

NORTHAMPTON BOROUGH COUNCIL
Overview and Scrutiny Committee

Your attendance is requested at a meeting to be held in the Jeffery Room,
at the Guildhall, St Giles Square, Northampton, NN1 1 DE, on
Monday, 7 April 2014, commencing at 6:00 pm

D Kennedy
Chief Executive

If you need any advice or information regarding this agenda please phone Tracy Tiff, Scrutiny Officer, telephone 01604 837408 (direct dial), email ttiff@northampton.gov.uk who will be able to assist with your enquiry. For further information regarding the **Overview & Scrutiny Committee** please visit the website www.northampton.gov.uk/scrutiny

Members of the Committee

Chair	Councillor Jamie Lane
Deputy-Chair	Councillor Brian W Sargeant
Committee Members	Councillor Tony Ansell Councillor Joy Capstick Councillor John Caswell Councillor Michael Ford Councillor Brendan Glynane Councillor Elizabeth Gowen Councillor Phil Larratt Councillor Matthew Lynch Councillor Lee Mason Councillor Nilesh Ramesh Parekh Councillor Suresh Patel Councillor Sivaramen Subbarayan Councillor Winston Strachan

Calendar of meetings

Date	Room
9 June 2014 6:00 pm	All meetings to be held in the Jeffery Room at the Guildhall unless otherwise stated

Northampton Borough Council Overview & Scrutiny Committee

Agenda

Item No and Time	Title	Pages	Action required
1 6:00pm	Apologies		Members to note any apologies and substitutions
2	Minutes	1 - 8	Members to approve the minutes of the meeting held on 28 January 2014 and the meeting held on 10 February 2014.
3	Deputations/Public Addresses		The Chair to note public address requests. The public can speak on any agenda item for a maximum of three minutes per speaker per item. You are not required to register your intention to speak in advance but should arrive at the meeting a few minutes early, complete a Public Address Protocol and notify the Scrutiny Officer of your intention to speak.
4	Declarations of Interest (Including Whipping)		Members to state any interests.
5 6:05pm	Performance Management Scrutiny		The Overview and Scrutiny Committee to undertake performance management scrutiny: <ul style="list-style-type: none"> • ESC02 missed bins corrected within 24 hrs of notification • ESC04 household waste recycled and composted • ESC07 land and highways assessed falling below acceptable levels - graffiti
6 6:20pm	Progress Report - Raising sponsorship to offset cost of NBC events and conditions	9 - 10	The Committee to consider a progress report regarding raising sponsorship to offset the cost of NBC events and conditions.
7 6:35pm - 7:05pm	Monitoring of the implementation of the accepted recommendations contained in the Overview and Scrutiny reports:		

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7 (a) 6:35pm	Community Centres	11 - 12	The Overview and Scrutiny Committee to receive an update on the management of Community Centres.
7 (b) 6:50pm	Commissioning Framework for the Voluntary and Community Sector	13 - 16	The Committee to receive an update on the grants process.
8 7:05pm – 7:20pm	Cabinet's response to the following Overview and Scrutiny Reports		The Overview and Scrutiny Committee to note Cabinet's response to its reports and include the reports on the Overview and Scrutiny Monitoring Work Programme: <ul style="list-style-type: none"> • Serious Acquisitive Crime, Violent Crime and Community Safety • Infrastructure Requirements and S106 Agreements • Improving the Town's Parks
8(a) 7:05pm	Serious Acquisitive Crime, Violent Crime and Community Safety	17- 23	
8 (b) 7:10pm	Infrastructure Requirements and S106 Agreements	24 - 30	
8 (c) 7:15pm	Improving the Town's Parks	31 - 40	
9 7:20pm	Overview and Scrutiny Work Programme 2014/2015		The Overview and Scrutiny Committee to approve the Work Programme 2014/2015. (Copy to follow)
10 7:35pm - 7:45pm	Scrutiny Panels		The Overview and Scrutiny Committee to receive a progress report from the three Scrutiny Panels. In accordance with the Scrutiny Panel Protocol this item is for the Committee's information with no discussion.
10(a)	Scrutiny Panel 1 - Impact	41-42	

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7:35pm	of the Welfare Reform Act		
10(b) 7:40pm	Scrutiny Panel 2 - Management and Regulation of Private Sector Housing (Including HIMOs)	43 - 44	
11 7:45pm	Report back from NBC's representative to NCC's Health, Adult Care and Wellbeing Scrutiny Committee	44 - 45	Councillor Matt Lynch to provide an update on the work of NCC's health, Adult Care and Wellbeing Scrutiny Committee.
12 7:50pm	Potential future pre decision scrutiny.	46 - 47	The Overview and Scrutiny Committee to consider any potential issues for future pre decision scrutiny.
13	Urgent Items		This issue is for business that by reasons of the special circumstances to be specified, the Chair is of the opinion is of sufficient urgency to consider. Members or Officers that wish to raise urgent items are to inform the Chair in advance.

NORTHAMPTON BOROUGH COUNCIL

OVERVIEW & SCRUTINY COMMITTEE

Tuesday, 28 January 2014

PRESENT: Councillor Brian Sargeant (Chair); Councillors Tony Ansell, Capstick, Gowen, Larratt, Lynch, Mason, Subbarayan and Strachan

David Kennedy – Chief Executive
Francis Fernandes – Borough Secretary
Marion Goodman - Head of Customer and Cultural Services
Steve Tinkler, Head of Audit, LGSS
Julie Seddon - Director of Customers and Communities
Glen Hammons - Head of Corporate Finance
Phil Morrison – Assistant Head of Finance
Councillor Mary Markham, Cabinet Member – Housing
Councillor Alan Bottwood – Cabinet member - Finance
Steven Boyes – Director of Regeneration, Enterprise and Planning
Tracy Tiff – Scrutiny Officer
Nicola Brindley – Democratic Services Officer

OBSERVERS Brian Stevens
Ann Stevens
Mavis Wilmshurst
Phil Foster
Jenny Ryan
Barry Ryan
John Taylor
Derrick Simpson – Town Centre Manager
Steve Elsey – Head of Public Protection

SPEAKERS Alan Borrell

APOLOGIES: Councillor Ford and Councillor Patel

1. MINUTES

The minutes of the meetings held on 17th November 2013 and 2nd December 2013 were agreed as a true record.

2. DEPUTATIONS/PUBLIC ADDRESSES

Alan Borrell requested leave to address the Committee on agenda item 10a – report of Scrutiny Panel 1 – Improving the town's parks. He confirmed that he represented and was the Deputy Chair of Friends of the Racecourse. There were only three parks mentioned in the documentation from Cabinet and there were a number of green spaces outside those parks which the town should be proud of. If there was a Management Committee which would run parallel with the Friends Groups then he considered it would be difficult to sustain as different people had different attitudes. There were a number of organisations in the town who were involved in the care of the parks and had reviewed the management of them. He considered it unnecessary to spend money on the management as very little

would be gained.

3. DECLARATIONS OF INTEREST (INCLUDING WHIPPING)

Councillor Tony Ansell declared an interest in item 10a as a member of Friends of Eastfield Park.

Councillor Joy Capstick declared an interest in Item 8 as a Board member of the WNDC.

Councillor Phil Larratt declared an interest in item 6 as a NCC Councillor and member of the LGSS

Councillor Strachan declared an interest in item 6 and item 10a as a NCC Councillor, member of the LGSS, and member of the Friends of the Racecourse and Delapre.

4. DRAFT BUDGET 2014-2019

Councillor Alan Bottwood addressed the Committee and presented the report. Glen Hammons, Head of Corporate Finance confirmed that there were three budget items identified on the report which were print review, car parks and Delapre Abbey restoration.

Print Review

Julie Seddon Director of Customers and Communities addressed the Committee and confirmed that they had reviewed the potential options to reconsider the way the print material was used as it was not as efficient as it could be. They had reviewed other Local Authorities' best practise and would consider if it was more cost effective to deliver in house or out source. She confirmed that in the summer of 2014 Northamptonshire County Council would retender their own contract and there would be an option to be included in this as well. Members would be kept informed.

In response to a question from Councillor Winston Strachan, Julie Seddon confirmed that they were confident that savings could be achieved by year 1 and year 2. This Committee was a good example of operating with less paper as there were only two copies of the agenda available at the meeting. There would be a mixed approach for electronic and paperless meetings which would provide a large amount of savings. At each stage there would be an Equality Impact Assessment so people would be able to have their say.

Car Parks

Julie Seddon confirmed that they recognised that there was a need for people to come into the town centre and the car park charges would have an impact on their budget and encourage people into the town centre. She confirmed that the Saturday before Christmas 2013 all of the car parks in the town centre were full and the town centre was thriving. The initiatives had an impact on people's behaviour.

In response to a question from Councillor Winston Strachan, Julie Seddon confirmed that the car park initiative was sustainable and had been built into the budget until 2019.

There was further discussion on lowering business rates and improving the appearance of the town centre.

Councillor Joy Capstick supported the car park initiative and suggested that park and ride be considered again to make the town centre more vibrant and less traffic.

Councillor Alan Bottwood confirmed that the park and ride initiative was not successful in some areas of the country and he considered there were adequate car parks in the town.

Julie Seddon confirmed that Project Angel had not been considered in the report.

Delapre Abbey Restoration

Steven Boyes, Director of Regeneration, Enterprise and Planning confirmed that there was £5.6 million available for the restoration of Delapre Abbey which was made up from different sources which included ear marked reserves, heritage lottery fund and capital receipts. He confirmed that the works on the roof had started which was a six month program and the remaining work would commence in September.

Councillor Winston Strachan appreciated the work carried out so far.

The comments made by the Overview and Scrutiny Committee regarding the above budget proposals would be appended to a report to Cabinet on 19 February 2014.

AGREED: That the report be noted.

5. LOCAL GOVERNMENT SHARED SERVICES (LGSS)

David Kennedy, Chief Executive presented the report and confirmed that it showed an increase in the performance position. They had been working on issues and while most of them had improved one of them was still flagged as red. He confirmed that there would be a direct saving in the budget this year.

In response to a question from Councillor Winston Strachan, David Kennedy confirmed that in the first quarter was 27 days and was now under 22 days but the target was 19 days. There had been staffing issues at the beginning of the year and rule changes which meant that more information was required by the claimants that had contributed to the delay. There had been a 25% improvement and they were working to move it out of the red.

Marion Goodman, Head of Customer and Cultural Services confirmed that she had met with LGSS and had worked closely with the impact on customers and there had not been an increase with enquiries. They were within the guaranteed target of 28 days although their aim was for 19 days.

David Kennedy confirmed that it should be achievable under 21 days but one of the issues were that welfare and benefit claims had become more complicated for staff and customers. More people would be claiming universal credit in a few years time.

Councillor Lee Mason welcomed the report and looked forward to an update after the next quarter.

AGREED: That the report be noted.

6. NBC OWNED STREET LIGHTING

Councillor Mary Markham addressed the Committee and confirmed that there had been confusion over the ownership of street lighting and work would start in April to provide an inventory of what lights the Council owned. This would be done by an estate walkabout with maps and references. It would be completed in June where she would report their findings

to the Committee.

Councillor Phil Larratt welcomed the report and confirmed that the lights which were switched off by the County Council which were Borough owned needed to be switched back on. He was pleased that there would be an inventory as the public needed to know who to report any damage to. The next step of the investigation would be the financial issues of the energy bills.

In response to a question from Councillor Brian Sargeant, Councillor Mary Markham would review what type of bulbs were going into the lampposts on the new estates.

The Committee welcomed the report and looked forward to hearing the findings.

AGREED: That the report be noted and a further update be brought to the June meeting of the Committee.

7. WEST NORTHANTS DEVELOPMENT CORPORATION (WNDC)

Steven Boyes, Director of Regeneration, Enterprise and Planning addressed the Committee and provided an update on the transition from WNDC to Northampton Borough Council and Northampton County Council. They had reviewed assets, liabilities and the value of which continued to progress.

Northampton Borough Council would take possession of St Peters Waterside and the Avon Nunn Mills site. All compulsory purchase orders had to be completed before the development commenced in March and the Borough and County Council had to be up to speed on matters for hand over as some projects continued past March 2014.

Councillor Joy Capstick confirmed that at the WNDC meeting they had confirmed difficulties had been overcome and they considered the project was on track. The town needed offices, businesses and housing to regenerate the town centre.

In response to a question from Councillor Winston Strachan, Steven Boyes confirmed that Network Rail owned most of the land at the railway station and there was only one lift.

Councillor Phil Larratt confirmed that Network Rail had been invited to the next Disabled People's Forum meeting with regard to the wheelchair access to the station and level access to the ticket office. They had to build for the future and have scope to expand.

AGREED That the report be noted.

8. PERFORMANCE MONITORING REPORT

It was agreed that missed bin collections and graffiti would be considered for future scrutiny from the Performance Monitoring Report at the next meeting of the Committee:

ESC02 missed bins corrected within 24 hrs of notification

ESC04 household waste recycled and composted

ESC07 Land and highways assessed falling below acceptable levels - graffiti

9. SCRUTINY PANELS

9.A SCRUTINY PANEL 1 - IMPROVING THE TOWN'S PARKS

Councillor Elizabeth Gowen presented the report and confirmed that they now had

information from the site visits but needed to promote the town's parks more. The Friends Groups did a lot of good work of a high standard although there were concerns over the management committees and how and who would organise them.

The first recommendation was greater communication with the Council and Friends groups for people who wanted to book events in the parks. The second was to support the Park Rangers and make them more visible and contactable. They had reviewed the pocket parks although it was suggested that they would concentrate on the bigger ones.

Councillor Phil Larratt suggested that the following recommended be updated as it referred to both the Highways Agency and the Highways Authority:

“The Highways Agency and **the Highways Authority** is asked to update its brown tourist signage that details points of interest across the town; specifically ensuring that signage for the town's parks is clear.”

AGREED: That the report be approved and presented to Cabinet at its meeting on 12 March 2014.

9.B SCRUTINY PANEL 1 - IMPACT OF THE WELFARE REFORM ACT

Councillor Lee Mason presented the report and confirmed that the scope had been agreed and requested support from Overview and Scrutiny.

AGREED: That the Scope of the Review be agreed and noted.

10. SCRUTINY PANEL 2 - MANAGEMENT AND REGULATION OF PRIVATE SECTOR HOUSING (INCLUDING HIMOS)

Councillor Joy Capstick presented the report and confirmed that evidence would be reviewed at the next meeting on the 13th February 2014 and a draft report would be presented to Committee thereafter.

AGREED: That the report be noted.

11. POTENTIAL FUTURE PRE DECISION SCRUTINY

It was agreed that the Nene Meadows Supplementary Planning Document be considered for pre scrutiny and the relevant request would be made.

12. URGENT ITEMS

There were none.

NORTHAMPTON BOROUGH COUNCIL
OVERVIEW & SCRUTINY COMMITTEE

Monday, 10 February 2014

PRESENT: Councillor Brian Sargeant (Chair), Councillors Tony Ansell, Joy Capstick, Brendan Glynane, Phil Larratt, Lee Mason, Suresh Patel, Winston Strachan and Sivaramen Subbarayan

APOLOGIES: Councillors Elizabeth Gowen, Jamie Lane and Matt Lynch

OFFICERS Richard Palmer – Planning Policy Team Leader
Paul Lewin – Planning Policy and Conservation Manager
Tracy Tiff - Scrutiny Officer
Nicola Brindley - Democratic Services Officer

OBSERVER Councillor Tim Hadland

1. DEPUTATIONS/PUBLIC ADDRESSES

There were none.

2. DECLARATIONS OF INTEREST (INCLUDING WHIPPING)

Councillor Joy Capstick declared an interest as a member of the WNDC Board.

3. PRE- DECISION SCRUTINY: NENE MEADOWS SUPPLEMENTARY PLANNING DOCUMENT

Richard Palmer, Planning Policy Team Leader, presented a report and addressed the Committee. He confirmed that the report would be presented to Cabinet on 19th February and that the Supplementary Planning Document followed plan policy in Northampton Central Area Action Plan. It provided further guidance and was more detailed.

There were a number of Master plans for Nene Meadows which was put together and supported the evidence base for the CAAP. The Plan was adopted in January 2013 and the policy referred to the need to undertake additional work. There would be a hyperlink in the Committee report which linked to the SPD and subsequent proposals including the enabling development on council owned land to the west of Becket's Park. The SPD includes guidance to mitigate the impact of future development and to provide for a green frontage to the development.

During the course of drafting the SPD comprehensive engagement had been undertaken with stakeholders prior to public consultation. He outlined the vision and objectives which highlighted issues regarding an accessible destination for leisure and recreation, improved access and connectivity, the protection, conservation and enhancement of the natural and built environment and University of Northampton campus.

There were seven key principles which were outlined as:-

- 1) Becketts Park – opportunity for built development adjoining Becket's Park. Housing opportunities or two or three storey offices.
- 2) Central Activity hub – One stop shop for visitors to Nene Meadows.

- 3) Improving event space – key location four supporting these events
- 4) Access and Connectivity
- 5) Improvements to the public realm.
- 6) Improvements to conservation, biodiversity and heritage
- 7) Design and sustainability.

The public consultation was extensive and there were stakeholder workshops and also a database of interested parties, residents and the public who were informed of the SPD. The public consultation was held between Oct and November 2013 and they had received 19 responses back which were either in support of the development or they had made comments on.

The next steps in the process were that it would be presented to Cabinet on the 19th February 2014 and if approved would be adopted.

Councillor Brendan Glynane commented that he would like to view the public comments and supported a lot of the principles. He was not in support of the railway embankment being used for housing as it sheltered the rest of the park.

Richard Palmer confirmed that the Area Action Plan set the principle for the enabling development, which the Council had signed up to. The impact was considered although the principle could not be changed. The Wildlife Trust had made very detailed comments which spanned over five or six pages. Officers took into account the comments made. After the press release had been published there were a number of enquiries from the public, who were generally were happy with the plans once the details had been viewed and explained.

In response to a question from Councillor Joy Capstick, Richard Palmer confirmed that the University were not directly within the SPD area but interaction with the University would be dealt with carefully as there was an opportunity to think about connectivity and sensitivity.

Councillor Joy Capstick confirmed that she wanted to view a clear detailed copy of the map and urged for more housing to be built on the land as people still needed homes which were close to the town centre.

Councillor Phil Larratt considered that development on the embankment was unlikely due to the cost of moving it although he did not want to see it removed as it would reveal the supermarket and petrol station behind it. He queried whether the trees on the Avenue were protected by the plan as the council did not put tree preservation orders on their own trees. He also queried the proposed access road to the university which went through the park as it had to be safe for the children and skaters who would use the area. He wanted to see whether there were any playing pitches in the development and questioned the long term maintenance of the area. There had been problems in the past of litter in the skater park area.

Richard Palmer confirmed that the enabling development related to policy in the adopted CAAP. The SPD provided the way forward should a proposal be carried through. Sports pitches were not proposed to be provided through the SPD. Long term maintenance was not a planning issue for the SPD to consider, although this issue could be given further consideration by the Council more generally. He gave examples of the points raised by the 19 organisations and their responses. Officers had had discussions with the County Council Highways Department with regard to the cycle ways and pedestrian paths. The existing access had consent and the proposals had changed from the original proposals.

Paul Lewin, Planning Policy and Heritage Manager, confirmed that they were aware of the litter problems at the skater park and after officers had spoken to Enterprise there had been

an improvement.

In respect of the enabling development. There would be no clear view of the supermarket as the land either would be developed or stay as it was. The trees would be considered as part of the planning application process and the development could be set back to provide a green frontage. The Council was the landowner.

He confirmed that money had been given for Section 106 policy in relation to the football pitches from WNDC and there were guidelines concerning what the money was for and where it could be spent.

Councillor Phil Larratt requested that an investigation be made as to where the S106 money was as it was time limited and if it could be used for football pitches in the area. The trees at the front should be protected and adequate pedestrian facilities included. Sports pitches should be considered and a comprehensive maintenance plan put in place.

It was agreed that there was limited information and insufficient plans available for this development.

The Cabinet member and Director would be requested to report to the Committee at the next meeting.

Resolved:

- (1) That the Committee formally notifies Cabinet that it supports the Nene Meadows Supplementary Planning Document and recommends that:
- (2) It is ensured that the trees located near to the embankment on the site are protected from any future enabling development proposal.
- (3) It is ensured that provision is made for adequate, safe crossing areas for pedestrians and safe cycle facilities on the access road to the University.
- (4) The introduction of sports facilities to the site is considered.
- (5) A proper and comprehensive maintenance regime is implemented for the site

The meeting concluded at 19.15

Northampton Borough Council Overview and Scrutiny



Overview and Scrutiny Committee

Monday, 7 April 2014

Briefing Note: Raising sponsorship to offset cost of NBC events conditions

Introduction

As part of the budget proposals for 2014/15 a target for attracting sponsorship to offset the cost of NBC Events has been proposed. This briefing note has been prepared following a request from the Overview and Scrutiny Committee for an update on how successful the raising of sponsorship has been to date.

Background

Northampton Borough Council have attempted to secure third party financial support for events but it has been a challenging task, probably due to the difficult economic climate that currently prevails.

To maximise income from the commercial sector it is important that any interaction with them takes into account, as far as possible, their needs from the association and demonstrate a clear return on investment for them.

Sponsorship received during 13/14

In-kind support was received for the Beer Festival in May whereby volunteers were used to staff elements of the event.

Sponsorship of £7,500 was received from the Town Centre BID towards the cost of the Waterside Event in July.

Sponsorship of £1400 was received from Barclays towards International Coming Out Day in October 2013.

£5000 was received from the Community Foundation Award towards the Diwali Celebrations in November 2013.

Sponsorship of £18,000 was received from the Town Centre BID towards the cost of the Christmas Celebrations 2013 including the Christmas Tree lights and light switch-on.

Heart FM and the Royal and Derngate both provided in-kind support as did other partners towards the Christmas Celebrations

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In total actual financial sponsorship received totalled £ 31,900 for the period April to December 2013.

In-kind support is difficult to quantify in financial terms but included volunteers at the Beer Festival in May 13 and support from a wide range of partners for the many events held during 2013.

2014/15 Budget Proposal

The Events team are currently in active discussions with the University of Northampton as part of a partnership to offer experience to Events Management Students to work at NBC Events. This partnership also offers the opportunity to actively seek sponsorship for these events and a package is currently being drawn up for potential sponsors. This agreement will be on a commission only basis so that the cost of attracting sponsorship is paid directly from the sponsorship received therefore avoiding additional revenue cost. The approach to income generation will be in a very targeted manner. Details of sponsorship or marketing opportunities will be distributed and social media will also be used as part of the income generation strategy. The Communications Team will be fully engaged to ensure appropriateness and consistency of message.

A joined up approach has been adopted with the Museum Service and the Facilities Management team to ensure that the identification and securing of sponsorship or support is co-ordinated and reflects the joint income targets across all areas of the Customer and Communities Directorate.

2014 is a special year for Northampton with a number of significant local and national anniversaries to mark. Unique marketing or sponsorship opportunities can therefore be offered with a view to building relationships with sponsors which can be ongoing.

Report Author: Brandon Eldred

Northampton Borough Council Overview and Scrutiny



Overview and Scrutiny Committee

Date: 7th April 2014

Briefing Note: Community Centres

1. Introduction

The transfer of the community centres commenced more than 12 months ago. The purpose of the report is to provide an update.

2. Context

19 Community Centres have been transferred over to management organisations, with the remaining two, Parklands and Weston Favell Parish Hall, to transfer over the coming weeks.

It has been more than 12 months since the centres were handed over. Due to changes in operational staff at the centres, an initial Health check has been carried out to ensure that the management organisations are complying with the requirements of the Lease and Management Agreement.

In addition all centres are being asked to provide an update against their original business plan, including activities delivered and those planned for the forthcoming year and copies of appropriate certificates and insurances.

13 of the Community Centres have completed their annual review and are making good progress against their business plan. A number have increased the usage of the centres and as a result increased income.

An overarching group has been formed to include representation from all of the community centres. The group is being supported by NBC, the purpose of the forum is to share practices and services, i.e. training, caretaking, equipment and policies.

3. Conclusions

- 19 Centres have been transferred, remaining two to be transferred by 31st March 2014
- Overarching forum developed
- Health Check being completed
- Annual Review being completed

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4. Recommendations

NBC will continue to support and develop the overarching Forum, working with the centres, providing guidance and support as appropriate.

Report Author: Vicki Rockall, Partnerships and Communities Manager

Date 10 March 2014

Northampton Borough Council Overview and Scrutiny



Overview and Scrutiny Committee

Date: 7th April 2014

Briefing Note: Commissioning Framework for the Voluntary and Community Sector

1. Introduction

To provide an update on the review of the current grants process, including the Small Grant Process and the Partnership Grant Process. To maximise resources, improve efficiency and avoid duplication of effort to deliver against the Corporate Priorities of Northampton Borough Council (NBC).

There is an existing budget for the Partnership Fund of £550k which is administered through a grant application process. This is an open process which is available for all community and voluntary organisations to apply. The process is conducted annually and runs from July-June. A Service Level Agreement has been signed, between each of the funded organisations and NBC and a number of outcomes have been developed, to which 6 and 12 monthly monitoring is expected. CEFAP (Community Enabling Funding Advisory Panel) administers the grants process. The Panel is made up of 6 elected members, Partnerships and Communities Manager for NBC, Local Infrastructure Organisation (NVC), 2 Community representatives, including Deaf Connect and Age UK.

In addition there is £50k available through the small grants process, which is administered by Northampton Community Foundation (NCF) on behalf of NBC, for a fee of 6%. The process is ongoing throughout the year and runs from July-June There is a small grants panel made up of elected members who make decisions about which applications will be funded. There is a service level agreement in place between NBC and NCF. The Small Grants Panel administers the grants process. The Panel is made up of 4 elected members, Partnerships and Communities Manager for NBC, and NCF.

2. Context

Partnership Grants:

NBC currently grant fund 25 organisations, through the Partnership Grant. The service level agreements that are currently in place with these organisations are due to end on the 30th June 2014.

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The review identified the following:

1. The current priorities are determined on the type of service that is being provided, such as advice and guidance rather than the outcomes that are being delivered.
2. The historic allocation of grants over recent years has tended to result in the majority of funding being allocated to the same broad group of organisations which limits the scope for new applicants to successfully attract funding.
3. Elected members that sit on the CEFAP meeting feel they have a limited understanding of what the organisations do.
4. A lot of overlap between the organisations and duplication of activity.
5. Universally accepted move to encourage the sector to work more collaboratively and to deliver outcomes more cost effectively.
6. The principals of 'working together with the community and other agencies to provide services based on needs and joined up and accessible services that offer value for money and focus on the customer ' are particularly important in raising confidence and understanding of the commissioning process
7. Core funding for a lot of the organisations we are funding – providing back office support, rent, management costs etc.
8. Initial discussions have taken place with some of NBC internal services and external organisations, looking at need, overlap, duplication, gaps in service etc.
9. There is a clear overlap with the services that NBC grant fund and the services to be commissioned through the adult prevention contract

Small Grants:

The funding was underspent last year by 9k. Proposal to shorten the grant to 40k. This would leave £10k which could be aligned to the Forums to aid the delivery of action plans that we would look to develop and have in place for June 2014.

3. Conclusions

The process for 2014/15 was open between 6th January and 21st February 2014. It is now closed and we are currently working through the evaluation process. 67 Applications have been received, totalling 1.6million.

The following changes have been agreed and implemented for 2014/15:

1. Adopt a commissioning approach to directly support organisations of Northampton to improve the quality of life for residents, to build on and enhance plans and services which NBC currently provides or supports.

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Northampton Borough Council has clearly identified the outcomes that they would like to see delivered and asks that organisations link their outcomes to the ones defined by NBC

2. Outcomes to be defined against the Priorities within the Corporate Plan and include:

Priority	Outcomes
Northampton on Track	Successful and vibrant town, increased job opportunities
Invest in safer, cleaner neighbourhoods	A clean Town, tidy neighbourhoods, increased use and enjoyment of our parks and open spaces, increased feeling of safety and reduction in crime
Celebrate our Heritage and Culture	Celebration and enjoyment of the Town's heritage and culture
Making every £ go further	Shared services, delivery of value for money services, resources targeted to areas most in need
Better Homes for the future	People provided with timely advice and information to enable them to make informed choices, local housing needs provided, vulnerable people supported
Creating empowered communities	Empowered local communities with a greater capacity to become involved in community life, promote integration and cohesion
Promoting health & wellbeing	Improved public health, widen participation in leisure activities across all sections of the community
Responding to your needs	Appropriate support provided to those in most need, services are fair, accessible and responsive to individual needs residents and customers feel informed and engaged in service quality and design

3. Ask organisations why their service/project is needed and how they know it is (evidence/intelligence led)
4. Assessment process to be amended, scoring matrix introduced, each application will be scored by members of the CEFAP Panel. Recommendations will be made by the panel to the service director and portfolio holder for final approval.
5. Encourage future applications to involve collaboration between different organisations to deliver different elements of a service in partnership and look at developing a themed approach.

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4. Recommendations

The following has been agreed:

Partnership Grant:

For 2015/16

The process will be developed further. Explore options to Split the funding pot, to include a tender process and a grant funding process and allocate the pot into themes (aligned to the corporate priorities) i.e. safer communities, health, environment etc

1. Tendering process – developing a specification is most effective where it is possible to determine the required services and invite organisations to apply to deliver them, i.e. information, advice and guidance services. This would enable a more stringent assessment process against specified outcomes and ensure that organisations are being funded to deliver services that are required rather than those they wish to or that are nice to deliver.
2. Grant process – In other areas of priority like community engagement and community based projects it is more difficult to determine what is required as these tend to develop from localized community need rather than broader service requirement.

Small Grants:

For 2014/15

Reduce the allocation to NCF by 10k to support the delivery of the Community Forums events calendar and supporting action plans.

Report Author: Vicki Rockall, Partnerships and Communities Manager

Date 10 March 2014

Appendices:
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NORTHAMPTON
BOROUGH COUNCIL

CABINET REPORT

Report Title	Cabinet response to Serious Acquisitive Crime, Violent Crime and Community Safety Task & Finish Group
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AGENDA STATUS: PUBLIC

Cabinet Meeting Date:	15 January 2014
Key Decision:	No
Within Policy:	Yes
Policy Document:	No
Directorate:	Customers & Communities
Accountable Cabinet Member:	Councillor David Mackintosh
Ward(s)	All

1. Purpose

- 1.1 The purpose of this report is to respond to the recommendations in the Overview and Scrutiny report on Serious Acquisitive Crime, Violent Crime and Community Safety, presented to Cabinet 17 July 2013

2. Recommendations

- 2.1 That the recommendations included in the Overview and Scrutiny report for Serious Acquisitive Crime, Violent Crime and Community Safety are accepted in the main with comments as described below.
- 2.2 That the task and finish group are formally congratulated on a high quality and comprehensive report.

3. Issues and Choices

3.1 Report Background

- 3.1.1 At the Overview and Scrutiny Work Programming event for 2012/2013 the scrutiny of Serious Acquisitive Crime and Violent Crime was identified as a key priority. This was therefore included within the Overview and Scrutiny Work Programme 2012/2013.
- 3.1.2 A number of meetings were held to gather evidence from a broad range of stakeholders. During this process a significant amount of evidence was heard.
- 3.1.3 26 recommendations are included in the report. They are broadly focussed on how the Council and partner agencies can further incorporate the hate crime process into its day to day working and how it works with partners to provide a joined up approach and response.

3.2 Recommendations and Service Responses

Northampton Borough Council (NBC)

1. A funding pot is identified to provide target hardening for properties that are located within hot spot areas.

This is agreed providing the funding is possible within the council's financial planning programme. Community Safety Partnership Funding to be sourced to fund this for 2014. Annual bid for NBC Capital funding may be required for future years (2015 onwards), due to reductions in Police and Crime Commissioners funding pot.

2. Northampton Borough Council ensures active engagement with the Troubled Families Agenda.

Recommendation agreed. Inter-departmental group have been established, and engagement/activity taking place.

3. Prior to any physical works being undertaken, consideration to long-term maintenance is given and resources identified.

Recommendation agreed. This now forms part of any project planning undertaken

4. Councillors are issued with regular updated information on the demographics of their wards.

Recommendation agreed. Access to the 'Northamptonshire Analysis' system, with training in its use being arranged for April/May 2015 for all Councillors. This system provides a broad range of information at a local level.

Housing

5. Obsolete signs in place around the Council's housing stock are removed and all relevant signage is in situ and is clearly visible.

Recommendation agreed. There are no issues highlighted at present, all signage is relevant and appropriate. Regular reviews form part of an ongoing process.

6. An enhanced and responsive maintenance service is implemented in "hotspot" areas.

Recommendation is already provided for within service area. This approach will also be broadened to provide a borough-wide enhanced service to victims of crime, thereby ensuring that tenants who do not live in hot spot locations are not disadvantaged.

7. A funding pot is identified to provide target hardening on Council properties that are located within hot spot areas.

Recommendation agreed. Target Hardening scheme will be progressed by Housing for 2014/15 in partnership with Community Safety.

Planning/Regeneration

8. It is ensured that when land or buildings is transferred, it is stipulated that the land must be cleared and properly secured.

It is probable that his recommendation cannot be applied to all sales or transfers. If land is sold it can include positive obligations to fence, but this is difficult to enforce. It would be even more difficult (unless land is 'transferred' under a lease) to enforce obligations for land clearance and keeping land clear.

It is recommended that this is monitored and dealt with on a case by case basis and where appropriate for sales or transfers to third parties a provision inserted in any sale and long lease agreements, where it is legally valid and practically enforceable to do so, to help ensure that new owners or long leaseholders keep property boundaries properly maintained and premises clear of waste.

9. Consideration is given to utilising unused open spaces in residential areas across the town for public use.

It is recommended that a site audit is carried out on any unused open space to determine if appropriate for public use. Open spaces in residential areas can have amenity value even though it is not being used actively. Equally not every bit of land is suitable for active public use as it may cause disturbance and nuisance to residents.

10. Planning continues to work with and seek advice and guidance from the Police

Architectural Liaison Officer to ensure new developments meet 'Design out Crime' standards.

Recommendation agreed. Planning has been working closely with the Police Architectural Liaison Officer on new developments in the Borough and this will continue.

Neighbourhood Wardens

11. Clarification is given on the role of the Neighbourhood Wardens. This information is disseminated to ward Councillors.

Recommendation agreed. A summary of warden's duties will be circulated to all Councillors for their information.

12. Neighbourhood Wardens undertake annual refresher training on crime prevention matters.

Recommendation agreed. Refresher training has been arranged and will be taking place in early 2014.

13. An on-going professional training and development plan, with specific focus on crime prevention and community safety, for Neighbourhood Wardens is produced and implemented.

Recommendation agreed. Training and development plan is currently being developed, with guidance being provided by the University of Northampton

Partners and Agencies

14. Following completion of projects in hotspot locations, an exit plan is developed outlining support and maintenance post project, in order that the positive results are maintained.

Recommendation agreed. This forms part of the core process for the Community Safety Partnership when delivering projects.

15. On-going maintenance budgets are included with any environmental improvements such as fencing.

Recommendation agreed. This is part of the core process for the Community Safety partnership when delivering projects.

16. A directory for young people is developed that provides information on services and facilities available to young people.

Recommendation agreed. Northamptonshire County Council Community Safety Team is progressing a directory. NBC, Partnerships and Communities Team will be feeding into this process, including consultation with the Youth Forum.

17. There is timelier sharing of data from Accident and Emergency with the Community Safety Partnership. This means weekly highlight reports and full details on a monthly basis.

Recommendation agreed. New contacts have now been established and data sharing sets agreed to enable weekly reporting to commence in early in 2014.

18. A mechanism is introduced to ensure that the Health and Wellbeing Board can provide information and feedback to the Community Safety Partnership (CSP).

Recommendation agreed. Initial discussions taken place, will be progressed in 2014 by CSP chair.

19. Membership of the CSP be revisited to ensure that it includes all relevant Agencies and service areas, including the Voluntary Sector.

Recommendation implemented. Membership reviewed and updated. Chief Executive from Volunteer Bureau represents the Voluntary sector.

20. When training/education around crime prevention issues is undertaken, consideration is always given to the audience and the trainer is mindful to use appropriate language that is universally understood.

Recommendation agreed. This has been flagged with all relevant agencies and proposed approach agreed.

21. Information systems between the Police and local Councillors are reviewed and further developed.

Recommendation agreed. Briefings to local councillors on crime issues and local information is available on request from local Safer Communities Policing Teams. Access to the 'Northamptonshire Analysis' system, with training in its use being arranged for April/May 2015 for all Councillors.

22. Support is given to the Intensive Community Engagement programme hosted by Northamptonshire Police.

Recommendation agreed. This is taking place. Police engaging with Community Safety Partnership to ensure joined up approach is taken.

23. Formal links between Enterprise Management Services (EMS) and Northampton Borough Council are developed around situational crime to ensure faster information sharing and faster responses to dealing with service issues, therefore resulting in a positive outcome for the community.

Recommendation agreed. Links have been established through Environmental Services Partnership Unit.

Community Forums

24. Residents Associations, Community Groups and Forums are encouraged to use open spaces which in turn will assist in community development and ownership of their local areas.

See comments on recommendation 9. Any consultation with Residents Associations, Community Groups and Forums will be progressed by the Partnerships and Communities team.

Northants Probation Service

25. A programme of works on the priority locations identified by Northampton Borough Council is built into the Community Pay Back Initiative.

Recommendation agreed. This is taking place through the CSP, in partnership with the Probation Service.

Police and Crime Commissioner, Northamptonshire

26. A copy of this report is provided to the Office of the Police and Crime Commissioner, Northamptonshire.

Recommendation agreed. A copy of this report has been sent to the Police and Crime Commissioner

3.3 Issues

3.3.1 As detailed in 3.2

3.4 Choices (Options)

3.4.1 As detailed in 3.2

4. Implications (including financial implications)

4.1 Policy

4.1.1 None at this stage

4.2 Resources and Risk

4.2.1 Financial implications identified at this stage will be resourced from existing budgets. However, recommendations from the task and finish group may need to be reviewed in light of financial constraints and planned changes in structures.

4.3 Legal

4.3.1 Consulted LGSS Legal. No issues specifically highlighted.

4.4 Equality and Health

4.4.1 No issues identified. Anybody can be a victim of Serious Acquisitive Crime and Violent Crime.

4.5 Consultees (Internal and External)

4.5.1 A wide range of other stakeholders were consulted with and evidence collated to inform this piece of work:

Leader of the Council & Cabinet Member, NBC
Chair of Community Safety Partnership
Key Officers, Northampton Borough Council
Key Officers, Northants Police
IOM Team, Northants Probation
Neighbourhood Wardens
Head of Offender Management Services, Northampton Prisons
Accident and Emergency, Northampton General Hospital
Victim Support
Northampton Youth Forum
The Police and Crime Commissioner
Housing Services, Northampton Borough Council
Sunflower Centre
Ward Councillor

4.6 How the Proposals deliver Priority Outcomes

4.6.1 NBC Corporate Plan – Invest in Safer, Cleaner Neighbourhoods; Better Homes for the Future; Creating Empowered Communities; Responding to your Needs.

4.6.2 Northampton Community Safety Plan – Reducing Serious Acquisitive Crime and Violent Crime.

4.7 Other Implications

4.7.1 None

5. Background Papers

5.1 Report of the Overview and Scrutiny Committee April 2013

Julie Seddon
Director of Customers and Communities
0300 330 7000

Appendices:
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CABINET REPORT

Report Title	Response of Cabinet to the recommendations of the Overview and Scrutiny Committee - Infrastructure Requirements and Section 106 Agreements and CIL
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AGENDA STATUS: PUBLIC

Cabinet Meeting Date:	15 January 2014
Key Decision:	No
Within Policy:	Yes
Policy Document:	No
Directorate:	Regeneration, Enterprise & Planning
Accountable Cabinet Member:	Cllr Tim Hadland
Ward(s)	All

1. Purpose

- 1.1 A report was submitted to Cabinet for consideration on 17 July 2013 by Overview and Scrutiny Committee regarding infrastructure requirements and S106 agreements, following an Overview and Scrutiny Review.
- 1.2 Following those recommendations, Cabinet resolved to note the report and a response be given at a future Cabinet meeting. This report responds to the comments and recommendations made by the Overview and Scrutiny Committee.

2. Recommendations

- 2.1 Cabinet resolves that it is satisfied that:
- 2.2 The Infrastructure Delivery Plan (IDP) is maintained and updated by the West Northamptonshire Joint Planning Unit (JPU) to ensure it reflects current evidence of the strategic infrastructure requirements necessary to implement the Joint Core Strategy.

- 2.3 Additional sources of funding are investigated to meet the funding gap identified in the West Northamptonshire Joint Core Strategy (JCS) Infrastructure Delivery Plan.
- 2.4 The JCS includes policy guidance to ensure the timely delivery of the North West Bypass. Additional funding sources are also being investigated.
- 2.5 Joint working across the partnership seeks to ensure priority is given to assisting future strategic infrastructure provision through CIL.
- 2.6 The Memorandum of Understanding (MoU), which provides for developer obligations where development impacts on the strategic road network in Northampton between partner authorities, and the emerging CIL Regulation 123 Infrastructure List ensure that Section 106 agreements and CIL contribute to highway improvements as stated.
- 2.7 CIL is not expected to have a significant adverse impact on the provision of affordable housing. In preparing a CIL, policy requirements and the future provision of affordable housing has been taken into account.
- 2.8 The introduction of CIL will have corporate implications which are being considered. These corporate implications will be addressed when Cabinet considers the introduction of CIL in due course.

3. Issues and Choices

3.1 Report Background

- 3.1.1 The report provides a further response to the recommendations made in a report presented to Cabinet for consideration on 17 July 2013 by Overview and Scrutiny Committee regarding infrastructure requirements and S106 agreements, following an Overview and Scrutiny Review. The report outlined the findings of the review and made a number of comments and recommendations to Cabinet for its consideration as follows:
 - “The Scrutiny Panel formally informs Cabinet that it is satisfied that the infrastructure requirements are identified in the West Northamptonshire Joint Core Strategy Infrastructure Delivery Plan up to 2026.”
 - “Infrastructure cannot be totally funded through Section 106 Agreements or Community Infrastructure Levy (CIL). Cabinet investigates other funding sources to meet the funding gap of £439.6 million.”
 - “It is ensured that the North West Bypass is fully funded and built when required, to serve new development and that appropriate arrangements are agreed with South Northamptonshire Council (SNC) and Daventry District Council (DDC) to ensure funding CIL infrastructure is given priority across the partnership.”
 - “Section 106 Agreements and CIL contribute to improvements to the Strategic Highways Network via the A45/M1 Growth Management Strategy.”

- “Cabinet satisfies itself that the introduction of CIL will not have an adverse impact on the provision of affordable housing; whilst recognising that existing s106 policy allows for flexibility in accordance with Government Policy.”
- “Cabinet recognises that the introduction of CIL will have corporate implications and these must be identified and addressed.”

3.2 Issues

- 3.2.1 The National Planning Policy Framework allows Section 106 planning obligations and planning conditions to be used to make development acceptable where it would otherwise be unacceptable. S106 agreements should only be sought where they are necessary to make the development acceptable in planning terms, directly related to the development and fairly and reasonably related in scale and kind to the development.
- 3.2.2 The Council is investigating the introduction of a Community Infrastructure Levy (CIL) to enable new development to contribute to the delivery of strategic infrastructure within West Northamptonshire. The CIL rate is informed by development viability, and must have a demonstrable funding gap to be implemented. It is a standard charge on all qualifying development and does not have to meet the requirements of section 106 of The Act.
- 3.2.3 The Borough Council has an adopted Planning Obligations Supplementary Planning Document (SPD), which sets out how developer contributions will be sought. In addition, the Joint Core Strategy includes policy requirements for new infrastructure, with specific requirements set out in policy for each SUE. The SPD will require revision to reflect the future implementation of a CIL. Developer contributions play an important role in funding the infrastructure requirement arising from new development.

Infrastructure Delivery Plan (IDP)

- 3.2.4 The West Northamptonshire JCS (Submission Plan) identifies the strategic infrastructure requirements arising to meet the need of new development. In addition policies N3 – N9 inform development of the Sustainable Urban Extensions (SUE) and identify the specific infrastructure requirements necessary to meet the needs of those sites.
- 3.2.5 Policy INF1 sets out the JCS’s approach to delivering new infrastructure and the role which developer contributions play in addressing the impact of new development.
- 3.2.6 The IDP identifies the physical, social and green infrastructure needed to support the implementation of the West Northamptonshire JCS and its’ vision for the future. The IDP includes information on infrastructure needs and costs, phasing of development, funding sources and responsibilities for delivery.

3.2.7 The IDP is kept under review and is updated through ongoing engagement with key stakeholders. An IDP update is published annually. The most recent update was published in December 2013.

3.2.8 Through this ongoing work, Cabinet can be assured that the IDP continues to reflect the infrastructure requirements set out by the JCS.

Additional funding sources

3.2.9 CIL and s106 agreements cannot wholly fund the infrastructure requirements of West Northamptonshire. It is therefore necessary to explore additional sources of funding to support the delivery of key infrastructure projects.

3.2.10 Partners will be required to ensure that every opportunity is taken to promote projects identified in the IDP. This has resulted in the inclusion of projects supported by the Northamptonshire Transportation Plan (NTP) (published March 2012) and its daughter documents, for example, the Sandy Lane Relief Road and the North West Bypass which are identified as 'Key Infrastructure' projects.

3.2.11 The Northamptonshire Local Transport Body (NLTB) is a voluntary partnership of Northamptonshire Enterprise Partnership (NEP) and Northamptonshire County Council (NCC) formed to administer Local Major Transport Scheme Funding (to be devolved by the Department for Transport from April 2015). NEP and NCC submitted the proposed assurance framework for NLTB to the Department for Transport in February 2013. Northamptonshire County Council has obtained pinch point funding for Round Spinney.

3.2.12 The JPU and partners continue to work actively with SEMLEP and NEP to inform their infrastructure plans. This will enable the prioritisation of infrastructure funding available to the Enterprise Partnerships. In addition, the Borough Council's Regeneration Team prepare funding bids, and seek investment from key stakeholders including the private sector.

North West Bypass

3.2.13 The JCS identifies the North West Bypass as a key primary infrastructure project serving the SUEs of North of Whitehills, King's Heath and Northampton West, requiring developer contributions through specific policies incorporated in the document. The JCS also notes the wider benefits of the NW Bypass in terms of investment around the Northampton area.

3.2.14 The Borough Council's Regeneration Team have submitted proposals to Northampton Growth Deal seeking funding to deliver phase 1 of the NW Bypass (A428 to Grange Farm), thereby enabling new development to come forward at Kings Heath SUE including 3,000 dwellings and 10 ha of employment space, community facilities and two primary schools.

A45/M1 Northampton Growth Management Scheme

3.2.15 The Northampton Growth Management Scheme (NGMS) has been developed by the Highways Agency with the support of local planning authority partners in West Northamptonshire. The aim of the NGMS is to manage the impacts of increased vehicular traffic impacting on the strategic road network around

Northampton (i.e. the A45 corridor between Junction 15 of the M1 and Great Billing interchange).

3.2.16 Partner authorities have signed a Memorandum of Understanding as a statement of shared commitment on the delivery of the NGMS. The MoU provides for the funding of the NGMS measures through developer contributions secured via S106 agreements. A financial obligation is sought from specific development sites proportionate to the impact the proposal would have upon the A45/M1 network. This avoids the need for the Highways Agency to invoke a holding objection or direct the imposition of less flexible 'Grampian' conditions which may hinder the delivery of development.

3.2.17 Through consultation with the Highways Agency, it is expected that in the future the specific projects which contribute to the NGMS will be funded through CIL. It is expected that those projects will be expressed through the R123 Infrastructure List.

Affordable housing provision

3.2.18 A CIL Economic Viability Assessment has been prepared to inform the setting of a CIL rate. The Viability Assessment took into account policy requirements and costs, including affordable housing, in recommending a CIL charge.

3.2.19 CIL represents a comparatively small cost in terms of the overall value of a development and will in effect replace contributions toward, or the provision of, off-site infrastructure (currently delivered via s106), rather than simply being an additional cost. In accordance with the guidance, the Viability Assessment used a Residual Land Value Model approach, which ensures that policy requirements such as affordable housing are considered. The Borough Council's interim Affordable Housing Statement and the JCS affordable housing policy is subject to viability testing which may affect the proportion of affordable housing provided by a development.

3.2.20 The strength of the housing market will effectively inform the level of affordable housing which can be obtained through on-site provision. It should be noted that a policy target is aspirational, and is designed to withstand the longevity of the plan period through a range of economic conditions. The Government does however expect CIL to have a positive economic effect on development through providing additional infrastructure.

Corporate implications of the introduction of CIL

3.2.21 The implementation, collection and spending of CIL is a corporate process with direct implications for service provision.

3.2.22 In Spring/ Summer 2013, Planning Policy was tasked with investigating CIL collection procedures. A CIL Collection Working Group was established which included representatives from Planning, Revenues and Benefits and Finance. A course of action was recommended which sought to efficiently accommodate CIL collection procedures within existing Council services.

3.2.23 In summary, the Planning Administration team are responsible for administrative stages throughout the planning application stage. On commencement of new development, the Revenues and Benefits team will

collect and enforce the payment of CIL. The Finance team will provide accounting and will ensure CIL projects are reflected in the Capital Programme.

3.2.24 When the Finance, Legal and Revenue and Benefits services transferred to LGSS, the collection of CIL was anticipated and included within the Service Level Agreement between the Borough Council and LGSS.

3.2.25 Assisted by LGSS Business Support, Planning is currently reviewing its service process and procedures. The Planning stages of the CIL collection process are included in this review.

3.3 Choices (Options)

3.3.1 The report provides specific responses to recommendations made by the report to Cabinet dated 17 July 2013. There are no choices or options to be considered by Cabinet at this time, due to the informative nature of the report.

4. Implications (including financial implications)

4.1 Policy

4.1.1 There are no direct policy implications arising from the report.

4.2 Resources and Risk

4.2.1 There are no direct resource or risk implications arising from the report for the Council. However, as noted throughout the report the Council will need to work with partners to bridge the affordability gap between receipts available from S106 / CIL and the infrastructure needs. This is anticipated to be achieved through additional funding sources.

4.3 Legal

4.3.1 It is not expected that legal issues arise from this report, due to the informative nature of the recommendations.

4.4 Equality and Health

4.4.1 It is not expected that equality issues arise from this report, due to the informative nature of the recommendations. An equality impact assessment has not been undertaken.

4.5 Consultees (Internal and External)

4.5.1 The West Northamptonshire Joint Planning Unit were consulted on the report and provided background information. The Major Projects & Enterprise Team have provided information on funding bid proposals.

4.6 How the Proposals deliver Priority Outcomes

- 4.6.1 The recommendations support the delivery of 'Priority 1 – Northampton on track', through supporting development, regeneration and economic growth.

4.7 Other Implications

- 4.7.1 None

5. Background Papers

- 5.1 Infrastructure requirements and Section 106 Agreements - Report to Cabinet dated 17 July 2013.

Steven Boyes
Director of Regeneration, Enterprise and Planning
0300 330 7000

Appendices:
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CABINET REPORT

Report Title	Cabinet response to Scrutiny Panel 1 – Improving the Town’s Parks
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AGENDA STATUS: PUBLIC

Cabinet Meeting Date:	12 March 2014
Key Decision:	No
Within Policy:	Yes
Policy Document:	No
Directorate:	Customers & Communities
Accountable Cabinet Member:	Councillor Mike Hallam
Ward(s)	All

1. Purpose

- 1.1 The purpose of this report is to respond to the recommendations in the Overview and Scrutiny report on Improving the Town’s Parks.

2. Recommendations

- 2.1 That the recommendations included in the Overview and Scrutiny report for Improving the Town’s Parks are implemented in accordance with the actions outlined in 3.2 below including the identification of suitable sources of finance where appropriate.
- 2.2 That the Scrutiny Panel are formally congratulated on a high quality and comprehensive report and thanked for the time and effort given to produce it.

3. Issues and Choices

3.1 Report Background

- 3.1.1 Following approval of its work programme for 2013/2014, the Overview and Scrutiny Committee agreed to include a review of the town’s parks and the

proposal to develop management committees for certain parks. Scrutiny Panel 1 undertook the review between June and November 2013.

- 3.1.2 A number of meetings were held to gather evidence from a broad range of stakeholders. During this process a significant amount of evidence was heard.
- 3.1.3 30 recommendations are included in the report. They focus on communications, the development of Park Action Plans, and the role and membership of proposed Park Management Committees

3.2 Recommendations and Service Responses

Communications

- 3.2.1 Communication with Friends Groups is enhanced by improved links with Northampton Borough Council's webpage and Friends Groups' webpages, coupled with improved communications with Enterprise Managed Services; such as sharing of maintenance schedules for parks.

Action: *The content about parks on the Borough Council's Website will be reviewed and updated by 1 April 2014, links to Friends Group sites will be added and information from Enterprise Managed Services will be incorporated into the content. Arrangements will be put into place to ensure that the content is updated and reviewed on a regular basis in conjunction with the Park Management Committee. There are no financial implications to this action.*

- 3.2.2 A programme of community events is produced in association with the stakeholders, published on the Council's webpage and promoted to the community.

Action: *All major events planned on parks will be incorporated into the existing NBC Events Calendar which is published on the NBC website. The listing will indicate information about event organisers and the scale and nature of the event. There are no financial implications to this action.*

- 3.2.3 Information relating to facilities available in the town's parks is accessible on the Council's webpage.

Action: *As outlined in point one above, the content of the NBC website will be reviewed and more detailed information about the facilities available will be added to the site. There are no financial implications to this action.*

- 3.2.4 A uniform on-line booking process for sports pitches and events is introduced.

Action: *An online booking system for sports facility hire is currently being developed and it is proposed to be in place during 2014. It is planned that this facility will incorporate all bookings for activities in parks. The financial implications of this are to be determined.*

- 3.2.5 The town's parks are clearly identifiable on Internet search engines, such as Google, and highlighted as points of interest on satellite navigation software such as Garmin and Tom Tom.

Action: *Contact will be made with the operators of these systems to ensure that the facilities are properly displayed. There are no financial implications to this action.*

- 3.2.6 Obsolete signs, in place around the town's parks, are removed and all relevant signage and visitor information is in situ and is clearly visible.

Action: *A review of signage in all parks has been undertaken, obsolete signs have been removed and other signs have been cleaned. The design and placement of new signs will be agreed with the parks management committees following appropriate checks with planning regarding any necessary consents. There are no financial implications to this action.*

- 3.2.7 The Highways Agency and the Highways Authority is asked to update its brown tourist signage that detail points of interest across the town; specifically ensuring that signage for the town's parks is clear.

Action: *Contact will be made with Northamptonshire County Council by April 2014 to investigate mechanisms by which this signage is put in place. There are no financial implications to this action.*

- 3.2.8 The Scheme "Dog Watch" organised by Northamptonshire Police is promoted.

Action: *This scheme has been promoted to Friends Groups and a link will be added to the NBC website as part of the review of content. There are no financial implications to this action.*

Town's Parks

- 3.2.9 Cabinet is asked to ensure that where appropriate, initiatives and ideas from parks are monitored in order for them to be mirrored in others.

Action: *A database of park events, actions and programmes has been established, and is coordinated by the full time Park Ranger. This information is shared with Friends' Groups through the Friends' Forum. There are no financial implications to this action.*

Park Action Plans

- 3.2.10 Appropriate sources of funding are identified for the restoration and contingency of scheduled monuments.

Action. *The importance of the Scheduled Ancient Monuments and other historic sites present in the town's parks are recognised. Work is ongoing to take forward Conservation Management Plans for the Hunsbury Hill Iron Age Hill Fort and the Northampton Battlefield site (which is located partly in Delapre Park). Project Plans are being developed and sources of funding for restoration are being explored. External funding sources are yet to be determined.*

3.2.11 Lighting and footpaths are well maintained in the town's parks and upgraded where necessary.

Action: *Park Rangers undertake regular inspections of paths and lighting in parks and any defects noted are reported for action. A proportion of the available parks capital funding is reserved for upgrading of paths on a priority basis and is built into the 2014/15 capital programme.*

3.2.12 Footpaths are installed in the town's smaller parks to improve disabled access.

Action *A variety of potential sources of funding for the installation of new and upgraded paths are being explored including Section 106 funding and Capital Programme on a priority basis. New paths have been installed at Eastfield Park utilising Section 106 funding. Sources of funding are yet to be determined.*

3.2.13 Responsibility for the bridle way that runs through West Hunsbury Country Park is clarified.

Action: *– clarification is being sought. There are no financial implications to this action.*

3.2.14 The mowing scheme for West Hunsbury County Park, Cherry Orchard, Hardingstone clearly states that the whole area is not to be mowed, only the informal walkways.

Action: *Enterprise Managed Services have been requested to amend the mowing arrangements for these parks to mow the informal walkways and leave the meadow areas unmown. There are no financial implications to this action.*

3.2.15 The pond in Ecton Brook Pocket Park is cleaned out and the condition of other water features in the town's parks is assessed and appropriate action taken.

Action. *The pond in Ecton Brook Pocket Pond was actually cleaned out in November/December 2013. No immediate action is therefore required but, as for all ponds and lakes in the Borough's parks, it will be kept under review to ensure standards are maintained. Any extensive works identified would be subject to individual capital bids.*

3.2.16 Where present in the town's parks, hard standing tennis courts are refurbished.

Action: *Provision has been made in the current parks capital programme for the refurbishment of tennis courts on a priority basis. There are no financial implications to this action.*

3.2.17 Where possible, litter and dog bins are located side by side in the town's parks.

Action: *Where practical this action will be taken when bins are renewed and any costs absorbed in the operational budget. There are no financial implications to this action.*

- 3.2.18 Bins with lids / slots are installed in some parks, such as West Hunsbury Country Park, to prevent wildlife accessing the contents of the bins. *There are no financial implications to this action.*

Action: *All new and replacement bins will meet this specification*

- 3.2.19 Picnic areas and permanent hard standings for BBQs are installed in some of the town's parks, together with litter bins and measures to prevent fire and damage.

Action: *The Parks will be surveyed and if appropriate, potentially suitable areas for the installation of hard standings will be identified by September 2014. Funding for this work will be found within existing revenue budgets or considered in the Capital Funding process. The financial implications are yet to be determined.*

- 3.2.20 A set standard for the provision of toilet facilities within the town's parks is introduced.

Action: *The standard of toilets provided in the town's parks will be maintained at the same specification as the other public toilets provided across the Borough. There are no financial implications to this action.*

- 3.2.21 The opening times of the toilet facilities within the town's parks are advertised.

Action: *This information will be included on the Council's website and advertised within the parks. There are no financial implications to this action.*

- 3.2.22 A funding pot is identified to be allocated to Community Groups that maintain toilets within their local park.

Action: *Work will be carried out before June 2014 to identify if any potential sources of funding that are available. This will be subject to a separate report.*

- 3.2.23 In order to make contact with the Park Rangers easier, a central office located close to the town's Parks, or the provision of regular advertised surgeries in the park is provided.

Action: *Investigations are in hand to identify a suitable location that can be used to provide an office presence for the Park Rangers. In the interim a programme of regular surgeries has been established and these are advertised in the parks and on the NBC website. Any financial implications identified will be reported back in a separate report.*

- 3.2.24 Administrative support is provided for the Park Rangers to enable them to spend more time in the town's parks.

Action: *Administrative support is provided to Park Rangers and arrangements have been made for them to access their emails remotely. A review of the Park Ranger's role has been carried out and the amount of office based work that they are required to undertake has been reduced. There are no financial implications to this action.*

3.2.25 Contact details and a report of the activities of the Park Rangers are published on the Council's webpage and promoted to all stakeholders.

***Action:** The website content has been reviewed and updated to include this information. An updated activity report will be added once a quarter. There are no financial implications to this action*

3.2.26 The role of the Park Ranger is clarified and details disseminated to all stakeholders.

***Action:** As mentioned in point 24 the role of the Park Rangers has been reviewed. A summary of their key duties has been added to the website. There are no financial implications to this action*

Key roles of the Park Management Committees

3.2.27 The key role of the Park Management Committees include:

- Producing, implementing and maintaining Management and Action Plans
- Park management
- Monitoring role
- Organising events and activities
- Oversee the maintenance of parks
- Provide support to voluntary groups
- To seek and maintain funding for the parks, where appropriate, work with Friends Groups in securing external funding
- Promoting the park and its facilities
- Create strategies for the local management of the parks, linking to the Council's wider policies and strategies
- Debating issues, such as how volunteers in the town's parks can work alongside the maintenance contract
- A listening role
- Intelligence gathering

The Scrutiny Panel highlights the need for meaningful and outcome driven terms of reference for the Park Management Committees and has produced a draft terms of reference, for Cabinet's consideration.

***Action:** The Terms of Reference as agreed and outlined in the Scrutiny Panel Report will be used as the governing document in taking the management committees forward. These terms of reference indicate the outline arrangements for funding and support of the committees. It is recognised that all parks are different and one size does not fit all. The Council is committed to establishing Park Management Committees for the three Main Parks to ensure that local communities have a stake in how our parks are managed and developed. It is recognised that there will be some flexibility in the precise structure of these committees. Appendix A illustrates how the process will operate. There are no financial implications to this action*

3.2.28 In addition to Park Management Committees, an annual Park Forum is held.

Action: Arrangements will be made for an annual Park Forum drawing together representatives from all management committees and other stakeholder groups. There are no financial implications to this action.

Membership of Park Management Committees

3.2.29 Membership of the Park Management Committees consists of around ten members, typically drawn from representatives from:

- Friends Groups
- Ward Councillor(s)
- Parish Council representatives where appropriate
- Park User Group representatives and individuals that manage areas of parks
- Park users
- Park personnel
- Young people representatives
- Representatives from Agencies
- Representatives from Enterprise Managed Services (EMS); for example Manager / Team Leader
- Representatives from Northampton Borough Council
- Representatives from Sports Clubs
- Residents' Associations

Action: In accordance with Appendix A, preliminary discussions have been taking place to identify possible members for the Management Committees for the three Main Parks (Abington, Delapre and The Racecourse). The representatives of EMS, Northampton Borough Council and Agencies will act in their professional capacity as advisors to the committees. Initial meetings of these committees will be held early in the new financial year. The membership of the committees will be reviewed in five months time and the outcome of this review fed back to Overview and Scrutiny Committee as part of their review of the impact of their report. There are no financial implications to this action.

3.3 Issues

3.3.1 As detailed in 3.2

3.4 Choices (Options)

3.4.1 Cabinet may choose to adopt some, all or none of the recommendations of Scrutiny Panel 1 as outlined above. The actions being required to bring forward each of the recommendations is outlined in 3.2 above. Some of these actions have cost implications and as indicated they can either be funded from existing budgets or may be the subject of Bids through the Capital Programme.

4. Implications (including financial implications)

4.1 Policy

4.1.1 None at this stage

4.2 Resources and Risk

4.2.1 Financial implications of this report are noted against each of the Actions in the body of the report.. A number will require to be reviewed in light of the pending reviews and current financial constraints.

4.3 Legal

4.3.1 None specifically highlighted.

4.4 Equality and Health

4.4.1 The issues highlighted around the provision of toilet facilities and inclusive access to all parks will be addressed through the Parks Management Committees.

4.5 Consultees (Internal and External)

4.5.1 A wide range of stakeholders were consulted with and evidence collated to inform this piece of work:

List of consultees / stakeholders

NBC Contract Partnership Unit
Asset Management
Planning and Regeneration
Legal Services
Enterprise Managed Services
Representatives of all current Friends of Parks Groups

4.6 How the Proposals deliver Priority Outcomes

4.6.1 NBC Corporate Plan – Invest in Safer, Cleaner Neighbourhoods; Creating Empowered Communities; Responding to your Needs.

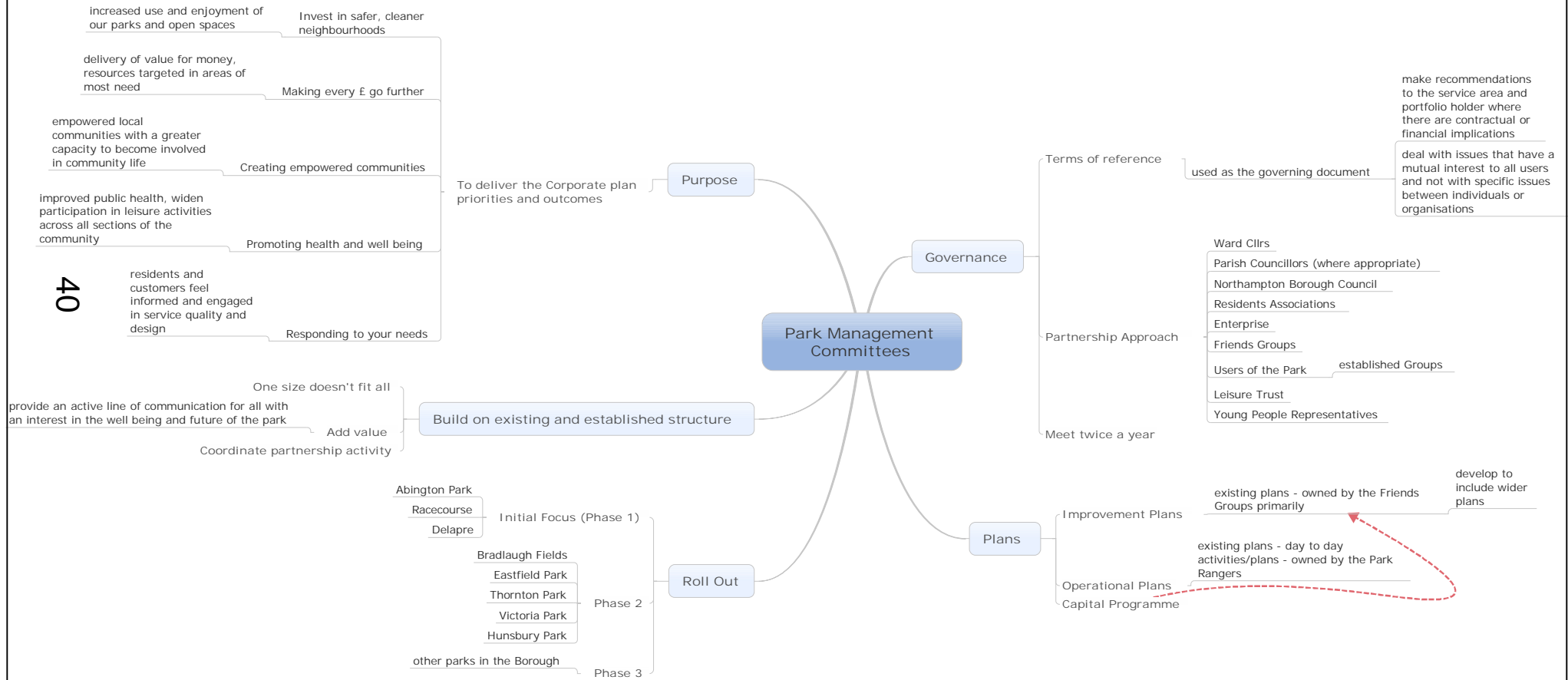
4.7 Other Implications

4.7.1 None

5. Background Papers

5.1 Report of the Overview and Scrutiny Committee January 2014

Julie Seddon
Director of Customers and Communities
0300 330 7000





NORTHAMPTON BOROUGH COUNCIL

OVERVIEW AND SCRUTINY COMMITTEE

7 April 2014

BRIEFING NOTE:

SCRUTINY PANEL 1 – IMPACT OF THE WELFARE REFORM ACT

1 INTRODUCTION

- 1.1 Since the last meeting of the Overview and Scrutiny Committee, two evidence gathering meetings of the Scrutiny Panel have been held.

2 UPDATE

- 2.1 At the meeting of the Scrutiny Panel held on 3 February 2014, Councillors considered a variety of background data:

Presentation: setting the scene:

- The Policy context and timetable for change
- An overview of the national Welfare Reforms: Setting a baseline position and measuring impacts

A number of research papers and reports in respect of the Welfare Reform Act were received.

The Scrutiny Panel approved the Community Impact Assessment for its review, a copy of which is published on the [Overview and Scrutiny webpage](#).

- 2.2 At the meeting of the Scrutiny Panel held on 20 March 2014, the Scrutiny Panel devised its core questions that it will put to expert advisors and residents. Research papers were received which informed the evidence base of the review. A paper detailing best practice elsewhere was presented to the Scrutiny Panel.
- 2.3 The Scrutiny Panel will receive evidence from a variety of key expert advisors at its meeting on 3 April 2014. Further research papers will also be received.
- 2.4 The Scrutiny Panel will continue evidence gathering at its meetings scheduled for 8 May and 30 June 2014.
- 2.5 It is envisaged that the review will be concluded in July 2014; with the report of the Scrutiny Panel presented to the Overview and Scrutiny Committee at its September 2014 meeting.

3 RECOMMENDATION

3.1 That the update is noted.

Author: Tracy Tiff, Scrutiny Officer, on behalf of Councillor Lee Mason, Chair, Scrutiny Panel 1 – Impact of the Welfare Reform Act

21 March 2014



NORTHAMPTON BOROUGH COUNCIL
OVERVIEW AND SCRUTINY COMMITTEE

7 April 2014

BRIEFING NOTE:

**SCRUTINY PANEL 2 – MANAGEMENT AND REGULATION
OF PRIVATE SECTOR HOUSING (INCLUDING HIMOs)**

1 INTRODUCTION

- 1.1 Since the report to the last meeting of the Overview and Scrutiny Committee, three further evidence gathering meetings have taken place.

2 UPDATE

- 2.1 At the meeting held on 23 January 2014, the Scrutiny Panel received evidence from a variety of expert advisors including:

- Team Leader, Fire Safety, Northamptonshire Fire and Rescue Service
- Community Safety Partnership Manager, Northampton Borough Council (NBC)
- National Landlords Association, (Northampton)
- Association of Residential Letting Agents

- 2.2 The Scrutiny Panel considered a research paper detailing best practice elsewhere and the licensing options.

- 2.3 At its meeting held on 13 February 2014, the Scrutiny Panel received further responses to its core questions from key expert advisers:

- Planet Too Co-Ordinator, Students' Union, University of Northampton
- Student Accommodation Services, Northampton University
- Environmental Health Manager (Environmental Protection), Northampton Borough Council (NBC)
- Neighbourhood Wardens, NBC
- Northampton Diverse Equalities Community Forum
- HM Revenues and Customs (HMRC)

- 2.4 A research paper, produced by the Local Government Information Unit, – “House Proud – How Council’s can raise standards in the private rented sector “ was also received by the Scrutiny Panel.
- 2.5 The Scrutiny Panel agreed the need for an additional meeting. A meeting was scheduled for 13 March 2014, which considered:
- A response to its core questions from Northamptonshire Federation of Residents’ Association
 - An update on the consultation regarding Additional Licensing of HIMOs and a briefing paper detailing background to the organisation – Decent and Safe Homes (DASH) and details regarding the licensing scheme that Boston Borough Council recently consulted upon.
- 2.5 A final meeting of the Scrutiny Panel is scheduled for 30 April, at which a response to the core questions will be received from DASH along with further details about the consultation regarding additional licensing and the Scrutiny Panel will consider the draft report.
- 2.6 It is envisaged that the Chair of Scrutiny Panel 2 will present the final report to the Overview and Scrutiny Committee at its meeting on 9 June 2014.

3 RECOMMENDATION

- 3.1 That the update is noted.

Author: Tracy Tiff, Scrutiny Officer, on behalf of Councillor Joy Capstick, Chair, Scrutiny Panel 2 – Management and Regulation of Private Sector Housing (Including HIMOs)

14 March 2014

Northampton Borough Council Overview and Scrutiny



Overview and Scrutiny Committee

7 April 2014

Briefing Note: Northamptonshire County Council's (NCC) Health, Adult Care & Wellbeing Scrutiny Committee

1 Background

- 1.1 Councillor Matt Lynch is Northampton Borough Council's representative to Northamptonshire County Council's (NCC) Health, Adult Care and Wellbeing Scrutiny Committee.
- 1.2 Since the last meeting of the Overview and Scrutiny Committee, a meeting of NCC's Health, Adult Care and Wellbeing Scrutiny Committee was held on 5 March 2014.
- 1.3 As reported to previous meetings, the Health, Adult Care and Wellbeing Scrutiny Committee has overview and scrutiny function responsibilities for the scrutiny of health, adult social care and Public Health.

2 Update

- 2.1 Details of the key issues discussed at the meeting held on 5 March 2014 are detailed below:

The Committee received a report about the operation and performance of Olympus Care Services

A presentation on Adult Safeguarding Services was received.

The Committee considered an update on the development and work of Healthwatch Northamptonshire.

Questions were put to the Cabinet Member for Public Health and Wellbeing about his portfolio priorities and challenges.

www.northampton.gov.uk/scrutiny

Call 01604 837408

E-mail: ttiff@northampton.gov.uk

Northampton Borough Council

Overview and Scrutiny

The Committee noted its Work Programme and agreed the dates that the Committee would meet during 2014/15:

- 4 June
- 3 September
- 5 November
- 4 March 2015

All meetings will commence at 10:00 am and be held at County Hall.

3 Conclusions

- 3.1 The update is noted.
- 3.2 That regular updates of the work of Northamptonshire County Council's Health and Adult Care and Wellbeing Scrutiny Committee be provided by Councillor Matt Lynch to this Committee.
- 3.3 As detailed above, the next meeting of Northamptonshire County Council's Scrutiny Committee is scheduled for 4 June 2014, commencing at 10:00am.

Brief Author: Tracy Tiff, Scrutiny Officer, on behalf of Councillor Matt Lynch

6 March 2014

www.northampton.gov.uk/scrutiny

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Northampton Borough Council

(Section 5 & 9 of The Local Authorities – (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012)

Decision Maker: [Cabinet](#)

Directorate:	Customers and Communities
Report of:	Director of Customers and Communities
Public or Private	PUBLIC
Expected Date of Decision:	9 April 2014
Title of Expected Decision	Designation of an Area for the Additional Licensing of Houses in Multiple Occupation
Record of the expected decision to be made:	To decide to approve an area of Northampton Borough for designation as an area of additional licensing of houses in multiple occupation.

Directorate:	Chief Executive
Report of:	Chief Executive
Public or Private	PUBLIC
Expected Date of Decision:	9 April 2014
Title of Expected Decision	ALMO Board Structure
Record of the expected decision to be made:	Cabinet to approve structure for the ALMO Board and legal basis for set up (Checking whether Cabinet decision or recommendation as going to Full Council on 28 th April 2014

Where indicated a decision or part of a decision may be made in Private – details regarding this can be found by [clicking here](#). Anyone wishing to make representations that this matter should be discussed in public, should do so by not later than 12 Calendar Days prior to the meeting, using the details below:
 The Monitoring Officer c/o The Guildhall, St Giles Square, Northampton, NN1 1DE or
 email: democraticservices@northampton.gov.uk

Directorate:	Chief Executive
Report of:	Chief Executive
Public or Private	PUBLIC
Expected Date of Decision:	21 March 2014
Title of Expected Decision	Insurance Renewal
Record of the expected decision to be made:	To approve the Insurance Renewal which will be implemented on the 1 st April 2014, for a period of 3 years with the option of an additional 2 years.

Where indicated a decision or part of a decision may be made in Private – details regarding this can be found by [clicking here](#). Anyone wishing to make representations that this matter should be discussed in public, should do so by not later than 12 Calendar Days prior to the meeting, using the details below:
The Monitoring Officer c/o The Guildhall, St Giles Square, Northampton, NN1 1DE or
email: democraticservices@northampton.gov.uk