

**COUNCIL MEETING – 28 JANUARY 2020**  
**REPORT OF THE DEVELOPMENT COMMITTEE**

28 October 2019

Present: Councillors Carr (Chairman), Bell, Ekins, Emerson, Hallam, G Lawman, L Lawman, Skittrall and V Waters.

Also present: Mr A Piper (Assistant Director/Committee Manager), Mrs S Bateman, Senior Planning Officer and Mrs C A Mundy, (Democratic Services Officer).

(Councillors Griffiths and M Waters attended as observers.)

**1. APOLOGIES FOR ABSENCE**

**RESOLVED** to note that apologies were received from Councillors Anslow, Maguire, Partridge-Underwood, Patel, Walia and Watts.

**2. DECLARATIONS OF INTEREST**

**RESOLVED** to note that in accordance with the Localism Act 2011, the council's code of conduct and the council's constitution, no declarations were made.

**3. CONFIRMATION OF THE MINUTES OF THE DEVELOPMENT COMMITTEE OF 24 JUNE 2019 AND ADDITIONAL DEVELOPMENT COMMITTEE OF 9 SEPTEMBER 2019**

The minutes of the development committee of 24 June 2019 and additional development committee of 9 September 2019 were received.

**RESOLVED** that the minutes of the development committee of 24 June 2019 and additional development committee of 9 September 2019, be confirmed and signed.

**4. ADOPTION OF REVISED STATEMENT OF COMMUNITY INVOLVEMENT**

The annexed circulated report of the principal planning manager was received to consider the revised Statement of Community Involvement (SCI) prepared by the North Northamptonshire Joint Planning and Delivery Unit (NNJPDU) on behalf of all the local authorities in North Northamptonshire.

Appended to the report were the following:

- Appendix 1 - North Northamptonshire Statement of Community involvement (revised 2019);
- Appendix 2 - Schedule of consultation comments on the North Northamptonshire Statement of Community involvement.

Members discussed the document and raised concern that the document set out the minimum requirements whereas the borough council provided much more as standard and the aspiration should be for the whole of North Northamptonshire to do the same and provide an exemplary service and lead by Wellingborough's example. There was also some concern that there would be an assumption that this document was referring to the new unitary council of North Northamptonshire and it needed to be made clear that this document referred to the four councils of North Northamptonshire, namely the Borough Council of Wellingborough, Corby Borough Council, East Northants District Council and Kettering Borough Council.

The senior planning officer confirmed that the SCI deals with the current arrangements across North Northamptonshire and that a new SCI will need to be prepared for the new unitary authority. The SCI is also written in such a way that it allows the individual councils flexibility to undertake the most appropriate consultation methods. She would however convey the committee's feedback to the North Northamptonshire Joint Planning & Delivery Unit (NNJPDU). All the other councils had already adopted the statement.

It was suggested that the assistant director in consultation with the chairman and vice-chairman ask the NNJPDU to consider how to ensure that it is clarified that the SCI is for the current districts to apply in respect of their own planning functions and that the districts are free to undertake additional consultation to that suggested in the SCI if considered appropriate.

The chairman put the recommendation to adopt the statement of community involvement to the vote and this was declared carried.

- R1** **RECOMMENDED** that the statement of community involvement, as revised in July 2019, be adopted.

Chairman

The meeting concluded at 7.15pm.

**COUNCIL MEETING – 28 JANUARY 2020**  
**REPORT OF THE RESOURCES COMMITTEE**

30 October 2019

Present: Councillors Griffiths (Chairman), Allebone, Bell, Emerson, Francis, Graves, Gough, Harrington, Henley, Morrall and Scarborough.

Also present: Mrs L Elliott (Managing Director), Mr S Darcy (Director of Resources/Section 151 Officer), Mr A Piper and Mr E Symons (Assistant Directors), Mr R Watson (Senior Revenue Officer) and Mrs C A Mundy (Democratic Services Officer).

(Councillor G Lawman attended as an observer and speaker.)

(The chairman welcomed everyone and shared the housekeeping rules.)

**1. APOLOGIES**

Apologies were received from Councillors Bone, Carr, Partridge-Underwood and M Waters.

**2. DECLARATIONS OF INTEREST**

**RESOLVED** to note that in accordance with the Localism Act 2011, the council's code of conduct and the council's constitution, the following declarations were made:

| <b>Name of Councillor</b> | <b>Item</b>   | <b>Reason</b>   |
|---------------------------|---|---|
| Scarborough               | Minute 9 – 2019-20<br>Mid-year report on<br>treasury management | DPI – Wife is working on<br>a contract at<br>Santander Bank |

**3. CONFIRMATION OF THE MINUTES OF THE RESOURCES COMMITTEE MEETING HELD ON 25 SEPTEMBER 2019**

The minutes of the resources committee of 25 September 2019 were received.

**RESOLVED** that the minutes of the resources committee held on 25 September 2019, be confirmed and signed.

**4. IRRECOVERABLE COUNCIL TAX, HOUSING BENEFIT OVERPAYMENTS, NON-DOMESTIC RATES AND SUNDRY DEBTS**

The circulated report of the section 151 officer was received in relation to the write of irrecoverable debts.

The report detailed the amount of the debts as follows:

|                                    |            |
|------------------------------------|------------|
| Council tax cases                  | £18,652.43 |
| Housing benefit overpayments cases | £13,304.73 |

Appended to the report were the details of the following:

Appendix A - Council tax cases

Appendix B - Housing benefit overpayment cases

Further details of these were contained in exempt appendices for members' information.

**RESOLVED** that:

- (i) approval be given to the write off of £31,957.16 of irrecoverable council tax and housing benefit overpayments;
- (ii) it be noted that the sum of £67,817.67 had been written off under the delegated powers of the section 151 officer.

## **5. GREATWELL HOMES – LAND RATIONALISATION**

The annexed circulated report of the director was received in relation to the transfer of further parcels of land to Greatwell Homes (formerly Wellingborough Homes).

The chairman welcomed a number of speakers to the meeting. He informed them that the matter under discussion only referred to the land rationalisation and not the merits of a potential community asset transfer, which would be heard at another meeting.

The committee heard from Marion Lamont, Tony Knaggs, Jacqui Brown, Kam Parmar and Councillor G Lawman. All raised their concern that Hemmingwell Community Centre, if it passed to Greatwell Homes, would remain as a community centre. As the only community facility on the estate it served as a valuable asset to the people who lived there. The centre was used by a Church, a foodbank, two charities, with one feeding young children, an exam centre and was vital to retain for the community. A mentoring service was also provided from the centre to help vulnerable children, teenagers and young adults and to work with the community to reduce violence and gang culture in the area.

Councillor G Lawman also addressed the meeting, welcoming the proposal for land rationalisation. He was, however, concerned that there had been no consultation with the community in regard to the Hemmingwell Community and Skills Centre, which was a charitable incorporated organisation (CIO). An application had been submitted for a community asset transfer to the council. He appreciated that at the recent meeting held with trustees, the council and Greatwell Homes, that assurances had been received from Greatwell Homes

that they would lease back the building to the centre; however, there was some concern that they had assumed a rental value for the building. A community asset transfer would normally mean a transfer at a peppercorn rental. He also considered that a decision on the land rationalisation should have been made at a council meeting rather than by resources committee.

The chairman thanked the speakers for addressing the meeting and for the fantastic work they were doing in their community.

He referred then to the report which detailed the history of the retention of some parcels of land at the time of the large scale voluntary transfer (LSVT) of housing assets when implemented in December 2007.

A number of issues had arisen over the years and it was agreed that a solution to these issues was to transfer all the retained land and property within the main estates in the urban area of Wellingborough to Greatwell Homes as per the plans and descriptions contained in appendix A to the report. Such transfer would provide a better service to local residents, making it clearer who they should contact if they needed an issue resolving, particularly in relation to environmental improvements, including residents parking. Greatwell Homes have stated their intention to invest in the estate infrastructure and improve maintenance standards.

The transfer will potentially enable Greatwell Homes to achieve housing development, such as in the Penrith Drive and Fulmar Lane areas in Wellingborough and Milner Road, Finedon. An overage clause will be included in the transfer to ensure that the council will secure a share in any uplift in value achieved as a result of obtaining planning permission for development.

The council has a contractual arrangement with Wellingborough Norse to maintain land on the estates which Greatwell Homes has agreed to pay until the end of the contract in 2022. This will enable the contract between the council and Wellingborough Norse to continue uninterrupted until expiry. Greatwell Homes will make their own arrangements to maintain the land thereafter.

The premises, occupied by the Hemmingwell Community and Skills Centre, are one of the assets to be transferred. It is leased to the organisation, which is reviewing their business plan for the future and has stated their intention to make a bid to the council under the community asset transfer policy (CAT) and have served notice to terminate their lease. To enable sufficient time for the CAT bid to be developed it is proposed to transfer the freehold of the property to Greatwell Homes. The council will then take back a lease of the premises, so that it can continue to be the landlord of the centre pending discussions about a future tenancy. Once agreement is reached with the centre a new tenancy can be transferred to Greatwell Homes.

It is essential that a way forward is identified to allow the transfer of land and assets to Greatwell Homes to proceed without delay. This action will enable the two matters to be dealt with separately and at their own pace.

Greatwell Homes will be receiving land of value, but they will also be taking on significant liabilities, including all the revenue maintenance of the land and structures and significant capital backlog maintenance. Future capital investment to improve the amenity and unadopted infrastructure on the estates will also be funded by Greatwell Homes.

The previous former land for homes agreement between the council and Greatwell Homes will effectively be set aside by this transfer, but Greatwell Homes will be delivering over 100 new homes on the current development sites with potential for many more on the sites with development potential.

The principal of the transfer is that the value of the transferred property will be offset by the liabilities that Greatwell Homes takes on.

The report asked the committee to agree to delegate to officers the detail in respect of the boundaries of the land to be transferred and the financial deal, subject to there being no fundamental changes to either.

Members asked for clarity particularly in regard to the Hemmingwell Community and Skills Centre over the date of the submission of the community asset transfer, and in relation to the car park adjacent to the centre.

It was confirmed that the CAT had been submitted on 29 October 2019.

With regard to the area edged red on the map, this only included the community centre and not the car park.

Members also asked who could grant a CAT.

The assistant director clarified that the CAT policy was a council policy and as such it would only be the council who could grant such transfer. If the land rationalisation transfer proceeded the council would then take a lease back of the community centre and remain as landlord. He also commented that it was not unusual for the freehold of a property to change hands and that consultation was therefore not required. As the council would form part of the unitary council of North Northamptonshire, it was considered that by transferring land to Greatwell Homes, who were investing significantly in the area, security for the future should be assured. He confirmed that the CAT documentation had partially been received but the business case was awaited before this could be processed.

Members thanked the assistant director for his comments. They considered that the proposal before them was good for all parties as there had been much confusion over the division of responsibility over the years. Many of the assets, which belonged to the council, had been neglected and Greatwell would have the opportunity to make considerable improvements to many areas. Their recent housing developments had proved to be of a high standard. Greatwell also understood the communities that it served. It was imperative that the Hemmingwell Community and Skills Centre was protected.

The chairman put the proposal, within the report, to the vote and this was declared carried.

**RESOLVED** that:

- (i) approval be given to the transfer of land on ex-council housing estates to Greatwell Homes;
- (ii) approval be given to delegate to the assistant director (corporate landlord) the responsibility for agreeing the detail relating to each area to be transferred, subject to the substantial terms of the agreement remaining unchanged.

## **6 PROPERTY MATTERS**

The annexed circulated report of the director was received to update members on ongoing approved property projects.

Appended to the report was an updated projects list.

The report also detailed the sale of 40 acres of land to the north of Niort Way, Wellingborough for residential development. This had secured a substantial capital receipt that can be used to resource approved priority projects in the council's capital programme.

Members queried the resource implications. The assistant director clarified that external consultant fees would now be procured on a project by project basis. Resources would continue to be reviewed to ensure that projects could be delivered on time.

The chairman put the proposal to note the progress made to the meeting and this was declared carried.

**RESOLVED** that the progress with regard to the projects outlined in the appendix to the report be noted.

## **7. FINANCIAL MONITORING AND POSITION STATEMENT FOR 2019-20**

The annexed circulated report of the section 151 officer was received on the monitoring position for revenue expenditure to 30 September 2019 with further details appended to the report.

The director of resources/section 151 officer presented the report to members and informed them that the net revenue operational budget had been set at £10.658m in February 2019; this was made up of £17.868m of gross expenditure and £7.210m of gross income.

This had subsequently been revised down, in June 2019, to £10.617m using £1.167m of general fund reserves (£0.438m from general reserves and £0.729m from earmarked reserves) and other sources of external funding as detailed within the report.

The report also illustrated that over 37% of financing came from internally generated fees and charges and property income with more than 24% from council tax. Less than 9% was from government grants with 22.6% from retained business rates.

When the monitoring position was reported in July 2019 it was forecasting a decrease in the need to use reserves of £311k. The spending position was now forecasting an overall decrease in the budgeted level of reserves required of £377k, giving a revised use of general reserves of £61k. This is a decrease of £66k from the previous reported position and was further summarised in the report.

The report also detailed the significant work that was being undertaken to create Wellingborough Town Council and it was proposed to utilise £10k of the current forecast underspend across services to support the process. This will be used to fund branding, website creation, NALC membership to support the governance arrangements as well as training for new members once elected.

Work was ongoing to review service budgets for 2020-21 to reduce the use of reserves required for the financial year ahead. Initial assessments indicate that the use of reserves forecast has dropped from that previously reported from £1.3m to £0.3m and further details will be presented to the committee in December.

Members asked if there would be a cost implication for the council should the Parliamentary election be called. The managing director responded and informed the meeting that all costs could be reclaimed from the government, apart from the loss of productivity.

A member asked if the reliance on business rates funding of 37.9% was sustainable. The director confirmed that whilst this was a relatively significant element of the funding it was a small proportion of business rates collected in totality. As the local government reform programme progressed it was hoped that more could be retained.

The chairman put the proposal to the meeting and it was declared carried.

**RESOLVED** that the position on the revenue monitoring and the reasons for the variances reported be noted.

## **8 CAPITAL PROGRAMME MONITORING**

The annexed circulated report of the section 151 officer was received on the capital programme monitoring to 30 September 2019.

The report detailed the revised capital budget for 2019-20 of £10.494m.

Details of the movements with the budget were shown in the report. Particular reference was made to the following:

- Empty Properties scheme (K007) – reprofiling of £150k into 2020-21;
- PfP Leisure - Repurpose of £7k to install CCTV cameras at Redwell Leisure Centre. An option appraisal is being conducted to advise on the needs for the future. The installation of these cameras would increase availability during the daytime. If approved an amount of £7k would be reprofiled forward into the current capital programme;
- A recent drainage survey at Tithe Barn Office block confirmed that drains had collapsed in eight areas, causing foul water to back up resulting in the toilets overflowing at times. The pipework needs to be replaced at a cost of £30k. Such work will take three to four weeks to complete. If a further survey is required additional funding may be required.

The report also detailed that the section 106 monies were held in trust, and as such were outside the council's revenue and capital budgets and not included in the medium term financial plan. This did not, however, prevent section 106 contributions being spent on projects identified in the medium term financial strategy, capital programme or revenue budget.

Projects had been identified to ensure they contribute to the mitigation of the impact of a number of developments completed throughout the borough over a number of years. If these funds are not allocated and not spent in the time specified in the agreement, the funds would have to be returned to the developer who made the contribution. The report summarised the section 106 monies held.

Members thanked officers for the closer monitoring of capital expenditure and commented that though over £2.5m had been spent, there remained £8m of capital funding.

The director clarified that a significant sum related to the expenditure on the multi-storey car park, work was also ongoing to increase the housing programme.

The chairman congratulated officers on the work undertaken to progress a number of excellent projects and put the proposal contained within the report to the vote, which was declared carried.

**RESOLVED** that:

- (i) the projected outturn and anticipated variances as at 30 September 2019, as detailed in appendix 1 to the report, be noted;
- (ii) the external funding, as detailed in appendix 2 to the report, be noted;
- (iii) approval be given to the updates and amendments to the 2019-20 capital programme as detailed in the report;
- (iv) the update in respect of the section 106 monies, as detailed in the report, be noted.

(Councillor Scarborough left the meeting, having declared an interest in the following item.)

## **9. 2019-2020 MID YEAR REPORT ON TREASURY MANAGEMENT**

The annexed circulated report of the section 151 officer was received to inform members of the treasury management activity as at 30 September 2019.

Appended to the report were the following:

- Appendix 1 – Summary of investment transactions at 30 September 2019;
- Appendix 2 – Summary of economic background and interest forecast at 30 September 2019.

The report detailed the annual investment strategy and the 2019-20 performance to date showing the type of investment and the timing of investments. The director was pleased to report that investments were performing well.

Wellingborough's portfolio of investments currently total £36m, comprising of £11m with four domestic banks and £25m with eleven domestic building societies. The average rate of return achieved for the first six months was a little over 1% compared to the average three months London Interbank Bid Rate, interest rate for the same period of 0.75%.

The estimated interest receivable for the year would be £352k, based on an average annual interest rate of 1%, with anticipated performance for the year of approximately £62k above budget; the surplus on the budget for investment income will be reported as part of the revenue monitoring process for the year.

A member asked why Santander was referred to in appendix 1 – it was clarified that its interest rate was slightly higher which had proved to be good and an extension would be sought if possible.

The chairman put the proposal to the vote and this was declared carried.

**RESOLVED** that the mid-year report on treasury management be noted.

Chairman

The meeting concluded at 8.10pm.

**COUNCIL MEETING – 28 JANUARY 2020**  
**REPORT OF THE RESOURCES COMMITTEE**

17 December 2019

Present: Councillors Griffiths (Chairman), Carr, Emerson, Francis, Graves, Gough, Henley, Morrall, Scarborough and M Waters.

Also present: Mrs L Elliott (Managing Director), Mr S Darcy (Director/Section 151 Officer), Mr A Piper and Mr E Symons (Assistant Directors), Mr N Robinson (Principal Revenue and Benefits Manager) and Mrs C A Mundy (Democratic Services Officer).

(Councillors Ekins and G Lawman attended as observers, and had also requested to address the meeting.)

**1. APOLOGIES**

Apologies were received from Councillors Allebone, Bell, Bone, Harrington and Partridge-Underwood.

**2. DECLARATIONS OF INTEREST**

**RESOLVED** to note that in accordance with the Localism Act 2011, the council's code of conduct and the council's constitution, no declarations were made.

**3. CONFIRMATION OF THE MINUTES OF THE RESOURCES COMMITTEE MEETING HELD ON 30 October 2019**

The minutes of the resources committee of 30 October 2019 were received.

**RESOLVED** that the minutes of the resources committee held on 30 October 2019, be confirmed and signed.

**4. MORRISONS CAR PARK, WELLINGBOROUGH**

The annexed circulated report of the director was received to seek the consent of members to a request, received from Morrisons, for an increase in penalty charges for breach of parking restrictions at Sharman Road car park.

The chairman informed the meeting that since the report had been published there had been a number of discussions taking place between officers and Morrisons. He read out the following statement:

“Morrisons provides an important service to the residents of Wellingborough and its' superstore makes a major contribution to the economy and vitality of the town centre. The car park that they own and run is managed for the benefit of shoppers visiting their store and the wider town centre. Morrisons has asked

for the council's consent to increase the penalty charge for those who overstay the three hour time limit.

The council has received feedback from both elected members and residents following the publication of the report on this agenda. We have listened to the feedback and we are grateful to Morrisons for working with officers to reach an agreement that has enabled the council to propose the following changes to the recommendation in the report:

The chairman proposed the following:

“The committee is invited to resolve to instruct officers to:

- (i) give consent to Morrisons to increase the penalty charge for breach of parking restrictions at Sharman Road car park to the level requested;
- (ii) formalise the agreement with Morrisons that penalties will not be imposed outside the designated times of 8am to 6pm between Monday and Friday.”

The assistant director presented the report to committee and referred to the content thereof which detailed the background information relating to the car park which the council, in 2001, had granted a lease of, for 125 years, to Morrisons; this lease required Morrisons to provide 535 car parking spaces with the stipulation that it needed to ‘manage and maintain the parking zone as a town centre car park for the use of shoppers attending both the superstore and the retail area of Wellingborough town centre’. The deed allowed Morrisons to impose a penalty of £10, or other such sum, if vehicles parked for more than three hours in any given period. There was no charge levied for parking.

Morrisons entered into a national car park management contract with Euro Car Parks this year and signage in the car park indicates that ‘overstaying’ will be subject to a penalty charge of £85 (reduced to £50 if paid within 14 days); the previous charge levied of £10, was considered insufficient enough a deterrent. Morrisons did not realise that they needed to seek approval from the council and when they found out suspended charging, subject to the new levy being approved.

An automatic number plate recognition (ANPR) system had been installed in September with the intention that car parking be limited to three hours to ensure there was always parking for shoppers. Morrisons has also agreed to make provision for users of the Tithe Barn Hall by installing a console to allow visitors to log their car details and avoid a penalty charge and clarified that the enforcement system will not operate between the hours of 6pm and 8am. No profit is made from the penalty income as it pays for the operation and maintenance of the system, but any surplus will be distributed to different charities. Prior to the installation of the ANPR a parking attendant was employed and during September 2019, 136 warning notices had been issued.

Members asked questions of the assistant director particularly around the charging process, as they were aware of constituents who had been charged by Euro Carparks during October and who had a receipt for their payment of £50. The report clearly stated that only warning notices were issued but this was obviously not the case.

The assistant director clarified that he had been informed by Morrisons that the ANPR had ceased as soon as Morrisons became aware of the need to consult with the borough council and he had only been made aware of the issue of warning notices.

The chairman asked the speakers if they wished to address the meeting. Following the new proposal, Councillor Ekins decided not to speak. Councillor G Lawman addressed the meeting and confirmed that he had also received complaints from residents who had been charged and paid the fine. He reminded members that services committee in 2015, had been asked to agree to an increase in the overstay fee, but had refused the request. With regard to the issue of the console at the Tithe Barn he was concerned about the resilience of this, particularly if there were events with a number of people attending. He considered the new proposal and welcomed the change of time. He also questioned whether consideration should be given to this item should be deferred at this time as the multi storey car park would soon be refurbished and car parking spaces may be needed to avoid having an effect on town centre businesses. He also considered that if this proposal was approved that enhanced signage was required at the site.

Members debated the proposal before them and concurred that additional and better signage was indeed needed; they expressed concern over the ANPR system in relation to blue badge parking and disabled parking, along with the operation of Euro carparks generally and asked whether those who had been charged during October would be recompensed. The 'overstay' charges were considered to be excessive at £85 and it was felt that this should be reduced.

With regard to the parking charge notice, members asked if such a notice was received, when the 'clock would stop' on the 14 day period in which to make a reduced payment.

Some members considered that there was no requirement for an 'overstay' charge at the car park, which was seldom full and that the arrangement with Euro Carparks needed to be withdrawn. If there were 136 warning notices issued in September and the store was open seven days a week this equated to 10 per day some of who would only have overstayed by a few minutes. It was also noted that these warnings were during a period when users were unaware that there was ANPR.

The debate concluded and the chairman put the proposition, which was seconded by Councillor Graves, as detailed above to the vote.

Councillors Carr, Gough, Graves, Griffiths, Morrall and M Waters voted in favour of the motion and Councillors Emerson, Francis, Henley and Scarborough voted against the proposition.

The chairman declared the motion carried with six votes in favour and four votes against. The motion was therefore declared carried.

**RESOLVED** that:

- (i) consent be given to Morrisons to increase the penalty charge for breach of parking restrictions at Sharman Road car park to the level requested;
- (ii) approval be given to the formalisation of the agreement with Morrisons that penalties will not be imposed outside the designated times of 8am and 6pm between Monday and Friday.

## **5. PROPERTY MATTERS**

The annexed circulated report of the director was received to update members on the progress made in relation to the identified approved property projects.

Appended to the report was the current projects list updated at December 2019.

Members welcomed the information and progress made and asked whether completed projects would eventually be removed from the list. The assistant director clarified that this would be the case.

**RESOLVED** that the progress made be noted.

## **6. DRAFT REVENUE BUDGET 2020-21 AND THE MEDIUM TERM FINANCIAL PLAN PROJECTIONS AND THE ANNUAL BUSINESS PLAN**

The annexed circulated report of the section 151 officer was received in relation to the medium term financial plan projections for revenue spending and to give the detail of the 2020-21 draft revenue budget for consultation.

Appended to the report were the following documents:

- Appendix 1 - Medium term financial projections 19-20 to 22-23;
- Appendix 2 - Draft opening budget for consultation 20-21;
- Appendix 3 - Consultation methodology;
- Appendix 4 - Draft fees and charges schedule;
- Appendix 5 - Draft annual business plan.

The report detailed the initial budget assumption, which has been to review all service and corporate budgets, including central funding and to adjust the 2019/20 outturn position and identify saving proposals and income generation across property & projects and treasury. This review has resulted in a balanced budget position and therefore no requirement to use any reserves to

fund the revenue budget. The level of reserves had been stabilised at a sufficient level above the council's medium level.

There is a statutory requirement to consult with the public on the budget proposal for 2020-21 and the report outlined the method of consultation proposed.

The director in presenting the report made particular reference to the recommendation that a community fund be allocated for 2020/21 for the following:

General voluntary grants £100k;

Health & Wellbeing £50k;

Community support (incl. community centres, halls, open spaces/memorials) £50k;

Homeless Prevention (incl. debt management) £100k.

Members discussed the report and commended officers for their work in bringing forward a balanced budget. They considered that the community fund was a positive way forward. A question was asked about when the financial statement would be received from government. The director confirmed that this was originally due by the end of the week but was now expected to be early 2020. Reference was also made to the fees and charges and the annual business plan with the chairman making specific reference to the exemplary achievements during the last year.

Councillor Scarborough suggested that reference to the community fund be agreed in principle and proposed the following recommendation, which was seconded by Councillor Griffiths:

- (viii) agreement be given, in principle, to the sum of £300k being allocated in to the community fund in 2020/21 to be used on projects, as detailed in the report.

This was put to the vote and declared carried. This along with the proposal within the report became the substantive motion, and on being put to the vote was declared carried.

**RESOLVED** that:

- (i) the indicative level of council tax increase to be included in the budget assumptions as part of the consultation, after considering the S151 officer's advice, be agreed;
- (ii) the proposed draft fees and charges schedule at appendix 4 be agreed and approved for inclusion in the information for consultation;
- (iii) the draft 2020/21 revenue budget as detailed in appendix 2 be agreed for consultation;
- (iv) the method of consultation be approved;
- (v) the draft annual business plan be approved;
- (vi) delegated authority be given to the managing director in consultation with the S151 officer and the leader to represent the council of the

- board of the business rates pilot and to agree any allocation of business rates in line with the specified projects approved by the Secretary of State for Housing, Communities and Local Government;
- (vii) the managing director's deployment of the £2.4m resources required to progress work on the Future Northants programme;
  - (viii) approval be given, in principle, to the sum of £300k being allocated to the community fund in 2020/21, as detailed in the report

## **7. CAPITAL PROGRAMME UPDATE**

The annexed circulated report of the section 151 officer was received to give an update of the delivery of the 2019/20 capital programme.

Appended to the report were the following:

- Appendix A - List of proposed capital schemes 2020-2024;
- Appendix B - Capital outturn report to 31 October 2019.

The funding of the capital programme was based on the assumption that the council will maintain a balance of £5million in its capital resources available for future years.

The report detailed the schemes that had been re-profiled, as requested by budget managers.

Appendix A detailed the proposals for new schemes received for consideration, which needed to be scored by officers. A request for further funding for the temporary accommodation mitigation scheme was identified as a priority to be included in the current 2019-20 programme.

Currently 13 properties had been acquired with a further six being investigated for their suitability as temporary accommodation. To ensure the strategy to purchase empty homes continued a request for a further £2m had been received.

Officers also wished to investigate the potential of a small scale hostel to meet the needs of single vulnerable adults who would benefit from the option of a stepping stone supported housing provision into permanent accommodation.

The report also detailed a further request for capital funding of £16,030 from Wellingborough Bereavement Services Limited in respect of groundworks completed at the Nene Valley Crematorium (NVC). Part of the banks, adjacent to the car parking area, had been turfed during the original build in 2016, however this did not root successfully and required replacement. The work had been completed prior to the open day held in September and this request was for the retrospective reimbursement of these costs. A dispute with the contractor is ongoing in this regard.

The report also detailed the capital receipts which were sourced from the RTB and VAT shelter arrangement with Greatwell Homes following the transfer of

the housing stock; and sales proceeds from the disposal of surplus property, plant and equipment assets.

The anticipated value of the capital investment reserve at 31 March 2020 was also detailed in the report.

Members questioned the scoring for the new items and considered that some may be duplication. The director confirmed that this was being looked at and that these schemes would be considered carefully. Members wanted schemes to be completed as quickly as possible. Councillor Scarborough made particular reference to the proposed waterways scheme which he believed was well overdue and needed to be completed as soon as possible as he believed there to be certain areas where the brooks were potentially very dangerous should anyone fall into them as they would be unable to get back out. The brook at the Queensway area was particularly overgrown, and full of rubbish and foliage. This had been cleared by Norse but additional work was required as a matter of urgency.

**RESOLVED** that the:

- (i) potential new schemes to be included in the 2020-2024 capital programme be noted;
- (ii) anticipated level of capital reserves be noted;
- (iii) inclusion into the current capital programme of the schemes outlined in section 6.2 to 6.8 be approved;
- (iv) updates and amendments to the 2019-20 capital programme as detailed in section 6.1 of the report be noted.

## **8. LOCAL COUNCIL TAX SUPPORT SCHEME 2020/21**

The annexed circulated report of the section 151 officer was received to advise members of the local council tax support scheme (CTS) for the Borough Council of Wellingborough for 2020/21.

The annual total expenditure for CTS was estimated to be in the region of £4,000,000 for 2020/21. The scheme does not present a significant additional burden on the revenue budget, and there is no requirement to make changes to the existing scheme, though it should be reviewed in future years.

The report detailed the current scheme provisions, which allowed for up to 80% of the council tax liability to be used in the entitlement calculation for working age people as further illustrated therein.

**RESOLVED** that there be no change to the Borough Council of Wellingborough's local council tax support (CTS) scheme for 2020/21.

**9. CALCULATION OF THE COUNCIL TAX BASE 2020/21**

The annexed circulated report of the section 151 officer was received to approve the council base for the financial year 2020/21.

**RESOLVED** that the:

- (i) amount calculated by the Borough Council of Wellingborough as the council tax base for the year 2020/21 be 25,469 (Band D equivalent);
- (ii) council tax bases for the parish councils and Wellingborough town be approved.

**10. IRRECOVERABLE COUNCIL TAX, HOUSING BENEFIT OVERPAYMENTS, NON-DOMESTIC RATES AND SUNDRY DEBTS**

The annexed circulated report and exempt appendices were received in relation to the write off of irrecoverable debts.

**RESOLVED** that:

- (i) approval be given to the sum of £35,020.08 be written off as irrecoverable council tax, housing benefit overpayment and non-domestic rate balances;
- (ii) it be noted that the sum of £44,780.23 has been written off under the delegated powers of the section 151 officer.

Chairman

The meeting concluded at 8.30pm.

## COUNCIL MEETING – 28 JANUARY 2020

### REPORT OF THE ARTS & LEISURE SUB-COMMITTEE

5 November 2019

Present: Councillors Harrington (Chairman), Griffiths (Vice-Chairman), Gough, Maguire, Morrall, and Simmons.

Also present: Mrs V Jessop, (Assistant Director), Mr M Cleverley (General Manager at Castle Theatre), Mrs G Chapman (Principal Community Support Manager), Mr R Thompson, (Consultant at RPT Consulting) and Miss E McGinlay (Electoral Services Officer).

#### 1. APOLOGIES

**RESOLVED** that apologies were received from Councillor Scarborough

#### 2. DECLARATIONS OF INTEREST

**RESOLVED** to note that no declarations were made

#### 3. CONFIRMATION OF THE MINUTES

**RESOLVED** that the minutes of the meeting held on 16 April 2019, be confirmed and signed

#### 4. CASTLE THEATRE UPDATE REPORT

The annexed circulated report of the assistant director was received to provide the committee with a report on the performance of Parkwood Leisure Ltd (Parkwood), under its contract with the council for the operation and management of Castle Theatre.

The report provided a summary of the performance and activity for the theatre through the council's agreement with Parkwood in the third quarter of 2019. It gave an update on the financial statistics, programming, health and safety and marketing of the venue.

The general manager of the theatre addressed the committee and gave a summary of the key changes and achievements at the theatre over the last seven months, most notable being the successful seating tender and impending installation of 500 new auditorium seats over the coming days. It was also noted that there had been an unforeseen delay to the opening of the restaurant, and that it was expected to be open by the new year.

Members discussed the update and noted how pleased they were with the progress at the theatre, in particular with the continued involvement with the community. It was requested that thanks to officers to be noted for the excellent working relationship that had developed between the council and Parkwood.

**RESOLVED** that:

- (i) the position regarding the performance to date be noted;
- (ii) the matters brought to the attention of the service operator be noted.

## **5. REDWELL LEISURE CENTRE – OPTIONS APPRAISAL**

The annexed circulated report of the assistant director was received to present a range of potential options for future services and facilities available at Redwell Leisure Centre to enable members to select preferred options to take forward.

The report highlighted that the seven options that had been included in the options appraisal were:

- Condition survey only
- Refurbishment
- Redevelopment
- Extension
- Extension with pool
- New build (dry – no swimming pool)
- New build (dry and wet – including a swimming pool)

The recommended options, as per the appraisal were option four - the extension without a pool and option six - a dry new build. The report noted that both options would provide a better health and wellbeing offer than currently available to residents, but that option six would deliver the best long-term solution.

The consultant for RPT, Mr Thompson, addressed the committee and highlighted the current challenges, local health statistics and potential options for the leisure centre, as reported in the options appraisal. He noted that the current sports hall did not meet the Sports England guidance and although it could still be utilised, it meant that some activities were unable to be carried out at the venue.

Members discussed the report and options appraisal and reiterated how important it was to provide sufficient leisure facilities, especially given the growing health and wellbeing agenda and the imminent increase in population in the borough. It was also agreed that an upgraded leisure centre would create a long-lasting legacy for the borough.

After a lengthy debate, given the time and resources available before the unitary council is formed, all members agreed that the best option was option four – to extend the leisure centre.

The principal community support manager addressed the committee and suggested that members may wish to consider more than one option for exploration due to the size and significance of the project. Members accepted this point and agreed that option six – to rebuild – could also be considered as an option, but that their preferred option remained as option four.

**RESOLVED** that:

- (i) An options appraisal be commissioned to explore options to extend (option four) or rebuild (option six) the centre;
- (ii) It be recommended to services committee that options to extend or rebuild the centre are considered and that approval be given to a preferred option, subject to available finance;
- (iii) It be recommended to resources committee that a project to extend or rebuild the centre is added to the capital programme.

Chairman

The meeting concluded at 3.30pm.



## COUNCIL MEETING – 28 JANUARY 2020

### REPORT OF THE PARTNERSHIPS AND PERFORMANCE COMMITTEE

13 January 2020

Present: Councillors Graves (Chair), Bone, Maguire, Patel, and V Waters.

Also present: Miss K Denton (Assistant Director), Mrs V Jessop (Assistant Director), Mrs G Chapman (Principal Community Support Manager), and Mr S Whiteley (Electoral Services Team Leader).

(Councillors Carr, Ekins, Emerson and Griffiths attended as observers. Ms G Ager (Tresham College) attended for item 4; Sergeant Stephens (Northamptonshire Police) attended for item 5).

#### 1. APOLOGIES FOR ABSENCE

**RESOLVED** to note that apologies for absence were received from Councillors Aslam and Lloyd.

#### 2. DECLARATIONS OF INTEREST

**RESOLVED** to note that there were no declarations of interest.

#### 3. CONFIRMATION OF MINUTES

**RESOLVED** that the minutes of the meeting held on 30 September 2019 be confirmed and signed.

#### 4. PRESENTATION FROM TRESHAM COLLEGE

The annexed circulated report of the assistant director was received to introduce the presentation from Tresham College. The chairman invited Ms G Ager to deliver the presentation.

Ms Ager thanked members for the invitation and provided some background to the Bedford College Group (BCG), which Tresham College joined on 1 October 2017. She outlined the priorities for North Northamptonshire, including the new campus in Wellingborough that she assured would be open in September 2020.

BCG was also looking to expand the offering of higher education facilities to learners in North Northamptonshire, with no current dedicated university in the North Northamptonshire area.

Ms Ager went on to discuss some of the challenges facing the new campus, primarily around communication to ensure that the public were aware that the new campus was opening and the curriculum being offered; acknowledging that details were due to be included in the next council newsletter The Link.

Members discussed options and events that BCG could attend to promote Tresham College, alongside the current arrangements with Northamptonshire

County Council to deliver learning to residents with special educational needs, and how to encourage both young adults and adult learners.

Ms Ager closed by explaining the work undertaken by BCG with employers and identifying learning opportunities for new employees and trainees.

**RESOLVED** that the presentation be noted.

## **5. PRESENTATION BY NORTHAMPTONSHIRE POLICE**

A member of the public made a request to speak on this agenda item and did so prior to the report being received by the committee.

The annexed circulated report of the assistant director was received to introduce a presentation from Northamptonshire Police relating to the work carried out in support of the local community safety priorities. The chairman invited Sergeant Stephens to deliver the presentation.

Sgt Stephens outlined some recent local and neighbourhood policing operations and the impact of other incidents on the day-to-day policing of areas in the borough and wider North Northamptonshire.

The operations outlined by Sgt Stephens each had a specific focus, including organised drug, gang and knife crime in specific areas, and forced-entry burglaries in the run up to the festive period.

Sgt Stephens went on to explain the crime prevention work being undertaken in the borough, such as working with primary schools to prevent children becoming involved in crime and holding events in supermarkets to outline simple crime prevention techniques to residents in the local area.

Members discussed the impact of operational policing on day to day policing, particularly in more rural areas, alongside work being undertaken to deal with antisocial behaviour across the entire borough.

Members thanked Sgt Stephens and Northamptonshire Police for their community safety work throughout the borough.

**RESOLVED** that the presentation be noted.

## **6. PRESENTATION BY THE HOUSING OPTIONS SERVICE - PERFORMANCE**

The annexed circulated report of the assistant director was received to introduce the presentation by the council's housing options service. The chairman invited Mrs V Jessop, Assistant Director, to deliver the presentation.

Mrs Jessop outlined the current structure of the Housing Options service, allowing for dynamic assessments of applications and highlighting how beneficial it had been to have additional funding provided to source officers

with previous experience of working in larger urban authorities as part of the team.

She went on to explain the impact of the Homeless Reduction Act, implemented on 3 April 2018, some of the stages of the process for dealing with homelessness applications and the work undertaken by officers to ensure that cases were dealt with as efficiently as possible.

Mrs Jessop closed the presentation by outlining the number of people (both single and families) in temporary accommodation from the commencement of the Homeless Reduction Act and the work that had been undertaken to reduce the numbers of people in temporary accommodation, which had significant positive financial impact on the service and council.

Members discussed the presentation, with particular praise to the housing team for achieving the lowest levels of occupancy in temporary accommodation for three years.

Members asked if there was work undertaken with those being moved out of temporary accommodation to ensure they were given supported and ready for tenancies, and if there was anything else that could be done to help to support individuals further.

Mrs Jessop confirmed that both the council and housing associations undertook work with the individuals on a case-by-case basis to ensure that they were adequately supported throughout the housing process. She also explained that the delivery of social housing was key, and that the council had some promising developments in Stanton Cross and Glenvale Park.

She closed by saying that whilst she was confident that the ongoing developments would continue to ensure a quality service would be delivered to residents, the establishment of a housing revenue account would allow for the council to establish its' own development of social housing and help meet the demand.

Members thanked Mrs Jessop for the presentation and requested that she return the thanks of the committee to the housing options team.

It was proposed by Councillor Bone and seconded by Councillor Maguire that the committee recommend to resources committee that a housing revenue account be established for the council.

**RESOLVED** that:

- (i) the presentation be noted;
- (ii) resources committee be asked to consider the option of establishing a housing revenue account for the council.

**7. PERFORMANCE: COMPLIMENTS, COMMENTS AND COMPLAINTS AND FREEDOM OF INFORMATION – 1 APRIL 2019 TO 30 SEPTEMBER 2019**

The annexed circulated report of the assistant director was received to inform the committee of the council's performance, including Wellingborough Norse, during the first half of 2019-20 in handling customer feedback, including complaints which have been referred to the Local Government and Social Care Ombudsman (LGSCO).

The assistant director advised that there were no significant areas of concern, and that of the four complaints submitted to the LGSCO, only one was investigated and no fault was found with BCW.

**RESOLVED** that the report be noted.

Chairman

The meeting closed at 8:35pm.

## COUNCIL MEETING – 28 JANUARY 2020

### REPORT OF THE LOCAL GOVERNMENT REFORM SUB-COMMITTEE

14 January 2020

Present: Councillors Griffiths (Chairman) and Councillors Allebone, Francis, Harrington, Scarborough and Partridge-Underwood.

Also present: Mr S Darcy, (Director of Resources/Section 151 Officer), Mrs V Jessop and Mr E Symons (Assistant Directors) and Mrs C A Mundy (Democratic Services Officer.)

(Councillors Henley, G Lawman and L Lawman attended as observers.)

(The meeting commenced at 5pm).

#### 1. APOLOGIES

**RESOLVED** to note that an apology was received from Councillor Graves.

#### 2. DECLARATIONS OF INTEREST

**RESOLVED** to note that in accordance with the Localism Act 2011, the council's code of conduct and the council's constitution, no declarations were made.

#### 3. CONFIRMATION OF THE MINUTES OF THE MEETING HELD ON 10 SEPTEMBER 2019

**RESOLVED** that the minutes of the meeting held on 10 September 2019 be confirmed.

#### 4. NORTH NORTHAMPTONSHIRE WORKING GROUPS

Verbal updates were received from Councillors Allebone, Francis, Harrington and Partridge-Underwood in respect of the work undertaken by each of the working groups listed below, along with details of any future work that each group would be undertaking.

Governance Working Group - Councillor Partridge-Underwood;  
Statutory Officer Appointments Working Group - Councillor Allebone;  
Independent Remuneration Panel Working Group - Councillor Harrington;  
Terms of Reference Working Group - Councillor Francis.

**RESOLVED** that the reports of the working groups be noted.

## **5. NORTH NORTHAMPTONSHIRE JOINT COMMITTEE – NEXT MEETING**

The agenda for the next meeting of the North Northamptonshire Joint Committee had been circulated to members – the meeting would be held on Thursday 16 January 2020 at Corby.

The director of resources informed the sub-committee that a considerable amount of work was taking place to move towards a unitary council.

The 'Engine Room' had been formed, at Angel Square, where the programme board would meet on a regular basis. It had been agreed that senior officers from across the county would come together on a Thursday to discuss the way forward towards unitary and make key decisions to be presented to members.

Work is ongoing with HR who would be dealing with the TUPE issues surrounding employees. Employees had also been asked if they wished to volunteer as change champions to ensure that information was passed to fellow employees who, in turn, could share any concerns; the first group meetings had been held, and were very well attended.

The dates and venues for the future meetings of the NNJC are detailed below:

Thursday 10 February 2020 – East Northants Council

Tuesday 5 March 2020 – Kettering Borough Council

Tuesday 30 March 2020 – Borough Council of Wellingborough

This sub-committee would meet a few days prior to the joint committee and meeting dates would be arranged and circulated.

**RESOLVED** that the date of future meetings of the North Northamptonshire Joint Committee be noted.

Chairman

The meeting concluded at 5.40pm.

## COUNCIL MEETING – 28 JANUARY 2020

### REPORT OF THE SERVICES COMMITTEE

14 January 2020

Present: Councillors Allebone, Scanlon, Stevenson, Watts and Abram.

Also present: Mrs V Jessop (Assistant Director), Mrs A Wilcox (Principal Environmental Health Manager), Mrs G Chapman (Principal Community Support Manager), Mrs T Chapman (Housing Manger), Mr M O'Donnell (Health Protection Team Leader), Mr R Thompson (RPT Consulting), Mr S Darcy (Director), Mr E Symons (Assistant Director) and Miss E McGinlay (Electoral Services Officer).

(Councillors Griffiths, M Waters and V Waters attended as observers.)

#### 1. APOLOGIES FOR ABSENCE

**RESOLVED** to note that apologies for absence were received from Councillors Bone and Lloyd.

#### 2. DECLARATIONS OF INTEREST

**RESOLVED** to note that no declarations of interest were made.

#### 3. CONFIRMATION OF THE MINUTES

**RESOLVED** that the minutes of the meeting held on 1 October 2019, be confirmed and signed.

#### 4. HOUSING ALLOCATION POLICY

The annexed circulated report of the assistant director was received to propose amendments to the housing allocation policy in order to provide a more preventative approach to housing applicants and to give a higher priority to applicants ready to move on from supported accommodation.

Members discussed the report and queried whether there was an appeals procedure for housing applications, to which the housing manager confirmed that any applicant could appeal any decision.

**RESOLVED** that:

- (i) the amendments to the housing allocation policy be approved;
- (ii) authority to amend the housing allocation policy, following consultation with relevant stakeholders, be delegated to the relevant Director.

#### 5. PRIVATE SECTOR HOUSING POLICY AND CIVIL PENALTY MATRIX

The annexed circulated report of the assistant director was received to propose amendments to the private sector housing policy and civil penalty matrix. The previous policy was adopted from 2014 – 2019 so an updated policy is required from 2020.

The health protection team leader confirmed that the updated policy incorporated other existing policies as part of policy rationalisation and included an amended civil penalty policy to align with other stakeholders in North Northamptonshire. However, the maximum penalties in the civil penalty matrix had not changed as these are prescribed.

**RESOLVED** that the updated private sector housing policy 2020-2022 be adopted.

## **6. REDWELL LEISURE CENTRE – OPTIONS APPRAISAL**

The annexed circulated report of the assistant director was received to present further analysis of two options recommended by the Arts & Leisure sub-committee for the Redwell Leisure Centre, to enable members to recommend a preferred option for future leisure service delivery on the site.

A member requested to address the committee on this item, agreed by the chairman. Councillor Griffiths addressed the committee regarding the original Arts and Leisure sub-committee preference on the project and confirmed that on further review, he believes that option 6 (dry new-build) would be the best option for the borough, rather than his original preference of option 4 (extension). He noted that the new-build would offer a greater health and wellbeing offer for the residents and would allow residents of all ages to enjoy the venue. He also highlighted that a new-build would give the council the opportunity to leave a longer-lasting legacy for the borough and its residents.

The consultant from RPT gave a presentation to members which gave further detail on the two options recommended by the Arts and Leisure sub-committee. The presentation highlighted how each option would work and what level of resource each would need. It was noted that option 4 would need an estimated £5.7m to complete the project, with option 6 needing between £7.7 - £8.4m, depending on how many courts the new sports hall would house.

It was highlighted that option 6 would deliver the best long-term sustainable solution to the service delivery on the Redwell site as it increases the life of the venue for up to 40 years, compared with 20 years if option 4 was chosen.

Members discussed the report and the options available to them and queried whether there was enough capital to fund the higher capital project. The director addressed the committee and confirmed that there was enough in the council's capital fund to fund option 6. He also confirmed that it would be highly likely that the current operator would contribute to the cost of the project and would favour the new-build option as this increases the life span of the building (dependent on extending the lease and meeting procurement regulations).

Discussion took place regarding the absence of a swimming pool to the two recommended options in the report. The consultant confirmed that a swimming pool could be added to option 6 later in the project if agreed by members, but would require the removal of the bowls green at the venue. It was noted that the provision of swimming pools was something that would be discussed by the unitary council in 2020/21.

**RESOLVED** that:

- (i) option 6 be the preferred option through which to deliver future leisure services from the Redwell site;
- (ii) that a paper be taken to the March 2020 Resources committee recommending that the Redwell project be considered for addition to the capital programme;
- (iii) a report be brought back to a Resources committee in 2020 that explore the revenue implications, procurement options and contractual arrangements for the project.

**7. NORTHAMPTONSHIRE REDUCING GANG-RELATED VIOLENCE AND EXPLOITATION STRATEGY 2019-2022**

The annexed circulated report of the assistant director was received to present the draft Northamptonshire reducing gang-related violence and exploitation strategy 2019-2022 (the strategy) to members to seek endorsement of this strategy. The strategy allows stakeholders to work in partnership as a means of preventing and responding to gang-related violence.

The principal community support manager addressed the committee and confirmed that the strategy was a new policy developed by the community safety board in conjunction with several stakeholders across Northamptonshire. She noted that the strategy's purpose was not to tackle serious organised crime, but focus on improving prevention and safeguarding of vulnerable children and adults against gangs and criminals.

Members discussed the strategy and noted that the outcomes were ambitious, yet necessary, and agreed that they needed to be regularly reviewed to ensure the action plan allowed for the outcomes to be met. The principal community support manager confirmed that strengthening the education, prevention and engagement services for the vulnerable people would help in achieving this.

**RESOLVED** that the Northamptonshire reducing gang-related violence and exploitation strategy 2019-2022 be approved.

**8. FOOD SAFETY AND HEALTH AND SAFETY ENFORCEMENT SERVICE PLANS**

The annexed circulated report of the assistant director was received to seek approval of the food safety and health and safety enforcement service plans for the period 2020-21.

The principal environmental health manager addressed the committee and confirmed that the updated service plans set out the food safety and health and safety objectives for the next year, as required by the Food Standards Agency and the Health and Safety Executive.

Members discussed the report and service plans and noted the 3% increase on the number of food business that are compliant in the borough. This is believed to be due to the work that officers have undertaken with the poor performing businesses. It was noted that the percentage was generally similar

across Northamptonshire, except for one local authority which has a higher number of businesses to manage.

**RESOLVED** that:

- (i) the food safety enforcement service plan 2020-21 be adopted;
- (ii) the health and safety enforcement service plan 2020-21 be adopted.

Chairman

The meeting concluded at 8pm.