

Public Document Pack



Meeting: Council
Date: Thursday 30th March, 2023
Time: 6.00 pm
Venue: Council Chamber, The Cube, George St, Corby NN17 1QG

The meeting will be available for the public to view live at our Democratic Services' YouTube channel:

<https://www.youtube.com/c/DemocraticServicesNorthNorthantsCouncil>

Committee Membership:

Councillor Larry Henson (Chair), Councillor Barbara Jenney (Vice-Chair), Councillor Jean Addison, Councillor Tim Allebone, Councillor Valerie Anslow, Councillor Ross Armour, Councillor Paul Bell, Councillor Charlie Best, Councillor Matt Binley, Councillor Jennie Bone, Councillor David Brackenbury, Councillor Wendy Brackenbury, Councillor Cedwien Brown, Councillor Scott Brown, Councillor Leanne Buckingham, Councillor Lyn Buckingham, Councillor Lloyd Bunday, Councillor Jon-Paul Carr, Councillor Robin Carter, Councillor Melanie Coleman, Councillor William Colquhoun, Councillor John Currall, Councillor Alison Dalziel, Councillor Mark Dearing, Councillor Dez Dell, Councillor Scott Edwards, Councillor Jonathan Ekins, Councillor Emily Fedorowycz, Councillor Martin Griffiths, Councillor Jim Hakewill, Councillor Clive Hallam, Councillor Ken Harrington, Councillor Helen Harrison, Councillor Kirk Harrison, Councillor Helen Howell, Councillor David Howes, Councillor Philip Irwin, Councillor Bert Jackson, Councillor Ian Jelley, Councillor Matt Keane, Councillor King Lawal, Councillor Graham Lawman, Councillor Lora Lawman, Councillor Anne Lee, Councillor Richard Levell, Councillor Paul Marks, Councillor Dorothy Maxwell, Councillor Peter McEwan, Councillor John McGhee, Councillor Zoe McGhee, Councillor Andy Mercer, Councillor Gill Mercer, Councillor Macaulay Nichol, Councillor Steven North, Councillor Jan O'Hara, Councillor Dr Anup Pandey, Councillor Tom Partridge-Underwood, Councillor Mark Pengelly, Councillor Harriet Pentland, Councillor Roger Powell, Councillor Elliot Prentice, Councillor Simon Rielly, Councillor Russell Roberts, Councillor Mark Rowley, Councillor Geoff Shacklock, Councillor David Sims, Councillor Jason Smithers, Councillor Chris Smith-Haynes, Councillor Joseph John Smyth, Councillor Mike Tebbutt, Councillor Sarah Tubbs, Councillor Michael Tye, Councillor Malcolm Ward, Councillor Malcolm Waters, Councillor Kevin Watt, Councillor Andrew Weatherill, Councillor Lee Wilkes and Councillor Keli Watts

Agenda Supplement

The following additional reports have now been published which were not available at the time the agenda was published.

Item	Subject	Page no.
011.	Isham Bypass - Virement of Capital Budgets To seek approval for the virement of existing budgets to fund the continued development of the Isham bypass planning application and Department for Transport outline business case.	5 - 10
012.	Political Balance on Council Committees For Council to note the current political balance of North Northamptonshire Council following the outcome of two recent by-elections.	11 - 20
015.	Urgent Item - Chief Executive Appointment - Permanent and Interim Arrangements To consider the process for the permanent appointment of a Chief Executive and Head of Paid Service (statutory appointment), in addition to the proposed interim arrangements for this post.	21 - 26

Adele Wylie, Monitoring Officer
North Northamptonshire Council



Proper Officer
Monday 27 March 2023

This supplementary agenda has been published by Democratic Services.

Contact: democraticservices@northnorthants.gov.uk

☎ 01536 464013

Public Participation

The Council has approved procedures for you to present petitions or request to address meetings of the Council

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. No debate on questions or answers. A period of 15 minutes (Chair's Discretion) is allocated for Public Questions.	5:00 pm on Monday 27 th March 2023						
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 written copy of the statement must be submitted by the deadline indicated. A period of 15 minutes (Chair's Discretion) is allocated for Public Statements	5:00 pm on Monday 27 th March 2023						
Members of the Public Petitions	Anyone who lives, works or studies in North Northamptonshire may submit a petition to the Council. Depending on the size of your petition it will be responded to as follows: -							
	<table border="1"> <thead> <tr> <th>Category</th> <th>Signatory Threshold</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td>Petition which</td> <td>1,500 +</td> <td>Any petition with 1,500</td> </tr> </tbody> </table>	Category	Signatory Threshold	Description	Petition which	1,500 +	Any petition with 1,500	
Category	Signatory Threshold	Description						
Petition which	1,500 +	Any petition with 1,500						

	triggers a debate		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 signatures will be referred to a senior officer of the Authority to provide a response.	

These procedures are included within the Council’s Constitution. Please contact democraticservices@northnorthants.gov.uk for more information.

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Members are reminded of their duty to ensure they abide by the approved Member Code of Conduct whilst undertaking their role as a 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 Council’s approved rules and protocols during the conduct of meetings. These are contained in the Council’s approved Constitution.

If Members have any queries as to whether a Declaration of Interest should be made please contact the Monitoring Officer at – monitoringofficer@northnorthants.gov.uk

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Full Council 30th March 2023

Report Title	Isham Bypass – Virement of Capital Funding
Report Author	George Candler, Executive Director of Place & Economy

Key Decision	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Is the decision eligible for call-in by Scrutiny?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Are there public sector equality duty implications?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information (whether in appendices or not)?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Applicable paragraph number/s for exemption from publication under Schedule 12A Local Government Act 1972	

List of Appendices

None

1. Purpose of Report

- 1.1. To agree virement of capital budgets to fund continued progress on the A509 Isham Bypass.

2. Executive Summary

- 2.1. The A509 Isham Bypass forms the first part of a strategy to dual the whole A509 between the A14 south of Kettering and the A45 at Wellingborough.
- 2.2. As reported to Executive in November 2021, funding totalling £2.798m had been secured to develop the Outline Business Case and planning application for the scheme.
- 2.3. Since securing this funding, it has become apparent that the work required is more extensive than previously thought and additional funding of £1.573m is required.
- 2.4. It is proposed to provide the additional funding through the virement of £0.742m of 2021/22 Integrated Transport Block funding, £0.558m of 2022/23 Integrated

Transport Block funding and £0.273m of accumulated surplus Section 278 fee income.

3. Recommendations

3.1. It is recommended that Council:

- a) Approve the virement of £1.3m of capital budget from the 2021/22 Integrated Transport Block allocation (£0.742m) and the 2022/23 Integrated Transport Block allocation (£0.558m) to the A509 Isham Bypass
- b) Approve to increase the capital budget for the Isham Bypass by £0.273m, which will be funded from the surplus Section 278 fee income.

3.2. Reason for Recommendations:

To progress the development work for the A509 Isham Bypass scheme without recourse to additional borrowing.

3.3. Alternative Options Considered:

- Seeking additional funding from the Department for Transport
- Providing the additional funding through additional borrowing by the Council
- Ceasing work on the scheme.

None of these options is recommended for reasons set out in section 5.1 below.

4. Report Background

4.1. The A509 Isham Bypass forms the first part of a strategy developed by the former Northamptonshire County Council to dual the whole A509 between the A14 south of Kettering and the A45 at Wellingborough. Funding for the scheme is currently being sought from the Government's Major Road Network initiative, which follows a number of key gateway stages, reflecting greater certainty as designs and environmental assessment are developed:

- Strategic Outline Business Case
- Outline Business Case
- Full Business Case
- Construction

4.2. The Strategic Outline Business Case (SOBC) has to be fully funded locally, and this was prepared and submitted to the Department for Transport in November 2020 using funding provided by the former Borough Council of Wellingborough (BCW).

4.3. As reported to Executive in November 2021, the Council secured £1.859m from the Department for Transport towards the development of the Outline Business Case and planning application for the scheme. This was matched by the remaining £0.780m of funding provided by BCW after completion of the SOBC and £0.159m of funds held by the former Northamptonshire County

Council under section 278 of the Highways Act 1980 to provide total funding of £2.798m.

4.4. Since securing this funding, it has become apparent that the work required to prepare the Outline Business Case and planning application is more extensive than previously thought. Key changes have included updating of Department for Transport's requirements for the business case which have required re-working of traffic modelling and additional requirements for the Environmental Assessment, which have required additional surveys and assessment. These have covered a range of topics including ecology, biodiversity, archaeology and water courses.

4.5. This had led to a delay in the timescale for submission of the planning application to July 2023, with the Outline Business Case to be submitted immediately afterwards, and additional costs of £1.573m.

5. Issues and Choices

5.1. The following options for funding the additional costs of £1.573m have been considered:

5.1.1. Seeking additional funding from the Department for Transport. This option has been rejected as the grant letter awarding £1.859m makes clear that the Council is responsible for all costs of producing the Outline Business Case above that funding.

5.1.2. Providing the additional funding through additional borrowing by the Council. This option is not preferred as it would add £0.071m (dependent on prevailing interest rates) to the Council's revenue budget for the next 50 years.

5.1.3. Finding the funding through reallocation of existing funding available for highways. This is the preferred option and is explored in more detail below.

5.1.4. Ceasing work on the scheme. This option is not favoured because the A509 Isham Bypass is a significant infrastructure priority for the Council and to cease work on the scheme at this stage would mean that capital expenditure incurred to date would become a pressure on the revenue budget and the Department for Transport could seek reimbursement of the £1.859m grant received to date.

5.2. The principal capital funding available for highways consists of annual block grants provided by the Department for Transport for highway maintenance and for smaller-scale improvement works (known as the Integrated Transport Block). As reported to Executive in February 2023, the annual allocations for 2023/4 totalled £9.768m. In addition, following the spring budget, the Council has been allocated an additional £1.494m for highway maintenance, approval of which will be sought from Executive in April 2023.

5.3. While it would be possible to use the grants provided for highway maintenance for other purposes, to do so would risk reduced funding allocations from the Department for Transport in future years. Reducing the funding for highway maintenance would also result in deterioration of the highway network.

5.4. Making contributions from Integrated Transport Block funding towards major schemes is acceptable under the funding conditions. Due to the diversion of

design resources to active travel and social distancing schemes during the Covid pandemic and disruption caused by local government reform and the change in the Council's highway service contract, there is £0.742m available from the 2021/22 Integrated Transport Block funding allocation and £0.558m from the 2022/23 Integrated Transport Block funding allocation, which is not currently allocated to schemes. Whilst there is an opportunity cost in terms of alternative schemes which will not be progressed, it is proposed that this source is used to provide the majority of the additional funding required for Isham Bypass.

5.5. The remaining £0.273m will come from the accumulated surplus of fees for the audit and inspection of developer works under Section 278 of the Highways Act 1980. This fee income was formerly held by Northamptonshire County Council and will form part of the disaggregated balances transferred to North Northamptonshire, which are still subject to approval as part of the external audit process.

6. Next Steps

6.1. Following approval of the recommendations in this report, work will continue to progress the planning application and Outline Business Case for Isham Bypass.

7. Implications (including financial implications)

7.1. Resources and Financial

7.1.1. As explained in section 5 above, it is proposed that the additional £1.573m required for Isham Bypass is secured as follows:

- £1.3m from the from the 2021/22 Integrated Transport Block allocation (£0.742m) and the 2022/23 Integrated Transport Block allocation (£0.558m). This is an external grant from the Department for Transport.
- £0.273m from accumulated surplus of Section 278 fee income.

There is no requirement for the Council to undertake borrowing to fund the proposal.

7.2. Legal and Governance

7.2.1. The virement of funding between schemes in the Council's capital programme in excess of £0.500m is a matter for full Council to approve.

7.3. Relevant Policies and Plans

7.3.1. Isham Bypass contributes to the Councils' Corporate Plan priority of Safe and Thriving Places by enabling people to travel across North Northamptonshire

through the development and implementation of long-term plans for road infrastructure to ensure the network can support sustainable growth.

- 7.3.2. The A509 Isham Bypass is an identified scheme in the Northamptonshire Transportation Plan (the Council's Local Transport Plan).

7.4. Risk

- 7.4.1. The principal risk associated with the provision of additional capital funding for the preparation of the Outline Business Case and planning application is that the funding will prove abortive should the scheme not progress to construction. By funding a robust planning application, the additional funding reduces the risk of the scheme not receiving planning approval. When assessed against the Department for Transport's transport appraisal criteria, the bypass has a benefit to cost ratio of 7.13:1, which represents very high value for money and, therefore, the bypass has a very good chance of receiving continued Government funding.
- 7.4.2. Not providing the additional funding would make it almost certain that the scheme would not progress further, while delaying a decision would cause a pause in work, the disbandment of the existing project team and expected further additional costs in resuming work at a later date.

7.5. Consultation

- 7.5.1. No consultation has been undertaken in preparation of this report, which concerns funding for the preparation of the Outline Business Case for the bypass, however, public consultation on the bypass proposals has previously been undertaken and further consultation will be undertaken as part of the planning application.

7.6. Consideration by Executive Advisory Panel

- 7.6.1. The Executive Advisory Panel for Prosperous Communities has not yet considered the A509 Isham Bypass, but, may choose to do so in future.

7.7. Consideration by Scrutiny

- 7.7.1. The Scrutiny Commission has not yet considered the A509 Isham Bypass, but, may choose to do so in future.

7.8. Equality Implications

- 7.8.1. There are no equality implications arising directly from this report. Equalities implications have been considered as part of previous reports on the Isham Bypass.

7.9. Climate Impact

- 7.9.1. There are no climate impacts arising from this report, which concerns funding to develop the Outlines Business Case and planning application for the

bypass. The climate impact of the proposed bypass has been considered in previous reports and will be assessed in further detail as part of the Environmental Impact Assessment which forms part of the planning application.

7.10. Community Impact

7.10.1. There are no community impacts arising from this report, which concerns funding to develop the Outlines Business Case and planning application for the bypass. The community impact of the proposed bypass has been considered in previous reports and will be assessed in further detail as part of the Environmental Impact Assessment which forms part of the planning application.

7.11. Crime and Disorder Impact

7.11.1. There are no crime and disorder impacts arising from this report, which concerns funding to develop the Outlines Business Case and planning application for the bypass. Previous reports have seen no obvious crime and disorder impacts arising from the construction or operation of the bypass.

8. Background Papers

- 8.1. [Report to Executive – 18th November 2021 - Isham Bypass \(Minute 89 refers\)](#)
- 8.2. [Report to Executive – 16th June 2022 – A509 Isham Bypass \(Minute 238 refers\)](#)



Full Council 30th March 2023

Report Title	Political Balance on Council Committees
Report Author	Adele Wylie, Monitoring Officer Adele.Wylie@northnorthants.gov.uk

Are there public sector equality duty implications?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information (whether in appendices or not)?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Applicable paragraph number/s for exemption from publication under Schedule 12A Local Government Act 1972	Not Applicable

List of Appendices

Appendix A – Proportionality Allocations

1. Purpose of Report

- 1.1 This report confirms the methodology proposed to be applied to determine the revised political balance of the authority following the recent by-elections for Northall and Rushden South. It also proposes the apportionment of seats on committees in accordance with the application of the calculations.

2. Executive Summary

- 2.1. Following the election on 6th May 2021, 78 Members were elected to the newly formed unitary authority for the first time. Following the Northall by-election of 2nd February 2023 and the Rushden South by-election of 23rd March 2023, this report sets out the revised political balance of the council as of 27th March 2023, how many voting seats are available and sets out political groups nominations for allocation to those seats.

3. Recommendations

- 3.1 It is recommended that Council approves the revised allocation of seats for the committees set out in Appendix A to the recognised political groups in accordance with the proportionality provisions and the Constitution.
- 3.2 *Reason for Recommendations – To ensure that the revised political balance of the Council following the by-elections held on 2nd February and 23rd March 2023 is applied to the governance structure of the Council, under law and approved guidelines contained in the Council Constitution.*
- 3.3 *Alternative Options Considered – None, as the revised political balance calculation is required to be reported to full Council under the Local Government and Housing Act 1989 and Local government (Committees and Political Groups) Regulations 1990.*

4. Report Background

- 4.1 The Council must allocate seats on committees and sub-committees in accordance with the provisions set out in the Local Government and Housing Act 1989 (“the 1989 Act”). Section 15(5) of the 1989 Act requires the Council to allocate seats on committees and sub-committees to political groups to give effect, as far as possible, to the following principles:
- a) not all the seats on the committee or sub-committee are allocated to the same political group (if the rules apply to that body);
 - b) that the political group having a majority of seats on the Council should have a majority on each committee and sub-committee;
 - c) that, subject to paragraphs (a) and (b) above, the number of seats on the Council’s committees and sub-committees allocated to each political group bears the same proportion to the total number of such committee seats as the number of members of that group bears to the membership of the full Council; and
 - d) that, subject to paragraphs (a) to (c) above, seats are allocated on each committee and sub-committee in the same ration as exists on the authority.
- 4.2 Section 16 of the 1989 Act requires the Council to give effect to the allocation of seats determined as set out above in accordance with the wishes of the political groups.
- 4.3 The Council can only depart from the principles set out above by passing a resolution with no member voting against the resolution.

4.4. Council will note that the political balance provisions only apply directly to committees and sub-committees and do not apply to the following:

- a) The Executive;
- b) Bodies established by the Executive (e.g., Executive Advisory Panels, although Council has agreed that they may be applied);
- c) Health and Wellbeing Board;
- d) Joint bodies established by the Executive.

5. Issues and Choices

5.1 Council last received an update on political balance at its annual meeting on 26th May 2022, when the political group composition was as follows:-

	Council	Conservative	Labour	Green Alliance
Members	78	58	14	5
%	100	75.33	18.18	6.49

5.2 Following the by-elections held on 2nd February and 23rd March 2022, the political composition is now as follows:-

	Council	Conservative	Labour	Green Alliance
Members	78	57	15	5
%	100	74.03	19.48	6.49

5.3. Appendix A sets out the breakdown of the allocation of seats to the political groups in accordance with the above percentages, taking account of the law and the provisions of the Constitution.

5.4. Council has already determined that the membership of the four Area Planning Committees (each representing a former district council area) should reflect the political balance of each local area only.

5.5. It should be noted that some appointments are made by the Leader of the Council and cannot therefore be made by full Council.

5.6. The recognised political groups will be invited to submit their nominations for the revised committee seats allocated to them and these will be presented to Council. Those members who do not form a group (currently 1 independent) are not entitled to a seat unless a unanimous decision was made by Council to allocate.

6. Next Steps

- 6.1 Arising from appointments to committees made by Group Leaders, Democratic Services will provide details of revised committee appointments, dates of meetings and any training requirements to the new committee members.

7. Implications (including financial implications)

7.1. Resources and Financial

- 7.1.1 There are no resources or financial implications arising from the proposals.

7.2. Legal and Governance

- 7.2.1 The Council must allocate seats on committees and other prescribed bodies to give effect to political balance rules set out in Sections 15 and 16 of the Local Government and Housing Act 1989 and the Local Government (Committees and Political Groups) Regulations 1990.

7.3. Relevant Policies and Plans

- 7.3.1 The Council's meeting procedure rules (Part 3.2 of the Constitution) sets out that it is the responsibility of full Council to approve the allocation of seats in accordance with political balance rules.
- 7.3.2 The terms of reference for Area Planning Committees (Part 4.3 of the Constitution) sets out the requirement for political balance to be drawn from within each of the defined planning committee areas.

7.4. Risk

- 7.4.1 Council is required to determine the arrangements for committees and subcommittees, and to approve the allocation of seats with adherence to the law and approved local choices detailed within the approved Constitution. Failure to comply with such statutory requirement may leave the Council open to successful legal challenge and disrupt the decision-making process.

7.5. Consultation

- 7.5.1 The recognised political groups have been notified of the changes to political balance during the preparation of this report.

7.6. Consideration by Executive Advisory Panel

- 7.6.1. Not applicable

7.7. Consideration by Scrutiny

- 7.7.1. Not applicable

7.8. **Equality Implications**

7.8.1. There are no discernible equality implications arising from the contents of this report.

7.9. **Climate and Environment Impact**

7.9.1. Not applicable to this report.

7.10. **Community Impact**

7.10.1. Not applicable to this report.

7.11. **Crime and Disorder Impact**

7.11.1. Not applicable to this report.

8. **Background Papers**

8.1 [Report to Annual Council, 26th May 2022 - Committee Membership and Appointment of Chairs/Vice Chairs of Committees \(Minute 120 refers\)](#)

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Appendix A - Proportionality Allocations

Changes since Last Political Balance Calculation

It is a legislative duty to review political balance if there have been changes to membership since the last calculation. Since political balance was calculated last, there have been the following changes.

- Cllr Keli Watts (Labour) won the vacant seat in Northall Ward, increasing the number of Labour seats on the Council by one and reducing the number of Conservative seats by one.
- Cllr Melanie Coleman (Conservative) won the vacant seat in Rushden South Ward meaning the number of Conservative seats remained the same.

Political Proportionality for the whole council of 78 members

This table sets out the current political makeup of the Council.

	Number of Members	Percentage
Conservative	57	73.08%
Labour	15	19.23%
Green Alliance	5	6.41%
Independents	1	1.28%
TOTAL	78	100%

Political Proportionality for the recognised groups

Only recognised groups (2 or more members) are entitled to seats on Committees. Independent members could be allocated if there was a unanimous vote of the Council. This table sets out the political makeup of the Council removing the independent member.

Conservative	74.03% (previously 75.33%)
Labour	19.48% (previously 18.18%)
Green Alliance	6.49% (previously 6.49%)
TOTAL	100%

Seats available on Ordinary Committees

The Council has 88 seats available on Ordinary Committees which are Scrutiny Commission (13), Finance and Resources Scrutiny Committee (13), Licensing and Appeals Committee (13), Audit and Governance Committee (10), Democracy and

Standards Committee (13), Employment Committee (13), Strategic Planning Committee (13). The percentages above equate the seats set out in the table below.

Area Committees are excluded from these calculations as it is a legislative requirement that they are based on local political proportionality.

Executive Committees/Advisory Panels are excluded from this calculation as appointments are an Executive function rather than a Council one.

	Allocated Seats
Conservative	65.15 seats (previously 66.29 seats) rounded down to 65 seats
Labour	17.14 seats (previously 15.99 seats) rounded up to 17 seats
Green Alliance	5.71 seats (no change from previously) rounded up to 6 seats
TOTAL	88

Seats available on Area Planning Committees

The Council has 9 seats available on Kettering Area Planning Committee. As the by-election held in Northall Ward is in the geographical area of the Kettering Area Planning Committee a recalculation of local political proportionality is required, which is set out below:-

	Allocated Seats
Conservative	6.75 seats (previously 7.125 seats) rounded up to 7 seats
Labour	0.75 seats (previously 0.375 seats) rounded up to 1 seat
Green Alliance	1.5 seats (previously 1.5 seats) rounded down to 1 seat
TOTAL	9

Recommendations

- a) That in order to maintain political balance on Ordinary Committees, on the Licensing and Appeals Committee the Conservative Group membership reduce by one, with the Labour Group being awarded the vacant seat.

The membership of the Licensing and Appeals Committee to read –

Conservative 9

Labour 3

Green Alliance 1

- b) That in order to maintain political balance on Area Planning Committees, on the Kettering Area Planning Committee the Green Alliance Group membership reduce by one, with the Labour Group being awarded the vacant seat.

The membership of the Kettering Area Planning Committee to read –

Conservative 7

Labour 1

Green Alliance 1

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Full Council 30th March 2023

Report Title	Urgent Item - Chief Executive Appointment - Permanent and Interim Arrangements
Report Author	Adele Wylie, Executive Director of Customer and Governance (Monitoring Officer) adele.wylie@northnorthants.gov.uk
Executive Member	Cllr Jason Smithers, Leader of the Council

Are there public sector equality duty implications?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information (whether in appendices or not)?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Applicable paragraph number/s for exemption from publication under Schedule 12A Local Government Act 1972	Not Applicable

List of Appendices

None

1. Purpose of Report

- 1.1 To consider the process for the permanent appointment of a Chief Executive and Head of Paid Service (statutory appointment), in addition to the proposed interim arrangements for this post.

2. Executive Summary

- 2.1. The current Chief Executive / Head of Paid Service has resigned from his position. In order to ensure that the Council continues to have strategic stability and leadership, this report proposes that a process is commenced to appoint an Interim Chief Executive/Head of Paid Service.
- 2.2. The report also proposes that the Council commissions an Executive Search Partner to commence a recruitment process for a permanent appointment to the post of Chief Executive in September 2023.

3. Recommendations

3.1 It is recommended that Council:

- i) Delegate authority to the Leader of the Council in consultation with the Assistant Director of Human Resources to commission an executive search company for a permanent appointment to the post of Chief Executive/Head of Paid Service.
- ii) Note that the Employment Committee will approve the process for the recruitment of a permanent Chief Executive following appointment of an executive search partner; including the establishment of an Appointments Sub-Committee.
- iii) Note the process and timeline for the appointment of an Interim Chief Executive.
- iv) Note that any necessary amendments to proper officer appointments during the interim period will be considered by Council in May 2023.
- v) Appoint the Executive Director of Customer and Governance as Returning Officer and Electoral Registration Officer until such time as Council determine the permanent appointment to the Chief Executive role.

3.2 Reason for Recommendations – Section 4 Local Government and Housing Act 1989 requires every Council to designate one of its officers as the Head of Paid Service. Upon the post of Chief Executive becoming vacant, the Constitution provides that Council will decide how to proceed.

3.3 Alternative Options Considered – The Constitution provides that the designated Deputy Chief Executive is able to assume the responsibilities and powers of the Chief Executive if the post is vacant. This would however reduce the senior capacity for the organisation and would result in instability in strategic leadership of the authority.

4. Report Background

4.1 The Chief Executive, Rob Bridge, resigned his position as Chief Executive on 27th March 2023 and will leave the employment of the Council on 4th June 2023.

4.2 It is necessary to commence the process for the appointment of a new Chief Executive to minimise the gap between the current Chief Executive leaving office and the new Chief Executive taking up the role. This will ensure continuity in the leadership and strategic direction of North Northamptonshire Council employees and the delivery of the Council's Corporate Plan and priorities to its residents.

- 4.3 It is also necessary to consider the Council's interim arrangements, pending the permanent appointment to the vacant position, to maintain stability and momentum.

5. Issues and Choices

5.1 Interim Arrangements

- 5.2 Given the process, likely employment notice periods of the successful candidate and the summer period (which is not conducive to good recruitment), there will be a gap between the current postholder's departure and a permanent Chief Executive commencing employment.

- 5.3 To ensure that the organisation has sufficient strategic leadership over the coming months, it is proposed that an interim appointment to the post should be made.

- 5.4 In terms of the interim appointment, the Employment Procedure Rules provide that if the Chief Executive post is vacant, then the Council will decide how to proceed.

- 5.5 For all other Chief Officer appointments, the Chief Executive can make appointments for less than six-months and for longer appointments this will be in consultation with the Leader, Executive Members, and the Leader of the Opposition.

- 5.6 For the interim position, it is proposed that an internal application and interview process will be undertaken. This would consist of inviting Expressions of Interest and a shortlisting and interview process, undertaken by the Leader of the Council, the Deputy Leader of the Council, the Chair of the Employment Committee, and the Leader of the Opposition. The Interim Chief Executive and Statutory Officer would be appointed on the salary that is commensurate with the Council's agreed Pay Policy.

- 5.7 A subsequent process will be required to backfill the internal candidate's post, and this will be undertaken in line with current delegations.

- 5.8 The Constitution provides that the designation of Head of Paid Service is a matter reserved to Council and therefore formal approval of the interim appointment will be considered by Council at the Annual General Meeting. This will ensure that there is a suitable interim postholder in place prior to the current Chief Executive's departure on 4th June 2023.

5.9 Permanent Appointment

- 5.10 In terms of the permanent appointment to the Chief Executive position, the Employment Committee (or a Sub-Committee established by it) is responsible for recommending a preferred candidate to Council following a robust

recruitment and selection process. In line with other Chief Officer appointments, it is proposed that the Employment Committee establish an Appointments Sub-Committee.

- 5.11 Given the importance of the position to the Council, it is proposed that the Council commission an external Executive Search Partner to assist with the recruitment process. The Council's commitment to fairness and equality will be followed to ensure that every effort is made in the recruitment process to allow for a broad range of appropriately qualified candidates to be considered in the search and selection process.
- 5.12 To ensure that the Council advertises the role at an optimum time to attract quality applications from a wide field of candidates, it is proposed that adverts are published after the summer period, this will be in September 2023.
- 5.13 Whilst the process will be approved by the Employment Committee, it is envisaged that the appointed agency would undertake the longlisting process following consideration of applications received, appropriate testing and initial interviews. It is likely that the agency would then submit a long list of candidates to an established Sub-Committee which would prepare a shortlist of their preferred candidates, with assistance from external advisors if desired and the Assistant Director of Human Resources. The Sub-Committee would interview the shortlisted candidates and recommend the preferred candidate to Council.
- 5.14 Stakeholders will also be involved in the process to allow candidates to meet some of our key partners as well as enabling partners to give feedback on candidates.
- 5.15 The appointment of a Chief Executive and Statutory Officer requires a formal Council decision, and this will be scheduled into the existing Programme of Meetings in due course. Dependent on the notice period of any successful candidate, it is likely that a permanent incumbent would be in post between January- March 2024.
- 5.16 To ensure that there is stability for electoral functions, it is proposed that the Executive Director of Customer and Governance is appointed as Returning Officer and Electoral Registration Officer until such time as Council determine the permanent appointment to the Chief Executive role.

6. Next Steps

- 6.1. Commissioning of an Executive Search Partner.
- 6.2. An internal process for the Interim Chief Executive would be commenced in April 2023

7. Implications (including financial implications)

7.1. Resources and Financial

7.1.1 The costs of the interim Chief Executive will be met from the existing budget for the post. The cost of recruiting will be funded from within overall Council resources.

7.1.2 The cost of backfilling the Interim Chief Executive's position will be met from the savings against the permanent post. Any costs in excess of the available salary budget will be met from within overall Council resources.

7.2. Legal and Governance

7.2.1 Section 4 Local Government and Housing Act 1989 requires every Council to designate one of its officers as the Head of Paid Service.

7.2.2 Proper Officer appointments must be made by Council including the Constitution reserves the appointment of the Head of Paid Service to Council.

7.3 Relevant Policies and Plans

7.3.1 The post of Chief Executive is key to the Council delivering its corporate objectives.

7.4 Risk

7.4.1 There is a risk that an Interim Chief Executive will not be appointed which will leave the Council without a Head of Paid Service. An early internal process will ensure that this risk is mitigated.

7.5 Consultation

7.5.1 Not applicable

7.6 Consideration by Executive Advisory Panel

7.6.1 Not applicable

7.7 Consideration by Scrutiny

7.7.1 Not applicable

7.8 Equality Implications

7.8.1 The Council promotes equality in its recruitment processes and appointments and promotes fairness to all. All recruitment processes will ensure that they comply with equalities requirements.

7.9 **Climate and Environment Impact**

7.9.1 Not applicable.

7.10 **Community Impact**

7.10.1 Not applicable

7.11 **Crime and Disorder Impact**

7.11.1 Not applicable

8 Background Papers

8.1 None