

POLICY AND RESOURCES COMMITTEE

Date: 27 February 2019

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)
David Jenney (Deputy Leader of the Council)

Tony Boto Roger Glithero JP
David Brackenbury Rupert Reichhold
John Farrar Phillip Stearn

428. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Val Carter, Dudley Hughes JP, Andy Mercer and Sarah Peacock.

429. MINUTES OF PREVIOUS MEETING

The minutes of the meeting held on 7 January 2019 were approved and signed by the Chairman.

430. DECLARATIONS OF INTEREST

The following declarations of interest were made:

Officer	Item	Nature of Interest	Action
David Oliver, Sharn Matthews, Glenn Hammons	Minutes of Personnel Sub-Committee of 11 February 2019 – Terms and Conditions of Employment	Likely to be directly affected by proposed changes.	There was no discussion at this meeting other than to agree the resolve to recommend to full council.)

431. QUESTIONS UNDER COUNCIL PROCEDURE RULE 10.3

No questions were submitted under Procedure Rule 10.3.

432. MINUTES OF SUB-COMMITTEES AND WORKING PARTIES

a) Community Facilities Fund Working Party – 10 January 2019

The minutes of the meeting of the Community Facilities Fund Working Party held on 10 January 2019 were received (see pages 409-411).

RESOLVED:

- (i) That the following awards of CFF grants be approved:

App. No	Applicant	Amount £
40	Brigstock Cricket Club	24,975
17	Glaphorn Parish Council	50,000
44	Warmington Parish Council	50,000
4	Brigstock Village Hall	35,610
12	Rockingham Forest Trust	50,000
42	Newton Road School*	50,000
5	Hope Methodist Church	50,000
8	Oundle Bowls Club	50,000
15	Rushden Historical Transport Society	50,000
1	Ringstead Parish Council	49,563
34	St James Church Thrapston	32,000
23	Heritage Hall and Chapel, Rushden	33,500
18	St Mary's Church, Higham Ferrers	14,394
19	Titchmarsh Playing Fields	33,122
26	Kings Cliffe Active	30,000
Total to be awarded		603,164

*Application no.42 was approved subject to a condition being included in the Grant Agreement that the facility be made available to the wider community for at least two hours per week during term time.

- (ii) That an end date of 31 January 2020 be set for drawing down monies awarded to this round.

b) Personnel Sub-Committee – 14 January 2019

The minutes of the meeting of the Personnel Sub-Committee held on 14 January 2019 were received (see pages 412 to 413).

c) Housing Policy Sub-Committee – 31 January 2019

The minutes of the meeting of the Housing Policy Sub-Committee held on 31 January 2019 were received (see pages 414 to 415).

d) Personnel Sub-Committee – 11 February 2019

The minutes of the meeting of the Personnel Sub-Committee held on 11 February 2019 were received (see pages 416 to 418).

Terms and Conditions of Employment

R.24 RESOLVED TO RECOMMEND TO FULL COUNCIL that:

- (i) the Council exercises its right to utilise the discretionary payments available under The Government's (Early Termination of Employment) (Discretionary Compensation) Regulations 2006;

- (ii) the level of discretionary multiplier be 2.4 to allow for meaningful consultation to take place with the recognised Trade Unions;
- (iii) delegated authority be given to the Chief Executive, in consultation with the Chairman of the Personnel Sub-Committee, to agree minor variations to the above proposals in respect of negotiating a collective agreement; and
- (iv) delegated authority be given to the Chief Executive, in consultation with the Chairman of the Personnel Sub-Committee, to agree an implementation date ahead of the proposed 1st April 2020 Vesting Day for the new unitary authority, as part of the collective agreement negotiations.

(Reason: To revise the terms and conditions of staff to make them comparable to those of neighbouring councils in North Northamptonshire in advance of the proposed transfer to Unitary Council arrangements.)

e) Finance and Performance Sub-Committee – 11 February 2019

The minutes of the meeting of the Finance and Performance Sub-Committee held on 11 February 2019 were received (see pages 419 - 427).

RESOLVED:

Budget Monitoring to 31 December 2018

- (i) That the increase in capital programme expenditure for 2018/19 by £67k for the following projects be approved:
 - £45.467k for wheeled bins
 - £6.9k for Disabled Facilities Grants
 - £15k for doors at the Rushden Centre

(Reason: In order to fund schemes within the capital programme.)

- (ii) That the business rates write off for £35,101.74 in relation to Grabal Alok (UK) Limited be approved.

(Reason: In order to comply with the Council's Financial Regulations.)

Final Medium Term Financial Strategy

- (i) To delegate authority to the Chief Finance Officer, following consultation with the Chairman of the Finance and Performance Sub-Committee, to vire additional budget to Environmental Services as required up to the value of £500k following the completion of the tender process for dry recycling and food waste haulage and disposal.

(Reason: To ensure that the Council complies with its Financial Regulations.)

- (ii) To delegate authority to the Chief Finance Officer, following consultation with the Chairman of the Finance and Performance Sub-Committee, to vire budget to all service areas as required up to the value of £160k in relation to the 2019/20 pay review, subject to approval.

(Reason: To ensure that the Council complies with its Financial Regulations.)

f) Homelessness Prevention Grants Panel – 18 February 2019

The minutes of the meeting of the Homelessness Prevention Grants Panel held on 18 February 2019 were received (see pages 428 to 429).

RESOLVED:

- (i) That the remaining grant of £4,970 to Mayday Trust for 2018/19 is rolled forward and allocated during 2019/20, and that a further £9,940 is set aside for 2019/20, subject to a review of outcomes in 6 months time;
- (ii) That £10,000 is awarded to East Northants Community Services towards the costs of accommodation, counselling and support at the night shelter;
- (iii) That Midland Heart is awarded grants for High St South and Shoemaker Court at £12,219 for each project, subject to a satisfactory response regarding central management costs, with authority to make the payments delegated to the Chairman of the Panel and the Housing Strategy and Delivery Manager; and
- (iv) That the remainder of the funding should be retained by the Housing Services Team for the provision of the SWEP and ad-hoc homelessness prevention measures during the year.

433. FINAL MEDIUM TERM FINANCIAL STRATEGY AND PLAN

The Head of Resources presented a report which set out the Council's Medium Term Financial Strategy (MTFS), outlined the Revenue Budget 2019/20, Capital Programme 2019/20 to 2028/29, Reserves Forecast 2019/20, Fees and Charges 2019/20 and Commercialisation Strategy 2019/20.

The MTFS had been prepared on the basis of the Council continuing in its current form as the Council was still awaiting confirmation from Government about the proposal it submitted with other councils in Northamptonshire to move to create two unitary councils.

A number of key points in relation to the MTFS were highlighted:

- The Autumn Statement had announced that additional funding was being made available for Adult Social Care, with additional funds being made available as well as a shift in funding from district councils to those councils with social care responsibilities.
- The Council had suffered a reduction in New Homes Bonus funding following revisions to the scheme, with further changes proposed for 2020/21 onwards.
- The move to 75% business rates retention was still in the pipeline but no further details were forthcoming at this time on how this would operate.
- The Council's proposals for developing an Enterprise Centre were currently being developed and, if approved, would significantly impact the capital programme and the whole of the MTFS.
- Central Government was currently working on a 'Fair Funding Review', examining current methodologies for distributing funding throughout Local Government, and

would include setting new funding baselines for all local authorities. The new baselines were expected to be implemented in 2020/21.

- 2019/20 was the last year of a four year settlement offered by Central Government and the next Comprehensive Spending Review was expected in Autumn 2019 and would set the overall funding envelop for the public sector for the period 2020/21 – 2023/24.
- In 2018/19, the Council had applied a £5 increase to council tax to support its budget proposals. For 2019/20, the current assumption in the MTFS was a 0% increase, with an estimated increase to the council tax base of 200 Band D-equivalent properties per annum thereafter.
- The current low level of interest rates had resulted in low returns from investing our income. Whilst it is anticipated that investment returns would continue to remain low, there are signs of improvement in interest rates going forward.

Members welcomed the work undertaken by the Finance Team in developing the MTFS.

R.25 RESOLVED TO RECOMMEND TO FULL COUNCIL:

That Full Council invites the Leader of the Council to propose the approval of the following as part of the budget setting process:

- Medium Term Financial Strategy (MTFS) 2019/20-2023/24
- Revenue Budget 2019/20
- Approved Capital Programme for 2019/20
- Minimum Level of Resources and Earmarked Reserves 2019/20-2023/24
- Fees and Charges 2019/20
- Commercialisation Strategy 2019/20

(Reason: To ensure that in due course the Council complies with its Constitution in setting its budget.)

434. TREASURY MANAGEMENT STRATEGY STATEMENT 2019/20

The Head of Resources presented a report which set out the Treasury Management Strategy Statement for 2019/20.

R.26 RESOLVED TO RECOMMEND TO FULL COUNCIL:

That Full Council invites the Leader of the Council to propose the approval of the Treasury Management Strategy Statement for 2019/20.

(Reason: In accordance with CIPFA guidance and best practice in Treasury Management.)

435. CAPITAL STRATEGY 2019/20

The Head of Resources presented a report which set out the Capital Strategy 2019/20.

R.27 RESOLVED TO RECOMMEND TO FULL COUNCIL

That Full Council invites the Leader of the Council to propose the approval of the Capital Strategy for 2019/20.

(Reason: In accordance with CIPFA guidance and best practice in Treasury Management.)

436. ROBUSTNESS OF BUDGET ESTIMATES AND ADEQUACY OF RESERVES

The Chief Finance Officer presented a report which advised the Council on the robustness of the estimates in the budget and the adequacy of the proposed financial reserves before recommending to Council the Medium Term Financial Strategy 2019/24, Capital Strategy, the Revenue Budget for 2019/20, Capital Programme 2019/29, Reserves levels, Capital Strategy and Treasury Management Strategy 2019/20.

Based on the assumptions made in its Budget 2019/20 and MTFS 2019/24 for income and expenditure, the Council could set a balanced budget for 2019/20. However, there were a number of risks, the most significant being local government reorganisation in Northamptonshire, local government funding levels and the Enterprise Centre.

Provided the Council carefully considered and acted upon the analysis in the report, and officers robustly managed the implementation of the Revenue and Capital Budgets, a positive opinion could be given under Section 25 of the Local Government Act 2003 on the robustness of budget estimates and the level of reserves.

RESOLVED:

- (i) That the S151 Officer's opinion as set out in Section 9 of the report be noted;

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

- (ii) That the work undertaken over the last seven years to ensure the Council has a balanced budget and is in a good financial position to face the medium term uncertainties be noted.

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

437. HOMELESSNESS PREVENTION GRANT FUNDING 2019/20

The Monitoring Officer presented a report which put forward the Homelessness Prevention Grant Panel's recommendations in respect of the use of available Homelessness Prevention Grant funding for 2019/20.

Members commended the work of the Housing Team in this area and congratulated the joint working of all agencies and bodies.

The Committee thanked Aine Cooper, Housing Enabling Officer for all her work and wished her well for her retirement.

RESOLVED:

- (i) That the Equality Implications relating to the report be noted;
- (ii) That the Homelessness Prevention Grant Panel's recommendations be approved in respect of the allocation of the available funding;

Funding bids outcomes		Outcome	Reason
Project	£		
Midland Heart, Shoemaker Court	12,219	Funding approved subject to query on central management charge	Good professional service that delivers good outcomes
Midland Heart, High Street South	12,219	Funding approved subject to query on central management charge	Good professional service that delivers good outcomes
ENCS Night Shelter	10,000	Funding approved	Established project providing a needed resource in the district. Panel would like to see further improvements to facilities and potential new premises
Mayday Trust, Personal Transitions Service	9,940	Existing funding to be rolled forward into 2019/20 and further funding to be set aside and subject to review in 6 months time	Slow start to the project with expected outcomes not yet delivered
Internal Homelessness Support Services including SWEP provision	4,616	Funding approved	To meet the council's statutory requirement to deliver the SWEP and to provide funding for ad-hoc homelessness prevention initiatives
Total	48,994		

438. EXCLUSION OF PRESS AND PUBLIC

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 Section 100A of the Local Government Act 1972 may be disclosed, by virtue of paragraph 3 of Part 1 of Schedule 12A of the Act.

439. EAST NORTHANTS ENTERPRISE CENTRE - UPDATE

The Head of Economic and Commercial Development presented a report which provided an update on progress of the Enterprise Centre.

RESOLVED:

- (i) That the project update, including the risks highlighted at Section 12 of the report, be noted.
- (ii) That delegated authority be given to the S151 Officer, following consultation with the Chairmen of the Finance and Performance Sub-Committee and ENEC Working Party, to agree and sign the funding agreement for the SEMLEP Local Growth Fund Bid if approved.

(Reason: To balance delivery programme against securing grant funding.)

- (iii) That consideration of the operator specification as detailed in Appendix 5 and a preferred procurement route (either in house or via open market process) be delegated to the ENEC Working Party with a recommendation being made to the Finance and Performance Sub-Committee.

(Reason: To ensure effective operation of the ENEC.)

- (iv) That delegated authority be given to the Head of Economic and Commercial Development, following consultation with the Chairmen of the Finance and Performance Sub-Committee and ENEC Working Party, to undertake the procurement process and award the contract for a business support service as detailed in Appendix 8.

(Reason: To ensure continuation of business support whilst promoting the ENEC to potential users.)

- (v) That the position of the proposed ERDF bid for securing funding for supporting new business start ups from April 2020 to March 2023 be noted.

(Reason: To improve ENEC sustainability by accelerating business start up rate and support local economic growth.)

R.28 RESOLVED TO RECOMMEND TO FULL COUNCIL:

- (vi) That the award of the construction contract as detailed in Appendix 2, as amended, of the report be approved, subject to the outcome of the Local Growth Fund Bid;

(Reason: To drive forward delivery of the ENEC.)

- (vii) That delegated authority be given to the Chief Executive, following consultation with the Chairmen of the Finance and Performance Sub-Committee and ENEC Working Party, to sign the construction contract subject to the outcome of recommendation vi above, and once confirmation has been received from SEMLEP regarding the outcome of the Local Growth Fund Bid.

(Reason: To maximise value for money.)

- (viii) That the final capital expenditure package for inclusion into the capital budget and MTFS, as presented in Sections 4 and 5 of the report and detailed in Appendix 3, be funded from council reserves and borrowing up to £2,758k, subject to the outcome of the Local Growth Fund Bid.

- (ix) That the final revenue costs and future income streams for inclusion into the revenue budget and MTFS as presented in Section 5.3 of the report, be approved.

(Reason: To drive forward delivery of the ENEC.)

Chairman



Community Facilities Fund Working Party

Minutes of meeting held on
Thursday 10 January 2019 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 Janet Pinnock | Cllr JP |
| | Councillor Peter Wathen | Cllr PW |
| | Councillor Annabel de Capell Brooke | Cllr ADCB |
|
 | | |
| Officers: | Julia Smith, Head of Customer & Community Services | JS |
| | Mike Greenway, Community Partnerships Manager | MG |
| | Lucy Hawes, Community Development Officer | LH |
|
 | | |
| Minutes: | Charlie Christmas, Democratic Services and Corporate Support
cchristmas@east-northamptonshire.gov.uk | CC |

ACTION

1. **Apologies**

- 1.1. Apologies were received from Amy Eyles, Finance Manager.

2. **Declarations of interest**

2.1.

Councillor	Item	Nature of Interest	DPI	Other
Lewis	2 nd stage applications	Member of Rushden Historical Transport Society,		Yes
Lewis	2 nd stage applications	Member of Rushden Cricket Club		Yes
Lewis	2 nd stage applications	Known to applicant for Rushden Heritage Church application		Yes
Pinnock	2 nd stage applications	Association with Rushden Heritage Hall and Chapel		Yes
Pinnock	2 nd stage applications	Association with Rushden Historical Transport Society		Yes

3. **Round 5 Projects**

- 3.1. MG provided an update on the Manor Sports College project, noting that funding was secured and the substantive works are set to be completed by the end of March 2019.

4. NHB Reserve Position

- 4.1. MG circulated an update on behalf of the Finance Manager, which noted that there is provision in the budget for all of the projects should Members choose to award grants to them. Any funding remaining as a result of unsupported projects will go back into streams 2 and 3 of the budget.

5. Consideration of stage 2 applications for Round 6

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

No.	Application	Decision	Award given
40	Brigstock Cricket Club	Award	£24,975
17	Glaphorn Parish Council	Award	£50,000
44	Warmington Parish Council	Award	£50,000
4	Brigstock Village Hall	Award	£35,610
12	Rockingham Forest Trust	Award	£50,000
42	Newton Road School	Award*	£50,000
5	Hope Methodist Church	Award	£50,000
8	Oundle Bowls Club	Award	£50,000
15	Rushden Historical Transport Society	Award	£50,000
1	Ringstead Parish Council	Award	£49,563
34	St James Church Thrapston	Award	£32,000
23	Heritage Hall and Chapel, Rushden	Award	£33,500
18	St Mary's Church, Higham Ferrers	Award	£14,394
19	Titchmarsh Playing Fields	Award	£33,122
26	King's Cliffe Active	Award	£30,000
11	Rushden AFC	Reject	£0
Total to be awarded			£597,664

* Application no.42 was approved subject to a condition being included in the Grant Agreement that the facility be made available to the wider community for at least two hours per week during term time.

JS/MG

- 5.2 The Working Party queried an apparent discrepancy with the match funding figures as detailed in the application form for St Mary's Church, Higham Ferrers. The grant was awarded; with LH providing clarification of the match funding figure of £10,550, with a grant of £14,394 being sought, totalling £24,944.

5.3

The Working Party noted that funding would be provided for phase 1 only of the Hope Methodist Church project, subject to the necessary match funding being secured.

6. Confirmation of recommendations to Policy & Resources Committee

ACTION

6.1. The Working Party **Resolved to Recommend** to Policy and Resources Committee meeting on 25 February 2019:-

- (a) The award of grant funding totalling **£603,164** to the projects as outlined in 5.1 above.
- (b) That a proposed end date of 31 January 2020 be set for drawing down monies awarded to this round.

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 of February/beginning of March 2019.

8.2 A summary briefing to be compiled on all projects to date.

LH/MG

8.3 The Working Party noted their thanks to Lucy Hawes for all of her hard work and efforts.

Meeting concluded at 12.20pm

JS/MG/LH/CC 10.01.19



Personnel Sub-Committee

Minutes of a Meeting held on Monday 14 January 2019 at East Northamptonshire House, Thrapston

Present: Councillors: Roger Glithero JP (Chairman)
Tony Boto
Glenvil Greenwood-Smith
David Jenney

Officers:	David Oliver	Chief Executive
	Sharn Matthews	Executive Director
	Michelle Drewery	Head of Resources
	Paul Bland	Head of Planning Services
	Robert Boscott	Building Control Manager
	Stella Jinks	Interim Human Resources Manager

1.0 APOLOGIES FOR ABSENCE

1.1 Apologies for absence were received from Councillors Steven North, Sarah Peacock and John Farrar.

2.0 MINUTES

2.1 The minutes of the meeting of the Personnel Sub-Committee held on 26 November 2018 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 PRESS AND PUBLIC

RESOLVED:

That the public and press be excluded from the meeting during consideration of the following items of business in accordance with Section 100A of the Local Government Act 1972, because exempt information may be disclosed.

- Building Control Staff Structure Changes
- Housing Strategy Staff Structure Changes

6.0 BUILDING CONTROL STAFF STRUCTURE CHANGES

- 6.1 The Building Control Manager presented a report which provided the Committee with an update on the staff structure changes that were implemented in Building Control in 2016, and the further proposed changes to meet services demands and to assist with the successful implementation of joint working with the Borough Council of Wellingborough.

The report was not for publication under paragraph 1 of Part 1 of Schedule 12 A of the Local government Act 1972.

RESOLVED that:

- i. The recruitment of an additional, permanent full-time, Building Control Technician be approved;
- ii. The appointment of a Business Administration Apprentice be reviewed when the post becomes vacant; and
- iii. The potential career progression of the trainee Building Control Surveyor in August 2019 to a Building Control Surveyor on Grade 7 be approved, subject to the normal recruitment and selection procedures being adhered to.

(Reason: To maintain an effective and efficient Building Control service.)

7.0 URGENT ITEM

- 7.1 It was noted that the Chairman had agreed to receive an urgent exempt item in order to ensure capacity would be retained in a timely fashion following a recent resignation.

8.0 HOUSING STRATEGY STAFF STRUCTURE CHANGES

- 8.1 The Executive Director presented a report setting out a proposed change to the Housing Strategy Team structure, including the recruitment to a full-time, permanent Housing Strategy and Enabling Officer.

The report was not for publication under paragraph 1 of Part 1 of Schedule 12 A of the Local government Act 1972.

RESOLVED that:

- i. Following consultation with staff and Unison, delegated authority be given to the Executive Director to make the agreed changes to the Housing Strategy Team structure; and
- ii. The recruitment of a full-time, permanent Housing Strategy and Enabling Officer be approved.

(Reason: To maintain an effective and efficient Housing Strategy and Homelessness service.)

Chairman

Housing Policy Sub-Committee

Draft Minutes of a meeting held on Thursday 31 January 2019 at 10.00am, East Northamptonshire House, Thrapston

Present: Councillors: Tony Boto (Chairman)
Richard Lewis (Vice Chairman)
Steven North
David Jenney
Val Carter

Officers: Sharn Matthews (Executive Director and Monitoring Officer)
Carol Conway (Housing Strategy and Delivery Manager)
Aine Cooper (Housing Enabling Officer)
Richard Palmer (Planning Policy and Conservation Manager)
Chris Spong (Housing and Planning Officer)
Paul Bland (Head of Planning)
Jenny Walker (Environmental Protection Manager)

1.0 APOLOGIES FOR ABSENCE

1.1 Apologies for absence were received from Councillors Sarah Peacock and David Brackenbury and from Louise Bagley, Housing Services Officer.

2.0 DECLARATIONS OF INTEREST

2.1 No interests were declared.

3.0 MINUTES OF THE MEETING HELD ON 20 SEPTEMBER 2018

3.1 The minutes of the meeting held 12th November 2018 were approved and signed by the Chairman.

4.0 QUESTIONS UNDER PROCEDURE RULE 10.3

4.1 There were no questions submitted under Procedure Rule 10.3.

5.0 HOMELESSNESS UPDATE

5.1 The Housing Strategy and Delivery Manager provided a verbal update, advising that not much had changed since November 2018. There had been a slight increase in homelessness applications, due to formal applications now being required as opposed to being dealt with as an informal enquiry previously. An additional homelessness prevention officer is now in post at Homes Direct, and will be incorporated into the housing contract. Members requested that figures for the availability for *local* temporary accommodation along with the associated risks be reported at the next meeting of this Sub Committee.

6.0 LOCAL PLAN HOUSING POLICY ISSUES

6.1 The Planning Policy and Conservation Manager and the Housing Strategy and Delivery Manager gave a presentation, which was subsequently circulated. The key points were:

- National Planning Policy Framework (2018)
- North Northamptonshire Joint Core Strategy (2011-2031)
- Rushden Neighbourhood Plan (2018)
- Housing Vision: Planning for Larger and Higher Value Housing (2017)
- Draft East Northamptonshire Local Plan Part 2 (2011-2031)
- Strategic Housing Market Assessment (2012/2015 update)
- East Northamptonshire Housing Mix Assessment (March 2016)
- Bedroom breakdown figures of development in the towns 2011-2018
- Property development in Rushden 2011-2018, including percentage of flats
- Analysis of properties within the Rushden Town Centre area
- Figures for market housing, rented and shared ownership from developments between 2011- 2018
- Provision for older people, including future forecast
- Provision for people with disabilities

6.2

It was agreed to put forward a proposed policy enhancement in the response to the Local Plan Part 2 consultation. Due to its impact it was proposed that the number of properties for older people on larger sites and the threshold hierarchy be considered by Planning Policy Committee.

RESOLVED:

- (i) to note the presentation
- (ii) to make the following submission to the Local Plan Part 2 consultation:
Proposed policy enhancement; there should be a presumption against additional flats within a specified distance of the primary shopping boundary area of Rushden, unless needed to secure the future of a building of local significance, or to make specialist provision for older people, to enable them to access key services.

RESOLVED TO RECOMMEND TO PLANNING POLICY COMMITTEE:

- (i) That the 10% of properties on larger sites for older people and the threshold hierarchy be considered and a decision made.

(Reason: for consideration and decision)

Chairman



Personnel Sub-Committee

Minutes of a Meeting held on Monday 11 February 2019 at East Northamptonshire House, Thrapston

Present: Councillors: Roger Glithero JP (Chairman)
Tony Boto
John Farrar
Glenvil Greenwood-Smith
David Jenney

Officers: David Oliver Chief Executive
Michelle Drewery Head of Resources
Stella Jinks Interim Human Resources Manager

1.0 APOLOGIES FOR ABSENCE

1.1 Apologies for absence were received from Councillors Steven North and Sarah Peacock.

2.0 MINUTES

2.1 The minutes of the meeting of the Personnel Sub-Committee held on 14 January 2019 were approved and signed by the Chairman.

3.0 DECLARATIONS OF INTEREST

3.1 All officers present declared a disclosable pecuniary interest (DPI) in the following items on the agenda as the proposals governed the remuneration of all employees of the Council:-

- Proposed Changes to Pay Scales; and
- Terms and Conditions of Employment

David Oliver, as Chief Executive, undertook to leave the meeting for consideration of the item 'Terms and Conditions of Employment' as he was likely to be directly affected by it.

4.0 QUESTIONS UNDER PROCEDURE RULE 10.3

4.1 There were no questions submitted under Procedure Rule 10.3.

EXCLUSION OF PRESS AND PUBLIC

RESOLVED:

That the public and press be excluded from the meeting during consideration of the following items of business in accordance with Section 100A of the Local Government Act 1972, because exempt information may be disclosed:

- Proposed Changes to Pay Scales; and
- Terms and Conditions of Employment.

5.0 PROPOSED CHANGES TO PAY SCALES

- 5.1 The Interim Human Resources Shared Service Manager presented a report which proposed changes to the council's pay scales to bring them back into line with national scales prior to the expected transition to a unitary North Northamptonshire on 1 April 2020.

The report was not for publication under paragraphs 3 and 4 of Part 1 of Schedule 12 A of the Local government Act 1972.

RESOLVED that:

- iv. The proposed pay scales set out in Appendix 1 and the 2% pay rises to Chief Officers, subject to the outcome of consultation with staff and Unison, be approved;
- v. Authority be delegated to the Chief Executive, in consultation with the Chairman of this Sub Committee, to make any minor changes to the proposal. Any significant changes to be brought back to the Sub-committee for further consideration;
- vi. The financial impact set out in Section 6 of the report, which will be built into the 2019-20 budget, be noted and
- vii. The Equalities Impact Assessment set out at Appendix 2 of the report be noted

Reason: To maintain fair pay levels and bring the Councils pay scales in line with the national scales and those of the District and Borough Councils in North Northamptonshire).

[David Oliver left the meeting at this point and did not return]

6.0 TERMS AND CONDITIONS OF EMPLOYMENT

- 6.1 The Interim Human Resources Shared Service Manager presented a report proposing the adoption of compensatory redundancy pay, as permitted under the Compensation Discretion Regulations 2006. This aimed to create comparable terms and conditions of employment with the other neighbouring authorities that were anticipated to merge into the North Northants Unitary model, namely Corby, Wellingborough and Kettering.

The report was not for publication under paragraphs 3 and 4 of Part 1 of Schedule 12 A of the Local government Act 1972.

RESOLVED TO RECOMMEND TO COUNCIL that:

- a) the Council exercises its right to utilise the discretionary payments available under The Government's (Early termination of employment) (Discretionary Compensation) Regulations 2006.
- b) the level of discretionary multiplier be 2.4 to allow for meaningful consultation to take place with the recognised Trade Unions;
- c) delegated authority be given to the Chief Executive, in consultation with the Chair of this Sub-Committee, to agree minor variations to the above proposals in respect of negotiating a collective agreement; and
- d) delegated authority be given to the Chief Executive, in consultation with the Chair of this Sub-Committee, to agree an implementation date ahead of the proposed 1st April 2020 Vesting Day for the new unitary authority, as part of the collective agreement negotiations.

[Reason: to revise the terms and conditions for staff to make them comparable to those of neighbouring councils in North Northamptonshire in advance of the proposed transfer to Unitary Council arrangements]

Chairman



Finance and Performance Sub-Committee

Minutes of a meeting held on Monday 11 February 2019 at 7.00pm, at East Northamptonshire House, Thrapston

Present: Councillors: Steven North - Chairman
David Brackenbury
John Farrar
Roger Glithero JP
Glenvil Greenwood-Smith
David Jenney
Richard Lewis

Officers: David Oliver Chief Executive
Glenn Hammons Executive Director (Resources and Commercial)
Greg Macdonald Head of Economic and Commercial Development
Michelle Drewery Head of Resources
Julia Smith Head of Customer and Community Services
Amy Eyles Finance Manager

1.0 APOLOGIES FOR ABSENCE

1.1 There were no apologies for absence.

2.0 MINUTES

2.1 The minutes of the meeting of the Finance and Performance Sub-Committee held on 17 December 2018 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 CHANGE TO THE ORDER OF BUSINESS

With the consent of the Committee, the Chairman changed the order of business from that shown on the agenda for the meeting.

6.0 STANWICK LAKES SLUICE GATES – FULL BUSINESS CASE

- 6.1 The Head of Customer and Community Services presented a report requesting consideration of whether the Council should take on the responsibility for the sluice gates at Stanwick Lakes, in order to allow a hydro power project to be implemented.

The Chairman welcomed to the meeting Alyson Allfree, Director of the Rockingham Forest Trust and Simon Pickard, consultant for the hydro power project.

During discussion, it was confirmed that should East Northamptonshire Council (ENC) bring the sluice gates up to standard, responsibility thereafter would fall to the Rockingham Forest Trust and not the Environment Agency, subject to the various legal conditions proposed in the report.

RESOLVED: that

- a) this council will, in principle, accept the responsibility for the sluice gates
- b) authority be delegated to the Chief Finance Officer, following consultation with the Chairman of Finance and Performance Sub-Committee, to legally accept responsibility for the sluice gates once the following conditions have been met:
 - The Environment Agency confirm the value of sums to be commuted in respect of the sluice gates
 - Legal and professional assurance has been obtained that this sum is sufficient to cover all liabilities associated with the gates over the next 20 years
 - Legal agreement has been obtained that ENC nor Rockingham Forest Trust will not be liable for any flooding in other areas of the valley
 - Confirmation that no other liabilities will transfer to ENC as a result of this agreement;
- c) On taking on responsibility, the liability for the gates be transferred to Rockingham Forest Trust in a back to back agreement;
- d) authority be delegated to the Head of Customer and Community Services following consultation with Stanwick Lakes Board members to sign the updated lease once satisfied with the relevant legal documentation;
- e) this council agrees, in principle, to support the Archimedes Screw project, and therefore supports Rockingham Forest Trust in its application to access the feed in tariff.
- f) authority be delegated to the Head of Customer and Community Services and Chief Finance Officer, following consultation with the Chairman of Finance and Performance Sub-Committee, to work with Rockingham Forest Trust to develop a robust business case and to report back to Finance and Performance Sub-committee before a final decision is made as to whether to progress with the scheme.

(Reason – to support Stanwick Lakes and its future sustainability)

7.0 BUDGET MONITORING TO 31 DECEMBER 2018

- 7.1 The Finance Manager presented a report providing an update on the forecast Revenue and Capital positions against the approved budgets for the period ended 31 December 2018 in financial year 2018/19.

It was noted that the main positive variances in the revenue budget were in relation to the waste contract, additional income from the Northamptonshire County Council recycling contribution and additional income derived from household waste collections in garden waste.

In terms of revenue reserves, the latest position was a forecast contribution to reserves of £920k, against the original budget forecast of £948k. It was also noted that £125k of the £500k set aside for Local Government Reorganisation in Northamptonshire had now been transferred to Daventry District Council as custodian of the collective funds contributed to by all eight Northamptonshire councils.

A previously approved addition to the Capital Programme 2018/19 was the East Northamptonshire Greenway, and, with spending starting to come through, a more detailed update would be provided in the next quarterly report to committee.

RESOLVED that:

- a) the latest revenue, capital and reserves positions for 2018/19 be noted;
(Reason: for information/monitoring purposes.)
- b) the collection and write off performance for sundry debtors, local taxation and benefit overpayments are noted;
(Reason: For information/monitoring purposes.)
- c) the transfer of £125k from reserves to Daventry District Council for unitary preparations;
(Reason: for information/monitoring purposes.)
- d) the transfer of £7.65k from the Development Pool to the Capital Programme to fund IT infrastructure equipment; and
(Reason: to progress the IT transformation programme.)

RESOLVED TO RECOMMEND TO POLICY AND RESOURCES COMMITTEE:

- a) That the increase in capital programme expenditure for 2018/19 by £67k for the following projects be approved;
 - £45.467K for Wheeled Bins
 - £6.9k for Disabled Facilities Grants
 - £15k for doors at the Rushden Centre*(Reason: In order to fund schemes within the capital programme.)*

- b) Approve the business rates write off for £35,101.74 in relation to Grabal Alok (UK) Limited

(Reason: in order to comply with the council Financial Regulations)

8.0 FINAL MEDIUM TERM FINANCIAL STRATEGY

- 8.1 The Finance Manager presented a report which set out the Council's Medium Term Financial Strategy (MTFS) 2019/20 to 2023/24, outlined the Revenue Budget 2019/2020, Capital Programme 2019/2020 to 2028/29, Reserves Forecast 2019/2020, Fees and Charges 2019/20 and Commercialisation Strategy 2019/2020.

An update on the final funding figures for the Local Government Finance Settlement was provided which had reflected in an overall increase of £40k funding from Government.

It was noted that the MTFS had been prepared on the basis of the council continuing in its current form and that council tax for 2019/20 was presumed to be 0%.

- 8.2 It was reported that there were two main areas of uncertainty surrounding the medium term financial strategy and they were the proposed unitary council for north Northamptonshire and enterprise centre respectively. There was also increased budgetary provision for environmental services, to be held in reserves and drawn down as necessary due to volatility in the dry recyclates market.

It was also noted that the forecast figures for the Enterprise Centre would be revised once the procurement process to appoint a building contractor had been completed.

RESOLVED that:

- a) the contents of the report be noted:
- b) the report be referred to the Policy and Resources Committee for consideration at its meeting on 27 February 2019.

(Reason: To ensure that the Sub-Committee is aware of the forecast financial position and the council complies with its constitution in setting its budget.)

RESOLVED TO RECOMMEND TO POLICY AND RESOURCES COMMITTEE:

- a) That the Committee recommends that Full Council invites the Leader of the Council to propose the approval of the following as part of the budget setting process:
- Medium Term Financial Strategy (MTFS) 2019/20-2023-24
 - Revenue Budget 2019/20
 - Approved Capital Programme for 2019/20
 - Minimum level of Reserves and Earmarked Reserves 2019/20-2023-24
 - Fees and Charges 2019/20
 - Commercialisation Strategy 2019/20

(Reason: To ensure that in due course the council complies with its constitution in setting its budget)

- b) To delegate authority to the Chief Finance Officer, following consultation with the Chair of Finance and Performance Sub Committee, to vire additional budget to Environmental Services as required up to the value of £500k following the completion of the tender process for dry recycling and food waste haulage and disposal.

(Reason: To ensure that the council complies with its Financial Regulations)

- c) To delegate authority to the Chief Finance Officer, following consultation with the Chair of Finance and Performance Sub Committee, to vire the budget to all service areas as required up to the value of £160k in relation to the 2019/20 pay review, subject to approval.

(Reason: To ensure that the council complies with its Financial Regulations)

RESOLVED TO RECOMMEND TO COUNCIL:

That, subject to the determination of the level of Council Tax for the 2019/20 financial year, Council approves the following as part of the budget setting process:

- Medium Term Financial Strategy (MTFS) 2019/20-2023-24
- Revenue Budget 2019/20
- Approved Capital Programme for 2019/20
- Minimum level of Reserves and Earmarked Reserves 2019/20-2023-24
- Fees and Charges 2019/20
- Commercialisation Strategy 2019/20

(Reason: To ensure that the council complies with its constitution in setting its Budget)

9.0 TREASURY MANAGEMENT STRATEGY

- 9.1 The Finance Manager presented a report which set out the Treasury Management Strategy (TMSS) for 2019/20.

It was noted that over the course of the four year Strategy, it was estimated that reserves would be reduced from £13.7m to £8.9m. This would in part be due to the likelihood of external borrowing being utilised to fund the development of the Enterprise Centre, which would likely be financed through the council's own resources, the public works loan board or from private finance.

RESOLVED that:

- a) the Treasury Management Strategy Statement for 2019/20 be noted.

- b) the report be referred to the Policy & Resources Committee for consideration at its meeting on 27 February 2019

(Reason: In accordance with CIPFA guidance and best practice in Treasury Management.)

RESOLVED TO RECOMMEND TO POLICY & RESOURCES COMMITTEE:

That the Committee recommends that Full Council invites the Leader of the Council to propose the approval of the Treasury Management Strategy Statement for 2019/20.

(Reason: in accordance with CIPFA guidance and best practice in Treasury Management.)

10.0 CAPITAL STRATEGY

- 10.1 The Finance Manager presented a report which set out the Capital Strategy for 2019/2020 to 2028/29.

Members noted that the Capital Strategy 2019/20-2028/29 would form a key part of the council's overall Corporate Planning Framework, providing a mechanism by which the council's capital investment and financing decisions could be aligned over a medium term period.

RESOLVED:

- a) That the Capital Strategy for 2019/20 be noted.
- b) That the report be referred to the Policy & Resources Committee for consideration at its meeting on 27 February 2019.

(Reason: In accordance with CIPFA guidance and best practice in Treasury Management.)

RESOLVED TO RECOMMEND TO POLICY & RESOURCES COMMITTEE

- a) That the Committee recommends that Full Council invites the Leader of the Council to propose the approval of the Capital Strategy for 2019/20.

(Reason: in accordance with CIPFA guidance and best practice in Treasury Management.)

RESOLVED TO RECOMMEND TO COUNCIL

- a) That Council approves the Capital Strategy for 2019/20.

(Reason: in accordance with CIPFA guidance and best practice in Treasury Management.)

11.0 ROBUSTNESS OF BUDGET ESTIMATES AND ADEQUACY OF RESERVES

- 11.1 The Chief Finance Officer presented a report on the robustness of the estimates in the budget and the adequacy of the proposed financial reserves.

The Chief Finance Officer noted that the proposed budget was being set on the basis that the Council would be a continuing entity, but that during the next financial year, there was an expectation that the position would change.

A number of uncertainties that the Council faced over the period of the MTFs were discussed, including the following:

- i) Government funding – 2019/20 would be the final year of the Government’s Four Year Funding Offer and so beyond that date only indicative allocations could be provided, all of which could be affected by the next Government Spending Review Fair Funding Review and outcome of the Business Rates Retention pilot;
- ii) Local government reorganisation – Whilst a contribution of £500k had already been made by each of the eight Northamptonshire councils, including ENC, to the proposed unitary implementation, this figure could be higher bearing in mind the total cost of the expected transformational change was likely to be £30m, based on PWC estimates;
- iii) Enterprise Centre – The budgets for this project were based on detailed estimates of its capital cost and potential operating costs and income. However, until a contractor/operator was appointed, subject to approval by Council on 4 March, these estimates were subject to change.

Members then noted the Chief Finance Officer’s overall conclusion in the report, in that provided the Council carefully considered and acted upon the analysis in the report, and officers robustly managed the implementation of the Revenue and Capital Budgets, a positive opinion could be provided under Section 25 of the Local Government Act 2003 on the robustness of budget estimates and the level of reserves.

RESOLVED: that

- a) the S151 Officer’s opinion set out in Section 9 of the report be noted;

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

- b) the work undertaken over the last seven years to ensure the Council has a balanced budget and is in a good financial position to face the medium term uncertainties be noted.

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

RESOLVED TO RECOMMEND TO POLICY & RESOURCES COMMITTEE AND

COUNCIL

- a) the S151 Officer's opinion set out in Section 9 of the report be noted;

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

- b) the work undertaken over the last seven years to ensure the Council has a balanced budget and is in a good financial position to face the medium term uncertainties be noted.

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

12.0 EXCLUSION OF PUBLIC AND PRESS

RESOLVED:

That the public and press be excluded from the meeting during consideration of the following items of business in accordance with Section 100A of the Local Government Act 1972, because exempt information may be disclosed:

- Asset Management Update; and
- Minutes of the meeting of the East Northamptonshire Enterprise Centre Working Party held on 15 January 2019.

13.0 ASSET MANAGEMENT UPDATE

- 13.1 The Head of Economic and Commercial Development presented a report providing an update on the Council's asset management and sought approval for various actions to be taken in relation to specific sites.

The report was not for publication under paragraph 3 of Part 1 of Schedule 12 A of the Local government Act 1972.

RESOLVED:

- (i) That the updates in the report be noted; and

(Reason: To deliver the Asset Management Strategy.)

- (ii) Consider the draft heads of terms for the lease restructure relating to the Wilko site at Eaton Walk and to delegate authority to the Head of Economic and Commercial Development, in consultation with the Chairman of the Sub Committee to agree final terms as the basis for consideration and decision at a future FPSC meeting.

(Reason: To deliver the most cost effective solution, provide a more manageable site and take forward an improvement programme in the wider area.)

- (iii) Delegate authority to the Head of Economic and Commercial Development, in consultation with the Chairman of the sub committee to negotiate and agree terms for a decision at a future FPSC meeting regarding the Enterprise road Industrial Site, Raunds; Millwood Way, Kings Cliffe and Ditchford Lakes

(Reason: to consider disposal of assets to support objectives in the commercialisation and asset management strategies)

- (iv) Agree the recommendations 1-4 and 8 for the AHS as set out in the report in Appendix 3 to allow investigatory work to progress.
- (v) Subject to approval of the 2019/20 budget and MTFS by Full Council, approval be given to the transfer of £150,000 expenditure budget from the development pool to the Capital Programme in 2019/20.

(Reason: to agree what to do about the AHS which is currently not utilised and needs to be reactivated to ensure compliance to health and safety requirements as part of the Office Transformation Project)

12.0 MINUTES OF THE MEETING OF THE EAST NORTHANTS ENTERPRISE CENTRE WORKING PARTY HELD ON 15 JANUARY 2019

- 12.1 The minutes of the meetings of the East Northants Enterprise Centre Working Party held on 15 January 2019 were noted.

Chairman

Present

Councillors: Tony Boto CllrTB
 Glenville Greenwood-Smith CllrGGS
 Val Carter CllrVC

Officers: Louise Bagley, Housing Services Officer LB
 Michelle Drewery, Finance Manager MD

Minutes: Charlie Christmas, Democratic Services CCH
 401

ACTION

Councillor Glenville Greenwood-Smith was nominated and elected as Chair of the Panel

1. Apologies

1.1. Apologies were received from Carol Conway

2. Terms of Reference

2.1. The Terms of Reference were noted.

3. Discussion following visits to projects

3.1 The planned visits to Shoemaker Court and the Night Shelter were cancelled due to the recent severe weather conditions. These will take place during the next quarter.

4. Consideration and scoring of bids for 2018-19

4.1 The Panel considered each application bid for grant funding and voted:

Organisation	Purpose of Grant	Decision	Amount Awarded
East Northants Faith Group	Night shelter and homelessness support work	Approved	£10,000
East Northants Faith Group	Recovery House	Rejected	£0
Rushden Full Gospel Church	Women's House of Restoration	Rejected	£0
Mayday Trust	Personal Transitions Service	Approved	£9,940

ACTION

Midland Heart	Shoemaker Court	Approved	£11,247
Midland Heart	High Street South	Approved	£11,247
Total Awarded			£42,434

4.2 The following points were noted when considering the bids made for grant funding:

- Night Shelter – already an established project, the shelter runs at full capacity and reduces homelessness within the area. The strict rules and religious aspect to the project were noted. The Night shelter offers 6 places, 4 of which are recognised by ENC. The two places not recognised are located in a porta cabin. The project currently receives £111.37 per person, per week in Housing Benefit, which would increase to £233.56 per person, per week, if overnight security was provided.
- Mayday Trust – this is a good new project, which demonstrates a clear commitment to work with us to meet our needs to prevent homelessness amongst young people, targeting an age group not covered by other projects in the area. Mayday Trust is aiming to have properties all across Northamptonshire. Figures show that Mayday Trust is planning for an over spend and appears to be reliant on using reserves to meet the shortfall in income; concerns were raised as to how a balanced budget will be managed in future years when reserves are depleted. This will be closely monitored in the event of any bids being submitted for funding in the future.
- High Street South and Shoemaker Court – these are good professional services that deliver good outcomes for us.
- Women’s House of Restoration – Project currently only in the planning stage and not currently operating. Property has not been purchased yet. The project lacks a real focus. Housing Benefit figures for the project have not been approved, therefore uncertainty around the funding for the project. Exactly what a holistic approach would entail was queried, as was the term ‘chaotic lifestyle’.
- Recovery House – funding should be ceased as the project should now be self sufficient.

5. Consideration of future homelessness prevention funding requirements

5.1 CllrGGS has sought clarification from the Leader as to whether this is for one or two years. The Panel are unable to make any recommendations to increase the funding further. **CllrGGS**

6. Any Other Business

6.1 There was no other business.

7. Future meetings

7.1 No date was fixed. The next meeting will take place once the visit to the Night Shelter during the next quarter has taken place.

The meeting concluded at 11.45am