

Meeting: North Northamptonshire Shadow Executive Committee

Date: Thursday 25th March 2021

Time: 6:00 pm

Venue: Virtual meeting via Zoom


Committee Membership:

Councillors Roberts (Chair), Smithers (Vice-Chair), Addison, Beattie, W Brackenbury, Griffiths, Jelley, D Jenney, North, Partridge-Underwood


Members of the Committee are invited to attend the above meeting to consider the items of business listed on the agenda.

The meeting will be available for the public to view live at the 'Democratic Services North Northants' YouTube channel:-
https://www.youtube.com/channel/UCcH_JAaHaMtqHDeMQEVXi2g/videos

This agenda has been published by Democratic Services.
Contact: democraticservices@northnorthants.gov.uk

Item		Subject	Officer Presenting Report	Page No
01		Apologies for non-attendance		-
02		Notification of requests to address the meeting		-
03		Members' Declarations of Interest		-
04		Minutes of the meeting held on 04 March 2021		6 - 10
Items requiring a decision				
05		Programme Status <ul style="list-style-type: none"> • <i>Director of Transformation's Report</i> • <i>Day 1 Readiness</i> • <i>Financial Monitoring</i> 	Lisa Hyde	Part 1 11 - 28
06		Assets, Capital Schemes & Reserves Notifications <ul style="list-style-type: none"> • <i>Earls Barton Parish Council Grange Sports Field</i> 	Janice Gotts	To follow
07		Blueprint Change Requests <i>Changes that will alter the Blueprint to include more 12 month hosted services in place of disaggregation</i>	Programme Leads	Part 1 29 - 38
08		Climate Change Framework for North Northamptonshire <i>To submit the report of the Climate Change Task and Finish Group and its proposed framework.</i>	Chair of Scrutiny Task &	Part 1 39 - 132

			Finish Group	
09		Community Safety Partnership Plan 2021-22 <i>To consider and adopt the North Northamptonshire Community Safety Partnership Plan 2021-22 (the plan)</i>	George Candler	Part 1 133 - 152
010		Business Continuity Management Policy & Strategy <i>To seek approval of the North Northamptonshire Business Continuity Management Policy and Strategy and to note the areas that require further review and implementation post vesting day.</i>	Iain Smith	Part 1 153 - 180
011		Emergency Plan / Critical Incident Plan for North Northamptonshire <i>To seek approval for the Emergency Plan/Critical Incident Plan for North Northamptonshire as required as part of our responsibilities under the Civil Contingencies Act 2004 (CCA).</i>	George Candler	Part 1 181 - 204
012		Joint Enforcement Policy <i>To secure an efficient and effective approach to all council regulatory inspection and enforcement functions, and improve compliance with legislation whilst minimising the burden on businesses, individuals, organisations and the Council.</i>	George Candler	Part 1 205 - 262
013		Tenancy Agreement and Housing Policies for Day One <i>To receive the draft Tenancy Agreement and a range of new policies which will apply to North Northamptonshire Council's housing and communities service from Day One if given approval.</i>	John Conway	Part 1 263 - 427
014		Council Tax Discount for Care Leavers Policy <i>To present a proposed Council Tax Discount for Care Leavers Policy.</i>	Lucy Hogston	Part 2 1 - 10
015		Children's Trust Business Plan <i>To seek approval for the Northamptonshire Children's Trust Business Plan from North Northamptonshire Shadow Authority as required as part of our responsibilities under the Children's Trust Service Delivery Contract.</i>	Colin Foster	Part 2 *11 - 86
016		Governance - Children's Trust <i>To seek agreement to the arrangements which govern the relationship between the two new Councils West and North Northamptonshire as they take over the contractual agreements with the Children's Trust from Northamptonshire County Council.</i>	Adele Wylie	Part 2 87 - 112
017		Equality Framework <i>To seek approval for an Equality, Diversity and Inclusion Policy; and Equality, Diversity and Inclusion Strategy 2021-2025 that will form the Council's Equality Framework.</i>	Emma Freeman	To follow
018		Shared Services Arrangements <i>To present the suite of documents that form the Inter Authority Agreement (IAA) between North Northamptonshire and West Northamptonshire authorities for shared services from the 1st April 2021.</i>	Adele Wylie	Part 2 113 - 212

019		<p>North Northamptonshire Constitution – Executive Arrangements</p> <p><i>To seek approval for those parts of the Constitution that are Executive functions and therefore must be approved by the Shadow Executive Committee.</i></p>	Adele Wylie	Part 2 213 - 242
020		<p>Risk Management Strategy</p> <p><i>To outline the options for the Council's Risk Management arrangements and approve the Risk Management Strategy.</i></p>	Janice Gotts	Part 2 243 - 264
Exempt Items				
021		<p>Assets, Capital Schemes and Reserves Notification</p> <p><i>(Exempt under paragraph 3, of Part I of Schedule 12A of the Local Government Act 1972)</i></p>	Janice Gotts	Separate Document
Urgent Items				
023		To consider any items of business of which notice has been given to the Proper Officer prior to the meeting of the Shadow Executive and the Chairman considers to be urgent pursuant to the LGA 1972.		
024		Close of Meeting		
		<p style="text-align: center;">Rob Bridge, Chief Executive North Northamptonshire Shadow Authority</p> <p style="text-align: center;"></p> <p style="text-align: center;">Proper Officer 17th March 2021</p>		

Virtual Meetings

During the current Covid-19 pandemic, meetings of the Shadow Authority will be conducted via Zoom as virtual meetings. Those meetings which are normally accessible to the public will be live-streamed on YouTube at -

https://www.youtube.com/channel/UCcH_JAaHaMtgHDeMQEVXi2g/videos

Where there is a need for the Authority to discuss exempt or confidential business, the press and public will be excluded from those parts of the meeting only and will be unable to view proceedings.

Public Participation

The Shadow Authority has approved procedures for you to present petitions or request to address meetings of the Authority.

ITEM	NARRATIVE	DEADLINE												
Members of the Public Questions	Questions may be submitted by members of the Public to meetings of the committee. The question must be in writing and submitted 2 clear working days prior to the meeting. There are no supplementary questions permitted, and no debate on questions or answers. A period of 30 minutes (Chair's Discretion) is allocated for Public Questions.	5:00 pm Monday 22 nd 2021												
Members of the Public Agenda Statements	Members of the Public may make statements at meetings in relation to reports on the agenda. A request to address the committee must be received 2 clear working days prior to the meeting. The member of the Public has a maximum of 3 minutes to address the committee. A period of 30 minutes (Chair's Discretion) is allocated for Public Statements.	5:00 pm Monday 22 nd March 2021												
Other Shadow Members Questions	Written questions of up to 50 words maximum permitted. To be received at least 2 clear working days prior to the meeting. Chair's discretion on supplementary question. A period of 30 minutes (Chair's Discretion) is allocated for Other Shadow Members Questions.	5:00 pm Monday 22 nd March 2021												
Other Shadow Members Agenda Statements	Other Shadow Members may make statements at meetings in relation to reports on the agenda. A request to address the committee must be received 2 clear working days prior to the meeting. The Shadow Member has a maximum of 3 minutes to address the committee. A period of 30 minutes (Chair's Discretion) is allocated for Shadow Member Statements.	5:00 pm Monday 22 nd March 2021												
Members of the Public Petitions	<p>Anyone who lives, works or studies in North Northamptonshire may submit a petition to the Shadow Authority. Depending on the size of your petition it will be responded to as follows:-</p> <table border="1"> <thead> <tr> <th>Category</th> <th>Signatory Threshold</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td>Petition which triggers a debate</td> <td>1,500 +</td> <td>Any petition with 1,500 or more signatures will trigger a debate at a Full Authority meeting</td> </tr> <tr> <td>Petition which calls an officer to account</td> <td>750 – 1,499</td> <td>Any petition with 750 – 1,499 signatures will summon a senior officer of the Authority to give evidence at a public Authority meeting</td> </tr> <tr> <td>Standard Petition</td> <td>5 – 749</td> <td>Any petition with 5 – 749</td> </tr> </tbody> </table>	Category	Signatory Threshold	Description	Petition which triggers a debate	1,500 +	Any petition with 1,500 or more signatures will trigger a debate at a Full Authority meeting	Petition which calls an officer to account	750 – 1,499	Any petition with 750 – 1,499 signatures will summon a senior officer of the Authority to give evidence at a public Authority meeting	Standard Petition	5 – 749	Any petition with 5 – 749	
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			signatures will be referred to a senior officer of the Authority to provide a response	
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These procedures are included within the Shadow Authority’s Constitution. Please contact democraticservices@northnorthants.gov.uk for more information.

Members’ Declarations of Interest

Members are reminded of their duty to ensure they abide by the approved Member Code of Conduct whilst undertaking their role as a Shadow Councillor. Where a matter arises at a meeting which **relates to** a Disclosable Pecuniary Interest, you must declare the interest, not participate in any discussion or vote on the matter and must not remain in the room unless granted a dispensation.

Where a matter arises at a meeting which **relates to** other Registerable Interests, you must declare the interest. You may speak on the matter only if members of the public are also allowed to speak at the meeting but must not take part in any vote on the matter unless you have been granted a dispensation.

Where a matter arises at a meeting which **relates to** your own financial interest (and is not a Disclosable Pecuniary Interest) or **relates to** a financial interest of a relative, friend or close associate, you must disclose the interest and not vote on the matter unless granted a dispensation. You may speak on the matter only if members of the public are also allowed to speak at the meeting.

Members are reminded that they should continue to adhere to the Authority’s approved rules and protocols during the conduct of meetings. These are contained in the Authority’s approved Constitution.

If Members have any queries as to whether a Declaration of Interest should be made please contact the Monitoring Officer at –

Adele.Wylie@northnorthants.gov.uk

Press & Media Enquiries

Any press or media enquiries should be directed through the Authority’s Communications Team to futurenorthants@northamptonshire.gov.uk

Public Enquiries

Public enquiries regarding the Authority’s meetings can be made to democraticservices@northnorthants.gov.uk