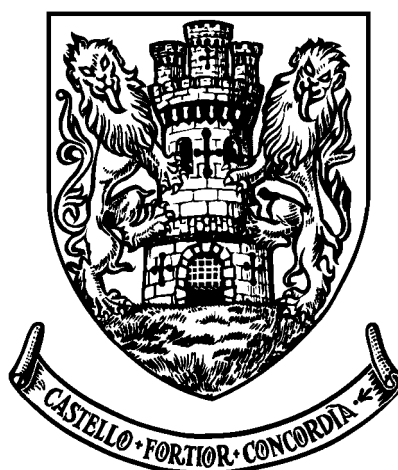


# NORTHAMPTON BOROUGH COUNCIL



## COUNCIL

Monday, 12 March 2018

**YOU ARE SUMMONED TO ATTEND A MEETING OF NORTHAMPTON BOROUGH COUNCIL, WHICH WILL BE HELD AT THE GUILDHALL NORTHAMPTON ON MONDAY, 12 MARCH 2018 AT 6:30 PM WHEN THE FOLLOWING BUSINESS IS PROPOSED TO BE TRANSACTED**

- 1. DECLARATIONS OF INTEREST**
- 2. APOLOGIES**
- 3. MAYOR'S ANNOUNCEMENTS**
- 4. PUBLIC COMMENTS AND PETITIONS**
- 5. MEMBER AND PUBLIC QUESTION TIME**
- 6. CABINET MEMBER PRESENTATIONS**
- 7. APPOINTMENT OF A PERMANENT CHIEF EXECUTIVE AND HEAD OF PAID SERVICE**
- 8. CHANGES TO OUTSIDE BODY APPOINTMENTS**
- 9. CALENDAR OF MEETINGS**
- 10. OPPOSITION GROUP BUSINESS**

Councillor Russell to make a statement on: "Unitary Status".

## 11. NOTICES OF MOTION

i) Councillor Duffy to propose and Councillor Culbard to second:

“This council recognises that sexual harassment happens where there are imbalances of power and can happen in Local Authorities at Member level and staffing levels.

This council therefore commits to developing a sexual harassment policy for Members and staff in consultation with representatives of both, and in consultation with the voluntary sector services that support victims of sexual harassment.”

ii) Councillor Davenport to propose and Councillor Haque to second:

“This council recognises that more can be done to encourage recycling. Working with the new contractors and to this end, we will look at a Danish model for recycling cans and bottles. This is a model where can crushers are made available in central locations. This encourages young people to collect and recycle cans and bottles for a small remuneration. This strategy educates, entertains and encourages recycling.”

iii) Councillor Birch to propose and Councillor Beardsworth to second:

“This council recognises that there is a public dissatisfaction around the delivery of an efficient and safe bus service for the residents of Northampton from Northgate Bus Station.

This council therefore commits to commissioning an independent Health and Safety inspection to look at the Bus Station in terms of pedestrian safety, congestion in the surrounding street, air quality and turning circle requirements.”

iv) Councillor Hadland to propose and Councillor Nunn to second:

The administration has always been committed to enhancing and promoting the heritage of our town.

Never was this more clearly demonstrated than with the opening of Delapre Abbey to the public next weekend for the first time in 900 years after a multi-million pound restoration programme.

The Abbey takes its place as a jewel in the crown of our historic town, a fitting tribute to all those organisations and individuals who have supported the project.

The administration has maintained its commitment as difficulties arose and were overcome, creating and working with the Delapre Abbey Preservation Trust to ensure that we have something to make us all proud.

This Council congratulates and thanks everyone who has been involved, and wished the Trust and its volunteers every good wish for an exciting and successful future.”

v) Councillor Hallam to propose and Councillor Larratt to second:

“This Council recognises that our town has been let down by the current Environmental Services provider. According to the biggest and most successful consultation that this Council has ever undertaken, a higher quality of cleanliness delivering cleaner streets and a

cleaner environment, and quality grounds maintenance are top priorities for residents of our Borough.

This Council is therefore delighted that our new contractor won the bid primarily due to the quality of service it was offering. This Council is making a significant additional investment in this contract and looks forward to working with Veolia to raise the standard of cleanliness and grounds maintenance right across Northampton – something that our town has long been crying out for.

This Council also very much welcomes the new Enforcement Contract and the zero-tolerance approach to littering and fly-tipping. We call on our enforcement provider to continue to strenuously enforce legislation with regard to littering and fly-tipping, especially through using fixed penalty notices for those people who litter our streets.

With the help, hard work, and commitment of our community volunteers, this Council will continue to provide local communities with clean, well maintained and safe open spaces. Council therefore proudly commits to provide continued support to community groups, initiatives and projects, including Residents Associations, Parish Council's, Summer Bloom, Green Flag and Friends of Parks Groups.”

## **12. MATTERS OF URGENCY WHICH BY REASON OF SPECIAL CIRCUMSTANCES THE MAYOR IS OF THE OPINION SHOULD BE CONSIDERED.**

Simon Bovey – Interim Chief Executive  
The Guildhall  
Northampton

### **Public Participation**

#### **1. Comments and Petitions**

- 1.1 A member of the public (or an accredited representative of a business ratepayer of the Borough) may make a comment or present a petition on any matter in relation to which the Council has powers. A comment or presentation of a petition shall be for no more than three minutes. No notice of the nature of the comment to be made or of the petition is required except for the need to register to speak by 12 noon on the day of the meeting.

(Public comments and petitions will not be taken and the Annual Council Meeting or other civic or ceremonial meetings.)

#### **NOTES**

- i. Comments may be on one or more subjects but each person has no longer than three minutes to have their say.*
- ii. The same person may make a comment and present a petition on different subjects. In such instances that person will have three minutes to make their comment and a separate three minutes to present a petition.*

#### **2. Member and Public Questions**

- 2.1 A member of the public (or business ratepayer of the Borough) may ask a maximum of two written questions at each meeting, each limited to a maximum of 50 words, on any matter in relation to which the Council has powers. Each question shall:
- be submitted in writing and delivered, faxed or e-mailed to Democratic Services no later than 10.00am seven calendar days before the day of the meeting; and
  - include the name and address of the questioner and the name of the Cabinet member/Committee Chair to whom the question is put.
- 2.2 At the meeting, copies of all questions and the responses to them from the public and Members will be made available to the public and press. The Mayor may allow one supplementary question, without notice, that arises directly from the original question or response.

(Questions will not be taken at the Annual Council Meeting or at civic or ceremonial meetings or meetings called to deal with specific items of business.)

#### NOTES

*In respect of paragraph 2.1 above, questions may be rejected on certain grounds that are set out on page 4-12 of the Council's Constitution and which may be viewed at [www.northampton.gov.uk/site/scripts/download\\_info.php?fileID=1919](http://www.northampton.gov.uk/site/scripts/download_info.php?fileID=1919) or by seeking advice using the contact details below.*

### 3. Motions

- 3.1 A member of the public may register to speak to a motion under the 'Notices of Motion' item on the agenda. Registration to speak must be made to Democratic Services by 12 noon on the day to the meeting. Speaking to a motion is restricted to three minutes per person.

(The 'Notices of Motion' item will not be taken at the Annual Council meeting or meetings called for civic or ceremonial purposes.)

### 4. General

A member of the public may make a comment, present a petition, ask a question or speak to a motion at the same meeting subject to the restrictions set out above.

### 5. Contacts

Democratic Services: e-mail [democraticservices@northampton.gov.uk](mailto:democraticservices@northampton.gov.uk)

Tel 01604 837722

Mail Democratic Services  
Northampton Borough Council  
The Guildhall  
St Giles Square  
Northampton NN1 1DE

**Question for Full Council Monday 12<sup>th</sup> March 2018**

**Question 1**

**Question to Cllr Hallam from Mr Appleyard**

Are there any small mini brakes clauses built in the contract with Veolia?

***Response***

There are provisions in the contract for variations to be made in the event that the council's requirements change. As the council is no longer in a joint arrangement with Daventry District Council, its ability to be flexible around the needs of local communities is much greater.

Councillor Mike Hallam  
**Cabinet Member for Environment**

## **Question for Full Council Monday 12<sup>th</sup> March 2018**

### **Question 2**

#### **Question to Cllr Hadland from Mr Appleyard**

Considering the possible consequences to Kingsthorpe High street from the impending movement of the University, and the possibility of traffic gridlock, should the Orbital road not open concurrently with the Relief road. Are there any plans now to examine the possible effects on Kingsthorpe high street?

#### ***Response***

The Council is advised that the new Northampton University Waterside Campus will open in September 2018. The Council is not aware that this should make traffic conditions worse on Kingsthorpe High Street.

In any event, matters relating to the Highway Network and its performance, are within the purview of Northamptonshire County Council, which is the Highways Authority, and this question should really be addressed to them.

Councillor Tim Hadland

**Cabinet Member for Regeneration, Enterprise and Planning**

## Question for Full Council Monday 12<sup>th</sup> March 2018

### Question 3

#### Question to Cllr Hibbert from Cllr Smith

While the Night Shelter has been able to offer temporary, emergency shelter, is there now a very urgent need and priority to provide more permanent solutions? Should we now be moving to a Housing First policy?

#### **Response**

Since opening its doors in February 2017, the Nightshelter has proved particularly adept at engaging with, stabilising, motivating and securing move-on for people who have previously been very chaotic and caught up in a seemingly endless cycle of repeat homelessness.

Many of these people have been let down by local services that have failed to provide them with the help and personalised support that they need in order to sustain their tenancies.

'Housing First' is an evidence-based approach to providing homeless people who have high needs and histories of entrenched or repeat homelessness with a stable, independent home and intensive personalised support and case management. No conditions are attached in relation to the person's 'housing readiness' before they are offered a home because secure housing is viewed as a stable platform from which other issues can be addressed.

I believe that 'Housing First' can play a vital role in our multi agency strategy for ending the need for people to sleep rough in Northampton. However, in order to realize its full potential, 'Housing First' must complement, and not duplicate, the excellent work of the Nightshelter.

As the success of 'Housing First' is dependent on the provision of intensive personalised support and case management, securing long-term funding will be the biggest challenge.

Councillor Stephen Hibbert  
**Cabinet Member for Housing and Wellbeing**

## Question for Full Council Monday 12<sup>th</sup> March 2018

### Question 4

#### Question to Cllr Hibbert from Cllr Ashraf

Overcrowding is a serious issue in the town. When are we going to agree minimum space standards for social housing, HMOs and private sector housing?

#### **Response**

I agree with you that overcrowding is a serious issue in the town. However, the adoption of minimum space standards on their own could make the situation worse, rather than better, if it has an adverse effect on the amount of affordable housing available to families.

#### Social rented housing

When they are initially offered social rented housing, applicants on Northampton's Housing Register are offered accommodation that is of a suitable size to meet their assessed housing needs in accordance with the Housing Allocations Policy.

Overcrowding may occur when the size of the household is subsequently increased due to the birth of a child and/or additional adults or children joining the household. Unless this results in statutory overcrowding (as defined under the Housing Act 1985), the tenants will not be prioritised, under the Housing Allocations Policy, for a transfer to a larger home.

When the Housing Allocations Policy is revised later this year, social housing tenants who are severely overcrowded (defined as having at least 2 bedrooms less than their assessed needs) will be prioritised, under the Policy, for a transfer to a larger home.

#### Houses in Multiple Occupation

The Housing Enforcement Team is already enforcing the standards in the Council's 'Facilities and Amenities Good Practice Guide for Landlords' and prohibiting the use of rooms that are unsuitable to be used as single/double bedrooms.

During the HMO licensing process, the Housing Enforcement Team has been very strict in ensuring that HMOs are only licenced for the appropriate number of people, taking into account the amenities and the size of rooms specified as sleeping accommodation.

Officers have recently reviewed and updated the existing Facilities & Amenities Guide and, when the Government has confirmed the new minimum room sizes, the Guide will be submitted to Cabinet for consideration and approval.

Fortunately, it is relatively rare for families with children to be living in overcrowded conditions in HMOs. However, when such situations are discovered, a multi-agency approach is adopted to ensure a swift and appropriate resolution of the problem.

#### Private sector housing

In the case of single family dwellings, the Housing Enforcement Team has the power (under Part 1 of the Housing Act 2004) to use the Housing, Health and Safety Rating System to tackle overcrowding and to take appropriate action to address and resolve it.

Councillor Stephen Hibbert  
**Cabinet Member for Housing and Wellbeing**



## **Question for Full Council Monday 12<sup>th</sup> March 2018**

### **Question 5**

#### **Question to Cllr King from Cllr Duffy**

When is the problem of motorbikes on pathways on housing estates going to be resolved?

#### ***Response***

All incidents of motorcycle nuisance should be reported to the police, using the contact info below. Alternatively, residents can be encouraged to report motorcycle nuisance at [operationneutrino@northants.pnn.police.uk](mailto:operationneutrino@northants.pnn.police.uk) This email is picked up by the Police motorcycle riders, who are trained to pursue and able to react directly to reports.

Councillor Anna King

**Cabinet Member for Community Engagement and Community Safety**

## Question for Full Council Monday 12<sup>th</sup> March 2018

### Question 6

#### Question to Cllr King from Cllr Davenport

Community Safety is compromised when residents have to wait for 40 minutes and more when they dial 101. What can the Borough do address this issue with the police?

#### **Response**

The police are aware of the waiting times for residents when calling 101 to report crime and anti-social behaviour. As an alternative, residents can be encouraged to report crime and incidents (if they have already occurred) online at <https://www.northants.police.uk/webform/report-crime> .

It is also worth noting that you can provide confidential information should you wish to remain anonymous. These calls can be made to the Independent Charity Crimestoppers on 0800 555111.

If a resident requires an immediate response or a crime is in progress, they should always be encouraged to call 999.

Councillor Anna King

**Cabinet Member for Community Engagement and Community Safety**

## Question for Full Council Monday 12<sup>th</sup> March 2018

### Question 7

#### Question to Cllr Hallam from Cllr Haque

Will we be insured against the risk of Veolia following Carillion into economic decline and bankruptcy?

Are the new vehicles low emission?

When will we see the £2 million programme of work to clear up the town?

Have you got the schedule?

#### **Response**

The council will be insured via a parent company guarantee in the event Veolia that Veolia goes into liquidation during the lifetime of the contract.

The new vehicles are low emission.

The improvement programme will begin on 4<sup>th</sup> June 2018 and will last for three months. We are currently working with Veolia to develop a detailed plan in readiness for 'go live'.

Councillor Mike Hallam

**Cabinet Member for Environment**

## **Question for Full Council Monday 12<sup>th</sup> March 2018**

### **Question 8**

#### **Question to Cllr King from Cllr Birch**

Around the town there are a number of public spaces used for events run by commercial companies e.g. Town Show, Fun Fairs, parking charges in the parks. These reduce access to a public amenity for the residents, cause noise and traffic congestion and can damage the grass. What charges are made to these businesses for the use of the town's facilities?

#### ***Response***

The council has a scale of fees / charges and event hire terms and conditions for hiring council land which all event organisers must abide by.

The council has supported charity and community groups for many years by not applying any park / land hire charge including Carnival, Diwali, Umbrella Fair and more.

The council charge fairs / circuses a daily fee of £300 per event operational day but no fees for setting up or taking down there showgrounds.

The council has for many years worked with local event organisers to hold events on council land for local residents and with new events the council has supported these events by contributing in kind by providing the park hire for free. These new events would have local interest, community engagement and support local providers.

Where commercial agents look to deliver events on the councils land the council charge up to £1000 per operational day.

All event organisers are charged with ensuring their event area is cleaned and tidied and all waste removed from site and should any land damage occur the council would charge the event organiser with making good the appropriate repairs or charge for the repairs to be undertaken.

Councillor Anna King

**Cabinet Member for Community Engagement and Community Safety**

## Question for Full Council Monday 12<sup>th</sup> March 2018

### Question 9

#### Question to Cllr Hadland from Cllr Davenport

What are you doing to challenge inspectors that overturn the democratic decisions of our planning committee.

#### **Response**

The National Planning Policy Framework (March 2012) states that:

“At the heart of the National Planning Policy Framework is a presumption in favour of sustainable development, which should be seen as a golden thread running through both plan-making and decision making.

For decision making this means:

- Approving development proposals that accord with the development plan without delay; and
- Where the development is absent, silent or relevant policies are out of date, granting permission unless:
  - Any adverse impact of doing so would significantly and demonstrably outweigh the benefits, when assessed against the policies in this Framework taken as a whole; or specific policies in this Framework indicate development should be restricted”.

Paragraph 187 of the National Planning Policy Framework goes on to state that:

“Local planning authorities should look for solutions rather than problems and decision takers at every level should seek to approve applications for sustainable development where possible”.

Sometimes the Planning Committee will decide to refuse planning applications and if that is against Officer advice, then the Committee must produce sound planning reasons for refusal because there is a risk that decisions can be appealed.

The Planning Inspectorate, a body quite separate from the Council, plays a very important role in the planning process, as it considers appeals made by applicants when their applications have been refused.

When determining appeals, Inspectors consider the same material planning considerations as Officers and the Planning Committee, and can decide to attach different weight to these, if appropriate, and they may come to different conclusions as a result. It is important therefore that all decisions made by the Council are based on material planning considerations in order to ensure that these decisions are robust and capable of being defended at appeal. Officers continue to ensure that all relevant recent appeal decisions are reported to the Planning Committee and taken into account when determining similar applications. By operating in this way, the Council will continue to make robust, balanced and transparent decisions.

The Council has very limited powers to challenge decisions made by the Planning Inspectorate, but the relevant Secretary of State has powers to over-rule the decisions made by Planning Inspectors.

Councillor Tim Hadland  
**Cabinet Member for Regeneration, Enterprise and Planning**

## **Question for Full Council Monday 12<sup>th</sup> March 2018**

### **Question 10**

#### **Question to Cllr Hadland from Cllr Ashraf**

Please can you update me on what is happening to the Bus Station on St James Road? Is the Church's development going ahead. If so when?

#### ***Response***

On the 12<sup>th</sup> February 2018, Officers advised you that the Council had not yet received any planning application in respect of the redevelopment of the site and that remains the position.

Councillor Tim Hadland

**Cabinet Member for Regeneration, Enterprise and Planning**

## **Question for Full Council Monday 12<sup>th</sup> March 2018**

### **Question 11**

#### **Question to Cllr Eldred from Cllr Davenport**

At the last DHP meeting you advised there will be additional monies for this fund. Please can you confirm how much it is, when it will be made available and where it is coming from?

#### ***Response***

Cllr Eldred stated at the meeting that there was an awareness that toward the end of the financial year, the funds allocated to Discretionary Housing Payments would, as expected run low, as NBC endeavours to maximise the use of the grant made available

In 2017-18 government funding was £545,641 of which, we have paid out £524,003 and committed to pay a further £21,096 before the end of March. This leaves just £542 uncommitted.

We will review any further requests received and if necessary, permit a modest 'overspend' in this area, which would be offset by underspends in other service areas. We do not plan to formally allocate any additional funds, this late in the Financial Year.

Councillor Brandon Eldred  
**Cabinet Member for Finance**

## Question for Full Council Monday 12<sup>th</sup> March 2018

### Question 12

#### Question to Cllr Hadland from Cllr Beardsworth

Are regular Health and Safety inspections carried out at Northgate Bus Station ?

#### ***Response***

Yes.

Regular Health & Safety Inspections are undertaken on North Gate and involve the Councils H&S team.

H&S is monitored daily by staff and security.

The Parking Manager undertakes weekly visual inspections.

Our Town Centre Manager inspects the site every 2-3 months.

We have quarterly meeting with the bus operators to discuss H&S.

All incidents are reviewed.

We have risk assessments in place which are reviewed on an annual basis.

Councillor Tim Hadland

**Cabinet Member for Regeneration, Enterprise and Planning**



## Question for Full Council Monday 12<sup>th</sup> March 2018

### Question 13

#### Question to Cllr Hallam from Cllr Beardsworth

There is an extra £2m in the new Environmental Services Contract in 2018/19 *for mobilisations and to rectify current problems*. Have communities been asked to identify “Grot Spots” needing attention or is the bulk of the money to be used in the town centre?

#### **Response**

Communities have not been asked to identify grot spots and the funding will not be mainly used in the town centre as the purpose of the extra funding is to bring everywhere in the town up to the standard set out in the contract within the first three months of its inception.

Councillor Mike Hallam  
**Cabinet Member for Environment**

## **Question for Full Council Monday 12<sup>th</sup> March 2018**

### **Question 14**

#### **Question to Cllr King from Cllr Beardsworth**

Was an equality impact assessment carried out on the effect of the £94,000 reduction in the 2018/2019 budget for Voluntary / Community Funding?

#### ***Response***

Yes.

Councillor Anna King

**Cabinet Member for Community Engagement and Community Safety**

## **Question for Full Council Monday 12<sup>th</sup> March 2018**

### **Question 15**

#### **Question to Cllr Larratt from Cllr B Markham**

According to the NBC website the Citizens Account will close at 5pm on Friday 30 March and yet our Medium Term Financial Plan ( MTFP) says the council will increase efficiency and make financial savings by:- *Use of IT/Digital channels – to reduce transaction costs and increase staff productivity through the use of technology.*

Is the council about to replace the Citizens Account with new online payment processes and if so when?

#### ***Response***

A decision was made by the supplier of the Citizens Account to no longer provide the service. The Citizens Account provides customers with an electronic copy of their bill. As soon as we received notification we have been working on an improved replacement service. During this transitional period all customers will receive correspondence through the post. Online payments will continue to be available throughout this period.

The MTFP efficiencies will be achieved throughout the financial year by a range of initiatives including an improved and enhanced website with an online bookings facility and improved applications for services.

Councillor Phil Larratt  
**Deputy Leader of the Council**

# Agenda Item 6

## Report of the Leader of the Council

### Northampton Borough Council

Monday 12<sup>th</sup> March 2018



Since my last report to Council, I have continued to work with the Cabinet, Members, Directors, and Officers across all areas of the council. Many of these activities and issues are referred to in Cabinet colleagues' reports.

#### **Unitary Status**

Thank you to all those Members who were able to attend the Deloitte Members' briefing on 23rd January, which proved to be an extremely valuable opportunity for us all to discuss this important issue. Views were consistent across all of the political parties that, should there be any future unitary arrangement made, it must be fully sustainable, with the top priority being to ensure the best services and representation for our residents. The Leaders and Chief Executives of all seven of the District and Borough councils continue to meet regularly, as the Deloitte work now reaches a conclusion. Deloitte are also currently undertaking some separate analysis that we at NBC have commissioned, looking specifically at the implications and benefits to Northampton of pursuing a unitary Northampton with the option of an extended boundary (consistent with this council's unanimous motion of January 2017), versus becoming part of a unitary council with other areas, such as under the two unitary model that has been widely referred to recently.

#### **Governance**

In my last update I advised that the Interim Chief Executive had completed the review of internal management boards, and I can now confirm that the rationalised arrangements were implemented during February. Progress continues to be made on a revised project management framework and on the review of the Constitution.

#### **Independent Chair of Audit**

This position has been re-advertised, including through the Institute of Chartered Accountants website, and I am delighted to advise that we have received fourteen applications for the role, many of which look to be very strong applicants. Shortlisting is being done by the Governance & Risk Manager, the Head of HR, the Monitoring Officer, and the Section 151 Officer. Following this, interviews will be undertaken by a panel including the Leader of the Council, the Deputy Leader, the current Chair of Audit, and the Leaders of the two opposition parties.

#### **Delapré Abbey**

Over the past few months Delapré Abbey has welcomed many visitors to its café, has seen many local groups hire its coach house community hire space, and has provided a venue for corporate events. It has also successfully hosted a number of weddings, and its other public events, ranging from wedding fairs to street food events, have all proven to be extremely popular. It is therefore a source of great pride, and a tribute to those who have been involved over the years as professionals or as volunteers, that the next phase of its opening will take place later this month, as from 17<sup>th</sup> March members of the public will be able to explore and to take a tour of previously unseen parts of the Abbey.

Not only is this the first time in the Abbey's nine hundred year history that the public have been able to see so much of the Abbey's internal space, but of course it is the first time that so much of the Abbey has been in so excellent a state of repair and renovation. The quality and authenticity of the renovation work undertaken makes a visit to the Abbey a must for those interested in history, architecture, and historic buildings, and with a policy of free entry for children, I am certain that it will also prove extremely popular with family and school groups as well.

### **Other Activity**

Amongst my other meetings and activities, it was a pleasure to meet recently with the Chief Executive of Carlsberg, and to learn about the exciting plans they have to drive ahead with both some technical innovations and also some of their wide range of brands.

I was also extremely glad to have attended the launch of the Grey Dog Trust, a new, non-profit organisation, who are seeking to put on a one-day music festival in August 2018; the Grey Dog Music Festival. The festival is aimed at adolescents, and will be seeking to raise awareness of mental health issues and to challenge the stigma of mental health.

### **Staffing and Council Officers**

I am grateful to those Members, Staff, and other Stakeholders across the town who took part in the various panels and events involved in the recruitment of the new Chief Executive. Your feedback was extremely valuable in informing the process and the final decision.

George Candler comes to us from Shropshire Council, where he has been Director of Place, with wide ranging responsibilities, and an impressive track record of achievements, but he also brings with him a wealth of experience across many other areas. I am certain that George will be instrumental in driving us on our journey to deliver the best services for our residents, playing our leading role in driving the town forward, and making the council a good place to work. George has already begun spending some time around the Guildhall, and will continue to do so up until he joins us formally at the end of April.

I believe that we are in a stronger position to tackle the tasks that lay ahead as a result of the hard work of Simon Bovey, who has done an excellent job as our Interim Chief Executive during the past six months. Under Simon's stewardship, we have seen strides forward in so many areas across the council.

I would like to personally thank Simon for all of his hard work, and the complete commitment that he has given to Northampton and to the council during his time with us.

Councillor Jonathan Nunn  
**Leader of the Council**

# Report of the Deputy Leader of the Council

## Northampton Borough Council

### Monday 12<sup>th</sup> March 2018

As Deputy Leader of the Council, I have been continuing to support the Leader and Cabinet colleagues across a variety of areas within the council, and can report on some of my specific responsibilities as below.

#### Market

I was set to visit Norwich Market on Tuesday 27<sup>th</sup> February, with the Market Manager and a Trader, but this visit was cancelled due to the adverse weather forecast. The visit is currently being rearranged.

I have been considering the several responses I received from Traders regarding the MAG and its future. I want to establish best practice with regard to how other Market Authorities work with Traders. Norwich Market has undergone significant transformation and I am keen to learn how Traders are engaged there. I hope to come forward with proposals for the future of the MAG and how the Council engages with Traders going forward following our visit to Norwich and learning more about best practice elsewhere.

#### Constitution

Work is continuing to update our constitution. A meeting of the Constitution Working Party will be held as soon as amendments are ready to be submitted to Members for consideration.

#### Councillor Training

The Councillor Development Group met on 28<sup>th</sup> February.

A development event had taken place earlier in the day with the providers of CaseWorker. This event was attended by Officers, IT personnel, and Members trialling the system who provided the supplier with information with regard to IT systems and ways of working to enable the construction of the program for use within the Council. Training for the Members trialling the system will take place on 12<sup>th</sup> April in the IT Training Suite. There will be two sessions, one at 2.00 pm and one 6.00 pm.

The Development Group agreed an application form for Members to complete when applying to attend development sessions and conferences, even free events. This will be circulated to Political Assistants, Group Whips, and Councillor Beardsworth. It will also be available in the Councillor Zone on the Intranet.

Councillor Development and Briefing Sessions already scheduled are as follows:

- **07/03/18 – Benefits Update** - Open to all Councillors. Two identical sessions one at 2.00 pm and one at 6.00 pm in the Jeffery Room. To be delivered by Community Law. 22 Councillors / Parish Councillors have booked to attend these sessions.
- **21/03/18 – Debt and Debt Management** – This training is open to all Councillors. Two identical sessions one at 3.00 pm and one at 6.00 pm in the Jeffery Room. To be delivered by Northamptonshire Credit Union. 20 Councillors / Parish Councillors have booked to attend these sessions.
- **27/03/18 – Advanced Safeguarding Training** – Open to all Councillors. Two identical sessions, one at 2.00 pm and one at 6.00 pm in the Jeffery Room. To be delivered by the Head of Housing and Wellbeing. 30 Councillors / Parish Councillors have booked to attend these sessions.
- **12/06/18 (Re-scheduled from 1<sup>st</sup> March) – Personal Safety Training** – This training is to be delivered by an external trainer. It is limited to 15 Councillors and is already

fully booked. Should there be further demand for this training, a further session will be considered.

Further details regarding these sessions can be obtained from Tracy Tiff.

Members are asked to register to attend these events with Tracy Tiff as soon as possible.

It remains the intention to arrange an information / briefing session regarding FGM. Officers continue to be in contact with Safeguarding at Northamptonshire County Council and the NSPCC about providing this but we are still awaiting their response.

First Aid Training is continuing to be offered to Councillors as and when spaces become available on courses. Please can Members advise Tracy Tiff if they'd like this training.

## **Web Casting**

We have been working with Northamptonshire County Council to jointly procure a Web Casting facility to enable us to commence the Web Casting of our meetings at the earliest opportunity. Due to the current financial situation at the County Council, and that Council not entering into new contracts, other than those with regard to statutory services, they are no longer looking to renew the Web Casting contract. Their meetings are no longer being Web Cast.

Our joint procurement has therefore ceased. It remains our intention to introduce the Web Casting of our meeting as soon as possible. To achieve this we now have to procure the facility ourselves and officers are continuing to work on this. Unfortunately this will mean that we will be unable to introduce Web Casting as early as we envisaged, but we will do so as soon as we can.

## **Street Lighting**

The Officer / Member Working Group met on 12<sup>th</sup> January 2018. Minute are available.

All NBC lights have been plotted on a map of the Borough in preparation for inclusion on our Interactive Mapping Service. Precise locations will be confirmed electronically during the survey process and re-plotted on the map accordingly.

The survey of our complete lighting stock is currently being procured, and this will inform the tender process for the management contract. Options for the procurement of the management contract were considered and will be pursued in light of the survey

The design and content of the identification labels to go on all our lights was discussed and agreed subject to a logical numbering system being devised and the agreement of Customer Services and NPH. These will enable easier reporting of faults by the public and will be placed on each lighting column during the forthcoming survey.

The Working Group is continuing to pursue the issue of new heritage lights on South Bridge. While the Planning Officer has been engaged, it is currently being determined whether or not planning permission will be required for the new lights. There will be a lead in period to procure the new lights as they are bespoke, but we are intending to secure their installation at the earliest opportunity.

## **Councillor Phil Larratt**

### **Deputy Leader of the Council**



## **Cabinet Member Report for Housing and Wellbeing**

### **Northampton Borough Council**

**12<sup>th</sup> March 2018**

#### **SWEP (Severe Weather Emergency Protocol)**

As Members will be aware, arrangements are in place to provide homeless people with emergency overnight shelter, in the Hope Centre, during severe weather.

During the latest period of very cold weather, SWEP was activated on 22<sup>nd</sup> February 2018 and, at the time of writing this report, I am expecting it to continue until 5<sup>th</sup> March 2018.

In response to the exceptionally cold daytime temperatures and the risk posed by windchill, special arrangements were put in place between 27<sup>th</sup> February and 4<sup>th</sup> March to ensure that, between 8.30am and 9.00pm, homeless people were able to stay somewhere safe, warm and dry. During the week, the Hope Centre and Nightshelter extended their opening times and, on the Saturday and Sunday, the Council's One Stop Shop operated as a daytime shelter.

On behalf of the Council, I would like to take this opportunity to offer my sincere thanks to the Hope Centre, Nightshelter, One Stop Shop and all of the staff and volunteers who have helped keep people safe (overnight and during the day) throughout this period of arctic conditions.

#### **Maximising the supply of new homes**

On 21<sup>st</sup> February 2018, Cabinet approved a new, 3-track approach to housing delivery that will deliver around 1,000 new affordable homes over the next 10 years and expand the range of options available to the Council to deliver new housing across all tenures.

This new approach – which will involve the setting up of a charitable community benefit society and the expansion of Northampton Partnership Homes' role to include the delivery of new housing (including affordable rented housing, market rented housing and housing for sale) outside of the Housing Revenue Account – is very exciting and I am delighted that we will soon have the flexibility and capacity to maximise the supply of new homes in the borough.

#### **Northampton Landlord Forum**

On 20<sup>th</sup> February 2018, more than 80 private landlords and letting agents attended a meeting of the Landlord Forum to receive updates and ask questions about the implementation of the Housing & Planning Act 2016, the expansion of the Council's housing enforcement team and government changes to the definition of Mandatory HMO.

The Forum also provided landlords with the opportunity to share their thoughts and put questions to more than 20 experts from housing enforcement, planning, fire safety and trading standards.

I am delighted by the success of the Landlord Forum which meets three times a year, is always well attended and helps us maintain a regular dialogue with landlords and agents, share best practice and information and, in doing so, create better conditions for tenants.



## **Extension of Mandatory HMO Licensing**

The Government has now confirmed that the definition of Mandatory HMOs is being extended to include all houses in multiple occupation (not just those with 3 or more storeys) that are occupied by at least 5 people. This change comes into effect on 1<sup>st</sup> October 2018.

After 1<sup>st</sup> October 2018, it will be a criminal offence for landlords and managing agents to operate these larger HMOs without a valid HMO licence.

The Housing Enforcement Team is planning to publicise the changes to ensure that as many of the affected HMOs as possible (including, of course, those HMOs that are operating in the Far Cotton and Delapre areas) are licensed by 1<sup>st</sup> October 2018.

Anyone who fails to apply for a licence on time will pay more for their licence, may be offered a shorter licence (lasting 1 or 2 years, rather than the usual 5 years) and will be considered for enforcement action. Enforcement action – resulting in prosecution or the imposition of civil penalties – will be taken against as many offenders as possible.

## **Housing Enforcement Team**

On 17<sup>th</sup> January 2018, the Cabinet approved a Business Case for expanding the Housing Enforcement Team to tackle criminal, rogue and irresponsible landlords and managing agents who knowingly rent out accommodation that is unlicensed, substandard and/or unsafe.

I am delighted to say that, at the time of writing this report, Managers are finalising the appointment of the Housing Enforcement Manager and the 2 Intelligence Officers and are about to interview for the 4 Environmental Health Officer roles and the Tenancy Relations Officer role.

**Councillor Stephen Hibbert**  
**Cabinet Member for Housing and Wellbeing**



## Cabinet Member Report for Community Engagement & Community Safety

Northampton Borough Council

12 March 2018

### **Councillor Community Fund**

During this financial year, 2017-2018, a total of 241 councillor community fund applications have been supported. This equates to a total of £108,967.19

### **Partnership Support**

29 January – Partnership showcase event held at the Guildhall. More than 25 organisations that we have funded this year in attendance, to showcase to Cllrs and the public what outcomes they have achieved. Training also delivered during the event for this year's process which opened in the first week in January 2018 and will close today, Friday 2 March.

### **Forums**

24 January - Holocaust Memorial Day Event held at the Guildhall. Civic ceremony in the daytime and then a commemoration event in the evening, including key note speakers, dance, drama, and poetry and music performances on the stage.

8 February – Digital Eagles training session delivered to ten of our residents associations, to support them with using social media to improve the reach to their communities.

10 March – International Women's Day held at the Guildhall, theme for this year covered the celebration of 100 years of women's right to vote. The event involved a jammed-packed programme of talks, performances, workshops and family-friendly activities.

Andrea Leadsom MP, led the commemoration of the first female cabinet minister, Margaret Bondfield, by unveiling a bronze statue.

The Stories of Resilience book, worked on in partnership with Northampton University was launched and attendees were able to take part in fun activities and workshops including knitting, a crime mystery activity, self-defence and yoga. Finally, after receiving numerous entries, the Inspirational Woman Award winner was announced.

### **Events**

Spring time as usual has been quiet in terms of events but planning for the summer and beyond has already commenced with discussions already taking place for the Armed Forces Day, Beer Festival, Carnival, Diwali, Northampton Festival, Pretty Muddy and Race for Life.

HMS Laforey Parade is planned for the 25 March in the town centre followed by the Terry Wire Harley Davidson Ride at the beginning of April.

The council's Bands in the Park season commences on the 1st April in Abington Park with the season's first fair on Kingsthorpe Rec moving onto the Racecourse and Abington Park.

Early June sees Pretty Muddy and Race for Life taking place in Abington Park.

### **Culture & Heritage**

Events at Abington Park Museum continue to be very well supported. All six dates in a series of Over 60s talks have sold out and will be attended by an audience of 70 on each event. A series of five tours of Abington Park Museum are booked during January to April and will be led

by a museum volunteer. A new series of Art History Lectures take place in February and March and will be focussing on exploring glass as a medium, a carrier and a subject in art

Half term workshops for children are planned for February and are themed on Valentine's Day and the Chinese New Year.

The interest in the wedding offer at Abington Park Museum is very brisk - we have had nine enquiries in the second half of January. The museum has been hired by wedding fair organiser 'Events in a Box' in early March and the first wedding at the museum takes place on 18 March.

Macmillan Cancer Support have hired the museum for a reception in March.

As part of the decant process at the Guildhall Road site, all cases from the Life and Sole Gallery have been recycled and shared with nine museums and heritage Centres in Northamptonshire.

Six pairs of 1920s-1940s shoes have been lent to the Bulldog Trust for their exhibition in conjunction with the Art Society at Two Temple Place in London. The exhibition is titled *Rhythm & Reaction – The Age of Jazz in Britain* and will be open until the 22<sup>nd</sup> April 2018. The exhibition has received excellent reviews with our shoes often being commented on.

### **Museum Expansion Project**

Following a design freeze at the end of January, work has progressed on finalising drawings and specifications for the tender documents. Detailed design work continues for the Shoe Gallery, temporary exhibitions gallery and a Great Hall. The Audience Agency completed the second round of focus groups, working with four specific audience segments. Results of these focus groups will help the development of the exhibitions and events programme for the new museum.

### **Customer Services**

Following a review of the Customer Service risk assessments, bespoke Customer Service training was delivered to all front line staff. This was specifically around how to deal with, resolve and cope with aggressive behaviour. The trainer spent some time in the Contact Centre and OSS before he delivered the training and was able to give techniques to support realistic scenarios. Feedback from the Team was extremely positive and this training, together with the Personal Safety training which took place earlier in the year, has helped equip staff with valuable techniques to deal with and remain resilient through these difficult situations

We implemented the first two stages of the EDRM (Electronic Records Management) project for NPH where we are scanning Right to Buy, Leasehold, Rent account and Housing Application documentation. We are confident that once this has bedded in we will see a reduction of the transactions times and appointments where proof of identification is required across a number of services.

### **Community Safety**

Marble Arch PSPO – gates installed, works completed.

6 February – Keeping Safe Online event held at the Deco theatre. More than 500 young people across 11 of our schools attended the learning event.

Working with partners, including EMAS (ambulance service), Police, Youth Offending Service, Free to talk and Northampton University to develop a programme to raise awareness with young people, to help tackle knife crime.

### **Councillor Anna King**

**Cabinet Member for Community Engagement & Community Safety**



## Cabinet Member Report for Regeneration, Enterprise & Planning

Northampton Borough Council

12 March 2018

### Town Centre Operations

For the period April 2017 to January 2018 in the council's multi-storey car parks the Saturday free parking figures show 365,151 customers taking advantage of the offer and for the two hour free parking offer the figures show 866,608 customers taking advantage with the Mayorhold and Grosvenor being the most popular car parks.

Overall parking figures for the period April 2017 – January 2018 show 2,245,587 visitors using the council's multi-storey and surface car parks.

The footfall figures for January show 1,097,297 visitors, workers and shoppers in Abington Street and Market Square which was a 6.9% increase in comparison with the same month in 2016. Overall town centre footfall in the period April 2017 – January 2018 was 15,954,362.

### Enterprise

Business Incentive Scheme 2017-18

We have supported 23 Businesses to date this year

The £187,567 Invested has secured over £875,000 of private sector investment and created 93 jobs

Vulcan Works

- Outline ESIF application approved. Deadline for full application 13<sup>th</sup> April 2018
- Design Team appointed and reviews are underway
- Demolition of Amalgamated Tyres in progress- Road Closure to commence 1<sup>st</sup> March 2018

St James Mill Road

- Ground Investigation surveys completed and awaiting results
- Detailed design ahead of planning nearly completed (awaiting GI results to finalise designs)
- Consultation with surrounding businesses underway

### Planning

#### Local Plan Part 2

The Planning Policy team has assessed all the representations submitted to the Local Plan Part 2 Sites Consultation. A summary of the representations and officer responses will be reported to the meeting of Cabinet on 14<sup>th</sup> March

#### Conservation Area Reviews

Great Billing & Great Houghton Conservation Area reviews have been subject to public consultation (now closed) and a report regarding the responses and their adoption is due to be considered by Cabinet on 14<sup>th</sup> March following the cancellation of the meeting on 7<sup>th</sup> February.

N/2017/0127 – planning permission was granted in January 2018, followed the finalisation of a S106 agreement, for the demolition of existing buildings and the erection of 40 dwellings at the former Sofa King unit, Tivoli House, Towcester Road.

The number of planning and related applications received in 2017 reached 1711, which was a slight increase on the 1700 received in 2016.

Development Management has maintained 100% performance standard in terms of major, minor and other applications in December 2017.

### **Asset maintenance**

Repairs and upgrades include:-

Grosvenor MSCP:	Chloride testing of the concrete to the entrance and exit ramps complete. Extensive LED replacement of lighting ordered.
North Gate Bus Stn:	Replacement roof inflation air handling unit ordered. Repairs to roof air feed pipework. Flooring repair.
Lings Leisure Centre:	Replacement external fire escape doors.
Danes Camp Leisure:	New automation to exit doors.
Delapre Abbey:	External window and roof light repairs and redecoration to the stable block and cottage.
Guildhall:	Mini refurbishment of the basement facilities staff room. Replacement flooring to one stop shop. New automated doors for one stop shop ordered.
Billing Road Allotments:	Water regs upgrades to water tanks.
Kingsthorpe Rec Grnd:	Replacement water main. Extensive repairs to street lights.

**Councillor Tim Hadland**  
**Cabinet Member for Regeneration, Enterprise & Planning**



## Cabinet Member Report for Environment

Northampton Borough Council

12 March 2018

### Environmental Services Re-Provision

Cabinet endorsed the recommendation to award the contract to the preferred bidder, Veolia, at its meeting on 17 January 2018.

Cabinet gave the Director of Customers and Communities delegated authority, in consultation with the Cabinet Member for Environment, to implement Cabinet's decision and to achieve successful completion of the environmental services procurement process.

Letters of intention to award to the preferred bidder were issued on 30 January 2018.

Following the expiry of the Alcatel standstill period at midnight on 9 February 2018, the Director of Customers and Communities is now implementing the required steps leading to final approval of the contract and contract execution.

NBC officers and Veolia's mobilisation team will develop and agree a detailed implementation plan to secure the successful mobilisation of the services.

### Parks and Open Spaces

#### Dallington Park

A safety fence has now been installed around the children's play area at Dallington Park. This has been erected for three main reasons. 1) There is a very steep slope adjacent to the children's play area, which is a hazard to the young children when they are playing. 2) It makes it easier for the parents/carers to keep an eye on their children when they are playing in the enclosed area. 3) No dogs are allowed in this enclosed area, except for guide dogs that are on leads.

Also at Dallington Park, a safety barrier/chicane has been installed at the entrance to the park from Harlestone Road. Concerns were raised by the "Friends Of Group" after a few near misses with dogs running into the path of cars and they were worried that children could also do the same.

#### The Racecourse

Additional bollards have been installed at the Racecourse, near the Pavilion, to help prevent vehicles from driving onto the grassed areas. There were concerns about the number of vehicles that were entering the Racecourse, adjacent to the children's play area, which gave rise to serious safety concerns for all park users.

#### Green Flag

Applications have been submitted to enter Delapre Park and Abington Park for the 2018 Green Flag Awards. The judging normally takes place during May/June time. Abington Park will have a full judging assessment and Delapre Park will have a mystery shopper type assessment.

## **Environmental Health**

Northampton Borough Council now has a new Primary Authority (PA) partnership arrangement in place with Carlson Rezidor, the parent company of the Group of Radisson Hotels (to include the Park Inn, Northampton). NBC now acts as a UK lead for the Radisson Hotels in regulating functions such as; Health and Safety, Food Safety and Hygiene and Licensing. The Partnership is set up to increase efficiency, standardisation and create a consistent approach to regulation and aims to remove the burden of 'red tape' and administration. NBC also has other PA partnership arrangements in place with other national companies to include Travis Perkins and Poundland.

The food team completed the prosecution of the Mr Peter Salmon of The Meating Place, a butcher's shop in Northampton for a number of food safety offences. Fines and costs totally £20,323 were levied for these offences. In handing down the above sentence, the bench commented that the offences were, in their opinion, extremely serious and resulted in a serious risk to public health which was thankfully not realised in the end. This, combined with the fact that he had been convicted of similar food safety offences a few years previously, led them to impose a greater fine than their colleagues did on the last occasion.

The new enforcement service commenced on 22 January. The new officers underwent a week long training programme and have now commenced enforcement activities in the centre of Northampton. In the period between 24 January and 26 February 2018, 1250 fixed penalty notices have been issued by the team.

**Councillor Mike Hallam**  
**Cabinet Member for Environment**



## **Cabinet Member Report for Finance**

### **Northampton Borough Council**

**Monday 12<sup>th</sup> March 2018**

#### **Finance**

The Council set its General Fund and Housing Revenue Account Budgets at its meeting on 26th February. With formal the formal Council Tax being set on 5<sup>th</sup> March as a result of receiving a late notification of its precept from Northamptonshire County Council.

The Council is in a good financial position for the 2018/19 financial year with a balanced budget and an adequate level of reserves. The financial position from 2018/19 onwards is uncertain due to continued reductions in government funding, potential government policy changes and cost pressures.

The Council is actively working to develop options to mitigate the possible funding gap over the Medium Term Financial Plan. As part of the new governance arrangements the Resources Board will meet regularly and monitor the performance and delivery of the planned savings, informing the Corporate Management Board and Cabinet of progress.

The Council is currently preparing for the closure of the accounts and production of its Statement of Accounts for 2017/18. The finance team have been working closely with KPMG, our external auditors, as part of this preparation. In addition, early groundwork has commenced with our new external Auditors, Ernst and Young (EY), who will be auditing the 2018/19 accounts.

#### **Revenues & Benefits**

The service continues to deliver a good service, although there will some resource/time pressure from the slight delay in formalising Council Tax, this will not delay the issuing of Council Tax Bills.

Collection rates for Council Tax and Business Rates continue to be on target.

Councillor Brandon Eldred

Cabinet Member for Finance





# COUNCIL

## Monday: 12<sup>th</sup> March 2018

**Agenda Status: Public**

**Directorate:** Borough Secretary and  
Monitoring Officer

<b>Report Title</b>	<b>Appointment of a permanent Chief Executive and Head of Paid Service.</b>
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### 1. Purpose

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- 1.1 The purpose of this report is to ask Full Council to approve the appointment of a permanent Head of Paid Service and Chief Executive to the Council.

### 2. Recommendations

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It is recommended that Full Council:

- 2.1 Approve the permanent appointment of George Candler as the Council's Head of Paid Service from the 13<sup>th</sup> March 2018 and Chief Executive from the 30<sup>th</sup> April 2018

### 3. Issues and Choices

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#### 3.1 Report Background

- 3.1.1 Members will be aware that Simon Bovey has been acting as interim Head of Paid Service since the 17<sup>th</sup> August 2017 and as the interim Chief Executive since 6<sup>th</sup> September 2017.
- 3.1.2 The Local Government & Housing Act 1989 S (1) (a) places a duty on a local authority to designate one of its officers as Head of the Paid Service. This is one of three statutory roles; Head of the Paid Service, S151 Officer and Monitoring Officer. The roles of Head of the Paid Service and Monitoring Officer cannot be held, at the same time, by the same individual.
- 3.1.3 Following the resignation of the former Chief Executive, David Kennedy, Northampton Borough Council agreed with Daventry District Council to a secondment arrangement for interim Chief Executive cover.

- 3.1.4 On the 3<sup>rd</sup> November 2017, the Appointments and Appeals Committee gave consideration to the process of appointing a Chief Executive/Head of Paid Service.
- 3.1.5 It was agreed by the Committee that an external agency, Penna PLC would be used in the recruitment process. The recruitment and selection exercise undertaken followed a competitive process in January and February 2018 and the following steps were then taken by Penna;
- The publication of an advert for the post in National Newspaper
  - Completion of a job description and person specification for the post
  - Interviews of long listed candidates were carried out
- 3.1.6 Long-listing and short-listing assessments produced a final shortlist of 4 candidates, one of which withdrew from the recruitment process at this stage. The remaining 3 candidates went through a rigorous assessment process, involving psychometric testing, panel meetings with partners and stakeholders, one to one meetings with the Leader and a lunch 'meet and question time' with the Cabinet Members. Ward walks and staff panel meetings were completed along with strategic analysis exercises and presentations. On the 6<sup>th</sup> February 2018, candidates attended formal interviews with the Appointments and Appeals Committee.
- 3.1.7 The Appointments Panel, having regard to assessment results, feedback from partner and stakeholder panels, and taking account of the final interview scores, agreed unanimously in recommending that George Candler be offered the position of Chief Executive/Head of Paid Service.

#### **4. Implications (including financial implications)**

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##### **4.1 Policy**

- 4.1.1 There are no specific policy implications to this report or the decision the Full Council is being asked to make.

##### **4.2 Resources and Risk**

- 4.2.1 The appointment to the position of Chief Executive will be broadly within the current grade for the post and in accordance with the Council's Pay Policy Statement.

##### **4.3 Legal**

- 4.3.1 Section 4 of the Local Government and Housing Act 1989 confers upon Northampton Borough Council the duty to designate "one of its officers" as its Head of Paid Service.

#### **4.4 Equality**

- 4.4.1 All processes followed in this recruitment process complied with equality legislation and requirements. There are no direct equality or health implications arising directly from the proposed decision.

#### **4.5 Other Implications**

- 4.5.1 None.

#### **5. Background Papers**

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- 5.1 Appointment and Appeals Committee papers and minutes (confidential) of the 3<sup>rd</sup> November 2017, the 9<sup>th</sup> & 26<sup>th</sup> January 2018 and the 6<sup>th</sup> February 2018.

**Francis Fernandes**  
**Borough Secretary & Monitoring Officer**  
**0300 330 7000**

<p><b>Appendices:</b> 0</p>
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**NORTHAMPTON**  
BOROUGH COUNCIL

**COUNCIL**  
**12<sup>th</sup> March 2018**

**Agenda Status: Public**

**Directorate: Borough Secretary**

<b>Report Title</b>	<b>Changes to Outside Body Appointments</b>
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**1. Purpose**

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1.1 To confirm the changes to appointments to Outside Bodies as set out in the report

**2. Recommendations**

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2.1 That Councillor Hadland replace Councillor Bottwood as the Councils' representative on the Outside Body – Delapre Abbey Preservation Trust (DAPT)

**3. Issues and Choices**

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**3.1 Report Background**

3.1 At the Annual Council meeting on the 18<sup>th</sup> May 2018, Councillor Bottwood was appointed to the Delapre Abbey Preservation Trust (DAPT).

3.2 The Trust is both a charity and a limited company that was formed in 2006 to help Northampton Borough Council to formulate a plan for the restoration and re-opening of the Abbey to visitors. The role of the Trustees is to manage the Trust according to its Articles of Association and it must submit annual accounts and reports to both Companies House and the Charity Commission.

3.3 The Trust is managed by a Board of Trustees who all give their time and expertise on a voluntary basis and Northampton Borough Council have a representative nominated to the trust.

3.4 Council are being asked approve the changes to the appointment to Outside Body:

Councillor Hadland to replace Councillor Bottwood on DAPT.

3.5 Appointments to all other Committees and Consultation Appointments agreed by Council remain unchanged.

#### **4. Implications (including financial implications)**

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##### **4.1 Policy**

4.1.1 There are no policy implications in this report.

##### **4.2 Resources and Risk**

4.2.1 There are no resources or risks as an outcome of the report.

##### **4.3 Legal**

4.3.1 There are no legal implications as an outcome of the report.

##### **4.4 Equality**

4.4.1 None

##### **4.5 Other Implications**

4.5.1 N/A

#### **5. Background Papers**

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5.1 None

**Francis Fernandes**  
**Borough Secretary & Monitoring Officer**  
**01604 837734**

Appendices: 1



**NORTHAMPTON**  
BOROUGH COUNCIL

**COUNCIL**  
**12<sup>th</sup> March 2018**

**Agenda Status:** Public

**Directorate:** Borough Secretary & Monitoring Officer

<b>Report Title</b>	<b>Meeting Cycle 2018/19</b>
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**1. Purpose**

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1.1 To seek approval of Council to the Meeting Cycle for 2018/19

**2. Recommendations**

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2.1 That Council approve the Meeting Cycle for 2018/19

**3. Issues and Choices**

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**3.1 Report Background**

3.1.1 It is necessary for the Council to agree a Calendar of meeting to enable the business of the Council to be programmed appropriately.

3.1.2 The draft Calendar of meetings is attached at appendix 1 and follows an established practice and reflects comments made in consultation with Councillors, Directors and Heads of Service so that:

- Ordinarily, there are no main Committee meetings on the Tuesday evening following Council; and
- The commencement time of meetings remain as for the existing cycle.

3.1.3 Future changes to meeting dates of Committees will be made on the Councils website and notification will be electronically sent to all relevant members.

#### **4. Implications (including financial implications)**

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##### **4.1 Policy**

4.1.1 The report continues existing policy.

##### **4.2 Resources and Risk**

4.2.1 There are no particular implications arising from the Meetings Cycle.

##### **4.3 Legal**

4.3.1.1 The proposed calendar ensures that the Council complies with various statutory functions, including the Access to Information Regulations

##### **4.4 Equality**

4.4.1 There are no equity and equalities issues arising from this report

##### **4.5 Other Implications**

4.5.1 None

#### **5. Background Papers**

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5.1 None

**Francis Fernandes**  
**Borough Secretary & Monitoring Officer**  
**01604 837334**

## 2018 June

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
28	29	30	31	1	2	3
4 <b>Council</b>	5	6	7 <b>Planning</b>	8	9	10
11 <b>Standards</b>	12	13 <b>Cabinet</b>	14	15	16	17
18 <b>Audit</b>	19 <b>Licensing</b>	20 <b>O&amp;S</b>	21	22	23	24
25	26	27	28	29	30	1

## 2018 July

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
25	26	27	28	29	30	1
2	3 <b>Planning</b>	4	5 <b>SP1</b>	6	7	8
9 <b>Council</b>	10 <b>Licensing</b>	11	12 <b>SP2</b>	13 <b>Disabled Forum</b>	14	15
16	17 <b>LGBTQ Forum (Social) Gen. Puropses</b>	18 <b>Cabinet</b>	19 <b>Diverse Forum SP3</b>	20	21	22
23	24 <b>Womens Forum</b>	25 <b>Youth Forum</b>	26 <b>Pensioners Forum</b>	27	28	29
30 <b>Audit</b>	31 <b>Planning</b>	1	2	3	4	5



## 2018 August

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
30	31	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31	1	2

## 2018 September

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
27	28	29	30	31	1	2
3 <b>Audit</b>	4 <b>Planning</b>	5	6 SP1	7	8	9
10 <b>Council</b>	11 <b>Licensing</b>	12 <b>Cabinet</b>	13 SP2	14 <b>Disabled Forum</b>	15	16
17 <b>Standards</b>	18 <b>Womens Forum General Purposes</b>	19	20 <b>Diverse Forum SP3</b>	21	22	23
24 <b>O&amp;S</b>	25 <b>Planning LGBTQ Forum</b>	26	27 <b>Pensioners Forum</b>	28	29	30

## 2018 October

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16 <b>Licensing</b>	17 <b>Cabinet</b>	18	19	20	21
22	23 <b>Planning</b>	24 <b>Youth Forum</b>	25	26	27	28
29	30	31	1	2	3	4

## 2018 November

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
29	30	31	1	2	3	4
5 <b>Council</b>	6	7	8 SP1	9	10	11
12 <b>(O&amp;S Work Programming Event) / O&amp;S</b>	13 <b>Womens Forum Audit</b>	14 <b>Cabinet</b>	15 <b>General Purposes</b>	16 <b>Disabled Forum</b>	17	18
19	20 <b>Planning</b>	21	22 <b>Diverse Forum SP2</b>	23	24	25
26	27	28	29 <b>Pensioners Forum SP3</b>	30	1	2

## 2018 December

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
26	27	28	29	30	1	2
3 <b>Standards</b>	4 <b>Licensing</b>	5 <b>Cabinet</b>	6	7	8	9
10 <b>Council</b>	11 <b>LGBTQ Forum (Social)</b>	12 <b>Cabinet</b>	13	14	15	16
17	18 <b>Planning</b>	19	20 <b>Youth Forum</b>	21	22	23
24			27	28	29	30
31						

## 2019 January

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
31	1	2	3	4	5	6
7 <b>Audit</b>	8 <b>Women's Forum</b>	9	10 <b>O&amp;S Reporting &amp; Monitoring W.G.</b>	11 <b>Disabled Peoples Forum</b>	12	13
14 <b>Council</b>	15	16 <b>Cabinet</b>	17 <b>Diverse Forum</b>	18	19	20
21 <b>General Purposes</b>	22 <b>Planning</b>	23	24 <b>Pensioners Forum SP1</b>	25	26	27
28 <b>O&amp;S</b>	29	30	31 <b>SP2</b>	1	2	3

## 2019 February

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
28	29	30	31	1	2	3
4	5 <b>Licensing LGBTQ Forum</b>	6 <b>Cabinet</b>	7 <b>SP3</b>	8	9	10
11	12	13 <b>Youth Forum</b>	14	15	16	17
18	19 <b>Planning</b>	20 <b>Cabinet</b>	21	22	23	24
25 <b>Full Council</b>	26	27	28	1	2	3

## 2019 March

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
25	26	27	28	1	2	3
4 <b>Audit</b>	5 <b>Women's Forum</b>	6 <b>Cabinet</b>	7	8 <b>Disabled Peoples Forum</b>	9	10
11 <b>Council</b>	12	13	14 <b>Diverse Forum SP1</b>	15	16	17
18 <b>General Purposes</b>	19 <b>Planning</b>	20	21 <b>Pensioners Forum SP2</b>	22	23	24
25 <b>Standards SP3</b>	26	27	28	29	30	31

## 2019 April

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
1	2 <b>LGBTQ Forum</b>	3 <b>Cabinet</b>	4	5	6	7
8	9	10 <b>Youth Forum</b>	11	12	13	14
15	16 <b>Planning</b>	17	18	19	20	21
22	23 <b>Licensing</b>	24	25	26	27	28
29 <b>O&amp;S</b>	30 <b>Women's Forum</b>	1	2	3	4	5

## 2019 May

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
29	30	1	2	3 <b>Disabled Peoples Forum</b>	4	5
6	7 <b>Planning</b>	8	9 <b>Diverse Forum</b>	10	11	12
13	14 <b>General Purposes</b>	15	16 <b>Annual Council</b>	17	18	19
20	21	22 <b>Cabinet</b>	23 <b>Pensioners Forum</b>	24	25	26
27	28 <b>LGBTQ Forum</b>	29 <b>Youth Forum</b>	30	31	1	2

## 2019 June

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
27	28	29	30	31	1	2
3	4 <b>Planning</b>	5	6	7	8	9
10 <b>Audit</b>	11	12 <b>Cabinet</b>	13	14	15	16
17 <b>Council</b>	18 <b>Licensing</b>	19	20	21	22	23
24 <b>Standards</b>	25 <b>Women's Forum</b>	26 <b>O&amp;S Work Programming Event</b>	27	28 <b>Disabled Peoples Forum</b>	29	30

## 2019 July

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
1	2 <b>Planning</b>	3	4 <b>Diverse Forum</b>	5	6	7
8	9 <b>Licensing</b>	10	11 <b>Pensioners Forum</b>	12	13	14
15 <b>O&amp;S</b>	16 <b>General Purposes</b>	17	18	19	20	21
22 <b>Council</b>	23 <b>LGBTQ Forum</b>	24 <b>Cabinet Youth Forum</b>	25	26	27	28
29 <b>Audit</b>	30 <b>Planning</b>	31	1	2	3	4