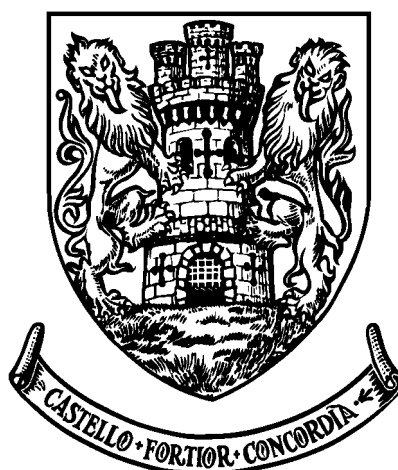


NORTHAMPTON BOROUGH COUNCIL



COUNCIL

Monday, 13 March 2017

YOU ARE SUMMONED TO ATTEND A MEETING OF NORTHAMPTON BOROUGH COUNCIL, WHICH WILL BE HELD AT THE GUILDHALL NORTHAMPTON ON MONDAY, 13 MARCH 2017 AT 6:30 PM WHEN THE FOLLOWING BUSINESS IS PROPOSED TO BE TRANSACTED

1. DECLARATIONS OF INTEREST

2. MINUTES.

To approve the minutes of the proceedings of the Meeting of the Council held on 27th February 2017.

3. APOLOGIES.

4. MAYOR'S ANNOUNCEMENTS.

5. PUBLIC COMMENTS AND PETITIONS

6. MEMBER AND PUBLIC QUESTION TIME

7. CABINET MEMBER PRESENTATIONS

(Copy Herewith)

8. OPPOSITION GROUP BUSINESS

Councillor Beardsworth to make a statement on "Business Rates Revaluation"

9. INDEPENDENT REMUNERATION PANEL - MEMBERS ALLOWANCES

(Copy Herewith)

10. PAY POLICY STATEMENT 2017-18

(Copy Herewith)

11. CALENDAR OF MEETINGS 2017-18

(Copy Herewith)

12. CHANGES TO APPOINTMENTS TO OUTSIDE BODIES

(Copy Herewith)

13. NOTICES OF MOTION

i) Councillor Beardsworth to propose and Councillor Meredith to second:

“The public continue to express concern about the facilities provided for travellers using the Victoria Street Coach Terminus.

Council is concerned that the administration's plans for coach facilities linked to the proposed Greyfriars's Development will fail to provide the, user friendly and convenient, modern facilities coach travellers arriving in town expect and deserve.

We call on the Council to carry out consultation with coach users, operators and the general public to ensure that coach facilities on offer in Northampton in the future are a credit to the town rather than an indictment of this council”.

ii) Councillor B Markham to propose and Councillor Beardsworth to second:

“Councillors from all parties have spoken recently about the crisis in social housing and there is a belief that we need to start building council houses again.

With this in mind, we ask the Administration to explain why the proposal from Northampton Partnership Homes to build upwards of 1, 000 council houses over the next 10 years , which they have had since September 2016 , has yet to be evaluated”.

iii) Councillor Flavell to propose and Councillor Larratt to second:

“This Council is extremely proud of the National Leather Collection (NLC) based in Northampton - the heart of the UK's leather and footwear industry, and congratulates the NLC Trust on establishing their new home in The Grosvenor Centre. The Collection's history, education and heritage is of a tremendous importance to our town, and we very much look forward to it becoming accessible to the public.

This motion confirms this Council's continued support for the NLC Trust in their work. Northampton Borough Council and Councillors will continue to work collaboratively with the Trust to ensure its ongoing short and long term success in town”.

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

“This Council notes that South Northamptonshire Council (SNC) has completed Part 2A

Issues and Options stages of its Local Plan, and is now preparing the Draft Plan for consultation.

To address the 5 year housing land supply shortfall in the Northampton Related Development Area (NRDA), SNC has resolved to allocate a reserve development site in its Local Plan Part 2. Two sites have been submitted to SNC's Local Plan Call for Sites at the Issues and Options stages. The two sites are:

- East Wootton – About 1,200 houses
- Land at South East Northampton – About 1,000 houses

This Council strongly objects to any further development to the South and South East of Northampton due to the impact it will have on local services, the lack of road infrastructure improvements and the impact on the A45 and local road network without adequate mitigation.

The Upper Nene Valley Gravel Pits were approved as a Special Protection Area (SPA) in April 2011, due to the range of habitat and the varied topography of the lagoons providing valuable resting and feeding conditions for major concentrations of wintering water birds, especially ducks and waders. The area was also designated a Ramsar site, as it regularly supports 20,000 or more water birds and regularly supports 1% of the bird individuals of Mute Swan and Gadwall. Some species also spend time feeding and roosting on surrounding agricultural land outside the SPA.

Therefore, this Council also expresses concerns regarding the two sites being put forward for development as they have been identified as optimal and sub-optimal sites for Golden Plover and / or Lapwing activity.

This motion calls for SNC to take fully into account the views of Natural England – a statutory committee – and other relevant wildlife organisations, in developing and preparing its Local Plan, especially with regard to sites in the NRDA”.

v) Councillor Haque to propose and Councillor Birch to second:

“This Council notes there is a growing recognition of the detrimental impact of air pollution on human health.

This Council believes it must be proactive in reducing air pollution where it is practical to do so.

In order to educate young people in our town this Council asks Cabinet to purchase air quality testing kits for each secondary school within the Borough.

This can help children understand the level of air pollution in their area and will provide useful data for the Borough Council to take action”.

vi) Councillor Smith to propose and Councillor Ashraf to second:

“This Council recognises the benefits of having a “Young Mayor” and of having a youth representative to the UK Youth Parliament.

The benefits of a Young Mayor.

- Power and influence

- Getting youth voices heard
- Understanding and development
- New skills

We will work with the youth forum to develop this role.

The benefits of having a UK Youth Parliament representative

The UK Youth parliament provides opportunities for 11-18 year olds to use their elected voice to bring about social change through meaningful representation and campaigning.

The UK Youth Parliament, has chosen ‘votes for 16 and 17 year olds in all public elections and referenda’ as its national campaign for 2017. A ‘curriculum for life; was also chosen as the UK Youth Parliament’s priority campaign for England for a second time.

In January a total of 276 Members of Youth Parliament aged 11-18 took part in the debates, the subjects for which were voted for by 978,216 young people across the UK.

This Council recognizes it will be a benefit to have Northampton represented in the Youth Parliament”.

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

The Guildhall
Northampton

D. Kennedy Chief Executive

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 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

Tel 01604 837722

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

MINUTES

OF THE PROCEEDINGS OF A MEETING OF NORTHAMPTON BOROUGH COUNCIL HELD AT THE GUILDHALL, NORTHAMPTON, ON Monday, 27 February 2017 AT SIX THIRTY O'CLOCK IN THE EVENING

PRESENT: HIS WORSHIP THE MAYOR Councillor MALPAS (in the Chair).

COUNCILLORS: Malpas, Ansell, Ashraf, Beardsworth, Birch, Bottwood, Caswell, Choudary, Chunga, Culbard, Davenport, Duffy, G Eales, T Eales, Eldred, Golby, Gowen, Hadland, Hallam, Haque, Hibbert, J Hill, M Hill, Kilbride, King, Lane, Larratt, B Markham, M Markham, Marriott, McCutcheon, Meredith, Nunn, Oldham, Parekh, Patel, Russell, Sargeant, Kilby-Shaw, Smith, Stone and Walker

1. DECLARATIONS OF INTEREST

Councillor Oldham declared a personal, non-pecuniary interest in item 9 as a Council tenant.

Councillors Kilbride, Bottwood, M Markham, Ashraf and Chunga declared personal non-pecuniary interests as board members of Northampton Partnership Homes (NPH)

2. MINUTES.

The minutes of the meeting held on 30th January were agreed and signed by the Mayor.

3. APOLOGIES.

Apologies were received from Councillors Cali, Flavell and Aziz.

4. MAYOR'S ANNOUNCEMENTS.

The Mayor announced the sad passing away of Lesley Ingram, Environmental Warden. The Mayor commented that he had written a personal letter to her family offering condolences on behalf of staff and Councillors. He stated that her funeral was to be held on Friday 10th March at 11am at the County Crematorium in Milton Malsor.

The Mayor announced that the funeral of former Councillor and Alderman, Mr Trevor Bailey was due to be held on 3rd March 2017 at St Albans Church, Broadmead Avenue at 1.30pm

The Mayor thanked all those who attended the Mayoresses tree planting in Great Billing Pocket Park on the 28th February.

The Mayor proposed a suspension of standing orders under Rule 25 to enable the

mover and seconders the opportunity to speak for a maximum of 10 minutes and that no other speech exceeds 5 minutes in relation budget reports, item 7, 8, 9 and 10 was agreed.

It was also noted that in accordance with the principles of the 2014 regulations, recorded votes would be held on all matters relating to the budget items 7,8,9, and 10 of the agenda.

5. PUBLIC COMMENTS AND PETITIONS

Ms Beverley Mennel addressed Council and commented that there was a lack of public toilet facilities in the town centre. She stated that the Council needed to look at increasing provisions within the town and making them more visible and user friendly for Disabled people. As a member of the Disability Forum, this was an issue that needed addressing urgently.

Mr Arthur Newbury addressed Council and commented that the Council Tax increases proposed were necessary in order for further investment to be made in the town centre and improvements to local services.

6. CORPORATE PLAN

Councillor Nunn submitted a report that sought approval for the Council's Corporate Plan for 2017 to 2022 and to delegate authority to the Chief Executive in consultation with the Leader of the Council any final necessary amendments to finalise the Corporate Plan for publication.

Councillor Larratt seconded the report.

The Council debated the recommendations and detail in the Corporate Plan.

The recommendations were agreed.

RESOLVED:

1. That the Corporate Plan (2017 to 2022) attached to the report be approved.
2. That authority be delegated to the Chief Executive in consultation with the Leader of the Council any final necessary amendments to finalise the Corporate Plan for publication.

7. ROBUSTNESS OF ESTIMATES AND ADEQUACY OF RESERVES REPORT

Councillor Eldred submitted a report advising Council on the robustness of the estimates in the budget and the adequacy of the proposed financial reserves for the General Fund and Housing Revenue Account.

Councillor Nunn seconded the report.

There voted for the recommendations:

Councillors Ansell, Ashraf, Beardsworth, Birch, Bottwood, Caswell, Choudary, Chunga, Culbard, Davenport, Duffy, G Eales, T Eales, Eldred, Golby, Gowen, Hadland, Hallam, Haque, Hibbert, J Hill, M Hill, Kilbride, Kilby-Shaw, King, Lane, Larratt, B Markham, M Markham, Marriott, McCutcheon, Meredith, Nunn, Oldham, Parekh, Patel, Russell, Sargeant, Smith, Stone and Walker.

RESOLVED:

That careful consideration be given to the content of this report with regards to the General Fund and Housing Revenue Account prior to recommending the approval of the Council's Medium Term Financial Plan 2017/22, the Revenue Budget for 2017/18, Capital Programme 2017/22 and Treasury Management Strategy 2017/18.

8. GENERAL FUND REVENUE AND CAPITAL BUDGETS 2017/18

Councillor Eldred submitted a report which reported on the outcome of the consultation process on the 2017/18 General Fund budget and the final formula grant settlement for 2017/18 and to agree the Cabinet's recommendations for the General Fund revenue and capital budgets, the level of Council Tax increase for 2017/18 and indicative levels for 2018/19 to 2021/22. It also sought approval of the Treasury Management Strategy and Capital Strategy attached to the report.

Councillor Nunn seconded the report.

Councillor Stone proposed and Councillor Birch seconded amendments, on the attached supplementary document to the minutes.

There voted for the amendments:

Councillors Ashraf, Birch, Choudary, Chunga, Culbard, Davenport, Duffy, G Eales, T Eales, Gowen, Haque, Marriott, McCutcheon, Russell, Smith and Stone.

There voted against the amendments:

Councillors Ansell, Bottwood, Caswell, Eldred, Golby, Hadland, Hallam, Hibbert, J Hill, M Hill, Kilbride, Kilby-Shaw, King, Lane, Larratt, M Markham, Nunn, Oldham, Parekh, Patel, Sargeant and Walker.

There abstained: The Mayor, Councillors Beardsworth, B Markham and Meredith.

The amendment was lost.

Council debated the recommendations contained within the report.

There voted for the recommendations:

Councillors Ansell, Bottwood, Caswell, Eldred, Golby, Hadland, Hallam, Hibbert, J Hill, M Hill, Kilbride, Kilby-Shaw, King, Lane, Larratt, M Markham, Nunn, Oldham, Parekh, Patel, Sargeant and Walker.

There voted against the recommendations:

Councillors Ashraf, Beardsworth, Birch, Choudary, Chunga, Culbard, Davenport, Duffy, G Eales, T Eales, Gowen, Haque, b Markham, Marriott, McCutcheon, Meredith, Russell, Smith and Stone.

There abstained the Mayor.

The recommendations in the report were agreed.

RESOLVED:

2.1 That the feedback from consultation with the public, organisations and the Overview and Scrutiny and Audit Committees be considered and welcomed (detailed at Appendices 1, 2 and 3 of attached Cabinet report).

2.2 That a General Fund Revenue Budget for 2017/18 of £28.015m (excluding parishes) be approved (detailed in Appendices 4 and 5 of attached Cabinet report).

2.3 That the Council increase the Council Tax for its own purposes, i.e. excluding County, Police and Parish Precepts, by £5 per year per band D property for 2017/18.

2.4 That the Council approve the General Fund Capital Programme and proposed financing for 2017/18 as set out in Appendix 6 of attached Cabinet report.

2.5 That Council confirms the aim of maintaining a minimum level of General Fund reserves of £5.5m for 2017/18, having regard to the outcome of the financial risk assessment.

2.6 That authority be delegated to the Chief Finance Officer in consultation with the Cabinet Member for Finance, and where appropriate the relevant Director and Cabinet Member to:

- Transfer monies to/from earmarked reserves should that become necessary during the financial year.
- Update prudential indicators in both the Prudential Indicators Report and Treasury Strategy Report to Council, for any budget changes that impact on these.

2.7 That the draft Fees and Charges set out in Appendix 9 of the attached Cabinet report be approved, including immediate implementation where appropriate.

2.8 That Council approve the Treasury Management Strategy for 2017/18 at Appendix 10 of the attached Cabinet report: incorporating:

- (i) The Capital Financing and Borrowing Strategy for 2017/18 including:

- The Council's policy on the making of Minimum Revenue Provision (MRP) for the repayment of debt, as required by the Local Authorities (Capital Finance & Accounting) (England) (Amendment) Regulations 2008.
- The Affordable Borrowing Limit for 2017/18 as required by the Local Government Act 2003.

(ii) The Investment Strategy for 2017/18 as required by the CLG revised Guidance on Local Government Investments issued in 2010.

2.9 That authority be delegated to the Council's Chief Finance Officer, in liaison with the Cabinet member for Finance, to make any temporary changes needed to the Council's borrowing and investment strategy to enable the authority to meet its obligations.

2.10 That Council delegate authority to the Chief Executive, Directors and Chief Finance Officer to implement all budget options and restructures

9. HOUSING REVENUE ACCOUNT- RENT SETTING, REVENUE AND CAPITAL BUDGETS 2017/18

Councillor Eldred submitted a report that sought approval of the HRA 2017/18 budget and the HRA indicative levels for 2018/19 to 2021/22, rent setting, service charges and other charges for 2017/18, including the Total Fee proposed for Northampton Partnership Homes (NPH) to deliver the services in scope for 2017/18.

Councillor Hibbert seconded the report.

There voted for the recommendations:

Councillors Ansell, Ashraf, Birch, Bottwood, Choudary, Chunga, Culbard, Duffy, G Eales, T Eales, Eldred, Golby, Gowen, Hadland, Hallam, Haque, Hibbert, J Hill, M Hill, Kilbride, Kilby-Shaw, King, Lane, Larratt, B Markham, M Markham, Marriott, McCutcheon, Meredith, Nunn, Oldham, Parekh, Patel, Russell, Sargeant, Smith, Stone and Walker.

There abstained the Mayor.

RESOLVED:

2.1 That Council approved:

- a) An average rent decrease of 1% per dwelling, in line with the legislation and the government's national rent policy, to take effect from 3rd April 2017.
- b) The HRA budget for 2017/18 of £52.7m expenditure including options detailed in Appendix 1.
- c) The HRA capital programme for 2017/18, including future year

commitments, and proposed financing as set out in Appendix 2.

- d) The proposed service charges listed in Appendix 3.
 - e) The Total Fees proposed for NPH to deliver the services in scope for 2017/18 detailed in Appendix 4.
 - f) That Cabinet be authorised, once the capital programme has been set, to approve new capital schemes and variations to existing schemes during 2017/18, subject to the funding being available and the schemes being in accordance with the objectives and priorities of the Council.
- 2.2 That the Council acknowledges the issues and risks detailed in the Chief Finance Officer's statement on the robustness of estimates and the adequacy of the reserves.
- 2.3 That the Council confirms the reserves strategy of protecting balances wherever possible to allow the option of supporting future years' budgets, aiming for a minimum level of unallocated Housing Revenue Account balances of at least £5m for 2017/18, having regard to the outcome of the financial risk assessment.
- 2.4 That Council delegate authority to the Chief Executive and Chief Finance Officer to implement any retained HRA budget options and restructures.
- 2.5 That authority be delegated to the Chief Finance Officer in consultation with the Portfolio Holder for Finance, and where appropriate the relevant Director and Portfolio Holder to:
- transfer monies to/from earmarked reserves should that become necessary during the financial year.
 - transfer monies to /from HRA working balances between the Council and NPH for cash flow purposes should that become necessary during the financial year.
 - update prudential indicators in both the Prudential Indicators report and Treasury Strategy report, for Council for any budget changes that impact on these.

10. COUNCIL TAX- 2017/18

Councillor Eldred submitted a report that set out the final precept determinations from the majorprecepting authorities (Northamptonshire County Council and Northamptonshire Police and Crime Commissioner), parish councils, and the budget setting decision of the Council.

Councillor Nunn seconded the report.

There voting for the recommendations:

Councillors Ansell, Ashraf, Birch, Beardsworth, Bottwood, Choudary, Chunga, Culbard, Duffy, G Eales, T Eales, Eldred, Golby, Gowen, Hadland, Hallam, Haque,

Hibbert, J Hill, M Hill, Kilbride, Kilby-Shaw, King, Lane, Larratt, B Markham, M Markham, Marriott, McCutcheon, Meredith, Nunn, Oldham, Parekh, Patel, Russell, Sargeant, Smith, Stone and Walker.

RESOLVED:

Council Tax Resolution 2017/18

Northampton Borough Council (hereinafter referred to as "the Council" in this resolution) calculated the following amounts for the year 2017/2018 in accordance with various regulations and RESOLVES for the financial year 2017/2018 to:

- 1 Note that on 30/01/2017 the Council calculated the Council Tax Base 2017/18:
 - a) for the whole council area as: 65,709 (Item T in the formula in section 31B of the Local Government Finance Act 1992, as amended)
 - b) for the parish precept area as: 21,238 for dwellings in those parts of its area to which a parish precept relates as in the attached appendix C.

- 2 Set the Council Tax Requirement for its own purposes for 2017/18 (including parish precepts) at £15,066,013.

	£
a) Net Expenditure on Council Services including formula grant	13,989,921
b) Parish Council Precepts	1,076,092
c) Total Council Tax Requirement	15,066,013

- 3 Set the following amounts in accordance with sections 31 to 36 of the Local Government Finance Act 1992:
 - a) Relevant Gross Expenditure 119,132,390 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act taking into account all precepts issued to it by Parish Councils
 - b) Relevant Gross Income (104,066,377) being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act.
 - c) Council Tax Requirement 15,066,013 The Council Tax Requirement being the amount by which the aggregate at 3(a) above exceeds the aggregate at 3(b) above calculated by the Council in accordance with Section 31A(4) of the Act as its Council Tax requirement for the year. (Item R in the formula in Section 31B of the Act).
 - d) Basic Council Tax including Parish Precepts 229.28 being the amount at 3(c) above (Item R), all divided by Item T (1(a) above), calculated by the Council in accordance with Section 31B of the Act, as the basic amount of its Council Tax for the year (including Parish Precepts).
 - e) Total of Special Items 1,696,760 This represents the total of Parish precepts and other special items in accordance with s34(1) of the Act (as shown at 2 above).
 - f) Basic Amount of Council Tax for dwellings in parts of the area to which no special items relate 203.46 Item (e) - (g) divided by tax base (resolution 2(a)) in accordance with s34(2) of the Act.

- 4 Note that the County Council and the Police and Crime Commissioner have issued precepts to the Council in accordance with Section 40 of the Local Government Finance Act 1992 for each category of dwellings in the Council's area as indicated in the table at Schedule C.

- 5 Note that the Council, in accordance with Sections 30 and 36 of the Act hereby sets the aggregate amounts shown in the tables at appendix 2 as the amounts of Council Tax for 2017/18 for each part of its area and for each of the categories of dwellings.

- 6 Note that the Council's basic amount of council tax for 2017/18 (for the Borough's own purposes and excluding special expenses) is not excessive in accordance with the principles approved under section 52ZB of the Local Government Finance Act 1992

Schedules

Schedule A					
	(1)	(2)	(3)	(4)	(5)
	Council Tax Base	Parish Precept and Special Expenses	Parish Precept and Special Expenses Charge	Basic Amount of Council Tax excluding Special Expenses	Basic Amount of Council Tax including Special Expenses
	£	£	£	£	£
Area:					
Billing	2,679	178,210	66.53	203.46	269.99
Collingtree	514	20,178	39.28	203.46	242.74
Duston	5,472	473,275	86.49	203.46	289.95
Great Houghton	288	20,706	71.84	203.46	275.30
Hardingstone	795	41,771	52.51	203.46	255.97
Upton	2,993	32,400	10.82	203.46	214.28
Wootton	2,941	181,147	61.60	203.46	265.06
East Hunsbury	3,409	208,098	61.04	203.46	264.50
Hunsbury Meadows	501	14,695	29.31	203.46	232.77
West Hunsbury	1,646	24,626	14.96	203.46	218.42
Unparished Area	44,471	501,654	11.28	203.46	214.74
	65,709	1,696,760			

Schedule B Basic Amount of Council Tax for each Council Tax band								
Valuation Bands	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
Area:								
Billing	179.99	209.99	239.99	269.99	329.99	389.99	449.98	539.98
Collingtree	161.83	188.80	215.77	242.74	296.68	350.63	404.57	485.48
Duston	193.30	225.52	257.73	289.95	354.38	418.82	483.25	579.90
Great Houghton	183.53	214.12	244.71	275.30	336.48	397.66	458.83	550.60
Hardingstone	170.65	199.09	227.53	255.97	312.85	369.74	426.62	511.94
Upton	142.85	166.66	190.47	214.28	261.90	309.52	357.13	428.56
Wootton	176.71	206.16	235.61	265.06	323.96	382.87	441.77	530.12
East Hunsbury	176.33	205.72	235.11	264.50	323.28	382.06	440.83	529.00
Hunsbury Meadows	155.18	181.04	206.91	232.77	284.50	336.22	387.95	465.54
West Hunsbury	145.61	169.88	194.15	218.42	266.96	315.50	364.03	436.84
Unparished Area	143.16	167.02	190.88	214.74	262.46	310.18	357.90	429.48

Schedule C Major Precepting Authorities Council Tax for each Council Tax band								
Valuation Bands	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
Northamptonshire County Council (NCC)	741.25	864.79	988.32	1,111.87	1,358.95	1,606.03	1,853.12	2,223.74
NCC Adult Social Care Precept	36.48	42.56	48.65	54.72	66.88	79.04	91.20	109.44
Northamptonshire Police and Crime Commissioner	139.36	162.59	185.81	209.04	255.49	301.95	348.40	418.08

Schedule D Aggregate Council Tax for each Council Tax band								
Valuation Bands	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
Area:								
Billing	1,097.08	1,279.93	1,462.77	1,645.62	2,011.31	2,377.01	2,742.70	3,291.24
Collingtree	1,078.92	1,258.74	1,438.55	1,618.37	1,978.00	2,337.65	2,697.29	3,236.74
Duston	1,110.39	1,295.46	1,480.51	1,665.58	2,035.70	2,405.84	2,775.97	3,331.16
Great Houghton	1,100.62	1,284.06	1,467.49	1,650.93	2,017.80	2,384.68	2,751.55	3,301.86
Hardingstone	1,087.74	1,269.03	1,450.31	1,631.60	1,994.17	2,356.76	2,719.34	3,263.20
Upton	1,059.94	1,236.60	1,413.25	1,589.91	1,943.22	2,296.54	2,649.85	3,179.82
Wootton	1,093.80	1,276.10	1,458.39	1,640.69	2,005.28	2,369.89	2,734.49	3,281.38
East Hunsbury	1,093.42	1,275.66	1,457.89	1,640.13	2,004.60	2,369.08	2,733.55	3,280.26
Hunsbury Meadows	1,072.27	1,250.98	1,429.69	1,608.40	1,965.82	2,323.24	2,680.67	3,216.80
West Hunsbury	1,062.70	1,239.82	1,416.93	1,594.05	1,948.28	2,302.52	2,656.75	3,188.10
Unparished Area	1,060.25	1,236.96	1,413.66	1,590.37	1,943.78	2,297.20	2,650.62	3,180.74

Parish & Town Council Precepts

	2016/17			2017/18			Council Tax Increase
	Tax Base	Precepts £	Council Tax Band D (£)	Tax Base	Precepts £	Council Tax Band D (£)	
Billing	2,627	147,164	56.02	2,679	152,314	56.86	1.5%
Collingtree	514	18,140	35.29	514	20,178	39.28	11.3%
Duston	5,448	443,101	81.34	5,472	451,719	82.55	1.5%
Great Houghton	288	20,770	72.24	288	20,706	71.84	-0.6%
Hardingstone	782	41,401	52.92	795	40,000	50.29	-5.0%
Upton	2,617	32,400	12.38	2,993	32,400	10.82	-12.6%
Wootton	2,927	169,150	57.78	2,941	171,180	58.21	0.7%
East Hunsbury	3,412	157,900	46.28	3,409	157,900	46.32	0.1%
Hunsbury Meadows	505	14,695	29.08	501	14,695	29.31	0.8%
West Hunsbury	1,625	0	0.00	1,646	15,000	9.11	n/a

Parish & Town Council Precepts including Special Expenses

	Precepts Band D (£)	Special Expenses Band D (£)	Total (£)
Billing	56.86	9.67	66.53
Collingtree	39.28	0.00	39.28
Duston	82.55	3.94	86.49
Great Houghton	71.84	0.00	71.84
Hardingstone	50.29	2.22	52.51
Upton	10.82	0.00	10.82
Wootton	58.21	3.39	61.60
East Hunsbury	46.32	14.72	61.04
Hunsbury Meadows	29.31	0.00	29.31
West Hunsbury	9.11	5.85	14.96
Unparished	0.00	11.28	11.28

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

There were none.

12. LABOUR ALTERNATIVE BUDGET

The meeting concluded at 8:38 pm

Our Alternative

We have a duty to the citizens of this town to work for a cleaner safer greener Northampton, to alleviate poverty, to support engagement with the democratic process.

Alleviating poverty and improving lives in practical ways

In our manifesto at the 2015 local election Labour argued that there should be a freeze in the Council Tax Reduction Scheme (CTRS) for two years. So we are keeping our promise and once again proposing that there should be a freeze in the CTRS, its current level being 29%. This will help the 9801 people affected by the change.

The Eastern District is in urgent need of attention from both local authorities and various agencies. Over the decades the problems facing the Eastern District have been placed into the “too difficult box” and the voluntary sector active in the area have not been supported well enough. Labour wants to address this. We want to work with the University of Northampton and the residents and come up with some kind of urban renewal programme for the Eastern district. This is about putting our heads together and coming up with improvements to the public realm in Northampton East that make a difference to people lives.

Fuel poverty is a real problem for vulnerable people in our town and so as a local authority we should be organising a switching scheme. Businesses also have high energy cost. So the ‘Northampton Collective Energy Switching Initiative’ would be for people and businesses who want to cut their energy bills. Local residents and businesses can join forces and use their collective bargaining power to get the best and greenest deals. So in this next year 2017/18 we will ask Council officers to carry out the necessary preliminary research on the feasibility of such a scheme.

Air pollution is moving up the political agenda in recognition of the detrimental impact it has on the lives of our residents. In particular we need to start highlighting the impact of this on younger people. We will purchase 10 air quality testing kits and give them to secondary schools in the town.

Young People and Democracy

Northampton Borough Council is a democratic body that serves our local communities. We need to engage voters and potential voters and enhance our democracy, particularly amongst young people. Labour believes we need to start training and empowering the next generation of young people in our town to be the next generation of community leaders. We will do this in 3 main ways.

Establish a Young Leaders Project which will identify and encourage local young people to become involved in their neighbourhood and town. The Borough Council will put together a training programme to give young people the confidence and skills to get engaged in the community.

We will establish a Young Persons Mayor which who be democratically elected by young people. He or she will be the figure head for young people in the town and will work with the Mayor, cabinet, Councillors and senior officers on youth issues.

Local Democracy Week has diminished in recent years and Labour wants to reverse that. We will put together a series of events that bring Councillors together with young people. The ambition is that these activities will raise awareness amongst young people of how democracy works in Northampton.

Investment in the Front Line

It is frontline services that make the difference to communities. Like in most parts of the country we have a housing crisis and people are having to go into the private rented sector. We must do more to look after these tenants. We want to strengthen the private sector housing team. We will employ an additional Private Sector Housing Officer to ensure we are tough on bad landlords, to ensure we know where all the HIMO's are, and give more capacity to administer the Social Lettings Agency.

Neighbourhood wardens are popular with the public who recognise the valuable work they do. Through their work our communities are cleaner and safer. This service needs to be expanded so more areas are covered on a regular basis. Therefore we will employ an additional Neighbourhood warden.

Correcting previous mistakes. It is widely acknowledged that Northgate bus station is a failure and it has had unfortunate consequences. One of these is the insult to coach passengers that is the Victoria Street terminus. We will spend £15,000 putting in an additional toilet, seating and a noticeboard.

The Voluntary Sector

Our voluntary sector is ever more important in our town as services are lost and austerity continues. Our Council must continue to support it. Labour will ensure that our voluntary sector grants have a real terms increase for the next two years. This will give some confidence and certainty to the voluntary sector in our town.

For The Future

Labour has longer term aspirations that we would like the Council to start considering in the medium term. We need to think of how we get more income streams. We would get the Borough Council to carefully consider for the long term future -

1. A hopper bus service for the major points in Northampton such between the town centre, hospital, university and the college. A reduced bus rate or free bus passes for those under 16 years. We can explore doing this jointly with Stage coach, the University of Northampton and also get some kind of external sponsorship.
2. Four years ago Neighbourhood Co-ordinations were cut from the budget and Labour warned this would disadvantage many communities. It is our aspiration to see a return of Neighbourhood co-ordinators sometime in future when finances allow. We would start with a Neighbourhood coordinator for the Eastern District and then gradually introduce them into them to other areas of the town.
3. Social Investment Bonds are a way of running partnership projects with a social investor putting the money up front and taking the risk. These bonds are payment by results and bring in additional Government funding if the social outcome are achieved. Investors are repaid for their initial investment plus a return for the financial risks they took. If the social outcomes are not achieved, the investors stand to lose their investment. Payment is by results rather than process. This could be used in our duty for well-being. We would like to use this mechanism to enhance the role of NPH and the voluntary sector by, for example, duplicating the work of the One Stop shop in the Eastern district. This would bring services closer to the people. This would further help alleviate poverty.
4. We would like to explore the possibility of Smart Budgeting. This is about being innovative and delivering value for money in the budget process. Perhaps it is time to no longer follow patterns of past spending by the various directorates. Doing the same spending year on year encourages the status quo. Smart Budgeting means identifying key outcomes and then allocating the funding to each outcome. Budgets are allocated to outcomes rather than directorates. The outcomes themselves are decided by Councillors and the general public.
5. We need to build more homes. We need to stop land banking. If developers won't build then we should. We need a focus on building more affordable houses. We need a financial model that works. Labour suggest the Borough Council commits to providing 200 social housing units a year. For 10 years. Doing this will provide us with much needed homes and with much needed additional income.

6. Lastly, we need to become more entrepreneurial and create new revenue streams. We have two development sites that come to mind. Sixfields and Westbridge. Sixfields is complicated by the issues around land use. Westbridge is overdue for development. We should have a plan to develop Westbridge over the next five years. The waste depot needs to go. That will alleviate the problems in St James with air pollution and nuisance caused by vehicle movements. Westbridge could be developed for new offices for NPH, to provide light industrial units for rent to SMEs and or creative businesses. If we do that we can offer shared services to SMES to help cut their overhead costs and make them more profitable. Re-development in this way will generate additional income.

*Cllr Danielle Stone
Leader, Labour Group
Northampton Borough Council*

Labour Group

Alternative Budget 2017/18 – 2021/22

Introduction

Section 25(1) of the Local Government Act 2003 requires that the Chief Financial Officer (Section 151 Officer under the Local Government Act 1972) reports to the Council when setting its Council Tax on:

- the robustness of the estimates in the budget.
and
- the adequacy of the proposed financial reserves.

Section 25(2) of the 2003 Act requires the Council to have regard to this report in approving the budget and Council Tax. This report on the Administration's budget, which highlights the economic, local government and local challenges facing the Northampton Borough Council is presented to Council at agenda item 7.

Context

The Council is setting its budget at a time when it continues to face significant challenges. The Administration budget approved by Cabinet on 15th February 2017 has been used as the basis for this alternative budget. The Labour Group has reviewed the proposed budget and Medium Term Financial Plan (MTFP) put forward by the Administration for 2017-22 and has identified alternative proposals which would support the Council in meeting these challenges.

Budget Assessment

This report sets out the proposals put forward by the Labour Group and provides commentary which supplements the assessment already undertaken for the Administration's budget.

The timing of the publication of these alternative proposals will increase the inherent risk. This additional risk arises from the reduced amount of scrutiny and public consultation which would be undertaken during the budget setting process.

The Labour Group proposals would require a detailed and robust business case to be prepared to evidence the deliverability and affordability of these proposals.

A high level review of proposals has indicated that, subject to the robust business cases, they would be deliverable. However, it must be noted that the proposal to freeze the Council Tax Reduction Scheme (CTRS) at 29% would also have a cost

impact upon the Council Tax precepting authorities. The additional cost to Northamptonshire County Council is estimated at £319k and additional cost to the Northamptonshire Police and Crime Commissioner is estimated at £58k. No conversations with these authorities have taken place; therefore a view cannot be given on how this would impact their budgets or service provision.

The Labour Group proposals also include medium term policy ideas for future years. These ideas have not been included in the budget figures as these ideas would require further work to build business cases for them and to understand their financial impact.

Financial Impact

The revenue impact of all of the proposals in total is a reduced revenue cost of £6k in the year 2017/18, which includes the additional borrowing costs to cover additional capital investment. This amount has increased the contribution to reserves to be invested and contribute towards the management of future years pressures.

The capital impact of these proposals is to increase the capital programme expenditure by up to £219k.

Looking forward, the additional costs of proposals across the medium term increases due to the increasing cost of maintaining the CTRS scheme at 29% as the equivalent funding for this reduces. This increases the funding gap when compared to the Administration's draft budget presented to Cabinet in February 2017.

Conclusion

In addition to the risks highlighted in the Section 25 Report presented to Council at agenda item 7, there are some minor additional risks surrounding the Labour Group alternative proposals should they be incorporated into the Council's MTFP. These mainly relate to the timing of proposals and the fact that detailed business cases have not at this stage been drawn up. The proposals are based on estimates and have not been fully assessed by the management team and consequently would require further review before they are implemented to assess the impact. They also have not been subject to public consultation or scrutiny and there are no Equality Impact Assessments in place.

Additionally, the proposal to freeze the CTRS scheme at 29% would cause additional cost pressures on Northamptonshire County Council and the Northamptonshire Police and Crime Commissioner, the impact of which would need to be fully considered if this proposal were to be adopted.

Following an initial review of the proposals, subject to the comments above, I do not consider that these proposals materially affect my assessment of the overall Northampton Borough Council Budget and Medium Term Financial Plan. I cannot make a statement of similar intent regarding the impact of the proposal to freeze the CTRS scheme at 29% on the budgets of Northamptonshire County Council and the Northamptonshire Police and Crime Commissioner.

Draft Labour Alternative General Fund Budget Summary 2017 - 2022

Description	Budget 2017/18	Budget 2018/19	Budget 2019/20	Budget 2020/21	Budget 2021/22
	£	£	£	£	£
Service Base Budget	28,516,754	28,098,994	28,148,654	28,429,737	28,545,129
<i>Medium Term Planning Options</i>					
Savings and Efficiencies					
- Borough Secretary	(30,343)	(30,559)	(30,779)	(30,999)	(31,222)
- Customers and Communities	(282,500)	(282,500)	(282,500)	(282,500)	(282,500)
Total Savings	(312,843)	(313,059)	(313,279)	(313,499)	(313,722)
Growth					
- Borough Secretary	113,198	113,901	114,613	115,332	116,058
- Customers and Communities	118,468	118,839	119,215	119,593	119,974
- Housing	35,968	36,339	36,715	37,093	37,474
Total Growth	267,634	269,079	270,543	272,018	273,506
Total MTP Options	(45,210)	(43,980)	(42,736)	(41,481)	(40,215)
Gross Revenue Budget	28,471,544	28,055,015	28,105,918	28,388,256	28,504,914
Corporate Budgets					
Debt Financing - Final Budget	1,590,472	1,801,212	1,864,222	2,024,811	2,067,199
Recharges from General Fund to HRA	(2,744,907)	(2,644,907)	(2,524,907)	(2,524,907)	(2,524,907)
Parish Grants	(20,355)	(20,355)	(20,355)	(20,355)	(20,355)
Parish Precepts	1,044,721	1,044,721	1,044,721	1,044,721	1,044,721
Contribution to/(from) Earmarked Reserves	655,512	2,998,000	2,922,000	3,407,000	3,407,000
Total Corporate Budgets	525,443	3,178,671	3,285,681	3,931,270	3,973,658
Net Budget	28,996,987	31,233,686	31,391,600	32,319,527	32,478,572
Funding					
Revenue Support Grant	(1,792,976)	(886,014)	0	0	0
Transition Grant	(23,672)	0	0	0	0
Business Rates Retention Scheme	(7,595,224)	(7,803,698)	(8,034,281)	(8,050,071)	(8,050,071)
New Homes Bonus	(4,229,589)	(3,231,237)	(2,646,436)	(2,061,885)	(2,079,861)
Total Government Funding	(13,641,461)	(11,920,949)	(10,680,717)	(10,111,956)	(10,129,932)
Council Tax					
Band D Council Tax	212.91	217.91	222.91	227.91	232.91
Tax Base	65,709	66,366	67,030	67,700	68,377
NBC Council Tax	(13,990,165)	(14,461,898)	(14,941,668)	(15,429,586)	(15,925,769)
Maintain CTRS at 29%	63,000	205,000	298,000	269,000	269,000
Parish-related Council Tax	(1,044,721)	(1,044,721)	(1,044,721)	(1,044,721)	(1,044,721)
Total Council Tax	(14,971,886)	(15,301,619)	(15,688,389)	(16,205,307)	(16,701,490)
Surplus on Collection Fund	(383,640)	0	0	0	0
Total Funding	(28,996,987)	(27,222,568)	(26,369,105)	(26,317,263)	(26,831,421)
Funding Gap	(0)	4,011,118	5,022,494	6,002,264	5,647,151

Draft Labour Alternative General Fund MTP Savings Options

MTP Reference	MTP Option Description	2017/2018 £	2018/2019 £	2019/2020 £	2020/2021 £	2021/22 £
Borough Secretary	Support Staff	(20,969)	(21,185)	(21,405)	(21,625)	(21,848)
	Reduction in Size of Cabinet	(9,374)	(9,374)	(9,374)	(9,374)	(9,374)
	TOTAL Borough Secretary	(30,343)	(30,559)	(30,779)	(30,999)	(31,222)
Customers & Communities	Contribution to Waste Partnership	(15,000)	(15,000)	(15,000)	(15,000)	(15,000)
	Change to parking fees - £3 for 3 hrs	(200,000)	(200,000)	(200,000)	(200,000)	(200,000)
	Reduce Councillor Community Fund	(67,500)	(67,500)	(67,500)	(67,500)	(67,500)
	TOTAL Customers and Communities	(282,500)	(282,500)	(282,500)	(282,500)	(282,500)
Total Savings	(312,843)	(313,059)	(313,279)	(313,499)	(313,722)	

Draft Labour Alternative General Fund MTP Growth Options

MTP Reference	MTP Option Description	2017/2018 £	2018/2019 £	2019/2020 £	2020/2021 £	2021/22 £
Borough Secretary	Governance	66,090	66,463	66,838	67,220	67,606
	Elections	32,108	32,439	32,775	33,112	33,453
	Young leaders project	5,000	5,000	5,000	5,000	5,000
	Shadow mayor	5,000	5,000	5,000	5,000	5,000
	Democracy week programmes	5,000	5,000	5,000	5,000	5,000
		113,198	113,901	114,613	115,332	116,058
Customers & Communities	Maintenance of Play equipment	15,000	15,000	15,000	15,000	15,000
	Additional Neighbourhood Warden	35,968	36,339	36,715	37,093	37,474
	Increase voluntary sector grants	67,500	67,500	67,500	67,500	67,500
	118,468	118,839	119,215	119,593	119,974	
Housing						
	Additional Private Sector Team Officer	35,968	36,339	36,715	37,093	37,474
	35,968	36,339	36,715	37,093	37,474	
Total Growth		231,666	232,740	233,828	234,925	236,032

Draft Labour Alternative General Fund Capital Programme 2017-18 to 2021-22

Project Title	Funding Source	2016-17 Latest £	2017-18 Budget £	Indicative				Total £
				2018-19 £	2019-20 £	2020-21 £	2021-22 £	
Housing - General Fund								
Disabled Facilities Grant	G, C	1,393,000	1,475,000	1,475,000	1,475,000	1,475,000	1,475,000	8,768,000
Self-funded								
IT Infrastructure	S-F	462,225	150,000	150,000	150,000	150,000	150,000	1,212,225
CCTV Technology Upgrade	S-F	200,000						200,000
Town Centre Improvements								
St Giles Street	G, C	1,918,499						1,918,499
Town Centre Traffic Enhancements - Design Stage	R	50,000						50,000
Superfast Broadband	C	45,000	367,000					412,000
Heritage & Culture								
Delapre Abbey Restoration	G, R, C	4,020,303						4,020,303
Delapre Abbey Parklands Infrastructure	G, R, C	296,890						296,890
Abington Park Museum - Renewal of Displays	C	210,000						210,000
Block Programmes - specific schemes to be agreed								
Capital Improvements - Regeneration Areas	C	502,875	35,000	50,000	50,000	50,000	50,000	737,875
Improvements to Victoria Street	C		15,000					15,000
Parks/Allotments/Cemeteries Enhancements	C	269,986	200,000	250,000	250,000	250,000	250,000	1,469,986
Car Park Lifts	C	250,000	250,000	200,000				700,000
Operational Buildings - Enhancements	C	416,046	250,000	250,000	250,000	250,000	250,000	1,666,046
Commercial Landlord Responsibilities	C	411,778	50,000	50,000	50,000	50,000	50,000	661,778
Other								
Play Equipment	G, R, C		100,000					100,000
Planning IT Improvements	G	17,000	17,000					34,000
Development Pool (Estimated Costs)								
Vulcan Works	G, C	850,000	7,650,000	3,089,716				11,589,716
Central Museum Development	C	150,179	6,212,000	300,000				6,662,179
St James Mill Link Road	G, EZ	1,000,000	1,000,000					2,000,000
St Peters Waterside	G	20,697	1,000,000					1,020,697
Town Centre Traffic Enhancements	C		200,000					200,000
Fish Street Public Realm	C		509,000					509,000
Market Stall Covers	C		20,000					20,000
9 Guildhall Road - purchase	R		462,000					462,000
Mounts Bath Improvements	G,C		570,000					570,000
Revenues and Benefits Capital Investments	C		147,000	121,000	20,000	20,000	20,000	328,000
Air testing kits	C		18,946					18,946
Develop public space to increase use and reduce anti-social behaviour	C		100,000					100,000
Public Realm Improvement in the Eastern District	C		100,000					100,000
Schemes Due to Complete in 2016/17*	G, R, C	6,320,466						6,320,466
Total General Fund Capital Programme		18,804,944	20,897,946	5,935,716	2,245,000	2,245,000	2,245,000	52,373,606

* as previously reported to Cabinet

Key to Funding Sources

- G - Grants & Contributions
- R - Revenue and Reserves
- EZ - Enterprise Zone Business Rates
- SF - Self-funded Borrowing
- C - Corporate Resources - Capital Receipts or Borrowing

Proposed General Fund Capital Funding	2016-17 £	2017-18 £	2018-19 £	2019-20 £	2020-21 £	2021-22 £	Total £
Grants & Contributions:							
Disabled Facilities Grant - Better Care Fund	950,000	1,092,000	1,092,000	1,092,000	1,092,000	1,092,000	6,410,000
Heritage Lottery Funding - Delapre Abbey	1,280,075						1,280,075
HPDG	17,000	17,000					34,000
Local Growth Fund - Vulcan Works	850,000	5,450,000					6,300,000
Local Growth Fund - St James Mill Link Road	562,000						562,000
Section 106	3,339,600	25,000					3,364,600
Other Grants and Contributions	267,698	1,534,000	2,000,000				3,801,698
Sub-total Grants & Contributions	7,266,373	8,118,000	3,092,000	1,092,000	1,092,000	1,092,000	21,752,373
NBC Earmarked Reserves - Delapre Abbey	1,316,110						1,316,110
Other Revenue/Reserves	1,005,020	487,000					1,492,020
Capital Receipts - Heritage	250,179	6,212,000	300,000				6,762,179
Capital Receipts - Other	4,640,973	467,000					5,107,973
Growing Places Fund and Local Infrastructure Fund (to be repaid from EZ business rate uplift) - St James Mill Link Road	438,000	1,000,000					1,438,000
Self-funded Borrowing	1,228,225	2,350,000	950,000	150,000	150,000	150,000	4,978,225
Corporate Borrowing	2,660,064	2,263,946	1,593,716	1,003,000	1,003,000	1,003,000	9,526,726
Total Funding	18,804,944	20,897,946	5,935,716	2,245,000	2,245,000	2,245,000	52,373,606

Draft Labour Medium Term Budgetary Policy Ideas

The following are policy ideas to cut costs or generate additional income to try to close the budget gap in the medium term. Further work would need to be done on developing business cases for these ideas before firm numbers can be attached to them.

- A hopper bus service for the major points in Northampton such between the town centre, hospital, university and the college. A reduced bus rate or free bus passes for those under 16 years.
- Social Investment Bonds are a way of running partnership projects with a social investor putting the money up front and taking the risk.
- Smart budgeting
- Commit to building 200 new social housing units a year, for 10 years.
- Investing to create revenue streams - potentially on the Westbridge site
- Northampton Collective Energy Switching Initiative' for people and businesses who want to cut their energy bills. Local residents and businesses can join forces and use their collective bargaining power to get the best and greenest deals.

Agenda Item 7

Report of the Leader of the Council

Northampton Borough Council

Monday 13th March 2017



Delapré Abbey

On 30th January we held a stakeholder event at Delapré Abbey, which provided an opportunity for an early peak at what has been achieved with the building, as the project draws near to completion. The work that has been done by the main contractor Robert Woodhead and the other professionals involved is stunning, and this was reflected in the fantastic reaction from those who visited, and also in the resulting media coverage.

Restored to its full glory, Delapré Abbey will provide a wonderful visitor attraction for both local people and those travelling from further afield, as well as a very special events and conferencing venue. Significant work is being undertaken to promote the Abbey nationally to visitors, working with the Delapré Abbey Preservation Trust team, and I was very pleased to drop in to see one of the first public events to be held at the Abbey since the restoration; a wedding fair which was held on Sunday 26th February.

Economic Development

I continue to meet regularly with the Town Business Improvement District, and to attend their Board meetings, and have also met with other local businesses individually, including with businesses looking to move to our town. I have also played an active part in SEMLEP, having recently attended both the SEMLEP Board meeting, and the Council Leaders Group of SEMLEP.

Our work to tackle town centre traffic, particularly in the Drapery and Sheep Street, continues and is making progress, with a number of possible measures now emerging and being worked on in more detail.

With tourism set, in my view, to be an increasingly important aspect of our town's economy, I was glad to attend a Tourism Partners Briefing at Holdenby House, describing the development of a new Northamptonshire tourism website, and associated national promotion campaign. With a focus on the history and heritage of Northamptonshire, and themed around the many surprises that the county has to offer, we are keen to play a part in this, and have further discussions arranged.

Enterprise Amey

Whilst we look ahead at future arrangements for Environmental Services under a new contract, we still have some time remaining under the existing contract, and we are determined that the town gets the best possible service during the remaining contract period. For this reason, Cllr. Hallam and I have been engaging in regular meetings with Enterprise Amey's senior personnel, including meeting a week ago with Amey's Managing Director of Environmental Services. We are actively following up the commitments to service and the actions arising from these meetings, and will be meeting with their Managing Director again in the near future.

As the grass cutting season approaches, we are seeking a schedule of when each area of the town will receive grass cutting, which we intend to publish so that residents are clear about when they can expect the next cut in their area to take place.

Other Activity

Amongst the many other things I have recently been pleased to be involved in are:

To attend the Chinese New Year celebrations on the market square, which were well attended despite extremely cold weather, and the atmosphere created by the entertainment and the many market stalls was wonderful.

To visit Phipps Brewery and understand more about the tremendous brewing heritage that our town has, and how we can ensure that the 200 years of brewing on Carlsberg's Bridge Street site can be recognised and celebrated appropriately.

To take a tour of the new St. Crispins Community Centre, along with some of the groups that will be using the centre, and see what a top quality community facility this new centre will be.

Councillor Jonathan Nunn
Leader of the Council



Report of the Deputy Leader of the Council

Northampton Borough Council

Monday 13th March 2016

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

A meeting of the Market Advisory Group took place on 24th January 2017. The meeting was well attended by Market Traders and it was good to hear their views and opinions.

Following this meeting I met with Officers on 22nd February to discuss the outcome of the meeting with Traders. We are giving consideration to the role of the Advisory Group and are considering the establishment of a Steering Group of Members, Officers and Traders, that will meet as and when required to take issues and matters forward in partnership with Traders. The Advisory Group will continue to meet regularly, but on a less frequent basis, and will be made an attractive event for Traders to attend.

We are looking to reconfigure the Market and create a second open aisle with a view to making the market appear less empty while creating attractive trading stalls. This will have to be agreed in the near future, before the stalls are recovered in the coming financial year. We are also looking to improve the gateways to the market to make it more attractive and welcoming.

The cleansing of the Market has been an ongoing issue for traders. Staff now have the equipment deep clean the surface and are having significant success in getting rid of ingrained material.

Officers are continually trying to attract new business to the Market and will be contacting various bodies and organisations to promote it. Officers are also empowered to negotiate rents for new Traders.

Councillor Training

The Councillor Development Group is due to meet again 22nd March, when we'll review the recent training sessions. Attendance at some events has been disappointing, but the feedback I've received from Members who have attended various sessions has been positive. The sessions that I have been able to attend have been most helpful and informative. The following is the ongoing programme of events at the time of writing:

- **22/03/17 – Urban Development Briefing** open to all Councillors and delivered by John Dale and Peter Baguley. One session at 2.00 pm lasting all afternoon and will involve site visits by mini bus
- **29/03/17 – Chairing Skills Training** open to all Councillors. Two sessions one in the afternoon, 3.00 pm to 5.00 pm and one in the evening, 6.00 pm to 9.00 pm. Provided by an external training provider
- **26/04/17 – Social Media Training** open to all Councillors. Two sessions one at 2.00 pm and the other at 6.00 pm. Provided by an external training provider

Further details regarding these sessions, all of which will be held in the Jeffery Room, can be obtained from Tracy Tiff.

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

Sports Clubs

I have now met with the Chief Executives of the towns three major sports clubs to reiterate the Administrations ongoing support for their continued success. I'm also happy to meet any other sports clubs.

Scrutiny

Cabinet considered its response to the following reports at its meeting on 8th February:

- Impact of the effectiveness of the enforcement of Licensing Policies – Taxis and Private Hire
- Impact of Anti-Social Behaviour on the Town

Cabinet will consider its response to the following report at its meeting on 15th March 2017:

- Match Day Parking

Street Lighting

The Officer / Member Working Group to progress the work of the Scrutiny Panel is currently being set up. A meeting with Officers is scheduled to take place on 7th March.

As can be seen in the area, our Planning Officer and Heritage Officer have been working with NCC / Balfour Beatty officers to ensure an appropriate replacement street lighting scheme in the sensitive heritage area around the Guildhall and All Saints Church, and in Fish Street. There are one or two issues still to be addressed and resolved to secure the final desired outcome.

Following storm Doris, NCC / Balfour Beatty have had to remove the lanterns of the ornate heritage lights on South Bridge, a locally listed structure. I believe that NCC are not looking to repair these lights nor continue to operate them. I propose to discuss this matter at the meeting on 7th March with a view to ensuring their retention and ongoing operation as an integral part of this landmark structure.

Cultural Strategy

Following discussion with partners it is considered that a Cultural Strategy would help demonstrate our commitment to the arts, as well as culture and heritage. We do invest quite heavily in these areas and the town has a good offer in them, an offer that other places surrounding Northampton don't have. We need to make the most of these assets for the benefit of the community, as well as the local economy. A clear strategy will also assist our partners in their endeavours if we have a strategy that demonstrates our support for them.

I have had an initial discussion with Officers and we'll be taking this forward as the year progresses.

Councillor Phil Larratt
Deputy Leader of the Council



Cabinet Member Report for Regeneration, Enterprise & Planning

Northampton Borough Council

Monday 13th March 2017

Town Centre Operations

The overall parking figures for the period April 16 – January 17 was 2,269,935, an increase of 64,268 (2.9%) in comparison with the same period in 2015.

The two hour free parking in the council's multi-storey car parks for the April to December 2016 period saw 856,849 customers taking advantage of the offer an increase of 89,598 (11.6) in comparison with the same period in 2015.

The free Saturday parking for the April 16 to January 17 period saw 371,006 customers take advantage of the free offer, an increase of 13,268 (3.7%) in comparison with the same period in 2015.

Footfall in the town centre for January 2017 was 1,026,618 a fall of 137,640 (11.8%) in comparison with the same period in 2015/16.

For the year to date, April 2016 – January 2017, footfall was 13,548,902 for the town centre, an increase of 20,256 (1.5%) in comparison with the same period in 2015/16.

Planning and Regeneration

Milton Ham – the appeal for the development of a distribution warehouse was dismissed by the Planning Inspectorate, following a public inquiry in December 2016.

The Growing Together Neighbourhood Plan Referendum was held on Thursday, 23rd February 2017 and the result will be announced shortly

The Local Development Scheme has been updated and a copy will be made available on the Council's website. This update to the Local Development Scheme reflects more recent amendments to Planning Policy and Regulations. It also introduces an additional stage of public consultation in the preparation of the Northampton Local Plan. This will focus on the Emerging Sites proposed for development and represents an additional opportunity for engagement with local communities, businesses and other stakeholders. Cabinet approval was granted on 8th February 2017.

Following public consultation, the Northampton Statement of Community Involvement was adopted on 30th January 2017. The Statement of Community Involvement sets out how the local community, business and other organisations with an interest in Northampton can engage with the planning system. This includes planning applications and planning policies, such as the Local Plan.

Following public consultation, the Kingsthorpe Conservation Area Appraisal and Management Plans for Kingsthorpe and Kingsthorpe High Street and Manor Road Conservation Areas were adopted at Cabinet on 8th February 2017.

Work has started on a new 66 Bed Care Home off Timken Way South in Duston

Building Control completed the checking and signing off of the Night-shelter under the Building Regulations.

Building Control was recently audited by Price Waterhouse Cooper.

The Building Controls Enforcement Policy and Unauthorised Work procedures/processes have been reviewed. All standard letters have been assessed and where necessary amended and new letters added to make the two processes more robust.

Delapre Abbey

The construction contract with Woodheads reached practical completion on 23rd February. The Abbey was duly handed over to the Council by the contractors, and we are now focussing on the opening of the Abbey, and working with DAPT on the preparatory work.

Greyfriars

The conclusion of the legal agreements, transport modelling and associated junction/road design, financial models and capital appraisals will lead to a Cabinet report later in the spring. Discussions with Legal and General remain positive. The Planning application is due in late summer.

Fingerposts and Wayfinding Blades for the Town Centre

The locations have been surveyed and costs for manufacture and implementation obtained. Discussions are ongoing regarding wording for signs and location and content for the Wayfinding Blades.

Castle Projects

We are in the process of commissioning a Penetrating Ground Survey of the Castle Mound land to ascertain what is below the surface. We are working with the Friends of Northampton Castle to improve and widen the scope of the Virtual Reality App to make it more interactive.

Upton Country Park

Phase 2 moving forward. Next stage is to commission surveys of the site prior to detailed design being undertaken.

Vulcan Works Project

Design work continues with the signing of RIBA 4 Delivery Agreement. A Design review with the University of Northampton underway and a revised planning determination is due shortly.

Town Centre Lighting

The street lighting in the Town Centre is being replaced as part of the County Council's countywide contract. We have been working hard to ensure that the standard of fittings is appropriate to the centre of an historic County Town.

Councillor Tim Hadland
Cabinet Member for Regeneration, Enterprise & Planning



Cabinet Member Report for Community Engagement & Community Safety

Northampton Borough Council

Monday 13th March 2017

Councillor Community Fund

Since the beginning of April 2015, a total of £172,844.80 has been spent on local projects that have been supported through the Cllr Community Fund.

Partnership Support

The Partnership Grant Application process has closed and the panel meet at the end of this month, to consider the applications. 29 organisations were supported in 2016-17, all are delivering real outcomes and benefits to the local community

Forums

Holocaust Memorial Event was held in the Great Hall on Thursday 26th January. A full programme was delivered, including performances by the Russian Dancers, Northampton School for Boys and the screening of a film that was developed by Screen Northants, as well as readings and speeches by the Mayor, Leader and the Chief Constable. Furthermore a civic ceremony was held in the Guildhall Courtyard to Mark the day on Friday 27th January at 12pm.

To mark International Women's Day, an event was held in the Great Hall on Saturday 4th March, the event included performances, women's support organisations, offering information, crafts, workshops, food from Elsie's Café and pamper sessions.

We announced Pat Haslem as the winner of our 5th year Inspirational Woman Award in conjunction with BBC Northampton. The award saw a record number of nominations this year and continues to go from strength to strength.

In partnership with Voluntary Impact Northamptonshire we are holding an Afternoon Tea Dance on the 25th March, this is formed from one of the Pensioners Forum Action Plans for 2017.

Northampton Youth Forum are working with Aquarius, CAMHS and Gamble Aware England on projects for International Youth Day on the 12th August.
As well as a historical project with the Museum volunteers.

Volunteers

We continue to see an increase in supporting and placing volunteers with our local community groups, including;

Gardening at Parklands Community Centre, litter picking and gardening at Vernon Terrace Community Centre, (this has been weekly since the start of the year), a volunteer placed at Spencer/Dallington Community Centre to support the start up of their community café and the Girl Guides are embarking on a project at Weston Favell Parish Hall.

Events

The Chinese New Year (Sunday 12th February) event was a success with thousands of people visiting the Market Square to watch the Changing Face singer, the Lion / Chinese unicorn dance and many more performances.

The events on the council's parks and open spaces gathers momentum from early April with the Bands in the Park season commencing on Sunday 2 April in Abington Park; HMS Laforey Parade in the town centre - Sunday 2nd April; Terry Wire memorial Harley Davidson in the town centre – Saturday 8th April; Circus on Midsummer Meadow – 20th to 23rd April; Fair on

Kingsthorpe Rec – 20th to 23rd April; Fair on the Racecourse – 27 April to 14 May; Food Festival in Becketts Park – 13th to 14th May.

Looking forward we have the Beer Festival in Becketts Park, Racecourse Festival, Carnival, Race for Life and more.

Culture & Heritage

The Northampton Town & County Art Society Annual Show saw 20 exhibits sold during the exhibition at Northampton Museum & Art Gallery.

A series of five Art History talks took place in January and February attracting 199 attendees. A further series is planned for May and June.

February saw an archive film screening by the Northamptonshire Film Archive Trust sell out and attended by an audience of 66.

Four February half term workshops held at Northampton Museum & Art Gallery were also sold out attracting 72 young people.

The first phase of the renovation work has commenced at Abington Park Museum and is due to finish in mid-June. Work in this phase concentrates on decoration and repairs to the Great Hall and function room.

Museum Expansion Project

Work is underway to produce the Employers Requirements documents. A start up meeting has taken place with the exhibition designers to begin work on developing the concept briefs for the galleries. The main museum site closed to the public on Sunday 18th February to enable staff to begin work on the removal of objects from the exhibition galleries in advance of invasive surveys and building works.

Customer Services

One Stop Shop (OSS) Partnership working continues to grow in strength ensuring essential services under one roof. With many partners relocated or providing drop in sessions within the OSS we are helping more people at an earlier stage helping to prevent debt and homelessness. We are pleased to Welcome Working Links as a new Partner. Working Links have been available in the OSS since 20th February and are holding sessions every Monday from 10:00 – 16:00. Working Links works with people from all backgrounds with different needs and expectations. Their aim is to help people with their employability needs and rehabilitate people back into the community.

Community Safety

Overall crime continues to increase seeing a 8.3% (+1,617 crimes) since the beginning of April 2016. However, on a positive note the increase is beginning to slow down. Serious Acquisitive Crime is showing an increase of 33.2% (+838 crimes) with vehicle crime rising by 46.2% (+644 crimes), domestic burglary by 14.6% (+115 crimes). However, domestic burglary is showing a reduction compared over the past 3 months. The rate at which violence against the person is increasing continues to slow in comparison to 2015/16 with an increase of 4.6 % (+299 crimes). Anti-Social Behaviour incidents reported to Police have increased by 9.1%. Environmental ASB reports have increased by 9.4%. Personal ASB has increased by 1.2%, and nuisance ASB by 12.5%, but both are now seeing a reduction on previous months. However, figures still remain lower than the same period last year.

Bridge Street closures that were put in place over the Christmas Eve and New Year period worked well, and were welcomed by the licensees.

The Nights Out Northampton campaign is being launched later in March, with a range of social media, publicity and promotional materials being used. PubWatch were briefed on the campaign and are fully supportive.

Work to identify priority locations for 2017/18 for Community Safety Partnership 'Weeks of Action' is underway. Final decision on locations will be made by the CSP at their March board meeting.

Councillor Anna King
Cabinet Member for Community Engagement & Community Safety



Cabinet Member Report for Environment

Northampton Borough Council

Monday 13th March 2017

Environmental Services Re-Provision

The environmental services re-provision process continues apace. The OJEU notice and associated documentation have now been published. This marks the formal commencement of the procurement process, in readiness for contract award in the autumn.

The public consultation on the re-provision of environmental services has now closed. I am delighted to say that nearly 8,000 responses were received. This is the biggest response the council has ever had to a consultation exercise.

Work is now underway to analyse all the consultation that has been undertaken and to draw conclusions from it that will inform the design of the new service.

The working group established by Overview and Scrutiny Committee is underway. Their role will be to ensure the procurement process is robust. They will also ensure that key messages from the consultation are used to help shape bids from potential service providers.

Improvement Works

Towcester Road Cemetery - During December 2016 and January 2017, a new road surface was laid around the Chapel and approaching roads. The old surface had become severely worn revealing deep potholes and other tripping hazards.

Delapre Abbey Park – A new road surface was also laid over the top of the old one that leads from the entrance of Delapre Abbey Park down to the Model Engineers Club. The Club had been waiting a number of years for the worn out road to be replaced.

Gold Street / Marefair – The broken and bent stainless steel litterbins that have been an eye sore for some time have been replaced with the uniformed Black & Gold Victorian Style type litterbins. They have the cigarette stub and ash tray on the top of the bin to encourage smokers to use the bins and not to throw the cigarette butts on the pavement, which make the streets look untidy.

The Abington Park Aviaries have had their bases refurbished and new drainage installed to enable them to be cleaned more efficiently.

Abington Park Boating Pond – The Pond is currently being dredged to clear years of dead leaves and silt from the bottom. This debris has hindered the enjoyment of the Pond, which is hired by the Model Yacht Club, Water Walking Balls and Paddle Boats.

Tree Maintenance

The enhanced tree maintenance program for this year is almost complete and has been well received by residents, with the tree contractors receiving many compliments on the work. The area covered this year was in Northampton East.

The winter shrub maintenance continues, with crews now working through the eastern part of the town. It is expected that all of the shrub maintenance across the town will be completed by the end of March.

Enforcement Service

Discussions are ongoing regarding the procurement of a service to provide targeted enforcement to address littering and other environmental crime. Work is also progressing to establish a baseline to enable the evaluation of the proposed service.

Air Quality

Work is progressing working with the Scrutiny panel 4 to develop the Action Plan for the implementation of the Northampton Low Emissions Strategy. A range of partner agencies are working together to develop an comprehensive approach to secure cleaner air in Northampton

Park Management Committees

There are lots of projects being developed through the PMCs. Some of which include:

- Abington, Becketts and Eastfield Friends groups have community Litter Picks planned to support the Keep Britain Tidy weekend of 4th and 5th March.
- Through Becketts PMC we are working closely with the University and other partners to create a well-being park, including an application that has been submitted by the Chair of Buddies of Becketts for a projects park officer to Northampton's Community Foundation Well-Being funding pot.
- The parks are working collectively to arrange activities across the parks, on different days during love my parks week in July. As part of the week they will be holding a showcase event on the Market Square, which will be an opportunity for the public to see what our parks can offer.

Councillor Mike Hallam
Cabinet Member for Environment



Cabinet Member Report for Housing and Wellbeing

Northampton Borough Council

Monday 13th March 2017

Northampton's Emergency Nightshelter

I am very pleased to report that, following the successful recruitment of the Co-ordinator, Assistant Co-ordinator and a team of around 60 volunteers, the Nightshelter opened on 6th February 2017.

The Co-ordinator has previously run a nightshelter in Salford for more than five years, and the Assistant Co-ordinator managed the Daylight Centre in Wellingborough for more than 18 months. Both of them have a lot of experience of working with large teams of volunteers.

Although not everyone is suited to the work at the Nightshelter – and, so far, only about 50% of the people who have expressed an interest in becoming a volunteer have actually gone on to fill in an application form, attend the interview and complete the training – we have managed to recruit and train a fantastic team of volunteers which includes health and social care professionals, specialists in mental health and substance misuse, criminal justice practitioners, support workers, counsellors, housing and homelessness specialists, and people who have previously slept rough.

We are grateful to the organisations that have had an input into the volunteers' training (including the Youth Offending Service, Goodwill Solutions, the Richmond Fellowship, Mayday Trust, the Hope Centre, Midland Heart and the Police) and especially to the teams at Aquarius and Maple Access whose excellent, bespoke training on drugs, alcohol and mental health have informed, reassured and inspired the Nightshelter's volunteers.

The Nightshelter has the capacity to provide temporary overnight accommodation for up to 20 men who have a local connection with Northampton and are homeless and ready to engage with local services to come off the streets and move on from the Nightshelter into more settled housing. It is already making a difference and the feedback received from guests has been incredibly positive.

As Northampton's Emergency Nightshelter is not a direct access shelter, everyone who wants to use it will need to be referred to it by one of the 5 approved referral agencies: the Council, the Police, the Hope Centre, the Bridge Project and S2S.

Anyone wishing to support the Nightshelter (by becoming a volunteer or donating equipment or money) should visit the Northampton Nightshelter webpage on the Council's website:

www.northampton.gov.uk/northamptonnightshelter

SWEP (Severe Weather Emergency Protocol)

For the first time this winter, the SWEP was activated and emergency shelter was provided in the Hope Centre for 7 nights from 20 January until 26 January 2017.

Approximately two thirds of the people who accessed SWEP are EU Nationals from Eastern Europe who have said that they are sleeping rough and do not appear to be engaging with local services or exercising their treaty rights. This is being addressed by 'TOGETHER we change lives' (Northampton's Multi Agency Rough Sleepers Strategy) and by the Nightshelter.

Improving investigations and evidence gathering

As Members are aware, the Council has transformed its approach to private sector housing enforcement and, last year, we introduced new policies and procedures for dealing with criminal, rogue and irresponsible landlords and managing agents.

In order to support this fresh approach – and to provide Officers with the skills, confidence and tools they need to ensure the successful prosecution of offenders – the Housing and Wellbeing Service invested in specialist training in investigation and evidence gathering.

I am delighted to report that 9 of the Council's Officers (3 Officers in Private Sector Housing, 5 Officers in Housing Options & Advice and one Officer in Environmental Health) have successfully completed all of the course assessments and been awarded a BTEC Advanced Professional Certificate in Investigative Practice. Another 7 Officers have attended parts of the course in order to improve or consolidate their investigatory and evidence gathering skills.

Northampton is one of only a small number of local authorities that have trained their Officers in investigation and evidence gathering. It is hoped that, when faced with the Council's high quality evidence, many landlords will decide to plead guilty on the advice of their solicitor, as happened at a preliminary hearing in Northampton Magistrates Court on 10 January 2017.

Prosecution of Private Landlords

Following January's successful prosecution of an HMO landlord, I am pleased to report that the Magistrates Court is now dealing with another 4 cases. Preliminary hearings were held last month and trials are scheduled for March and April.

These cases involve multiple offences by the same offenders involving illegal eviction, HMO management offences, failure to licence an HMO, failure to comply with licence conditions and failure to comply with an improvement notice. All 4 cases will be heard (at preliminary hearings) in Northampton Magistrates Court on the same day.

Last month, I attended a meeting of the Housing Standards Team to see, first hand, how the data and intelligence that Officers gather is used to determine the next tranche of investigations that will support the Council's rolling programme of prosecutions. I was really impressed by the Officers' expertise and professionalism, and by their commitment to hold landlords to account.

Northampton Landlord Forum

On 21st February, almost 100 private landlords and letting agents joined us for what was probably our most successful Landlord Forum so far.

The Head of Housing and Wellbeing updated landlords and managing agents on the progress that the Council is making to establish a social lettings agency in the town.

The Private Sector Housing Manager provided the Forum with an overview of the work that the Empty Homes Officer will be undertaking and details of the various ways in which landlords, developers and investors can help the Council to bring empty homes back into use.

The atmosphere in the room was very positive, and landlords expressed a lot of interest in the Council's private sector leasing scheme and its plans to bring empty homes back into use.

Councillor Stephen Hibbert
Cabinet Member for Housing and Wellbeing

Cabinet Member Report for Finance



Northampton Borough Council

Monday 13 January 2017

Finance

The Council set its General Fund and Housing Revenue Account Budgets at its meeting on 27th February. The Council is in a good financial position for the 2017/18 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 funding gap on the General Fund is around £5m by 2021/22.

The Council is actively working to develop options to close its funding gap over the medium term. As part of the new governance arrangements an Efficiency and Medium Term Financial Strategy Board has been established and is meeting regularly. An update on their work is expected to be reported to Cabinet later in the 2017.

The Council is currently preparing for the closure of the accounts and production of its Statement of Accounts for 2016/17. The finance team have been working closely with KPMG, our external auditors, as part of this preparation. The draft Accounts have to be produced by 30th June, following which they will be audited by KPMG and are due to be signed off by 30th September.

Revenues & Benefits

The service has delivered an extensive training and mentoring programme during January and February 2017, the content of which has been based on previous trials of its first point resolution service delivery model. The service now has a cross-skilled and fluid work force, which will enable the service to go live with first point resolution from April 2017. This will ensure that even more customer enquiries are dealt with at first contact, thereby further improving the customer experience and reducing repeat contact to the Council.

The service has also turned its attention to the successful delivery of annual billing for Council Tax, Business Rates and both the town centre and Brackmills BIDs.

Councillor Brandon Eldred
Cabinet Member for Finance

Appendices: 3



COUNCIL

13 March 2017

Agenda Status: Public

Directorate: Chief Executive

Report Title	Independent Remuneration Panel – Members’ Allowances
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1. Purpose

- 1.1 To seek Council’s approval to amend the Council’s current Scheme of Members’ Allowances to take into account the recommendations received from the Council’s Independent Remuneration Panel.

2. Recommendations

- 2.1 To consider the following recommendations received from the Council’s Independent Remuneration Panel, as detailed in the Report at **Appendix 1**, that:
- a) the Basic Allowance, of £6,692.26, remains unaltered;
 - b) the Special Responsibility Allowance (SRA) for the Leader of the Council is set at £17,227.74;
 - c) with the exception of the Chair of the Audit Committee, the SRAs for all other positions receiving an SRA be maintained at the same percentage level of the Leader’s SRA:
 - Deputy Leader (60%)
 - Cabinet Member (55%)
 - Chair of the Overview and Scrutiny Committee (35%)
 - Leader of the Main Opposition Party (35%)
 - Chair of the Planning Committee (30%)
 - Chair of the Licensing Committee (30%)
 - Leader of the Third Group (20%)
 - Councillors appointed to the West Northants Strategic Planning Committee (10%);

- d) the SRA for the Chair of Audit Committee be increased from 20% to 25% of the Leader's SRA;
- e) the Special Responsibility Allowance for the Chair of Standards Committee be set at 15% of the Leader's SRA;
- f) the allowances as recommended are indexed at a rate of 1% for 2017/2018;
- g) the recommended Basic Allowance and Special Responsibility Allowances be index linked to any salary increases for Northampton Borough Council Officers at grade 5 of the organisation's Pay Scales and that such indexation continues until the next review of the IRP, or for a period of four years, whichever is the sooner;
- h) the Constitution is amended to reflect the policy that, where Councillors hold more than one position of special responsibility, only one SRA (the higher amount) may be claimed;
- i) the Councillors' Travelling Allowance, Guidance for Members, draft version 4, February 2017 (as at **Appendix B**) be approved;
- j) no change is made to the Dependants' Carers Allowance Scheme; and
- k) these recommendations are implemented from the Annual Meeting of Council in May 2017.

2.2 To amend the Council's Members' Allowances Scheme to reflect the recommendations of the Independent Remuneration Panel as detailed in its report at **Appendix 1**.

2.3 To delegate authority to the Borough Secretary and Monitoring Officer to:

- a) make the necessary changes to the Members' Allowances Scheme in the Council's Constitution to reflect Council's decision, to include the full schedule of rates and allowances and terms and conditions; and
- b) make arrangements for the publicity that the Council is required to undertake in accordance with Regulation 16 of the Local Authorities (Members' Allowances) (England) Regulations 2003.

3. Issues and Choices

3.1 Report Background

3.1.1 The Local Authorities (Members' Allowances) (England) Regulations 2003 (the Regulations) put in place a framework for the preparation, requirements and administration of Schemes for the payment of allowances to Members.

3.1.2 Part 4 of the Regulations makes provision in respect of the establishment of an Independent Remuneration Panel whose functions are to make recommendations concerning Members' allowances.

3.1.3 The Council established an Independent Remuneration Panel (the Panel) in August 2016 with the following remit:

To formulate a view and make recommendations to the Council of the kind set out in the Local Authorities (Members' Allowances) (England) Regulations 2003 namely:-

- (a) *as to the responsibilities or duties in respect of which the following should be available-*
 - (i) *special responsibility allowance;*
 - (ii) *travelling and subsistence allowance; and*
 - (iii) *co-optees' allowance;*
- (b) *as to the amount of such allowances and as to the amount of basic allowance;*
- (c) *as to whether dependants' carers' allowance should be payable to members of the authority, and as to the amount of such an allowance;*
- (d) *as to whether, in the event that the Scheme is amended at any time so as to affect an allowance payable for the year in which the amendment is made, payment of allowances may be backdated to apply with effect from the beginning of the year in which the amendment is made;*
- (e) *as to whether adjustments to the level of allowances may be determined according to an index and if so which index and how long that index should apply, subject to a maximum of four years, before its application is reviewed;*

and to make recommendations in respect of any other matter reasonably referred to the IRP.

3.2 Decision details

3.2.1 The Panel having been constituted, have now concluded their review of Northampton Borough Council's Members' Allowances Scheme and have prepared a Report. The Panel's Report explains how they undertook their review, details the information they considered and sets out their recommendations in relation to the Council's Members' Allowances Scheme. The Panel's Report is at **Appendix 1**.

3.2.2 Full Council is asked to consider the Panel's recommendations.

3.2.3 The recommendation of this report is that the Panel's recommendations should be accepted and incorporated into the Council's Members' Allowances Scheme in the Constitution.

3.2.3 The decision as to whether the Council's Members' Allowances Scheme should be amended, as recommended by the Panel's Report, is a matter for Full Council. However, Regulation 19 of the 2003 Regulations, states that before Council makes or amends a Scheme, it shall have regard to the recommendations made in relation to it by an Independent Remuneration Panel. Full Council therefore has a legal duty to have regard to the Panel's recommendations.

4. Implications (including financial implications)

4.1 Policy

4.1.1 The Council has discretion as to whether or not it accepts any of the recommendations proposed in the Panel's Report.

4.2 Resources and Risk

4.2.1 If the recommendations of the Panel are accepted the allowances payable for the municipal year 2017/18 would be as follows:

Allowance	Number of Recipients	Recommended Amount (£)	Proposed Percentage of Leader's SRA	With 1% indexation (Paid 17/18) (£)
Basic Allowance	45	6692.26	N/A	6759.18
Special Responsibilities				
Leader	1	17227.74	N/A	17400.02
Deputy Leader	1	10,336.64	60%	10440.01
Cabinet Member	5	9475.26	55%	9570.01
Chair of Overview and Scrutiny Committee	1	6029.71	35%	6090
Leader of the Main Opposition	1	6029.71	35%	6090
Chair of Planning Committee	1	5168.32	30%	5220
Chair of Licensing Committee	1	5168.32	30%	5220
Chair of Audit Committee	1	4306.94	25%	4350.01
Leader of the Third Group	1	3445.55	20%	3480.01
Councillor appointed to the West Northants Joint Strategic Planning Committee	4	1722.77	10%	1740
Chair of Standards Committee	1	2584.16	15%	2610
				£419,873.20

As shown in the Summary of Recommendations table in the Panel's Report, this would equate to a net increase of £6789.30 from the current municipal year.

4.2.2 Whilst Council has discretion to resolve to make alterations to the Members' Allowances Scheme different to those recommended by the Panel, it has a duty to have regard to the recommendations of the Panel in doing so.

Members should give thorough consideration to the recommendations of the Panel in full Council to achieve compliance with this duty.

- 4.2.3 Regulation 10(4) of the Regulations permits a Members' Allowance Scheme to make provision for an annual adjustment of allowances by reference to an index. Regulation 10(5) provides that an authority must not rely on such an index for a period of longer than four years before seeking a further recommendation from the Panel.

4.3 Legal

- 4.3.1 The Council must establish an Independent Remuneration Panel whose function is to make recommendations to the Council concerning allowances payable to Members. The Council must have regard to the Panel's recommendations prior to amending or making a Members' Allowances Scheme.

- 4.3.2 Regulation 16 of the 2003 Regulations states that after receiving a report from the Independent Remuneration Panel which sets out the Panel's recommendations, local authorities must ensure that copies of the report are available for inspection at their principal office at all reasonable hours. Local authorities must also, as soon as reasonably practicable after they receive the report, publish a notice which:

- a) states that the authority has received recommendations from an Independent Panel in respect of its scheme of allowances;
- b) describes the main features of the Panel's recommendations including the amounts of allowances that the Panel has recommended should be payable to Members;
- c) states that copies of the Panel's report are available at the authority's principal office and specifies the address of the principal office.

4.4 Equality

- 4.4.1 The proposals are considered to have a neutral impact in terms of equality issues.

- 4.4.2 No Equality Impact Assessment has been carried out.

4.5 Other Implications

- 4.5.1 None specifically.

5. Background Papers

- 5.1 None

David Kennedy
Chief Executive

Report of the Independent Remuneration Panel to Northampton Borough Council

1. Introduction

1.1. The Local Authorities (Members' Allowances) (England) Regulations 2003 put in practice a consolidated and simplified framework for allowances that covers Principal Councils and Parish and Town Councils.

1.2. Part 4 of the Regulations makes provision for the establishment of an Independent Panel to make recommendations concerning Allowances. It is for you as a Council to determine your Allowances Scheme but you do have a legal duty to take account of our recommendations.

1.3. Our Panel comprises John Cade (Chairman), Ron Dean, Jim Gammans and Cara Manchester. Previously Director of Scrutiny with Birmingham City Council, John is now a member of the Institute of Local Government Studies at the University of Birmingham and also chairs several other Independent Remuneration Panels. Ron is a Justice of the Peace, Jim works for Age UK Northampton as a Trading Products Co-Ordinator. Jim graduated from the University of Northampton with a Marketing and Business Studies degree and Cara is an experienced Chartered Accountant and works for a Northampton based company. They are also experienced in Independent Remuneration Panel (IRP) work as they serve on Northamptonshire County Council's Panel.

2. Way of Working

2.1. The Panel's activity fell into four areas:

- a) A comprehensive review of the background and contextual information on Northampton Borough Council, focussing on changes which have taken place since the Council's last full review in 2008.
- b) Taking evidence from Councillors and the Chief Executive of the Council.
- c) A review of the oral and written submissions.
- d) Agreeing unanimous recommendations by the four Panel Members.

2.2. It was very important to us that as many Councillors as possible had the opportunity to submit evidence. Every Councillor was given the opportunity to complete a questionnaire, submit written evidence or give evidence in person to the Panel itself.

2.3. 11 Councillors completed a questionnaire and 15 Councillors gave oral evidence to us. We also received 2 e-mails from Councillors. This was invaluable to us in gaining an overall picture of Councillors' feelings on the matter of allowances.

2.4. As in normal practice, we also took evidence from your Chief Executive.

2.5. In our work we received excellent support from Francis Fernandes, Marianne McCarthy and Tracy Tiff. We would particularly like to thank Tracy for assembling the amount of comparative and supporting information she provided for us.

3. Context

3.1. Your last review of Members' Allowances took place in 2008 with decisions being taken at your 27th October 2008 Council meeting.

3.2. At your Council meeting on 19th May 2011 full Council took the decision that there be no increase for the life of the Council in any of the allowances paid to Councillors.

3.3. The Panel was formally set up in August 2016 with the following remit:

To formulate a view and make recommendations to the Council of the kind set out in the Local Authorities (Members' Allowances) (England) Regulations 2003 namely:-

- (a) *as to the responsibilities or duties in respect of which the following should be available-*
 - (i) *special responsibility allowance;*
 - (ii) *travelling and subsistence allowance; and*
 - (iii) *co-optees' allowance;*
- (b) *as to the amount of such allowances and as to the amount of basic allowance;*
- (c) *as to whether dependants' carers' allowance should be payable to members of the authority, and as to the amount of such an allowance;*
- (d) *as to whether, in the event that the Scheme is amended at any time so as to affect an allowance payable for the year in which the amendment is made, payment of allowances may be backdated to apply with effect from the beginning of the year in which the amendment is made;*
- (e) *as to whether adjustments to the level of allowances may be determined according to an index and if so which index and how long that index*

should apply, subject to a maximum of four years, before its application is reviewed;

and to make recommendations in respect of any other matter reasonably referred to the IRP.

3.4. Before we get into our specific proposals we wanted to make two general observations:

3.5. Atypical Nature of Northampton Borough Council

Firstly, an important context for our deliberations is that your Council is not a “typical” district council in a couple of important ways. You are by far and away the largest district council in terms of population and net revenue spend. And then your “growth agenda” both economically and demographically is significant. We were, therefore, very mindful that when we looked at comparative information for other Councils the demands on Northampton Councillors were often higher than more typical district Councils.

3.6. Broad Spectrum of Views on Allowances

Secondly, the evidence we took showed a full gamut of views on allowances. Opinions expressed to us ranged from “allowances are distorting the voluntary/community service role of Councillors” to, “if we are going to attract able people to become Councillors we must provide higher allowances”. Similarly, “now is not the right time to make any increase, particularly with “cuts” across the Council” to “we cannot have a permanent freeze”.

3.7. In our recommendations we have sought to make balanced judgements on these matters.

4. Findings

4.1. Basic Allowance

The majority of the evidence we received was that the basic allowance of £6,692.26 was about right and should not be increased. We share this view following our examination of the comparative information that was provided to us.

4.2. Special Responsibility Allowances (SRAs)

a) Leader’s Allowance

Similar to many other Councils, the structure of your SRAs is based on percentages of the SRA agreed for the Leader of the Council. The

determination of the Leader's allowance is, therefore, particularly significant.

We looked at what your previous 2008 review had said and found this passage:

“There is also a consensus that the Panel supports, that the post of Leader is close to being a full time equivalent, regardless of the individual in situ. The median annual salary for all FTEs within the Northampton Borough Council area was £23,088 in 2007, which the Panel feels is a justifiable, defensible and transparent figure upon which to base the Leader's total remuneration package. By deducting the recommended Basic Allowance of £6,625 from £23,088 it produces a tentative recommended SRA of £16,463”.

We take the view that it is very important to have “an anchor” for explaining to the public how the Leader's SRA (and consequently the other SRAs) is determined. We share the view of the previous Panel that basing the Leader's SRA on the median annual salary for all FTEs within the Northampton Borough council area makes sense.

We, therefore, asked what the current median annual salary is and have been informed that it is £23,920¹. This is an increase of just £832 from the 2007/2008 median salary. We believe this modest increase should be applied so that the important link with comparators is maintained. This would mean that the Leader's SRA would be £17,227.74, (ie. £23,920 minus the current Basic Allowance of £6,692.26.)

b) Other Special Responsibility Allowances

i) Having regard to the evidence we received, we believe the relevant percentages of the Leader's allowance:

- **Deputy Leader (60%)**
- **Cabinet Member (55%)**
- **Chair of Overview and Scrutiny (35%)**
- **Leader of Main Opposition Party (35%)**
- **Chair of Planning (30%)**
- **Chair of Licensing (30%)**
- **Leader of the Third Group (20%)**
- **West Northamptonshire Joint Strategic Planning Committee (10%)**

remain appropriate and should stay unchanged.

¹ Source of data: Office of National Statistics <http://www.neighbourhood.statistics.gov.uk/HTMLDocs/dvc126/>

- ii) We do believe that there is a case for increasing the SRA to the **Chair of Audit Committee** from 20% to 25% of the SRA of the Leader. This would increase to £4,306.94 from £3,408.75. The role of the Audit Committee has, in recent years, become more important for many Councils with enhanced responsibility for the Chair. We attach the Role and Terms of Reference of the Committee and feel this justifies an increase, particularly due to the responsibility for approving the Annual Statement of Accounts.
- iii) With regard to the SRA for the **Chair of Standards Committee**, we believe that, since this post is now drawn from Councillors as opposed to being a co-opted post it should also be a percentage of the Leader's allowance. We believe this should be 15% which equates to an increase of £554.16 pa from its current figure of £2,000. This modest increase we feel is justified by the responsibility of the post.
- iv) The only remaining SRA we need to refer to is that which relates to **Councillors appointed to the West Northants Joint Strategic Planning Committee**. It is currently 10% of the Leader's Allowance. We were advised that the role of the West Northants Joint Strategic Planning Committee was in transition.
- v) There is nothing unlawful or wrong about paying a Councillor more than one SRA for roles within the same Council but it is a practice which is diminishing. Most Independent Remuneration Panels recommend that only one SRA can be claimed by those Members who hold different roles, each of which has an SRA entitlement.

Moreover, the Council's Constitution is silent about whether or not more than one SRA may be claimed by a Councillor. Guidance on your web-site suggests only one SRA can be claimed.

The Panel therefore recommends that you introduce the policy that only one SRA can be claimed by those Members who hold different roles, each of which has an SRA entitlement.

This will mean that a similar level of budget provision will not need to be made for this in the future.

5. Index Linking

You have previously provided for index linking of allowances coupled to any increases awarded to Northampton Borough Council employees. We believe that it is important to restore this index-linking. It is therefore recommended that the Basic Allowance and Special Responsibility Allowances are index

linked to any increases awarded to Northampton Borough Council employees at Grade 5 of the organisation's Pay Scale.

This will provide that both the Basic Allowance and Special Responsibility Allowances increase at an appropriate rate and prevent periodic "catch-up" lump proposals which are more difficult for the public to understand. This index linking takes effect from the May 2017 Annual General meeting of full Council until the next review of the IRP, or for a period of four years, whichever is the sooner.

6. Whips

In the course of our evidence taking, the role of Group Whips and whether they should receive an allowance was raised with us. Reference was also made to Northamptonshire County Council's (NCC) practice of paying an allowance to their Group Business Managers. We have seen the role descriptions for these NCC posts and are satisfied that they indicate a role quite different from that carried out by the Whips in NBC. We therefore, will not be recommending any change to the current practice of viewing the Whip as a Party-Political post and not receiving an SRA.

7. Assistant Cabinet Members

We were also asked to consider the possibility of an allowance for the post of Assistant Cabinet Members. Whilst Cabinet Members cannot delegate decision making to an Assistant Cabinet Member, we recognise the value – particularly for succession planning - of having such posts.

However, before any recommendation on an allowance can be made there needs to be a job description for the role and some evidence on how this is working out in practice.

8. Travel and Subsistence

We were made aware of the draft Guidance Notes for Members on Travelling Allowances. We attach a copy of this Guidance to our report. We believe this properly covers travel arrangements.

We therefore recommend that the Councillors' Travelling Allowance, Guidance for Members, draft version 4, February 2017 as attached is taken to full Council for approval.

9. Dependants' Carers Allowance Scheme

The Dependants' Carers Allowance provides reimbursement for care up to a maximum of 15% of the Basic Allowance per annum with the claim accepted upon receipt of a "self-declaration" made by the Councillor.

Some Councillors believed that this allowance can only be paid for dependent children but the Council's Constitution (Part 6, 6 – 3) is clear that the allowance "will be paid to those Councillors who incur expenditure for the care of dependent relatives or children whilst undertaking Approved Duties".

We see no reason to make any recommendation for changes to the scheme, but suggest that it would be helpful in situations where a Councillor intends to make a claim, if they give some advance notice to the relevant Officer as soon as practicable.

10. Budget Pressures

As a Panel we are very mindful of the budget pressures faced by the Council. Indeed, many Councillors in their evidence to us made the point that "we are all in this together" and we cannot be awarding ourselves increases when most of the residents within the Borough are seeing little, if no, increase in their take home pay.

Reference was also made to the increased working hours, with no additional pay for NBC staff.

We are therefore keen to limit any budget impact having full regard to our recommendations and the index linking. If our recommendations are accepted this will mean a net increase in your 2017/2018 Municipal year budget of £6,789.30.

Summary of Recommendations

Allowance	Number of Recipients	Current Amount (Paid 16/17)	Current Percentage of Leader's SRA	Recommended Amount	Proposed Percentage of Leader's SRA	With 1% indexation (Paid 17/18)
Basic Allowance	45	6692.26	N/A	6692.26	N/A	6759.18
Leader's SRA	1	17043.75	N/A	17227.74	N/A	17400.02
Deputy Leader's SRA	1	10226.25	60%	10,336.64	60%	10440.01
Cabinet Member	5	9374.06	55%	9475.26	55%	9570.01
Chair of Overview and Scrutiny	1	5965.31	35%	6029.71	35%	6090
Leader of the Main Opposition	1	5965.31	35%	6029.71	35%	6090
Chair of the Planning Committee	1	5113.13	30%	5168.32	30%	5220
Chair of the Licensing Committee	1	5113.13	30%	5168.32	30%	5220
Chair of the Audit Committee	1	3408.75	20%	4306.94	25%	4350.01
Leader of the Third Group	1	3408.75	20%	3445.55	20%	3480.01
Councillor appointed to the West Northants Joint Strategic Planning Committee	4	1704.38	10%	1722.77	10%	1740
Chair of Standards Committee	1	2000	N/A	2584.16	15%	2610
TOTALS:		£413,083.90				£419,873.20

11. Recommendations

The IRP recommends to Full Council:

11.1 That in accordance with the financial schedule shown in section 10 above:

- a) the Basic Allowance remain unaltered.
- b) the “anchor” for the Leader’s SRA to the median annual salary for all Full Time Equivalent workers within the Northampton Borough Council area be restored.
- c) with the exception of the Chair of the Audit Committee, the SRAs for all other positions receiving an SRA be maintained at the same percentage level of the Leader’s SRA.
- d) the SRA for the Chair of Audit Committee be increased from 20% to 25% of the Leader’s SRA.
- e) the Special Responsibility Allowance for the Chair of Standards Committee be set at 15% of the Leader’s SRA.
- f) that the index-linking of the Basic Allowance and Special Responsibility Allowances be linked to any salary increases for Northampton Borough Council Officers at grade 5 of the organisation’s Pay Scales and that such indexation continues until the next review of the IRP, or for a period of four years, whichever is the sooner.

11.2 That no change be made to the Dependants’ Carers Allowance Scheme.

11.3 That the Constitution is amended to reflect the policy that, where Councillors hold more than one position of special responsibility, only one SRA (the higher amount) may be claimed.

11.4 That the Councillors’ Travelling Allowance, Guidance for Members, draft version 4, February 2017 be approved.

11.5 That all of these recommendations take effect from the May 2017 Annual General Meeting of full Council.

John Cade

Chair, Independent Remuneration Panel

Article 9 – The Audit Committee

9.1 The Audit Committee

The Council will establish an Audit Committee:

9.2 **Membership:** The Audit Committee will be composed of seven Councillors, excluding members of the Cabinet.

The Committee shall have delegated powers to appoint co-opted members, without voting rights but with expertise in relevant areas.

9.3 Role and Terms of Reference

9.3.1 To generally consider all relevant processes for risk, control and governance.

9.3.2 To approve and influence (but not direct) internal audit's strategy, plan and performance.

9.3.3 To review summary internal audit reports and the main issues arising, and seek assurance that action has been taken where necessary.

9.3.4 To consider the reports of external audit and inspection agencies.

9.3.5 To consider the effectiveness of the Council's risk management arrangements, the control environment and associated anti fraud and anti corruption arrangements and seek assurances that action is being taken on risk related issues identified by auditors and inspectors.

9.3.6 To be satisfied that the Council's assurance statements, including the Statement on Internal Control, properly reflect the risk environment and any actions required to improve it.

9.3.7 To ensure that there are effective relationships between external and internal audit, inspection agencies and other relevant bodies, and that the value of the audit process is actively promoted.

- 9.3.8 To review the financial statements, external auditor's opinion and reports to Members, and monitor management action in response to the issues raised by external audit.
- 9.3.9 To monitor, the implementation of Key recommendations and actions arising from the Council's Improvement Plan.
- 9.3.10 To consider key performance management reports and monitor the effectiveness of performance against the Best Value Performance Plan and key outcomes in the Council's Improvement Plan.
- 9.3.11 To promote relevant value for money studies following particular themes or service areas as appropriate.
- 9.3.12 To approve the Annual Statement of Accounts for submission to the External Auditor and for public consultation and to subsequently approve their adoption.
- 9.3.13 To ensure effective scrutiny of the treasury management strategy and policies.

9.4 Rules of Procedure

The Council Procedure Rules contained in Part 4 of this Constitution shall apply insofar as they do not conflict with the rules herein.



**NORTHAMPTON BOROUGH COUNCIL
COUNCILLOR TRAVELLING ALLOWANCES
GUIDANCE FOR MEMBERS**

DRAFT Version 4 – February 2017

A basic, flat rate allowance is payable to all Councillors. The rate for 2015/16 is £6,692.26 per annum. This allowance is intended to recognise the time commitment of all Councillors, including such calls on their time as meetings with officers and constituents, preparing for and attending all formal and informal meetings they are invited to and being accessible and available to all residents in their ward. . It also covers incidental costs such as the use of Councillors' homes.

Details of the Members' Allowances Scheme are can be located within the Council's [Constitution - Part 6 - Members' Allowance Scheme](#).

Travelling Allowances

Travelling allowances are payable to Councillors to reimburse them for costs incurred in carrying out certain Council duties. These duties are known as 'approved duties', examples of approved duties include:

- Attending meetings of full Council and of Committees/Scrutiny Panels etc. to which Councillors have been appointed.
- Attending meetings of outside bodies to which Councillors have been appointed to represent Northampton Borough Council
- Attending a Councillor Development Session.

- Attending an out of town Council approved duty such as a site visit for a Scrutiny Panel

Travel allowance rates shall be in line with the HMRC approved rates and should only rise in accordance with any increase in the HMRC rates.

The following HMRC travel allowance rates are currently payable:

- 45 pence per mile for cars
- 24 pence per mile for motor-cycles
- 20 pence per mile for bicycles

Actual costs of rail, taxi, bus fares and other direct costs can also be claimed.

Mileage is not payable for attendance, for example, at Political Group meetings, meetings with constituents, constituency activity or informal site visits.

If you are in any doubt as to whether you can claim mileage, please contact Democratic Services for advice, ideally before you make the journey.

Subsistence and Overnight Subsistence

The HMRC benchmark scale rates for subsistence that apply from 6 April 2009 are as follows:

Description	Amount (up to)
Breakfast rate	£5
One meal (5 hour) rate	£5
Two meal (10 hour) rate	£10
Late evening meal rate	£15

Breakfast rate - The rate may be paid where a Councillor leaves home earlier than usual, and before 6.00 am, and incurs a cost on breakfast taken away from his home after the qualifying journey for an approved duty has started. If a Councillor usually leaves before 6.00 am the breakfast rate does not apply.

Late evening meal rate - The rate may be paid where the Councillor has to attend an approved duty later than usual, after 8.00 pm, having worked his normal day and has to buy a meal before the qualifying journey ends which he would usually have at home.

The breakfast and late evening meal rates are for use in exceptional circumstances only.

One meal (5 hour) rate - The rate may be paid where the Councillor has been undertaking qualifying travel for a period of at least 5 hours and has incurred the cost of a meal.

Two meal (10 hour) rate - The rate may be paid where the Councillor has been undertaking qualifying travel for a period of at least 10 hours and has incurred the cost of a meal or meals.

HMRC guidance: Benchmark scale rate payments must be limited to three meal rates on one day or 24 hour period. A meal is defined as a combination of food and drink* and would take a normal dictionary meaning.

Overnight subsistence rate – HMRC has not set a benchmark rate for overnight subsistence. It is necessary for any overnight accommodation bookings to be agreed in advance with the Borough Secretary and Monitoring Officer and the accommodation booked by Officers of the Council for the Councillor.

A Councillor can only be reimbursed for a meal once. If the cost of an evening meal or breakfast is reimbursed on an actual basis, because it is included in the cost of an overnight stay, the Councillor would not also be entitled to the benchmark rate for breakfast or late evening meal.

ALL claims for travel and subsistence must be submitted within three months of the expense being incurred. (This means claims may only be submitted in respect of the current month and the two previous months).

Income Tax, National Insurance and benefits

The basic and special allowance is subject to income tax and national insurance as earnings from the office held.

Reimbursement of certain expenses (including fares, accommodation and subsistence) actually incurred may have no liability for Tax and National Insurance provided that receipts are provided. In terms of mileage, however, it is necessary for Councillors to declare the amount of allowance they receive if they are drawing any state benefit.

Each year, the Council is required to publish details of the allowances paid to each Councillor during the previous financial year. These details are published on the [website](#).

** Non alcoholic drinks*

Appendices: 1



COUNCIL

13th March 2017

Agenda Status: Public

Directorate: Borough Secretary and Monitoring Officer

Report Title	Northampton Borough Council's Pay Policy Statement 2017/18
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1. Purpose

1.1 The Localism Act 2011 requires every local authority to publish a Pay Policy Statement annually. This report details the information which must be included in this statement and provides a Pay Policy Statement for approval for the year 2017/18.

2. Recommendations

2.1 It is recommended that Council approve the Pay Policy Statement for the financial year 2017/18 attached at Appendix 1.

3. Issues and Choices

3.1 Report Background

3.1 The Localism Act 2011 introduced a requirement for every local authority, to prepare and publish an annual Pay Policy Statement; which clearly sets out the authority's own policies on how much it pays its staff, particularly its senior staff (or 'Chief Officers') and its lowest-paid employees.

3.2 This requirement was introduced to:

- a) increase the accountability, transparency and fairness of setting local pay;
- b) give local people access to information to allow them to determine whether pay is appropriate; and

- c) ensure that the pay of senior staff is fair in the context of the pay of the rest of the workforce.
- 3.3 Specifically, the Localism Act 2011 requires the Pay Policy Statement to include the Council's policies for the financial year in relation to:
- a) The remuneration of Chief Officers (including salary, bonuses, charges, fees, allowances, benefits in kind)
 - b) The remuneration of the Council's lowest-paid employees
 - c) The relationship between the remuneration of Chief Officers and other employees who are not Chief Officers
 - d) Remuneration for newly appointed Chief Officers
 - e) Increases and additions to remuneration for each Chief Officer
 - f) The use of performance related pay for Chief Officers
 - g) The use of bonuses (if applicable) for Chief Officers
 - h) The approach to the payment of Chief Officers on their ceasing to hold office under or be employed by the authority
 - i) The publication of and access to information relating to the remuneration of Chief Officers.
- 3.4 The Council is required to have regard to any guidance issued or approved by the Secretary of State when preparing and approving its Pay Policy Statement. The Department for Communities and Local Government (DCLG) issued a guidance document under the Localism Act 2011 in February 2012 entitled "*Openness and accountability in local pay*". DCLG also issued supplementary Guidance in February 2013.
- 3.5 Pay Policy Statements must be prepared for each financial year. A Pay Policy Statement for the financial year 2017 - 2018 must be approved before the 31st March 2017 by Full Council. It should be noted that pay data referred to in the Pay Policy Statement will be updated in the course of the financial year 2017 – 18 as it becomes available and in accordance with the requirements of the Local Government Transparency Code 2015.
- 3.6 Once approved, the Pay Policy Statement must be published in such a manner as the Council thinks fit, which must include publication on the Council's website.

4. Implications (including financial implications)

4.1 Policy

There have been no changes to existing pay policies. Updated pay grades for senior managers and directors are shown in 4.1, and 7.8 has been amended to include IR35 regulations for consultants and contractors.

4.2 Resources and Risk

The Pay Policy Statement must be prepared for the financial year 2017/18 and each subsequent financial year. Once in place it will provide the public with a clear rationale to explain the Council's approach to pay.

4.3 Legal

The main legal implications are set out in the body of the report. The requirements of the Localism Act 2011 to produce and publish the Pay Policy Statement supplement all the existing duties and responsibilities of the Council as an employer, particularly its responsibilities under the Equality Act 2010 to avoid discrimination and provide equal pay. Since the Pay Policy Statement contains policies concerned with remuneration rather than information relating to particular individuals, the provisions of the Data Protection Act are not engaged and there are therefore not any grounds upon which to exclude the public when Members are considering the Pay Policy Statement.

4.4 Other Implications

The Pay Policy Statement will assist the Council to monitor remuneration across the service and provide a fair system of remuneration, which avoids discrimination.

4.5 Equality

No direct impact on the equality context as this a statement of existing policy.

5. Background Papers

Francis Fernandes
Borough Secretary and Monitoring Officer



Pay Policy Statement 2017/18

1. Introduction

- 1.1 Northampton Borough Council recognises that, in the context of managing scarce public resources, remuneration at all levels needs to be adequate to secure and retain high quality employees dedicated to service of the public, but at the same time needs to avoid being unnecessarily generous or excessive.
- 1.2 It is important that local authorities are able to determine their own pay structures in order to address local priorities, compete in the local market and deliver value for money for local taxpayers.
- 1.3 In particular, it is recognised that senior management roles in local government are complex and diverse functions in a highly politicised environment where often national and local pressures conflict. The Council's ability to continue to attract and retain high calibre managers capable of delivering this complex agenda, particularly during times of financial challenge, is crucial if the Council is to retain its current high performance levels.
- 1.4 The Council is committed to ensuring that it is open and transparent about its pay policies and how pay decisions are made. This Pay Policy Statement fulfils the Council's statutory requirements under the Localism Act 2011 and was agreed by Full Council on [13th March 2017].
- 1.5 The Council publishes information on all senior employees earning £50,000 or above in the open data pages of the Council's website.

2. Scope

- 2.1 This Pay Policy Statement applies to all employees covered by the NBC local pay bargaining arrangements, which were introduced on the 1 April 2015.

It sets out the Council's policies on:

- a) The remuneration of Chief Officers
- b) The remuneration of the Council's lowest paid employees
- c) The relationship between the remuneration of Chief Officers and other employees who are not Chief Officers
- d) Remuneration for newly appointed Chief Officers
- e) Increases and additions to remuneration for each Chief Officer

- f) The use of performance related pay for Chief Officers
- g) The use of bonuses (if applicable) for Chief Officers

2.2 Remuneration in this context is defined widely and includes not just salary, but other elements of remuneration including expenses, bonuses, performance related pay and other contractual arrangements that include possible future severance payments.

2.3 For the purposes of the Pay Policy Statement, the term Chief Officer refers to the Chief Executive (Head of Paid Service), the Monitoring Officer, Directors and Heads of Service.

3. Basic Pay Determination

3.1 The pay grade and terms and conditions that are applied to each post are determined through the process of job evaluation. Both Hay and National Joint Council (NJC) schemes are used. The key principles underlying the application of job evaluation in the Borough Council are:

- o Consistency of application to ensure fairness;
- o Application by appropriately trained and experienced employees;
- o Openness and transparency to ensure accessibility for employees and their representatives;
- o Incorporation of the principle of equal pay for work of equal value.

3.2 The pay grade of the workforce (all staff other than Chief Officers) will be in accordance with pay grades 1-11 on locally agreed pay structures, also established on 1 April 2015.

3.3 Starting salary for all appointments (new recruits, employees who transfer within the organisation and promoted employees) is the first point of the new grade. In exceptional circumstances (which must be supported with a business case), a starting salary above the minimum will be approved. This occurs in cases where it is necessary to meet an existing salary and the candidate can demonstrate a level of skill and experience that is comparable to existing employees who have progressed through the grade.

4. Chief Officer Pay (Senior Management Team)

4.1 The pay grade of posts on Hay terms and conditions, (notably the Monitoring Officer, Directors and Heads of Service posts) will be in accordance with Senior Manager/Corporate Director pay grades on the locally agreed pay structures which were established on 1 April 2015.

Senior Management Pay Grades	
Grade	Salary range (£)
SMG1	45,849 – 50,101
SMG2	54,746 – 59,822
SMG3	65,369 – 71,362
SMG4	78,056 – 85,292

Director Pay Grade	
Grade	Salary Range (£)
CDG	95,004 – 109,103

4.2 Any increase to the senior pay group pay scale is locally negotiated on an annual basis. This covers posts in the top three tiers of the Council; that is, the Chief Executive, Monitoring Officer, Directors and Heads of Service.

4.3 There are no other additional elements of remuneration in respect of overtime, flexi-leave, bank holiday working, standby payments for Chief Officers. Any duties undertaken by Chief Officers outside of their contractual hours are without additional payment.

4.4 Bonuses are not paid to Chief Officers.

5. Decisions on Remuneration

5.1 The Appointments and Appeals Committee comprises six members of the Council (of whom at least two are Cabinet members). In relation to appointments, the Appointments and Appeals Committee has the delegated authority to:

- (i) Recommend to the Council the appointment of the Chief Executive.
- (ii) To make appointments of other Chief Officers.
- (iii) To undertake all associated activities including agreeing job descriptions, person specifications, the interview process generally.

5.2 Decisions on remuneration are made as follows:

- a) Chief Executive Officer local pay level approved by Full Council;
- b) Director, Monitoring Officer and Head of Service local pay level approved by Appointments and Appeals Committee;
- c) Pay structure for all other posts approved by General Purposes Committee;
- d) Performance Progression Scheme in accordance with the locally agreed scheme, as approved by officers under existing delegated powers;
- e) Notwithstanding “a” to “d” above, any salary packages of £100,000 or more requires Full Council approval. (A salary package includes salary, any bonuses, fees or allowances routinely payable to the appointee and any benefits in kind to which the officer would be entitled as a result of their employment); and
- f) Notwithstanding “a” to “d” above or any aspect of this Statement, any severance package of £100,000 or more requires Full Council approval. The components of a severance package may include salary paid in lieu, redundancy compensation, pension entitlements (excluding the capital value of any pension entitlement), holiday pay and any bonuses, fees or allowances paid).

5.3 **Pay award**

Since 1 April 2015, cost of living increases in relation to all employees are determined locally. The General Purposes Committee ratifies the level of increase, if any, to be applied to the published pay rates, by reference to the Council's performance against measurable targets and overall affordability. The pay rates will be updated as soon as negotiations are complete and Committee approval has been given each year.

5.4 **Individual salary level**

Progression through development points staff below Head of Service Level.

The Performance Progression Policy dates 1 April 2015 details how individuals might progress through the development points and there is no automatic progression. Personal development in role may be recognised by the award of discretionary consolidated pay movements each year, in accordance with locally agreed step values, through the grades. Awards may be considered only on completion of Personal Development Plan milestones and where contribution and competence have been suitably evidenced and assessed via the performance management scheme (appraisal).

Progression related to Performance for Chief Officers

Individuals are rated on their appraisal outcome, budget outturn and employee opinion results for their service area. Performance in role may then be recognised by the pay awards, which are at the sole discretion of the Chief Executive.

5.5 **Additional Fees**

Additional fees apply to the role of the Returning Officer. This is a statutory role incurring personal responsibility and accountability separate from the Returning Officer's normal employment contract. The Returning Officer is paid a separate allowance for each election for which he/she is responsible. A scale of fees was agreed by the Council's Resources Committee for Borough and Parish Council elections in 1997, which increases in line with the Consumer Price Index (CPI). Separate payments are made for Parliamentary, European, Police and Crime Commissioners Elections and national referenda are funded by central government.

5.6 **Market Supplements**

Paying a Market Supplement may be a necessity and the Market Supplement Policy dated August 2010 outlines the guidance for the application of a market supplement. It is not the Council's normal policy to pay market supplements to Chief Officers.

6. **Pay Equity and the Pay Multiple**

- 6.1 A pay multiple is the ratio of the pay of an organisation's top earner to that of the mean/median earner.

- 6.2 The Council's current ratio in this respect is 01:05.8 i.e. the Chief Executive (top earner) earns 5.8 times more than the Council's median earner (£23,935). When measured against the mean salary (£26,405.28), the ratio is 01:05.3.
- 6.3 The Council does not currently have a policy of maintaining or reaching a specific pay multiple target. The Council commits to calculating the pay ratio on an annual basis to monitor trends and to ensure that this pay multiple does not widen.
- 6.4 The Council monitors the relationship between the remuneration of its Chief Officers and the remuneration of its lowest paid employees. The Council defines its 'lowest' paid employees as employees paid on the first spinal column point (scp 6) of the pay spine. This is the lowest rate of pay applied to Council employees, currently £17,207 per annum. The Council has applied the Living Wage Foundation Living Wage, which means that the lowest paid employee is on the equivalent of £17,207 a year for the full-time role. The Council has separate rates for Apprentices that are linked to the Living Wage.

7. Termination of employment and Severance Packages

- 7.1 On ceasing to be employed by the Council, employees will be paid contractual payments due under their contract of employment.
- 7.2 The Council's Redundancy Framework (implemented in January 2012, revised in January 2015 and reviewed in February 2016) details the conditions under which redundancy payments can be made. The Council calculates redundancy payments based on an individual's actual pay, length of continuous service and age.
- 7.3 Severance payments are made in accordance with the Council's Redundancy Framework and relevant employment legislation.
- 7.4 Employees with more than two years' service will be entitled to redundancy pay in line with local government guidelines and statutory provisions. Redundant employees will receive two elements of their final pay:
- Normal pay (including pay in lieu of any outstanding leave) up to the agreed leaving date;
 - A redundancy payment (where entitled) calculated in accordance with the statutory provisions.

In exceptional circumstances, the Council reserves the right to make a payment in lieu of notice. This will only be considered if it is in the best interests of the Council, or on compassionate grounds, and will require authorisation by the Chief Executive or in his absence, the section 151 Officer.

Under the Council's redundancy scheme, a week's pay will be calculated on the basis of contractual pay.

- 7.5 Employees in the pension scheme and who are over age 55 are entitled to immediate onset of pension benefits based on actual reckonable service if they:
- Are over 55 at the termination date;
 - Have three or more months membership in the Local Government Pension Scheme (LPGS) or with transferred service

7.6 An employee will lose their entitlement to redundancy pay if they take up a post with another body covered by the Redundancy Payments (Local Government)(Modification)(Amendment) Orders within four weeks of the date of the redundancy and the offer of the new job has been made before the end of the original contract.

7.7 Re-engagement of former employees

Any former NBC Council employee, who is in receipt of an early retirement pension on the grounds of voluntary or compulsory redundancy, should not normally be re-employed by the Council either on the basis of a contract of employment or a contract for services with the Council. If there is any doubt about the continuing need for an employee's services then early retirement should not be agreed.

However, it is recognised that there are some, very limited, circumstances when re-employment would be in the interests of the Council. In these cases a report should be submitted to the Chief Executive or his or her nominated senior management representative, seeking approval to re-employ.

7.8 Use of consultants, contractors and temporary staff

The Council is acutely aware of its obligation to secure value for money in the employment of its employees and those who carry out work on its behalf. Ordinarily employees will be employed directly by the Council but there may be occasions when consultants and contractors and temporary staff may be required to be employed for a period of time for their specialist expertise or to temporarily cover vacant posts. IR35 regulations will be taken into consideration when recruiting to these requirements.

8.0 Discretionary Payments

The policy for the award of any discretionary payments is the same for all staff regardless of their pay level. The following arrangements apply:

Redundancy payments are calculated using actual pay instead of the statutory maximum when calculating redundancy payments.

Any discretionary payments arising through the termination of the employment contract will be made using delegated powers and will be based on a full written risk assessment and legal advice.

9.0 Review

This Pay Policy Statement will be reviewed annually and recommended to Full Council for approval. The statement for 2017/18 will be submitted to Full Council for approval by 31 March 2017.

The Council may by resolution of the Full Council, amend this Pay Policy Statement during the course of the year to which it relates.

Appendices: 1



COUNCIL
13th March 2017

Agenda Status: Public

Directorate: Chief Executive

Report Title	Meeting Cycle 2017/18
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1. Purpose

1.1 To seek approval of Council to the Meeting Cycle for 2017/18

2. Recommendations

2.1 That Council approve the Meeting Cycle for 2017/18

3. Issues and Choices

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:

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

4. Implications (including financial implications)

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 None

4.4 Equality

4.4.1 None

4.5 Other Implications

4.5.1 None

5. Background Papers

5.1 None

Emma Powley
Democratic Services Manager
01684 837089

Northampton Borough Council- Committee Timetable: June 2017 – Dec 2017

TITLE OF MEETING	TIME	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
Cabinet	6pm Jeffery Room	14 th	19 th		13 th	18 th	15 th	6 th & 13 th
Council	6.30pm Council Chamber	5 th	10 th		18 th		6 th	11 th
Standards Committee	5pm Jeffery Room	19 th			8 th			18 th
Audit Committee	6pm Jeffery Room	26 th	24 th		11 th		13 th	
Overview & Scrutiny Committee	6pm Jeffery Room	26 th			25 th		16 th	
Planning Committee	6pm Jeffery Room	8 th	4 th & 25 th		5 th & 26 th	17 th	21 st	19 th
Licensing Committee	6pm Jeffery Room	20 th	11 th		12 th	16 th		5 th
General Purposes Committee	6pm Jeffery Room		18 th		28 th		14 th	
Scrutiny Panel 1	6pm Jeffery Room		6 th		27 th		9 th	
Scrutiny Panel 2	6pm Jeffery Room		13 th		14 th		22 nd	
Scrutiny Panel 3	6pm Jeffery Room		20 th		21 st		27 th	
Northampton Disabled Peoples Forum	10.30am Holding Room		14 th		15 th		17 th	
Northampton LGBT & Q Forum	6.30pm Holding Room		18 th		12 th		7 th	
Northampton Pensioners Forum	2pm Jeffery Room		27 th		28 th		30 th	
Northampton Diverse Communities Equalities Forum	6.30pm Holding Room		20 th		21 st		23 rd	
Northampton Womens Forum	11am		25 th		26 th		28 th	

- **O and S Reporting and Monitoring working group – 5.15pm Thursday 16th November 2017**

Please note that this is for guidance purposes only. The website needs to be checked regularly as meetings may be changed.

Meeting locations are not guaranteed and may need to be moved.

Northampton Borough Council- Committee Timetable: January 2018 – June 2018

TITLE OF MEETING	TIME	JAN	FEB	MAR	APR	MAY	JUNE	JULY
Cabinet	6pm Jeffery Room	17 th	7 th & 14 th	14 th	11 th	9 th	13 th	18 th
Council	6.30pm Council Chamber	22 nd	26 th	12 th	23 rd	17 th	4 th	9 th
Standards Committee	5pm Jeffery Room			19 th			11 th	
Audit Committee	6pm Jeffery Room	15 th		5 th			18 th	30 th
Overview & Scrutiny Committee	6pm Jeffery Room	29 th			30 th		25 th	
Planning Committee	6pm Jeffery Room	16 th	13 th	13 th	10 th	8 th	7 th	3 rd & 31 st
Licensing Committee	6pm Jeffery Room		6 th		24 th		19 th	10 th
General Purposes Committee	6pm Jeffery Room	24 th		20 th		15 th		17 th
Scrutiny Panel 1	6pm Jeffery Room	8 th		15 th				5 th
Scrutiny Panel 2	6pm Jeffery Room	18 th		22 nd				12 th
Scrutiny Panel 3	6pm Jeffery Room	25 th		26 th				19 th
Northampton Disabled Peoples Forum	10.30am Holding Room	19 th		16 th		11 th		13 th
Northampton LGBT & Q Forum	6.30pm Holding Room	23 rd		13 th		8 th		17 th
Northampton Pensioners Forum	2pm Jeffery Room	25 th		22 nd		24 th		26 th
Northampton Diverse Equalities Forum	6.30pm Holding Room	18 th		22 nd		24 th		19 th
Northampton Women's Forum	11am	30 th		20 th		29 th		24 th

- O and S Work Programming event = Thursday 19th April 2018 (6pm-8pm)
- O and S Reporting and Monitoring working group – 5.15pm Thursday 11 January 2018

Please note that this is for guidance purposes only. The website needs to be checked regularly as meetings may be changed.

Meeting locations are not guaranteed and may need to be moved.

Appendices:
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NORTHAMPTON
BOROUGH COUNCIL

COUNCIL

13th March 2017

Agenda Status: Public

Directorate: Borough Secretary

Report Title	Changes to Appointments to Outside Bodies
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1. Purpose

1.1 To confirm the changes to the appointments to Outside Bodies

2. Recommendations

2.1 That the appointments to the Outside Bodies set out in the report, be confirmed.

3. Issues and Choices

3.1 Report Background

3.1 At the Council meeting on 7th November 2016 the following appointments to Outside Bodies were made to Northampton Partnership Homes Board: Councillors Bottwood, Ashraf, Kilbride, M Markham and Chunga

3.2 Council are being asked to ratify the following change to the Appointment to Outside Bodies:

- i) Councillor Russell to replace Councillor Chunga on the Northampton Partnership Homes Board

3.3 Appointments to all other Appointments to Outside Bodies agreed by Council on the 7th November 2016 remain unchanged.

4. Implications (including financial implications)

4.1 Policy

4.1.1 N/A

4.2 Resources and Risk

4.2.1 N/A

4.3 Legal

4.3.1 There are no legal implications

4.4 Equality

4.4.1 None

4.5 Other Implications

4.5.1 N/A

5. Background Papers

5.1 None

David Kennedy
Chief Executive