



Way Ahead Project, Wendover

• Proposal

1. Assisting Wendover Parish Council in refreshing and modernising their procedures and practices to enable a more rewarding and productive approach to council affairs based on best practice and teamwork, in order to best represent the community of Wendover.
2. I would expect the council to have full ownership of the investigation and the resultant recommendations, to be reached by consensus and with the support of the Monitoring Officer and, where appropriate, staff, CALC, SLCC and other main partners.

• Methodology (see attached flow diagram)

1. Using simple health check tools in the areas of governance and accountability, to tease out needs and gaps via face to face interview and document perusal, and hence develop a draft action plan.
2. Council to nominate 2/3 cllr champions to lead the internal and external consultations on the draft action plan, with a view to taking forward the formal adoption by council.
3. Further cllr champions will lead the implementation of the action plan which is a 'living' document covering the life of this council. However, some early quick fixes may be identified, eg specific training needs, which will aid confidence of staff and other stakeholders in the process. Longer term actions might include strategic development eg training & communications strategies.

• Reporting

I expect to work with the clerk and key councillors in providing progress bulletins for the council on at least a monthly basis, and to keep in touch with the chairman on an ongoing basis. These reports would be public documents.

• Outcome

A council that works as a team and is focussed on delivering the needs and aspirations of its community via a strategic planned approach.

• Terms and conditions

1. Estimated fees for a minimum of 3 days work (at £250 per day) plus expenses over a 3 month span, £1,000 to include possible overnight stays, invoiced monthly.
2. This would not include: detailed financial investigation or detailed policy development; the issue of the grievance or any other matter in the hands of the council's solicitors.
3. Any extension of or addition to these terms and conditions to be reached by negotiation, but LCS daily fee beyond this phase may vary.
4. LCS records pertaining to this project remain the property of LCS.

Signed

Name

Date

For Wendover Parish Council

Signed

Name

Date

for Local Council Services

Making a Difference

"Where councillors, clerks and chairman work together as a team they combine energies and skills to deliver real benefits to the community they serve. Good working relationships, mutual respect and an understanding of their different roles are vital"

Parish Councils "can play a vital part in representing the interests of communities they serve and improve the quality of life and the local environment"

"To achieve these aims, the parish council needs policies."

The Good Councillor's Guide