

Decisions of the Shadow Executive Committee at its meeting held on Thursday 26 November 2020

Issued: 27 November 2020

The following decisions in this notice were made by the Shadow Executive on Thursday 26 November 2020 and will come into force and may be implemented on Monday 7 December 2020, unless the decision is subject to call-in, in accordance with section 9 of the Overview and Scrutiny Procedure Rules within the Shadow Authority's Constitution.

A request for call-in shall only be considered to be valid if signed/authorised by at least four Shadow Members who are not Members of the Executive Committee.

A call-in request must be in the form of a written/emailed notice submitted to the Monitoring Officer and received before the published deadline.

Item	Subject	Decision	Responsible Officer
05	Programme Governance Structure	<p>RESOLVED that:-</p> <p>(i) The contents of the report and appendices be noted.</p> <p>(ii) The approach being taken be endorsed.</p>	Lisa Hyde
06	Programme Director's Update	<p>RESOLVED that:-</p> <p>(i) The high-level Programme Delivery Status be noted;</p> <p>(ii) The update on Change Readiness be noted;</p> <p>(iii) The Communication and Engagement update be noted; and</p> <p>(iv) The Finance Monitoring report be noted.</p>	Lisa Hyde, George Candler, Glenn Hammons
07	Blueprint Change Request Process	<p>RESOLVED that:-</p> <p>(i) The Change request process as outlined in Appendix A on the Change Request Form be approved;</p>	Lisa Hyde

Item	Subject	Decision	Responsible Officer
		(ii) The changes requested to the Blueprint as outlined at Appendix A in the Change request form.be approved	

08	Task & Finish Group Updates- Civic Functions Report	<p>RESOLVED that:- The Council's Constitution should allow for:-</p> <p>(i) The annual election of a Chairman (Chair/Chairperson) to preside at Council meetings and to represent the Council at those local and national civic, royal, and community events as may be appropriate;</p> <p>(ii) The annual election of a Deputy Chairman (Chair/Chairperson) to substitute for the Chairman, with a view to that person assuming the office of chairman in the following year, subject to the Council's approval;</p> <p>(iii) That the office of Chairman and Deputy Chairman be invested with a chain of office, and the office of Chairman be invested with a robe of office, to be worn as appropriate at meetings and events Report Title Civic and Ceremonial Aspects;</p> <p>(iv) That dedicated accommodation be provided in due course within the Council's corporate headquarters to act as a reception facility for the Chairman to use;</p> <p>(v) That the Chief Executive be asked to identify a member of staff to act as secretary to the Chairman and Deputy Chairman during their year of office;</p> <p>(vi) That the Council does not seek to establish a coat of arms for the new Council, but uses its adopted logo on all civic material, including the chains of office;</p>	Martin Hammond
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		<p>(vii) That each Chairman be entitled to appoint a chaplain or chaplains to assist them in their year of office;</p> <p>(viii) That an allowance be provided to support the Chairman and defray their expenses during their year of office, composed of a personal allowance (to be determined by the Independent Remuneration Panel) and a hospitality and events budget.</p>	
09	Assets, Capital Schemes & Reserves Notifications – Chester House Estate	<p>RESOLVED that:- The Shadow Executive Committee endorse the sovereign council (NCC) decision to:</p> <p>(i) Endorse the updated Business plan for Chester House Estate (formally Chester Farm) and acknowledge the progress made over the last 6 months.</p> <p>(ii) Support the proposed media launch (date to be determined) post lifting of national restrictions.</p> <p>(iii) Approve the proposal to uplift the budget by £850k for the bond funding which is required in order to complete the capital works as indicated in the December 2019 Cabinet report.</p> <p>(iv) Approve the uplift of the capital budget by £722k in respect of Heritage Lottery Grant Funding previously assigned to revenue for project management and other fees which will now be capitalised; and</p> <p>(v) Approve the further uplift of the capital budget by £700k in anticipation of a further Heritage Lottery Grant.</p>	Kerry Purnell
10	Appointment of Auditors	<p>RESOLVED that:- The Shadow Executive Committee:</p> <p>(i) agree to 'opt-in' to the Public Sector Audit Appointments (PSAA) process.</p>	Glenn Hammons
11	Development of proposals for the Senior Leadership Structure	<p>RESOLVED that:-</p> <p>(i) the work undertaken to develop the proposed structure and the subsequent consultation process as specified in Section 4 be notified and ratified;</p>	Rob Bridge

		<p>(ii) the proposed leadership structure as per Appendix 1 be agreed, the proposed leadership structure as per Appendix 1 be agreed, noting that this is subject to consultation with recognised trade unions and impacted employees, and therefore may result in some revisions being made as a result of the feedback received. Minor changes would be delegated to and actioned by the Head of Paid Service, with any significant changes that are made as part of the Page 11 formal consultation being shared with the Shadow Executive at a future meeting; and;</p> <p>(iii) the selection and recruitment principles as specified in section 5 & 6, subject to any outcomes of the consultation, be noted and ratified.</p>	
12	Health, Safety & Wellbeing Policy	RESOLVED that:- The Health, Safety & Wellbeing Policy be approved.	Martin Cox
13a	Logos & Branding Audit – Logo/Visual Identity	RESOLVED that:- <p>(i) The final logo design be approved;</p> <p>(ii) It be noted that the design was shaped around the feedback from the online logo survey which went out to staff, Trade Unions, Cllrs, partners and the public;</p> <p>(iii) It be noted that talented in-house staff were used in the development and iteration of the logo throughout and avoidance of any extra cost to the FN Programme and the taxpayer.</p>	Rachel Hand
13b	Logos & Branding Audit – Branding	RESOLVED that:- <p>(i) The Committee notes the contents of the paper which outlined proposals for how the new branding would be implemented, along with timescales;</p>	Rachel Hand

		<p>(ii) Delegated authority be granted to the Transformation Director and the Corporate Board, in consultation with the North Northants Communication & Engagement Task and Finish Group, for approval of spend for re-branding critical items for Day One from the Future Northants Communications & Engagement Project re-branding budget;</p> <p>(iii) Approval be given to the proposed criteria for implementation of the new branding (including costs, timescales, and responsibilities) broken down as:</p> <ul style="list-style-type: none"> •Category 1 – Safe and Legal – Day One •Category 2 – Proactive Rebrand – Day Two onwards •Category 3 – As and when <p>(iv) Agreement be given that Category 1 items were to be rebranded to be Safe and Legal for Day One.</p> <p>(v) If there are non-essential items suggested for Day One rebranding in addition to Category 1 items e.g. To assist with Cultural Change and Customer Need that, given budget limitations and prioritisation, these items are also supported with funding from the respective Future Northants workstreams and Programmes;</p> <p>(vi) Approval be given that the principle that items which require proactive rebranding post-Day One will become Business As Usual and will be funded by the services themselves.</p>	
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For any queries please contact Ben Smith, Joint Lead Democratic Services Manager at democraticservices@northnorthants.gov.uk