

# TRANSFORMATION COMMITTEE

**Date:** 6 November 2019

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

**Time:** 7.30pm

**Present:** Councillors: Helen Howell (Chairman)  
Harriet Pentland (Vice Chairman)

Tony Boto	Lance Jones
Roger Glithero	Steven North
Marian Hollomon	Janet Pinnock
Barbara Jenney	Rupert Reichhold
David Jenney	Lee Wilkes

## **263. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor John Farrar.

## **264. WELCOME**

The Chairman welcomed to the meeting the Committee's newest members, Cllr Lee Wilkes and Cllr Lance Jones, both of whom had recently been appointed at the full council meeting held on 14 October 2019.

## **265. MINUTES OF PREVIOUS MEETING**

The minutes of the meeting held on 01 July 2019 were approved and signed by the Chairman.

## **266. DECLARATIONS OF INTEREST**

There were no declarations.

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

There were no questions submitted under Procedure Rule 10.3.

## **268. UNITARY UPDATE**

The Chief Executive provided a report updating on progress towards the planned implementation of unitary local government in Northamptonshire.

During discussion the following points were noted:-

- The Structural Change Order had been through its initial parliamentary process via the House of Lords, but would now be held in abeyance until after the General Election taken place;

- Due to the pre General Election purdah period, the 12 November 2019 meeting of the North Northamptonshire Joint Committee had been postponed, but officers were continuing to work on programme development in the background;
- A new Children's Commissioner and Assistant Commissioner were now in post at Northamptonshire County Council. The Chief Executive would be holding early discussions with them to seek greater District and Borough involvement in developing the model for a children's trust as part of new unitary structure. The Children's Trust was expected to be in place from 1 July 2020, from which point it would also be expected that the Children's Commissioner role would cease;
- 200 Change Champions had been appointed from across the County area to promote the unitary change, with 17 volunteers coming from ENC.

**RESOLVED:**

That the unitary update be noted.

*(Reason - to keep Members up to date with developments on the implementation of unitary local government in Northamptonshire)*

**269. OFFICE TRANSFORMATION PROJECT (OTP) PHASE 2**

The Business Transformation Manager reported on progress of a report to Finance and Performance Subcommittee of 28<sup>th</sup> October 2019 which reported completion of Phase 1B of the OTP, and which sought endorsement of investment of the remainder of the budget in phase 2.

It was noted that the original budget for Phase 1a, 1b and Phase 2 had been estimated to cost £152,553 leaving an estimated £63,447 to complete phase 2. This has now been calculated as a total of £84,020 being available to phase 2, with any remaining funds not required expected to go back into reserves.

It was expected that the procurement process would take three to four months and a communications plan would be put in place for staff, including dealing with the need to temporarily displace individuals during that time. The actual time to then carry out the work was expected to last around eight weeks.

**RESOLVED:**

That the approach to OTP Phase 2 be endorsed.

*(Reason – to secure the delivery of the OTP).*

**270. CUSTOMER EXPERIENCE ENHANCEMENT PROGRAMME**

The Business Transformation Manager reported on the progress of a report to Finance and Performance Sub Committee of 28<sup>th</sup> October 2019 which sought endorsement of an approach to enhancing the customer and staff experience in other parts of East Northamptonshire House.

Members were informed of the three programme options considered by the Finance and Performance Subcommittee, and that the Subcommittee had resolved to proceed with option 2, which was estimated to cost £109k, inclusive of a 5% risk element.

Members were supportive of the general elements of the proposed work, and considered that an improved reception area, newly sited staff room and a drop-in space for Future Northants workers would each provide improvements to both the customer and staffing experience at the Council.

**RESOLVED:-**

a) That:

- (1) the approach to OTP phase 2 be endorsed;

*(Reason - To secure the delivery of the OTP)*

- (2) the Finance and Performance Subcommittee's decision to approve option 2 in section 2.1 of the report be endorsed, noting that the proposals for the reception/atrium area will be worked up for further consideration by the Transformation Committee and Finance and Performance Subcommittee;

*(Reason - To improve public-facing areas of ENC House)*

b) Support be given to the Finance and Performance Subcommittee's recommendations to Council that:-

- (3) the budget and funding sources be added to the Development Pool of the Capital Programme;

- (4) the detail of the proposal for the two spaces on the lower floor as described in 2.2 of the report also be worked up;

*(Reason - To improve staff areas of ENC House to improve collaborative working with Future Northants)*

**271. HISTORIC LAND AND PROPERTY DATA**

The Business Transformation Manager provided a report explaining the current quality and timeliness issues in the council's Local Land Charges service, and sought endorsement of the resolution approved by Finance and Performance Subcommittee held on 28<sup>th</sup> October 2019 to approve investment of £75,203 in additional temporary staff capacity to correct historical data, thereby improving service quality and reducing corporate risk.

It was noted that the budget for the project took into account the need to check all of the records, although it assumed that not all of the records would subsequently need amending.

**RESOLVED:-**

That the resolution made by the Finance and Performance Subcommittee on 28<sup>th</sup> October, to invest £75,203 to fund additional staffing resource for 18 months to improve the council's historical land and property data from existing budgets, be endorsed.

*(Reason – To bring the Council's land and property data up to an acceptable standard).*

**272. EXCLUSION OF THE PRESS AND PUBLIC**

**RESOLVED:**

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

- Joint Working with Borough Council of Wellingborough

**273. JOINT WORKING WITH BOROUGH COUNCIL OF WELLINGBOROUGH**

The Business Transformation Manager reported on progress on joint working with the Borough Council of Wellingborough.

**RESOLVED:**

- (1) That the progress made on joint working with the Borough Council of Wellingborough be noted;

*(Reason – Consistency with previous decisions)*

- (2) That the Personnel Subcommittee be recommended to consider the proposal for enhanced joint working with BCW in respect of electoral services at its next meeting.

*(Reason – Consistency with previous decisions)*

**Chairman**