

# **POLICY AND RESOURCES COMMITTEE**

**Date:** 13 February 2017

**Venue:** East Northamptonshire House, Cedar Drive, Thrapston

**Time:** 7.30pm

**Present:** Councillors: Richard Lewis (Chairman)  
Glenvil Greenwood-Smith (Vice Chairman)  
Steven North (Leader of the Council)  
Glenn Harwood MBE (Deputy Leader of the Council)

Wendy Brackenbury Dudley Hughes JP  
Val Carter Andy Mercer  
Roger Glithero JP Sarah Peacock  
Helen Harrison Phillip Stearn

## **396. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Tony Boto, David Brackenbury and Marika Hillson.

## **397. MINUTES OF PREVIOUS MEETING**

The minutes of the meeting held on 9 January 2017 were approved and signed by the Chairman, subject to the addition of Councillor Helen Harrison to the list of those present.

## **398. DECLARATIONS OF INTEREST**

No declarations of interest were made.

## **399. QUESTIONS UNDER COUNCIL PROCEDURE RULE 10.3**

There were no questions submitted under Procedure Rule 10.3.

## **400. MINUTES OF SUB-COMMITTEES AND WORKING PARTIES**

### **a) Housing Policy Working Party – 7 December 2016**

The minutes of the meeting of the Housing Policy Working Party held on 7 December 2016 were received (see pages 317 to 321).

### **b) Housing Policy Working Party – 18 January 2017**

The minutes of the meeting of the Housing Policy Working Party held on 18 January 2017 were received (see pages 322 to 325).

**c) Personnel Sub-Committee – 23 January 2017**

The minutes of the meeting of the Personnel Sub-Committee held on 23 January 2017 were received (see pages 326 to 328).

**d) Finance Sub Committee – 6 February 2017**

The minutes of the meeting of the Finance Sub Committee held on 6 February 2017 were received (see pages 329 to 336).

**R.22 RESOLVED TO RECOMMEND TO FULL COUNCIL:**

- (i) To approve an increase of £15,000 to the Approved Capital Programme budget in respect of the purchase of additional wheeled bins, to be funded through an additional revenue contribution to capital.

*(Reason: To follow the formal process for approval of the amendment to the Capital Programme Budget for 2016/17)*

- (ii) That a reserve of £250k be created from the Council's MTFS/Efficiency Plan Reserve and that the Chief Executive and the Chief Finance Officer, in consultation with the Leader, Deputy Leader and Chairman of the Policy and Resources Committee, be given delegated authority to jointly authorise expenditure against that reserve to commission our advisors to assess investment opportunities that meet the Council's aspirations as set out in the Corporate Plan.

*(Reason: To provide an effective decision making process that supports the Council's commercialisation aspirations.)*

**RESOLVED:**

To approve that provision is made within the MTFS to increase the Homelessness Prevention Grant budget by £19,469 to £48,994 in 2017/18.

*(Reason: To ensure appropriate allocation of funds to prevent homelessness and to meet our statutory duties.)*

**401. URGENT ITEM**

The following item of business had been added to the published Agenda with the consent of the Chairman in accordance with Section 100B(4)(b) of the Local Government Act 1972 as a decision was required before the next scheduled meeting of the Committee.

**e) Community Facilities Fund Working Party – 26 January 2017**

The minutes of the meeting of the Community Facilities Fund Working Party held on 26 January 2017 were received (see pages 337 to 340).

**RESOLVED:**

- (i) To award grant funding totalling £350,223.50 to the following projects:

No.	Application	Award Given
2	Peace Labyrinth Project, Easton-on-the-Hill (Maze Garden)	32,245.00
6	Benefield Cricket Club	18,900.00
8	Rockingham Forest Trust – Stanwick Lakes	13,993.50
9	Kings Cliffe Footpath – link to KC Active	30,000.00
13	Thrapston Bowls Club	23,992.00
14	Higham Ferrers Town Council – MUGA improvements/Street Snooker	12,500.00
15	Woodford Parish Council/Greenway link	21,000.00
17	Collyweston Playing Field	50,000.00
19	Higham Ferrers Town Council – link to Greenway	40,000.00
20	Denford Church	37,593.00
24	Raunds Town Council/Bandstand	20,000.00
25	Rushden Heritage Centre	50,000.00

- (ii) To approve that the Council meet the cost of plaques/certificates for the projects, to be presented to each applicant/community group.

*(Reason: To ensure effective and efficient use of the Communities Facilities Fund.)*

#### **402. MEDIUM TERM FINANCIAL STRATEGY AND PLAN**

The Finance Manager presented the report which set out the Council's Medium Term Financial Strategy (MTFS) and Plan (MTFP) 2017/18 to 2020/21, outlined the Revenue Budget 2017/18, Capital Programme 2017/18 to 2026/27 and Treasury Management Strategy 2017/18.

It was reported that the MTFS 2017/18 to 2020/21 had been formulated since the announcement of the Spending Review and the Autumn Statement 2016. However, there had been very little detail announced that could be incorporated into the financial forecast, meaning there was still a considerable level of uncertainty surrounding key sources of funding that the Council would receive during this spending review period. At the end of the MTFS period in 2020/21, it was forecast that 100% of the Council's funding would be raised locally.

The Council had submitted an Efficiency Plan by the deadline of 14 October 2016. The Plan was based on the delivery of a number of works streams in order to close the funding deficit anticipated from 2018/19 onwards. The Council would now concentrate on monitoring and delivering the Plan.

The Council was waiting for further announcements on changes to the Business Rates Retention Scheme and the transition to 100% Business Rates Retention. A revaluation was being carried out by the Valuation Office and was due to come into effect from 1 April 2017, along with changes to the appeals process. The Council currently had over 200 appeals outstanding, which were estimated to have a financial impact of £2.05m, of which ENC's share was £0.82m.

The current assumption in the MTFS was for a zero increase for Council Tax. The Council Tax base had been set at 30,871 for 2017/18, with an estimated increase to the Council Tax base of 200 Band D equivalent properties per annum thereafter.

The Finance Settlement announced in December 2016 provided a provisional allocation for 2017/18 as well as some further announcements in response to the New Homes Bonus consultation. The keys points were:

- A reduction in overall funding of £241m which would be transferred into a new 'Adult Social Care Support Grant'
- A move to five year payments for existing and future allocations for 2017/18 and to four years from 2018/19
- Payments only given on growth over a 0.4% baseline (equating to around 140 band D equivalent homes for the Council) with flexibility for the government to adjust this rate in future years.

There had been improvements to the projected funding gap and currently there was a surplus of £469k for 2017/18 but more work was required to deliver efficiencies in future years to close the gap further. Items which continued to be reviewed included:

- Waste Management
- ICT
- Business Transformation
- Contracts
- Fees and charges
- Asset Management

Members noted that ENC still had one of the lowest levels of Council Tax in the country and councillors and officers had done an excellent job in managing the reduction in RSG while still delivering services.

The Chairman thanked the Finance Sub-Committee and officers for all their work in developing the MTFS.

#### **R.23 RESOLVED TO RECOMMEND TO FULL COUNCIL:**

That the Leader of the Council be invited to propose the approval of the following as part of the budget setting process:

- Medium Term Financial Strategy (MTFS)
- Revenue Budget 2017/18
- Approved Capital Programme for 2017/18 (Development Pool items are subject to the review set out within the report)
- Minimum level of Reserves and Earmarked Reserves
- Treasury Management Strategy
- Fees and Charges

*(Reason – To ensure that in due course the Council complies with its constitution in setting its budget)*

#### **403. REPORT BY CHIEF FINANCE OFFICER ON ROBUSTNESS OF BUDGET ESTIMATES AND ADEQUACY OF RESERVES**

The Chief Finance Officer presented the report which advised the Council on the robustness of the estimates in the budget and the adequacy of the proposed financial reserves before recommending the Medium Term Financial Strategy 2017/21, the Revenue Budget for 2017/18, Capital Programme 2017/27, Reserve levels and Treasury Management Strategy 2017/18 to Council.

The report was being brought forward at an earlier stage to highlight that the funding gaps were getting closer than previously to enable the Council to address these gaps going forward. The Chief Finance Officer was happy to report that good progress had been made in closing the projected future funding gap, but more work remained to be done to ensure future financial sustainability.

The anticipated business rates income from the previously approved Rushden Lakes scheme was included in the budget forecast, and the recently approved extension to that scheme would also be taken into account. The Rushden East project, which was beyond this MTFS, would be included as the development started to materialise.

The Committee welcomed that based on the assumptions made in the budget 2017/18 and MTFS 2017/21, the Council could set a balanced budget for 2017/18.

**RESOLVED:**

- (i) To note the S151 Officer's opinion set out in Section 8 of the report in preparation for recommending the approval of the Council's Medium Term Financial Strategy 2017/22, the Revenue Budget for 2017/18, Capital Programme 2017/27 and Treasury Management Strategy 2017/18.

*(Reason: To ensure the Council complies with statute in setting its Budget.)*

- (ii) To recognise the work undertaken over the last five years to ensure we have a balanced budget and are in a good financial position to face the medium term uncertainties.

*(Reason: To ensure the Council has a stable and sustainable Medium Term Financial Strategy and Plan)*

**404. HOUSING ALLOCATIONS POLICY**

The Housing Strategy and Delivery Manager presented the report which sought formal adoption of the Housing Allocations Policy.

The draft Housing Allocation Policy 2017 had been presented to the Committee on 5<sup>th</sup> December 2016 and had been approved for consultation. Following a consultation period of six weeks, a total of two responses had been received, one positive and one not relevant. A suggested change to Appendix 2 had been identified – 'What type of property could I bid for?' in respect of General Needs accommodation and it was now proposed that families with one child or a pregnancy over 24 weeks should not bid on one bedroom properties.

Several software changes had been identified as being necessary as a result of the changes to the policy as well as upgrades required to the system to ensure it could better process housing applications. The costs were estimated to be in the region of £15,000 and it was suggested that this one off cost be met from within the Planning Services underspend for 2016/17. The cost of the changes had originally been estimated to be in the region of £10,000 and it had now been confirmed that an estimated £9,240 would cover all the changes with the exception of local connection requirements. It was anticipated that a further £5,000 would be required to implement the upgrade needed to ensure the local connection criteria to the villages was properly applied.

## **RESOLVED:**

- (i) To note the Equality Implications relating to the report;
- (ii) That the Housing Allocation Policy 2017 be approved and adopted for full implementation once the required changes to the IT system have been completed; and
- (iii) That the necessary one-off costs in relation to changes to the IT system being financed from the Planning Services underspend 2016/17 be approved.

*(Reason – To accord with legislation and to ensure the fair allocation of affordable housing)*

## **405. FUNDING FOR SUPPORTED HOUSING CONSULTATION**

The Housing Strategy and Delivery Manager presented the report which sought approval for a suggested response to the government's consultation on a proposed new model for funding supported housing.

The draft response to the consultation had been developed by the Housing Policy Working Party and had been submitted by the deadline of 13<sup>th</sup> February 2017, subject to any additional comments arising from this Committee. The Housing Forum had been consulted on the proposed response and some of their comments had been incorporated. There would be a Green Paper on the detailed arrangements in the Spring, with a final package being announced in Autumn 2017.

The Local Housing Allowance (LHA) Cap would be introduced for all tenants from April 2019. The LHA cap would limit the rising housing benefit bill as it was the maximum amount that would be paid as housing benefit or be included as part of Universal Credit payments. The LHA Cap would also apply to supported housing. This had raised concerns from providers of supported housing in respect of both housing management and development as they feared that they may have to close supported housing schemes if they were unable to charge for the support provided to residents.

From April 2019, there would be a new funding model to ensure that supported housing continued to be funded at the same level it otherwise would have been in 2019/20. Core rents and service charges would be funded through Universal Credit (or HB for pensioners and in areas where UC has not been fully rolled out) up to the level of the applicable LHA rate. Top-up funding would be devolved to top tier authorities, recognising the higher average costs of supported accommodation. The top-up fund would be ring-fenced to ensure it continued to support vulnerable people.

## **RESOLVED:**

To approve the draft consultation response for formal submission to the Department for Communities and Local Government.

*(Reason – to ensure the Council's views on the administration of the new Supported Housing Funding Model are taken into account)*

#### **406. HOUSING LEGISLATION CHANGES**

The Environmental Protection Manager presented the report which detailed a number of housing legislation changes that had recently taken effect or would do in the next year.

Under the Housing and Planning Act 2016, Banning Orders had been created so that a person could be banned from letting out a property, engaging in letting agency work or engaging in property management work if they had been convicted of a relevant offence. Further regulations on these orders were due to be issued by the government in 2017. The government was also to set up a national database of rogue landlords and property agents, which would be made available to all Local Authorities. It would also create Rent Repayment Orders, where a tenant could claim the rent back for a property where the landlord failed to undertake required works and had committed an offence under the legislation enforced by Local Authorities.

Members noted that Schedule 9 of the Act had made amendments to the Housing Act 2004, allowing Local Authorities to impose financial penalties of up to £30,000 as an alternative to prosecution. Members indicated that they wished to see a schedule of fines according to the severity of the offence and officers advised that the detail was not yet known and further reports would be brought when available.

Expected changes to the legislation in 2017 regarding more properties being licensed if they were operating as a house of multiple occupation, could see a significant increase in the number of properties affected in the district, with numbers rising from four up to approximately 100-150. This would have resourcing implications due to the officer time taken to ensure the work was carried out.

#### **R.24 RESOLVED TO RECOMMEND TO FULL COUNCIL:**

That the Housing and Planning Act 2016 Part 2 Rogue landlords and property agents in England, Part 5 Housing, estate agents and rent charges: other charges and associated schedules be adopted and added to the Council's Scheme of Delegation with delegation given to Chief Executive, Executive Director, Head of Environmental Services and Officers so delegated by them.

*(Reason – To accord with legislation or the policy of the Council)*

#### **RESOLVED:**

To note the report and note that changes with any staff resourcing implications would be submitted to Personnel Sub-Committee for approval.

*(Reason – The recommended course of action if the most cost-effective)*

#### **407. DRAFT CALENDAR OF MEETINGS 2017/18**

The draft calendar of meetings 2017/18 was considered by the Committee.

#### **R.25 RESOLVED TO RECOMMEND TO FULL COUNCIL:**

That the Draft Calendar of Meetings for the 2017/18 municipal year be approved (see pages 341 to 342)

**Chairman**



**Housing Policy Working Party  
Final Minutes of meeting held on Wednesday  
7 December 2016 at 2pm in the Kasen Room**

---

**Present**

<b>Councillors</b>	<b>Tony Boto (Chair)</b>	<b>CllrTB</b>
	<b>Steven North</b>	<b>CllrSN</b>
	<b>Helen Harrison</b>	<b>CllrHH</b>
	<b>Richard Lewis</b>	<b>CllrRL</b>
	<b>Sarah Peacock</b>	<b>CllrSP</b>

**Also in attendance**

<b>Executive Director</b>	Sharn Matthews	SM
<b>Head of Planning Services</b>	Paul Bland	PB
<b>Planning Policy and Conservation Manager</b>	Richard Palmer	RP
<b>Housing Enabling Officer</b>	Aine Cooper	AC
<b>Housing Strategy and Delivery Manager</b>	Carol Conway	CC
<b>Housing Services Officer</b>	Louise Bagley	LB
<b>Senior Planning Policy Officer</b>	Louise Jelley	LJ
<b>Community Partnerships Manager</b>	Mike Greenway	MG

		<b><u>ACTION</u></b>
<b>1.</b>	<b>Apologies and introductions</b>	
1.1	Apologies received from Jenny Walker	
<b>2</b>	<b>Minutes of the meeting of 19<sup>th</sup> October 2016</b>	
2.1	The minutes were approved and signed by the Chairman.	
<b>3</b>	<b>Matters arising</b>	
3.1	The draft Housing Allocation Policy was approved by Policy and Resources Committee to go out to consultation. Any changes will be taken back to P&R in February/March.	
<b>4</b>	<b>Updates</b>	
4.1	<b>Housing (DCLG letter)</b>	

4.1.1	<p>Key points noted in the letter from DCLG were:</p> <p>An additional £1.4 billion for housing associations to deliver more affordable homes of every tenure</p> <p>Expansion of the Right To Buy pilot scheme for housing association tenants</p> <p>A new £2.3 billion Housing Infrastructure fund, which we will be bidding into as part of the North Northants broader approach, tied in with NEP/SEMLEP</p> <p>Not proceeding with the 'Pay to Stay' policy</p> <p>Banning letting agents from charging fees to tenants</p> <p>Doubling the size of the Rough Sleeping Fund</p> <p>A White Paper will be published in January setting out further measures to release more land for housing, speed up development and diversify the range of people building new homes.</p>	
4.2	<b>Welfare Reform</b>	
4.2.1	<p>An update from Lucy Hogston was noted; the full service rollout of universal credit is commencing in the area gradually as there are five different job centres covering the district with different dates of rollout. The first will be Corby in February 2017, followed by Peterborough, Rushden (Feb 18), Kettering and lastly Wellingborough (Aug 18).</p>	
<b>5</b>	<b>Housing Mix Project Brief update</b>	
5.1	<p>It was noted that this is currently out to tender. The bids will be shortlisted and analysed, with interviews conducted in the New Year, and work being completed by the end of the financial year.</p>	
5.2	<p>It was agreed that Cllr TB will join the selection panel for the consultant. RP to inform TB of dates in the new year.</p>	RP
	<i>(Cllr RL joined the meeting at 14.20)</i>	
<b>6</b>	<b>Homelessness Update Report</b>	
6.1	<p>The Homelessness Reduction Bill going through Parliament will place new duties on the council. There is also an increase in the projected number of homelessness applications for 2016/17 and an increase in complex cases and people with multiple debts. B&amp;B accommodation is only used as a last resort, with the average length of stay being weeks as opposed to months. There is a slight increase in rough sleepers recorded for this year at 4 (3 being recorded last year).</p>	
6.2	<p>At present the council has a duty to provide advice and assistance to intentionally homeless households and temporary accommodation for a reasonable time to allow them to secure alternative accommodation; this is usually 28 days. Under the Homelessness Reduction Bill this is likely to increase to 56 days.</p>	

	<p>A great deal of work is undertaken by the Housing Services Team in conjunction with the Homes Direct Housing Options Team to prevent homelessness, and this minimises the number of homelessness applications and of those needing to go into temporary accommodation, with an average of 5 households recorded in temporary accommodation at the end of each month.</p> <p>The Bill proposes to extend the definition of threatened with homelessness to someone who is likely to become homeless within 56 days, double the current 28 days.</p> <p>The council would be required to ensure that services are designed to meet the needs of particular groups at increased risk of becoming homeless e.g. victims of domestic abuse, people with mental illness/impairment, those leaving care, the prison system, hospital or the armed forces. If the council is satisfied someone is homeless then they must take reasonable steps to help them secure suitable accommodation available for their occupation for at least 6 months. The Bill would place a requirement on all applicants to co-operate with the council's attempts to comply with their prevention and relief duties. Specified local agencies will have to refer those homeless or at risk of being homeless to LA housing teams. The government is supporting the Bill and has indicated that some funding will be available to councils to fund the additional burdens it will bring.</p> <p>Members expressed concern that there was also a need for daytime support for homeless and other people in Rushden.</p>	
6.3	<p>The Homelessness Prevention Grant funding will be £29,525 in 2017/18, with bids totalling £48,994.</p> <p>It was agreed to recommend to the next P&amp;R committee meeting that the Homelessness Grants Panel should be reconvened to begin discussions on how the money should be allocated and to highlight the potential shortfall in the level of funding available.</p>	CC
6.4	<p>The local housing allowance cap has been postponed until April 2019. Rent in advance payments to Registered Providers have not yet been a problem but this will be monitored in the coming months.</p> <p>Work is in progress with Spire Homes to prepare applicants for the responsibilities of taking on a tenancy and other providers are to be approached to agree a joint approach. Longer term, e-learning modules are being developed that applicants will need to complete before they can submit an application. It is also hoped to develop a common affordability test so that all organisations are applying the same criteria when applicants are nominated for tenancies.</p>	
	<i>SM left the meeting at 3.05</i>	

<b>7</b>	<b>Development of Services for Victims of Domestic Violence</b>	
7.1	MG gave an update on the service, advising that Wellingborough and East Northants Women's Aid has recently closed due to funding issues. A review is to be undertaken to ascertain the financial situations of voluntary organisations in the district.	
7.2	Funding of services for domestic abuse victims is being considered by the countywide group Violence Against Women and Girls. There is a funding pot of £2.5 million available from the government for all of the UK. There will be a county bid for this funding.	MG
<b>8</b>	<b>Supported Housing Funding Consultation</b>	
8.1	The Local Housing Allowance Cap will not take effect until April 2019, but will apply to all tenants on Universal Credit, not just those who take on new tenancies. The LHA Cap will also apply to supported housing from April 2019, raising concerns from providers in respect of housing management and development. Providers are unwilling to commit to new supported housing schemes and development has halted until the details of the new arrangements are known.	
	<i>Cllr SN arrived at 15.15</i>	
8.2	The framework for the new funding model has been set, and the consultation is seeking views on the key system design of the new model. We need to begin to formulate a response, and incorporate any views of the providers into it that members wish to include. The consultation will be taken to the Housing Forum meeting on 8 <sup>th</sup> December 2016, and CC will feed back at the next HPWP in January, followed by a draft response for approval by P&R committee in February.	CC
<b>9</b>	<b>Work Plan Update</b>	
9.1	CC provided an update on the work plan, advising that the Housing Allocations Policy has been to P&R, and will be out to consultation this week.	
<b>10</b>	<b>Risk Review</b>	
10.1	Risk 1 – The wording has been updated to take into account the changes to starter homes Risk 4 – Score increased to reflect a potential increase in homelessness applications as a result of the Homelessness Reduction Bill going through.	

	Risk 6 – score reduced to reflect the LHA cap being delayed until April 2019.	
<b>11</b>	<b>AOB</b>	
11.1	No items were raised.	
<b>12</b>	<b>Next and future meeting dates</b>	
	Wednesday 18 <sup>th</sup> January 2017 2pm Kasen Room Wednesday 1 <sup>st</sup> March 2017 2pm Kasen Room Wednesday 12 <sup>th</sup> April 2017 2pm Kasen Room	
	The meeting concluded at 15.40pm	



**Housing Policy Working Party**  
**Draft Minutes of meeting held on Wednesday 18th**  
**January 2017 at 2pm in the Kasen Room**

---

**Present**

<b>Councillors</b>	<b>Tony Boto (Chair)</b>	<b>CllrTB</b>
	<b>Helen Harrison</b>	<b>CllrHH</b>
	<b>Richard Lewis</b>	<b>CllrRL</b>
	<b>Sarah Peacock</b>	<b>CllrSP</b>

**Also in attendance**

<b>Executive Director</b>	Sharn Matthews	SM
<b>Head of Planning Services</b>	Paul Bland	PB
<b>Planning Policy and Conservation Manager</b>	Richard Palmer	RP
<b>Housing Strategy and Delivery Manager</b>	Carol Conway	CC
<b>Housing Services Officer</b>	Louise Bagley	LB
<b>Environmental Protection Manager</b>	Jenny Walker	JW

		<b><u>ACTION</u></b>
<b>1.</b>	<b>Apologies and introductions</b>	
1.1	Apologies were received from Cllr Steven North and Aine Cooper	
<b>2</b>	<b>Minutes of the Meeting of 7<sup>th</sup> December 2016</b>	
2.1	The minutes were approved and signed by the Chairman.	
<b>3</b>	<b>Matters arising</b>	
3.1	P&R agreed to reconvene the Homelessness Grants Panel A meeting of the panel is scheduled for Monday 23 <sup>rd</sup> January to discuss the bids that have been submitted. A bid for funding of services for domestic abuse victims has been submitted to government and we are currently waiting to hear if this was successful.	
<b>4</b>	<b>Updates</b>	
4.1	<b>Housing</b> Waiting for the housing white paper. Nothing more has come	

	through regarding starter homes. It was noted that we were unsuccessful in our bid for money towards starter homes but we were successful with our garden communities bid, and will receive funding to facilitate the Deenethorpe Airfield Garden Village project.	
4.1.1	A report from JW is due to go to P&R to provide an update on the changes to private sector housing legislation. Changes to enforcement procedures mean that penalties can now be issued for each single offence of up to £30k. Changes in the requirement for HMO licences will see an increase from 4 to approximately 100-150 properties that will require a licence. Concerns were raised that more landlords will pull out as a result of this, making it harder to rehouse people.	
4.1.2	The Homelessness Reduction Bill is still going through parliament, with additional funding being made available £48m for the whole of the UK over next 2 years. There is concern that this won't be enough to cope with the extra duties being imposed on Local Authorities.	
4.2	<b>Welfare Reform</b>	
4.2.1	No updates to note	
<b>5</b>	<b>Housing Mix Project Brief update</b>	
5.1	RP advised that the brief went out to consultants and two responses were received. Both are within budget and have indicated that they can complete the work within the proposed timescales. Interviews are taking place tomorrow (January 19 <sup>th</sup> ). RP to provide updates at future meetings as work progresses.	RP
<b>6</b>	<b>Housing Allocation Policy</b>	
6.1	The draft has been out to consultation following approval by Policy and Resources Committee, with no changes being suggested as a result of the consultation. It will go back to P&R in February for final approval. CC to provide Cllr RL with a copy to review.	CC
6.2	Members were asked to consider an alteration to page 34 of the policy; the removal of the tick for a 1 child family or pregnant person over 24 weeks to be able to bid for a 1 bed property. Members agreed to this as otherwise such tenants would have no priority for a larger property as children become older.	LB
<b>7</b>	<b>Supported Housing Funding Consultation</b>	
7.1	The concerns of the housing forum were noted and some organisations will be submitting their own responses to the consultation.	

7.2	<p>Members were asked for their feedback on the draft response. Another authority had compiled a constructive and imaginative response, and it was agreed to add some of their responses to our own.</p> <p>CC to redraft the response and circulate to HPWP early next week, with feedback required by the end of the week.</p> <p>The response date is 13<sup>th</sup> February; the same date as P&amp;R. It was agreed to send a draft response to DCLG, noting it is subject to approval from P&amp;R.</p>	<p>CC</p> <p>All</p> <p>CC</p>
7.3	<p>Concerns were raised that if the money did go directly to the County Council, some of our local schemes would miss out on the funding they require, with funding being used to focus on the county wide priorities instead RPs would not want to deliver new schemes if revenue funding arrangements were uncertain.</p>	
<b>8</b>	<b>Housing and Support for Older People</b>	
8.1	<p>The study was commissioned by Northamptonshire County Council to investigate the current housing and support provision for older people and to predict future needs.</p> <p>The initial indication is that there is no demand for additional rented accommodation. However, some schemes are out of date and need to be remodelled. The closure of nursing homes and the impact this would have on housing demand was discussed. It was noted that we need to have a strategic input into the areas of perceived need in order to ensure their development meets local requirement. Questions were raised as to how we get the results of the study into the Local Plan and subsequently out to the developers to ensure delivery.</p>	
8.2	<p>Dementia care housing schemes need to be investigated and each district should look at providing one dementia friendly care scheme in the next 3-5 years, with the size being dependent on need. <i>4 out of every 20 homes in a development for older people need to be for dementia care.</i></p> <p>More needs to be understood about dementia and the potential numbers of residents in the district that could be affected in the future.</p> <p>Policies for this need to come through the Local Plan so that they can be applied to planning applications. Housing mix also needs to be factored into it.</p> <p>Once the report has been finalised CC will organise a presentation to members to include information on dementia</p>	<p>CC</p>
<b>9</b>	<b>Work Plan Update</b>	
9.1	<p>The Housing Allocations policy is completed. CC to send copy of policy to Cllr Lewis once finalised</p> <p>Clawback policy. Potential to proceed with a clawback policy, excluding the Right to Buy element until more detail is known.</p> <p>Agreed to put on the agenda for the next meeting</p>	<p>CC</p> <p>CC</p>

	Property investment opportunities – SM advised there needs to be clarity on what is to be delivered from any investment vehicle created, to ensure the goals set are achieved. SM to circulate slides from investment meeting (if not confidential) Housing mix SPD needs to be refreshed but awaiting details on starter homes. Housing and homelessness strategy – this now needs to be progressed.	SM
<b>10</b>	<b>Risk Review</b>	
10.1	HPWP risks were reviewed. Risk of increase in homelessness applications to be discussed at the next meeting as the likelihood may need to be increased to very high in light of changes in the Homelessness Reduction Bill and to the private rented sector.	ALL
<b>11</b>	<b>AOB</b>	
11.1	Members agreed draft HPWP mins to go to P&R to avoid delays.	
<b>12</b>	<b>Next and future meeting dates</b>	
	All Wednesdays at 2pm in the Kasen Room 1 <sup>st</sup> March 2017 12 <sup>th</sup> April 2017 24 <sup>th</sup> May 2017 5 <sup>th</sup> July 2017	
	The meeting concluded at 15.40 pm	



## Personnel Sub-Committee

**Minutes of a Meeting held on Monday 23 January 2017 at 10.30am, East Northamptonshire House, Thrapston**

**Present:** Councillors: Roger Glithero (Chairman)  
Wendy Brackenbury  
Glenn Harwood MBE  
Steven North

Officers: David Oliver Chief Executive  
Katy Everitt Head of Resources and Organisational  
Development  
Paul Bland Head of Planning Services  
Rhys Bradshaw Planning Development Manager

### **1.0 APOLOGIES FOR ABSENCE**

1.1 An apology for absence was received from Councillor Sarah Peacock.

### **2.0 MINUTES**

2.1 The minutes of the meeting of the Personnel Sub-Committee held on 14 November 2016 were approved and signed by the Chairman.

### **3.0 DECLARATIONS OF INTEREST**

3.1 No declarations of interest were made.

### **4.0 QUESTIONS UNDER PROCEDURE RULE 10.3**

4.1 There were no questions submitted under Procedure Rule 10.3.

### **5.0 EXCLUSION OF PUBLIC AND PRESS**

#### **RESOLVED:**

That the public and press be excluded from the meeting during consideration of the following item of business because exempt information, as defined under paragraphs 2 and 3 of Part 1 of Schedule 12A of the Local Government Act 1972, may be disclosed.

## **6.0 PLANNING ENFORCEMENT OFFICER - EXTENSION OF TEMPORARY CONTRACT**

- 6.1 The Planning Development Manager reported that in April 2016 the Sub-Committee had approved a flexible retirement request within the Planning Enforcement team and the creation of a temporary additional Planning Enforcement Officer post at 0.6 FTE to maintain a 1FTE post overall. An officer had been recruited to the temporary post until 31 December 2016 to coincide with the conclusion of the Planning Enforcement Scrutiny Review
- 6.2 The Planning Enforcement Scrutiny Review had concluded and the Panel's findings reported to the Scrutiny Committee on 11th January 2017. The Committee had supported the extension of the temporary contract until 31 December 2017 to allow the procedures in the updated Enforcement Plan to establish.
- 6.3 The Sub-Committee considered that sufficient resources were required to maintain an effective planning enforcement function and there was likely to be a demand for planning enforcement work for some time ahead. Accordingly, it would be appropriate to review the current team structure again before the temporary contract expired.

### **RESOLVED:** That

- (i) the extension of the temporary part-time contract until 31 December 2017 be approved.
- (ii) a further report be submitted to the Sub-Committee in approximately 10 months' time to assess the effectiveness of the current Planning Enforcement Team structure

*(Reason: Effective management: to ensure that the council has the resource to continue to take appropriate and timely enforcement action in relation to breaches of planning control).*

## **7.0 PROPOSED DELETION OF POST - PLANNING SERVICES ADMINISTRATION TEAM**

- 7.1 The Head of Planning Services reported that one of the five Administration Assistants within Planning Services had retired from the Council in December 2016 and it was proposed to delete the post from the establishment. The successful implementation of the new 'Paperless Planning' project had enabled this reduction to be made.

### **RESOLVED :**

That the deletion of post number 03/578 (Administration Assistant – part-time) from the Planning Services establishment be approved.

*(Reason: To realise efficiencies delivered by the Business Transformation 'Paperless Planning' project).*

## **8.0 TEMPORARY COVER FOR HR MANAGER POSITION**

- 8.1 The Head of Resources and Organisational Development reported that the Council's HR Manager has been absent from work for several months and, to date, the vacancy had been covered from existing staff resources. However, this was not considered to be sustainable and additional support was required, particularly to undertake projects the Council was under an obligation to carry out.
- 8.2 Additional funding was requested to be used to purchase HR consultancy days from East Midlands Councils, subject to relevant procurement rules being satisfied. The quality of previous support obtained from HR staff at East Midlands Councils had been good.

### **RESOLVED:**

That additional funding of up to £10,000 from any forecast underspend within 2016/17 be approved to provide temporary cover for the HR Manager post.

*(Reason: To ensure the HR team is appropriately resourced to ensure effective service delivery).*

**Chairman**



## Finance Sub-Committee

**Minutes of a meeting held on Monday 6 February 2017 at 7.00pm, East Northamptonshire House, Thrapston**

**Present:** Councillors: Steven North (Chairman)  
David Brackenbury  
Val Carter  
Roger Glithero JP  
Glenvil Greenwood-Smith  
Glenn Harwood MBE  
Richard Lewis

Officers: David Oliver (Chief Executive)  
Glenn Hammons (Chief Finance Officer)  
Sharn Matthews (Executive Director)  
Katy Evertitt (Head of Resources and Organisational Development)  
Julia Smith (Head of Customer and Community Services)

### **1.0 APOLOGIES FOR ABSENCE**

1.1 No apologies for absence had been received.

### **2.0 MINUTES**

2.1 The minutes of the meeting of the Finance Sub-Committee held on 19 December 2016 were approved and signed by the Chairman.

### **3.0 DECLARATIONS OF INTEREST**

3.1 No interests were declared.

### **4.0 QUESTIONS UNDER PROCEDURE RULE 10.3**

4.1 There were no questions submitted under Procedure Rule 10.3.

### **5.0 BUDGET MONITORING TO 31 DECEMBER 2016**

5.1 The Chief Finance Officer presented a report which provided an update on the revenue and capital positions against the approved budgets for the period ended 31 December 2016.

- 5.2 This included an expected £150,000 underspend as a result of additional income on planning applications and garden waste, despite additional pressures resulting from lower than anticipated income from investments and that the Council was also unlikely to meet its vacancy target. Although it was noted that all of these factors had been included in the report, it was noted that further work was required to explore some items such as the recharges for elections, together with the provision of enhanced explanations as to the disconnect in the report between the actual to date and estimated out-turn in relation to ICT and Customer and Community Services. It was agreed that these points would be addressed in future monitoring reports
- 5.3 In relation to the Capital Programme, it was estimated that there would be an underspend. This was mostly due to DFG schemes spreading over the financial year end plus requests for additional funding for waste bins which would be funded by underspends on the revenue budgets i.e. self funded.
- 5.4 Members also noted that the strong growth in the number of houses meant that more bins would be required, as well as replacement bins. This eventuality had been anticipated via provision within the Capital Programme but now an additional sum was required in this year.

**RESOLVED:**

- (i) That the latest revenue, capital and reserves positions for 2016/17 be noted; and
- (ii) That the collection and write off performance for sundry debtors, local taxation and benefit overpayments as set out in Appendix 3 to the report be noted.

*(Reason: This is for information / monitoring purposes)*

**RESOLVED TO RECOMMEND TO FULL COUNCIL:**

To approve an increase of £15,000 to the Approved Capital Programme budget in respect of the purchase of additional wheeled bins, to be funded through an additional revenue contribution to capital.

*(Reason: To follow the formal process for approval of the amendment to the Capital Programme Budget for 2016/17)*

**6.0 TREASURY MANAGEMENT REPORT TO 31 DECEMBER 2016**

- 6.1 The Chief Finance Officer presented a report which outlined the Treasury Management position for the period ended 31 December 2016 and which highlighted two key areas.
- 6.2 Firstly, interest rates had been falling to an average of 0.25% and although the Council's investments were currently performing ahead of this at an average 0.41%, this was below the budgeted target of 0.85%.
- 6.3 Secondly, the Council's average cash balances had increased within the year, following the usual pattern, but they would also usually reduce over the last quarter as most Council Tax income would already have been received. There also tended to be less government income in the last quarter.

**RESOLVED:**

- (i) That the Treasury Management performance for period 9 of 2016/17 be noted.
- (ii) That the Treasury Management Practices (set out in Appendix 2 to the report) for inclusion in the Treasury Management Strategy from 2017/18 be noted.

*(Reason – in accordance with CIPFA guidance and best practice in Treasury Management)*

**7.0 REPORT BY CHIEF FINANCE OFFICER ON ROBUSTNESS OF BUDGET ESTIMATES AND ADEQUACY OF RESERVES**

- 7.1 The Chief Finance Officer presented a report which advised the Council on the robustness of estimates in the budget and the adequacy of the proposed financial reserves before recommending to Council the Medium Term Financial Strategy 2017/21, the Revenue Budget for 2017/18, Capital Programme 2017/27, reserves levels and Treasury Management Strategy 2017/18.
- 7.2 This report was being brought to the Finance Sub-Committee and Policy and Resources Committee for the first time. It was noted that in previous years, the Council had been well placed, with funding gaps predicted some years into the future. However, as potential funding gaps were now closer, the Chief Finance Officer thought it was more appropriate for this report to be considered along with the other key MTFS reports.
- 7.3 In summary, the view of the Chief Finance Officer was that next year's budget was robust and the financial position on reserves adequate and acceptable. He did however note the number of known unknowns for the near future, the impact of which had had to be estimated for the MTFS. These included firm proposals on business rates retention, which were thought unlikely to be received before December 2017 when they may be published alongside the Local Government Settlement. Others included possible further changes to the New Homes Bonus plus wider global economic uncertainties arising from recent and future elections. As a result the MTFS showed a funding gap for 2018/19 and the Council would need to focus on filling this gap in the next financial year to provide a balanced budget for 2018/19 onwards.
- 7.4 Members welcomed the setting of a balanced budget for 2017/18 and the changes to the Capital Programme which separated out the DFGs from other capital expenditure. They also commended the clarity of the information provided in relation to the impact of decisions in relation to Council Tax levels for the Council.
- 7.5 Members questioned the latest position in relation to the payment of Disabled Facilities Grants monies from the Better Care Fund. It was noted by officers that only the first two quarter's instalments had been received to date. Additional information had been requested from the Council before payment of the next instalment and there remained the issue of the potential withholding of the final 10% because Better Care Fund Targets had not been met despite legal and DCLG advice that Disabled Facilities Grant monies should not be affected. The Chief Executive noted that the District and Borough Councils were meeting to agree a common way forward to resolve this issue.

## **RESOLVED:**

- (i) To note the S151 Officer's opinion as set out in Section 8 of the report in preparation for recommending the approval of the Council's Medium Term Financial Strategy 2017/22, the Revenue Budget for 2017/18, Capital Programme 2017/27 and Treasury Management Strategy 2017/18 to Policy and Resources Committee and thence to Council.

*(Reason: To ensure the Council complies with statute in setting its Budget)*

- (ii) To recognise the work undertaken over the last five years to ensure we have a balanced budget and are in a good financial position to face the medium term uncertainties.

*(Reason: To ensure the Council has a stable and sustainable Medium Term Financial Strategy and Plan)*

## **8.0 MEDIUM TERM FINANCIAL STRATEGY AND PLAN**

- 8.1 The Chief Finance Officer presented a report which set out the Council's Medium Term Financial Strategy (MTFS) and Plan (MTFP) 2017/18 to 2020/21, an outline of the Revenue Budget 2017/18, Capital Programme 2017/18 to 2026/27 and Treasury Management Strategy 2017/18.
- 8.2 It was noted that the report had been updated from the draft presented to the last Sub-Committee. Some of the updates were of a technical nature, but others were the result of the delivery of projects from the Efficiency Plan.
- 8.3 In terms of the overall position, it was noted that as a result of the delivery of parts of the agreed Efficiency Plan, the overall position had improved since the previous year, with an increase in the projected surplus in 2017/18 and lower projected deficits in 2018/19 and 2019/20. In addition, the agreement of that Efficiency Plan in October 2016 had enabled the projection of more certain levels of central government funding in future years.
- 8.4 The significant areas of positive change arising from Efficiency Plan included more income from the Leisure Contract and recognition of the projected savings from the ICT Strategy, together with additional income arising from higher than projected growth in the District.
- 8.5 It was noted however that there were still gaps to close in order to provide a balanced budget in future years. The key area of activity would be in relation to the 'More Commercial Approach' work stream of the Efficiency Plan. The Council had built up cash reserves over the past few years and the question now would be how to make best use of these reserves. Appendix 1 of the report outlined a range of options from Treasury Management decisions to possible direct or indirect property investment and it would be necessary to establish the principles of risk and return that the Council wished to apply for the future assessment of options. Members noted the importance of the Treasury Management Strategy going forward and suggested an informal workshop of Finance Sub-Committee members be held to explore in more detail the principles that should be applied to commercial approaches, following on from the presentation before this meeting.

- 8.6 The contents of the remainder of the report were noted, including details of the Budget and MTFs, risks and the Capital Programme. In relation to the Treasury Management Strategy it was proposed that the updated version of the current strategy would be recommended to Policy and Resources Committee for consideration by Council and it was noted that any subsequent property investment decisions would require a decision by Full Council.
- 8.7 Members proposed minor changes to the presentation of the information in the report before it was submitted to Council and sought confirmation that the impact of the Rushden Lakes planning applications and other growth approved to date would be included in the estimates from 2017/18 onwards.

**RESOLVED:**

- (i) That the contents of the report be noted;
- (ii) That Councillors Steven North, Richard Lewis and David Brackenbury be appointed to review the Capital Programme and Development Pool with CMT; and
- (iii) That the report be referred to the Policy and Resources Committee for consideration at its meeting on 13 February 2017.

*(Reason: To ensure that the Sub-Committee is aware of the forecast financial position; so that in due course the Council complies with its Constitution in setting its budget)*

**9.0 HOMELESSNESS PREVENTION GRANT FUNDING**

- 9.1 The Executive Director presented a report which updated Members on the progress of the Homelessness Prevention Grants Panel and its recommendations in respect of funding for 2017/18.
- 9.2 The Panel had met once since being established by the Policy and Resources Committee to consider the bids for 2017/18 and the evidence of increasing homelessness and the implications of impending legislation in respect of future funding requirements for Homelessness Prevention Grant funding.
- 9.3 It was noted that the number of homelessness applications and acceptances had remained fairly constant over the past six years. However, the level of homelessness preventions had increased significantly in the past three years although the amount paid under the Housing Options Contract for this work and the level of Homelessness Prevention Grant had reduced.
- 9.4 It was considered that the very proactive approach with early intervention, by both the Housing Services Team and the Housing Options Team, was part of the reason for keeping the applications and acceptances fairly static. Members commended this early intervention, together with the availability and good work done by targeted local schemes which had kept bed and breakfast costs much lower than surrounding councils.

- 9.5 At their meeting the Panel were of the opinion that the majority of bids should be supported although they wished to receive further information about two particular bids. The Panel was therefore recommending that a further £14,469 should be allocated to the Homelessness Prevention Grant Fund in 2017/18. It was proposed that any allocation not spent would be reported as an underspend.
- 9.6 Members however noted that the potential demand was in excess of the recommended sum and that the Panel were minded to approve the remainder of the grants although they were seeking further information before making a final decision. It was therefore proposed that the additional allocation should be increased to £19,469 to allow all bids to be approved if appropriate.
- 9.7 It was noted that once the final allocations for 2017/18 had been determined, the Panel would then consider future requirements. To assist with this it was proposed that going forward quarterly homelessness monitoring reports would be taken to Policy and Resources Committee.

**RESOLVED TO RECOMMEND TO POLICY AND RESOURCES COMMITTEE:**

That provision is made within the MTFS to increase the Homelessness Prevention Grant budget by £19,469 to £48,994 in 2017/18.

*(Reason: To ensure appropriate allocation of funds to prevent homelessness and to meet our statutory duties)*

**10.0 EXCLUSION OF PUBLIC AND PRESS**

**RESOLVED:**

That the public and press be excluded from the meeting during consideration of the following item of business because exempt information, as defined under paragraph 3 of Part 1 of Schedule 12a of the Local Government Act 1972, may be disclosed.

**11.0 ASSET MANAGEMENT – SALE OF LAND AND BUILDINGS PROGRESS UPDATE**

- 11.1 The Head of Resources and Organisational Development presented a report which provided the Sub-Committee with an update on progress made in relation to the sale of Council owned land and buildings.
- 11.2 It was proposed that Members and officers undertake a strategic review of the sites noted in the report to look at future options, including as investment opportunities.

**RESOLVED:**

- (i) That the contents of the report be noted; and
- (ii) That Councillors Steven North, Richard Lewis and David Brackenbury be appointed to a review panel to work with officers, including Planning Management, Housing Strategy and the new Head of Economic and Commercial Development, to review the Council's remaining land assets and report back to the Finance Sub-Committee on any proposed action to be taken forward.

*(Reason: To note the progress on the sale of assets and agree the way forward with remaining land assets owned by the Council)*

## **12.0 RESPONDING TO INVESTMENT OPPORTUNITIES**

- 12.1 The Chief Executive presented a report that advised Members of the outcome of action taken under the Urgency Procedure in December 2016 in relation to an investment opportunity in Rushden that arose at the time, and proposed an approach to dealing with future opportunities in a timely manner as and when they arose.
- 12.2 The report highlighted the need for timely decision making by the Council if it wished to take advantage of future opportunities of this nature. It was therefore proposed to procure retained advisers to assist the Council and to set aside a reserve to fund this due diligence work in similar circumstances in the future. The level of the reserve was estimated to allow for up to three due diligence investigations of this scale. Members noted that there was a need to balance the aims of the Efficiency Plan, which included a more commercial approach, with proper use of tax-payers money and the due diligence process.
- 12.3 Members welcomed the creation of the reserve to facilitate exploring such opportunities which, with the recent appointment of the new Head of Economic and Commercial Development, were likely to arise more frequently in future.

### **RESOLVED:**

- (i) That the latest position in relation to the Rushden investment opportunity, including the action taken to process a virement under the Council's Urgency Procedures be noted; and
- (ii) That the procurement of professional advisors be approved.

### **RESOLVED TO RECOMMEND TO FULL COUNCIL:**

That a reserve of £250k be created from the Council's MTFs/Efficiency Plan Reserve and that the Chief Executive and the Chief Finance Officer, in consultation with the Leader, Deputy Leader and Chairman of the Policy and Resources Committee, be given delegated authority to authorise expenditure against that reserve to commission our advisors to assess investment opportunities that meet the Council's aspirations as set out in the Corporate Plan.

*(Reason: To provide an effective decision making process that supports the Council's commercialisation aspirations)*

## **13.0 TWYWELL HILLS AND DALES UPDATE**

- 13.1 The Head of Customer and Community Services presented a report which provided an update on the erection of fencing at Twywell Hills and Dales by the Wildlife Trust.
- 13.2 It was proposed that the Council could reallocate some of the funding intended for the fencing costs to other initiatives, including signage, to assist in the management of dogs on the site. Members also requested that officers review the agreements relating to management of the site with a view to updating and simplifying them.

**RESOLVED:**

- (i) That the report be noted;
- (ii) To request that officers review the management of the site in the longer term as well as manage risk in the shorter term; and
- (iii) To approve the reallocation of the unspent proportion of the previously agreed budget on further initiatives, including signage, to assist in the management of dogs on the site.

*(Reason: To note the update on erection of fencing at Twywell Hills and Dales)*

**Chairman**



# Community Facilities Fund Working Party

Minutes of meeting held on  
Thursday 26 January 2017 at 11am in the Kasen Room

**Present:**

- Councillors:** Councillor Steven North (Chair) Cllr SN  
 Councillor Roger Glithero Cllr RG  
 Councillor Richard Lewis Cllr RL  
 Councillor Helen Harrison Cllr HH
- Officers:** Julia Smith, Head of Customer & Community Services JS  
 Mike Greenway, Community Partnerships Manager MG  
 Michelle Drewery, Finance Manager MDwy  
 Lucy Hawes, Community Development Officer LH
- Minutes:** Sharon Prior, PA/Executive Support to Chief Executive SP  
[sprior@east-northamptonshire.gov.uk](mailto:sprior@east-northamptonshire.gov.uk)

**ACTION**

1. **Apologies**

- 1.1. Apologies were received from Cllrs Glenn Harwood MBE and Wendy Brackenbury.

2. **Minutes of previous meeting held on 19 October 2016**

- 2.1. The minutes of the previous meeting were agreed as a true record. **SP**

3. **Declarations of interest**

3.1.	Councillor	Item	Nature of Interest	DPI	Other
	Lewis	2 <sup>nd</sup> stage applications	Member of Rushden Historical Transport Society		Yes
	Lewis	2 <sup>nd</sup> stage applications	Known to applicant for Rushden Heritage Church application		Yes
	Lewis	2 <sup>nd</sup> stage applications	Represents East Northamptonshire Council on the Stanwick Lakes Management Board		Yes
	Glithero	2 <sup>nd</sup> stage applications	Known to all members of Kings Cliffe Parish Council		Yes

4. **Financial position update**

- 4.1. MDwy presented a summary sheet showing the New Homes Bonus funding levels for the last four years and the allocation for the present

## ACTION

year (£405,198). The meeting considered the summary sheet and noted their positive comments on the current position. Cllr SN noted that over £1m had been invested back into the community since the creation of the fund.

### 5. Applications for Round 4 Second Stage

5.1. MG presented the covering report on the second stage applications to be considered at this meeting, which the meeting noted.

5.2. The meeting considered an update on previous applications:-

**Rushden Historical Transport Society (RHTS)** – RHTS were awarded £40,000 in Round 2, but since that award they have encountered problems with the acquisition of the Goods Shed. Advice has been sought from solicitors and the Charities Commission regarding these unresolved issues and RHTS have responded to Northamptonshire County Council's enquiries. RHTS are hopeful of a favourable response, which would allow this project to go ahead. If a response is not favourable, Officers will review the situation again with Members to decide on the way forward with this grant. Members **agreed** with this approach.

**Agreed**

**Rushden Town Council (RTC)** – RTC were awarded £50,000 in Round 3. The Town Council have taken the decision to provide the match funding requirements themselves. Tenders have been advertised for the work and the process to award the contract is expected to take place before the end of the current financial year. Members **noted** this change in match funding for this project.

**Noted**

**Irthlingborough Cricket Club (ICC)** – ICC were awarded £38,000 in Round 3. However, they were unsuccessful with their bid to Sport England for the other 50% match funding. ICC have since applied to Suez (previously SITA) for the match funding and have been successful with their application. The project was two-fold: installation of security fencing and renovation of the cricket field. The club has proceeded with the security fencing element as this was scheduled to take place as soon as the Grant Agreement was signed. Now that match funding has been secured, the second element of the project – cricket ground renovation – is due to take place in August 2017 after the cricket season. It is therefore recommended that the remaining monies of their grant (approximately £22,000 after the fencing cost) be carried over to the 2017/18 in order for their project to be completed. Members **agreed** with this recommendation.

**Agreed**

5.3. Cllr RG enquired whether the Council should provide a plaque to the applicant/group to display within the facility funded under the scheme to note the project had been funded by the Council. Cllr SN noted that groups are asked to recognise the Council in any literature prepared and photographs are taken with the Chair of this Working Party and the Chairman of the Council with community group representatives which are published in the Council's quarterly newsletter, ENCIRCLE. Cllr RL suggested that the Council provide either a plaque or mounted certificate to be presented to community groups with their award. Cllrs SN, HH and RG supported this proposal.

**Agreed**

**ACTION**  
**(in principle)**

The Working Party then **agreed, in principle**, to provide either a plaque or mounted certificate to each community group awarded a grant. The Council would meet the costs of each plaque (£60-£100 per plaque) for this year (Round 4). A request for this plaque/certificate to be displayed within/on the facility provided would be included within the grant agreement.

**6. Applications to Round 4 second stage**

- 6.1. The Working Party considered and agreed their decision on each of the applications received under the second stage:-

<b>No.</b>	<b>Application</b>	<b>Decision</b>	<b>Award given</b>
2	Peace Labyrinth Project, Easton-on-the-Hill (Maze Garden)	Approved	32,245.00
6	Benefield Cricket Club	Approved	18,900.00
8	Rockingham Forest Trust – Stanwick Lakes	Approved	13,993.50
9	Kings Cliffe footpath – link to KC Active*	Approved	30,000.00
13	Thrapston Bowls Club	Approved	23,992.00
14	Higham Ferrers Town Council – MUGA improvements/Street Snooker	Approved	12,500.00
15	Woodford Parish Council/Greenway ink	Approved	21,000.00
17	Collyweston Playing Field	Approved	50,000.00
19	Higham Ferrers Town Council – link to Greenway	Approved	40,000.00
20	Denford Church	Approved	37,593.00
24	Raunds Town Council/Bandstand	Approved	20,000.00
25	Rushden Heritage Centre	Approved	50,000.00
<b>Total to be awarded</b>			<b>£350,223.50</b>

\* The Working Party noted their concerns with the future wear and tear of the footpath, as it will be used by the school and for access to the sports field. Members agreed to add a clause to the grant agreement that NCC be requested to provide funding for any future wear and tear repairs required to the footpath. Members also requested that the materials used for this footpath/access road be of high quality due to the heavy traffic expected.

**7. Confirmation of recommendations to Policy & Resources Committee**

- 7.1. The Working Party **Resolved to Recommend** to Policy and Resources Committee meeting on 13 February 2017:-

The award of grant funding totalling **£350,223.50**, to the projects as outlined in 6.1 above.

The Council meets the cost of plaques/certificates for projects listed

## **ACTION**

above in 6.1, to be presented to each applicant/community group.

### **8. Date of Next Meeting**

- 8.1. It was agreed that a date for the next meeting of the Working Party would be scheduled for the end-April 2017 to review the criteria for future applications.

**Meeting concluded at 12.27pm**

JS/MG/LH/SP 6.2.17

# East Northamptonshire Council

## Calendar of Meetings for 2017/18

COMMITTEE	DATE	DAY & TIME
Annual Council	17 May 2017	Wednesday
Policy and Resources	05 June 2017	Monday
Scrutiny	07 June 2017	Wednesday
Finance Sub	12 June 2017	Monday (7pm)
Planning Management	14 June 2017	Wednesday (7pm)
Personnel Sub	19 June 2017	Monday (10.30am)
Governance and Audit	21 June 2017	Wednesday
Welfare Reform Sub	29 June 2017	Thursday (10am)
Licensing	05 July 2017	Wednesday
Policy and Resources	10 July 2017	Monday
Planning Management	12 July 2017	Wednesday (7pm)
<b>COUNCIL</b>	<b>17 July 2017</b>	<b>Monday</b>
Joint Standards Complaints	19 July 2017	Wednesday
Planning Policy	24 July 2017	Monday
Governance and Audit	26 July 2017	Wednesday
<b>Recess</b>		
Planning Management	16 August 2017	Wednesday (7pm)
Policy and Resources	04 September 2017	Monday
Scrutiny	06 September 2017	Wednesday
Finance Sub	11 September 2017	Monday (7pm)
Planning Management	13 September 2017	Wednesday (7pm)
Personnel Sub	18 September 2017	Monday (10.30am)
Planning Policy	18 September 2017	Monday
Governance and Audit	20 September 2017	Wednesday
Policy and Resources	09 October 2017	Monday
Planning Management	11 October 2017	Wednesday (7pm)
<b>COUNCIL</b>	<b>16 October 2017</b>	<b>Monday</b>
Welfare Reform Sub	19 October 2017	Thursday (10am)
Licensing	25 October 2017	Wednesday
Policy and Resources	06 November 2017	Monday
Personnel Sub	13 November 2017	Monday (10.30am)
Planning Management	15 November 2017	Wednesday (7pm)
Planning Policy	20 November 2017	Monday
Joint Standards Complaints	22 November 2017	Wednesday
Governance and Audit	29 November 2017	Wednesday
Policy and Resources	04 December 2017	Monday
Scrutiny	06 December 2017	Wednesday
Planning Management	13 December 2017	Wednesday (7pm)
Welfare Reform Sub	14 December 2017	Thursday (10am)
Finance Sub	18 December 2017	Monday (7pm)
Policy and Resources	08 January 2018	Monday
Planning Management	10 January 2018	Wednesday (7pm)
Personnel	15 January 2018	Monday (10.30am)
Licensing	17 January 2018	Wednesday

<b>COUNCIL</b>	<b>29 January 2018</b>	<b>Wednesday</b>
Governance and Audit	31 January 2018	Wednesday
Finance Sub	05 February 2018	Monday (7pm)
Policy and Resources	12 February 2018	Monday
Planning Management	14 February 2018	Wednesday (7pm)
Planning Policy	19 February 2018	Monday
<b>BUDGET COUNCIL</b>	<b>26 February 2018</b>	<b>Monday</b>
Scrutiny	07 March 2018	Monday
Policy and Resources	12 March 2018	Monday
Planning Management	14 March 2018	Wednesday (7pm)
Personnel Sub	19 March 2018	Monday (10.30am)
Joint Standards Complaints	21 March 2018	Wednesday
Finance Sub	26 March 2018	Wednesday (7pm)
<b>COUNCIL</b>	<b>9 April 2018</b>	<b>Monday</b>
Planning Management	11 April 2018	Wednesday (7pm)
Policy and Resources	16 April 2018	Monday
Licensing	18 April 2018	Wednesday
Planning Policy	23 April 2018	Monday
Governance and Audit	25 April 2018	Wednesday
Finance	30 April 2018	Monday (7pm)
Scrutiny	02 May 2018	Wednesday
Planning Management	09 May 2018	Wednesday (7pm)
Personnel Sub	14 May 2018	Monday (10.30am)
<b>ANNUAL COUNCIL</b>	<b>16 May 2018</b>	<b>Wednesday</b>

**Notes:**

1. All meetings, unless otherwise indicated, will be held at Cedar Drive, Thrapston.
2. All meetings start at 7.30pm except where otherwise stated and are open to the public.
3. A provisional Licensing Panel will be scheduled every Monday morning at 10am. In the event that the meeting is required, the Democratic and Electoral Services Manager will appoint three members of the Licensing Committee to serve as required.