

NORTHAMPTON BOROUGH COUNCIL

GENERAL PURPOSES COMMITTEE

Your attendance is requested at a meeting to be held

on Tuesday, 26 July 2011

at 6:00 pm.

D Kennedy
Chief Executive

AGENDA

1. Apologies

2. Minutes

To approve the minutes of the meeting held on 7th June 2011

3. Declarations of Interest

4. Deputations / Public Addresses

5. Matters of Urgency which by reason of special circumstances the chair is of the opinion should be considered

6. Work Programme 2011/12

Committee to consider the draft work programme for 2011/12.

7. Exclusion of Public and Press

THE CHAIR TO MOVE:

“THAT THE PUBLIC BE EXCLUDED FROM THE REMAINDER OF THE MEETING ON THE GROUNDS THAT THERE IS LIKELY TO BE DISCLOSURE TO THEM OF SUCH CATEGORIES OF EXEMPT INFORMATION AS DEFINED BY SECTION 100(1) OF THE LOCAL GOVERNMENT ACT 1972 AS LISTED AGAINST SUCH ITEMS OF BUSINESS BY REFERENCE TO THE APPROPRIATE PARAGRAPH OF SCHEDULE 12A TO SUCH ACT.”

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NORTHAMPTON BOROUGH COUNCIL

GENERAL PURPOSES COMMITTEE

Tuesday, 7 June 2011

PRESENT: Councillor Hallam (Chair); Councillors Beardsworth, Begum, Capstick, Parekh, Patel and Aziz

1 APOLOGIES

There were no apologies.

2 MINUTES

The minutes of the meeting held on 14th February 2011 were confirmed.

3 DECLARATIONS OF INTEREST

There were none.

4 DEPUTATIONS / PUBLIC ADDRESSES

There were none.

5 GENERAL PURPOSES COMMITTEE TERMS OF REFERENCE

The Chair advised the Committee that he had asked for this item to be included on the agenda, as he had noticed that in the past year several meetings of this Committee had been cancelled. He considered that with so many issues currently facing Local Government that there should be more work that the Committee should be doing.

The Borough Solicitor and Monitoring Officer advised the Committee that General Purposes is a Committee of Council He explained that other functions were performed by different bodies of the Council, for example Cabinet makes Executive decisions, Licensing and Planning are dealt with by Regulatory Committees and Overview and Scrutiny provides balance and check. The terms of reference for General Purposes had recently been reviewed by the Constitution working party and they were broadened in May from a more Human Resources based remit. Therefore he considered that it was more probable that there would be more work for the Committee in the future.

Councillor Beardsworth made two suggestions for topics for the Committee to examine: -

- Health and Safety Monitoring- particularly any issues relevant to new service delivery contracts.
- Training Policy- was the balance of expenditure on training correct

The Head of HR commented that there was an officer level group monitoring on

health and safety issues and these could be brought to the Committee to consider. It would probably be appropriate for them to be considered on a six monthly basis.

With regard to the training policy she commented that there wasn't actually an NBC training policy. The basis of training was formed from several strands, the first of which was the People Plan. The People Plan was a four year plan, which was due to be renewed in 2013, the review of that Plan would form part of the Committee's work programme for next year. This Plan alongside Service Plans and individual employees' Personal development Plans determines how training is allocated. The Head of HR commented that she felt that the fact that there had not been many issues coming through for the Committee to consider was a positive thing.

There was also some discussion about reward and recognition strategy, over the last year a revised pay and grading system had been brought in. This should develop a pay progression scheme rewarding good performance. There are also several schemes encouraging a culture of thanking employees for really good performance.

Councillor Capstick queried whether there was a role for the Committee in terms of Overseeing changes made in the light of scrutiny recommendations, for example the Absence Management Review which had been undertaken last year.

There was also a discussion concerning how byelaws worked, and what the role of the Committee could be in deciding whether new byelaws were required, although it was considered more likely that the relevant services would raise any requests.

It was agreed that the Chair should have discussions with officers to put together a draft work programme for the Committee to approve at its next meeting.

The meeting concluded at 6:50 pm



General Purposes Committee

AGENDA STATUS: PUBLIC

Report Title	GENERAL PURPOSES COMMITTEE WORK PLAN
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Date of Meeting:	26 th July 2011
Directorate:	Borough Solicitor
Ward(s)	N/A

1. Summary

- 1.1 This Report sets out a draft Work Plan for the General Purposes Committee. This follows the agreement at the General Purposes Committee on 7th June 2011 that Officers would be consulted in order to produce a draft Work Plan for the Committee to approve.

2. Recommendations

- 2.1 That the Committee considers and approves the draft Work Plan relating to the current civic year set out at paragraph 3.4 of this Report, suggesting any appropriate amendments.

3. Report Background

- 3.1 At the last Committee on 7th June 2011, the Chair noted that a number of Committee meetings in the previous civic year had been cancelled and generally queried whether the Committee could be undertaking more work particularly in view of the many issues currently facing local government. Therefore, at that meeting the Terms of Reference of the Committee were discussed.
- 3.2 The Terms of Reference of the General Purposes Committee were considered by the Constitution Review Working Party as part of the most recent review of the entire Constitution. This review resulted in Full Council adopting broader Terms of Reference for the General Purposes Committee in May 2010, which went beyond a more Human Resources based remit. The current Terms of Reference are contained in Article 11 of the Constitution, which is reproduced at Appendix 1 of this Report.
- 3.3 Following the discussions at the last Committee, the Borough Solicitor has consulted relevant Officers in order to devise a Work Plan for the remainder of the current civic year to reflect the new breadth of the Committee's remit.

3.4 The draft Committee Work Plan is as follows:

Date of Committee Meeting	Matters to be considered
6 th September 2011	<ul style="list-style-type: none">• The Council's response to the Individual Electoral Registration White Paper• Confidential Report to be submitted by the Head of Human Resources
24 th January 2012	<ul style="list-style-type: none">• Health and Safety Monitoring Report
27 th March 2012	<ul style="list-style-type: none">• Review of the People Plan 2009 - 2013

3.5 The Committee are asked to approve the Work Plan in paragraph 3.4 above, suggesting any appropriate amendments.

4. Implications (including financial implications)

4.1 Resources and Risk

There are no resource or financial implications arising from this Report.

4.2 Legal

There are no specific legal issues arising from this Report.

4.3 Other Implications

N/A

5. Background Papers

N/A

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Article 11 - The General Purposes Committee

11.1 General Purposes Committee:

The Council will establish a General Purposes Committee.

11.2 Membership: The General Purposes Committee will be composed of nine Councillors.

11.3 Role and Terms of Reference:

- 11.3.1 To consider proposals, to make, amend, revoke or re-enact byelaws, to promote or oppose hybrid or personal legislation and to make recommendations to Council and to advise the Council in relation to the making of byelaws in so far as these are not appropriate for consideration by another Committee or body.
- 11.3.2 To approve personnel, employment and training policies and strategies.
- 11.3.3 To monitor Health and Safety matters in the context of the Council as an employer.
- 11.3.4 To consider electoral matters not including those subject to Boundary Commission review.
- 11.3.5 To consider any matter referred to the Committee by Council or by the Cabinet.
- 11.3.6 To make recommendations to the Council for the adoption or revision of a scheme of allowances for Members.
- 11.3.7 To exercise the powers relating to the protection of important hedgerows and the preservation of trees set out in the Town and Country Planning Act 1990 and associated regulations and any relevant legislation and to exercise the function of considering objections to tree preservation orders and deciding whether or not to confirm such orders (with or without modification) where any such objections have been made and not withdrawn.
- 11.3.8 To exercise those functions which under the Local Authorities (Functions and Responsibilities) (England) Regulations 2000 (the "Functions Regulations") or other relevant legislative provision, are not to be the responsibility of a local authority's executive; and which have not been made the responsibility of any other Committee of the Council and are not functions that only the full Council can exercise (whether by law or under any provision of the Constitution or because of a specific direction or election by Council to that effect).
- 11.3.9 To exercise all other functions referred to in Schedule 2 of the Functions Regulations (ie. "local choice" functions) not specifically allocated.

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