating to sports development arts development and leisure services support the delivery of the following Council Priorities:

- Stronger Communities
- Prosperous Communities

## 8. **Ward/Community Affected**

8.1 The cultural services within the district are available to all members of the community.

### Background Papers

None

### Lead Contact Officer:

Name/Post: Riana Rudland – PFI monitoring and sports development officer. Sam Dawson – Arts Development Officer

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### Key Decision Status (Executive Decisions only):

This is not a key decision

### Appendices attached to this report:

N/A