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To: Councillors David Brackenbury, Wendy Brackenbury, John Farrar, Richard Gell, Roger Glithero, Glenvil Greenwood-Smith, Philip Hardcastle, Glenn Harwood, Sue Homer, Dudley Hughes, Richard Lewis, Andy Mercer, Rupert Reichhold, Steven North and Jeremy Taylor.

To: The Chairman and all other Councillors (for information)

Please ask for	Direct Dial	Our Ref.	Your Ref.	Date:
Keith Osborne	01832 742113	KO/PR		20 September 2011

Dear Councillor

A meeting of the **Policy and Resources Committee** will be held in the Council Chamber, East Northamptonshire House, Cedar Drive, Thrapston, on **Thursday 29 September 2011** at 7.30pm.

Agenda

A period of not more than 15 minutes will be allowed to enable members of the public, who have notified their intention to speak, to address the meeting.

- 1 Minutes of meeting on 12 September 2011 (attached without appendices).**
- 2. Apologies for absence.**
(If you are unable to attend this meeting please notify Keith Osborne)
- 3. Declarations of Interest.**
- 4. Questions by Members under Council Procedure Rule 10.3 (if any).**

(Members of the Committee have the right to ask the Chairman a question on any matter in relation to which the Council has powers or duties or which affects East Northamptonshire and which falls within the terms of reference of the Committee - provided that notice is given to the Chief Executive by 5pm on the working day preceding the meeting). The functions of the Committee are to be found in Part 3 of the Council Constitution. A form for use by Members is available on the Council's Intranet (Eunice). Alternatively please telephone Keith Osborne or e-mail him on kwosborne@east-northamptonshire.gov.uk

Sub Committee and Working Party Minutes

- 5. (a) Personnel Sub-Committee**
27 September 2011 (to follow)
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- (b) **Finance Working Party**
21 September 2011 (to follow)

Financial Items

6. **Statement of Accounts 2010/11 and Annual Governance Report**
- (a) Annual Governance Report (Report of External Auditors **attached**)
 - (b) Statement of Accounts (Report of Finance Manager **attached**)
7. **Fees**
- (a) **Charging for Pre-application Advice** (Report of the Head of Planning Services **attached**)
 - (b) **Building Control Fee Changes** (Report of the Building Control Manager **attached**)
 - (c) **Resourcing the Production of the Four Towns Plan**
(Report of the Executive Director **attached**)
8. **Rushden Townscape Heritage Initiative Bid**
(Report of the Senior Conservation Officer **attached**)

Policy Items

9. **EN Community Safety Partnership Plan 2011 - 2014**
(Report of the Community Partnerships Manager **attached**)
10. **Best of British Programme 2012** (Report of the Executive Director **attached**).
11. **Urgency Procedure** (Report of the Executive Director **attached**)

Update Reports

12. **Public Conveniences** (Report of the Head of Resources and O D **attached**).

Constitutional Items

13. **Change to the Constitution** (Report of the Executive Director **attached**).

The Committee shall resolve to exclude the public and press from the meeting during consideration of the following items of business because exempt information, as defined under paragraphs 3 and 5 of Part 1 of Schedule 12A of the Local Government Act 1972, may be disclosed.

14. **Land Charges Search Refunds.** (Report of the Executive Director **attached**).
15. **Options for Leisure Facilities Management** (Report of the Head of Customer and Community Services **attached**)

Yours sincerely

DAVID OLIVER

Chief Executive