

Public Document Pack



Meeting: EAP Active Communities

Date: Friday 4th August, 2023

Time: 10.00am

Venue: Council Chamber, The Cube, George St, Corby NN17 1QG

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


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

To members of the EAP Active Communities

Councillors Helen Harrison (Co-Chair), Helen Howell (Co-Chair), Ken Harrington, John McGhee, Russell Roberts, Geoff Shacklock and Chris Smith-Haynes

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

Agenda			
Item	Subject	Presenting Officer	Page no.
01	Apologies for absence		
02	Minutes of the meeting held on 9th June 2023		5 - 8
Items for Discussion			
03	Strategies in Development		
03a	Sports and Leisure Strategy	Kerry Purnell	9 - 18
03b	Health and Wellbeing Strategy	Susan Hamilton	19 - 28
04	Service Presentation - Communities and Leisure	Kerry Purnell	29 - 58
05	Executive Forward Plan		59 - 74
06	Active Communities EAP Forward Plan		75 - 88
07	Terms of Reference		89 - 92

08	Close of Meeting		
<p style="text-align: center;">Adele Wylie, Monitoring Officer North Northamptonshire Council</p>  <p style="text-align: center;">Proper Officer 27th July 2023</p>			

This agenda has been published by Democratic Services.

Committee Administrator: David Pope

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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.

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EAP Active Communities

At 10:00 am on Friday 9th June 2023,
Council Chamber, The Cube, Corby

Present:

Members – Councillor H Harrison (Chair), Councillor H Howell (Chair), Councillors McGhee, Smith-Haynes, Lawal and Marks.

Officers - David Watts (Executive Director of Adults, Health Partnerships and Housing), Michael Bridge (Consultant Public Health), Shirley Plenderleith (Assistant Director Public Health), Susan Hamilton (Interim Director of Public Health), Pauline Brennan (Democratic Services).

1. Chair's Announcements

None on this occasion.

2. Apologies

Apologies for absence were received from Councillors Russell Roberts and Geoff Shacklock.

3. Members Declarations of Interest

None on this occasion.

4. Minutes from the meeting held on 28th April 2023

The minutes of the EAP meeting held on 28th April 2023 had been circulated.

RESOLVED that: -

The minutes of the 28th April 2023 be approved.

5. Presentation – Tourism Strategy

Chair (Councillor Howell) thanked Kerry Purnell and her team and advised that the presentation would be given by Strategic Lead for Culture, Tourism and Heritage Jack Pishhorn and Richard Dickinson of Tomorrow Tourism.

Mr Dickinson gave a very comprehensive overview of what work had been carried out and this had resolved that there was a considerable amount to do to bring repeat visits into the county as a whole, but from North Northants point of view there was a need to provide information on what was available to visit and provide accommodation, so people were encouraged to stay over for a period of time.

The vision was to build a greater sense of pride across the county in turn driving economic growth whilst encouraging people to visit. This required a collaborative approach throughout the visitor economy.

The objectives were Collaboration, Partnership Marketing, Focus on Quality & Performance and Plan for the Future, this would require a significant campaign over the next couple of years involving not just the Council but all Stakeholders.

Mr Dickinson said delivery would require a High-Level Action Plan including preparation for revitalising marketing and promotional arrangements, building capacity and foundations to respond to the workforce challenge, increase the quality of the offer regarding sustainability, accessibility and visitor experience and establish robust long-term governance and optimise the potential for the visitor economy.

Members felt that there was the ability to put in place good infrastructure to encourage visitors to stay in the area for longer but that this would require working with the relevant business' and as suggested the Local Authority could do more to encourage planners to engage with those submitting applications for camping, glamping, and hotels.

Ideas such as Historic Churchyard Maps were suggested for those trying to track down ancestors, information providing places to visit in a local area that could be visited over several days making travelling easier. Northants had a history of Shoe Making, promote it, Corby has a Heritage Centre, could be open longer.

The Executive Director suggested promoting accessibility for the disabled, helping farmers to diversify, this needed to go to the Leadership Group, younger people attracted by music, crafts etc. there was a need to look at funding, if packaged properly we can access funding.

Chair suggested that a full Member session would be helpful to bring in more ideas.

Cllr McGhee suggested that it was necessary to cross borders, transport, trains from the north, golf courses, fishing etc. the Green Festival was not internally promoted.

Chair advised that the group were looking at all options to cover North Northamptonshire, mode of transport, applying for LDEP Status, the figures were still be worked up. Looking at funding, resources, expressions of interest, Government, model, how income would be generated, it was hoped this would all come together this year, Covid had stopped progress in some areas.

6. Service Showcase - Public Health

The first Service Showcase was from Public Health with four of the team giving an update on who they were and what areas of the Public Health Service they represented.

Assistant Director of Public Health – Shirley Plenderleith gave the Panel a brief explanation of her Professional background and then explained that she had a small team of 3 Project Managers, 1 Project Support Officer and a PH systems officer. The areas covered included Research and Evaluation, Governance and Project Activity.

Public Health Consultant Michael Bridges gave an overview of his Professional Background, his team consisted of:

Health Protection – 2 staff members,

Infection Prevention & Control Team – 3 staff members &

Tabacco Control/Smoking Cessation and Stop Smoking Service – total 5 staff members.

Abdu Mohiddin was a consultant in Public Health and advised that his role covered Children, Oral, Maternity and Sexual Health.

Public Health Consultant Cate Carmichael, she covered Health Care Public Health, Evidence & Intelligence, Adult Health Improvement and Health Equalities.

7. Forward Plan and future EAP Business

Forward Plan had now been populated for the Municipal Year.

8. Terms of Reference

This would be included on the next Agenda.

9. Close of Meeting

Meeting closed at 12:01pm.

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**North
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Active Communities Framework

EAP 4th August 2023

2023



Agenda

- Introductions
- Background & Context
- Project Approach
- Discussion Topics

Background & Context

- New unitary authority – opportunity to develop a cohesive approach to leisure services across the whole Council area
- Nationally the sector is shifting away from ‘leisure/exercise/ sport’ to ‘movement/health/wellbeing/prevention’
- ‘Place based’ approach

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Public sector leisure: Direction of Travel

From a leisure service to an **active wellbeing service**

A new approach that formalises The **relationship between health and leisure** built on:

- Social prescribing
- Co – location
- Delivery of preventative activity
- Collaboration through Integrated Care Systems

An approach that brings forward new thinking, products and services requires **proactive and skilled leadership** to focus on:

- Addressing the fragmented nature of the leisure sector
- Building strong working relationships across multiple stakeholder

Provision that is **placed based** and at the heart of **local communities**

Provision that is aligned to needs and provided in a way that seeks to reduce inequalities and address deprivation

Provision that is **low carbon** and delivers a **step change** in carbon emissions at the local authority level

Uniting the movement

NNC Active Communities Framework

Active Communities
Strategy
Vision and Strategic
Outcomes

Leisure Facilities
Strategy

Playing Pitch
Strategy

Management
Options Appraisal

Facility and Service
Interventions



Project Approach

← NNC Active Communities Framework →

Active Communities Strategy

- **Stage 1**
- Local and National Strategic Review
- Stakeholder Engagement
- Community Survey
- Non-User Engagement
- Strategic Outcomes
- **Establish Active Communities Partnership**

Active Communities Strategy

- **Stage 2 – Evidence Document**
- Demographic/Health/Participation Analysis
- Mapping of users
- Existing Provision
- Current Performance
- Competition Analysis

Leisure Facilities Strategy

- Follow ANOG
- Strategic Review
- Member Mapping
- Facility Audit
- Facility Mapping
- Consultation & Engagement
- FPM
- Sports Facility Calculator

Playing Pitch Strategy

- Delivered by FMG with MA overseeing
- Follow ANOG
- 4 stages
- Consultation & Engagement

Management Options Appraisal

- Understand current cost of leisure service
- Management Options
- Evaluation Criteria
- Financial Impact Assessment
- Detailed evaluation

Active Communities Strategy

- **Stage 3/4**
- Service Interventions
- Facility Interventions
- Key Performance Indicators

Key Dates

- Stakeholder engagement complete – end of August '23
- Surveys close – end of August '23
- School surveys – September '23
- Outline vision and strategic outcomes – Autumn '23
- Leisure Facility Strategy Completion – Dec '23
- PPS Completion – March '24
- AC Framework Sign Off – July/August '24
- Management Options Completion – Sept '24
- Management Options Sign Off – Dec '24

Discussion Topic 1

How can increased participation in physical activity contribute towards the Councils wider strategic outcomes?



Discussion Topic 2

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What do you perceive the purpose of the 'leisure service' to be?



Discussion Topic 3

Thinking about what you want the service to achieve and the Active Communities 'branding' what are the keywords that need to form part of the vision for the Active Communities Strategy?

Discussion Topic 4

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Are you aware of any opportunities and/or benefits for co-location and/or co-service delivery across the Council area? E.g. libraries, GP surgery/health services, council offices etc.

Developing the North Northamptonshire Joint Health and Wellbeing Strategy

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Agenda Item 3b

The purpose of the NJHWS is to:

Provide a context, vision, and overall focus for improving the health and wellbeing of local people and reduce inequalities.

Identify agreed a short list of shared priorities and outcomes for improving local wellbeing and health inequalities.

Support effective partnership working that delivers improved health outcomes.

Provide a framework to support innovative approaches which facilitate necessary change, given the shifting needs of local communities in the wake of the pandemic & current economic climate

Context

- Previous JHWS covered the whole of Northamptonshire.
- Since developed, ICS has come into formation (in Northamptonshire – ICN).
- National guidance (Nov 2022): *HWBBs will need to consider the integrated care strategies when preparing their own strategy (JHWS) to ensure that they are complementary (and vice versa).*
- ICN 10-year strategy published in 2022, sets out the aims and 10 ambitions.
- Strategy priorities were based on a JSNA refresh undertaken in summer 2022
- JHWS could help deliver the ICN priorities at Place and be more community focused.
- JHWS has a shorter timescale, 3-5 years, so we need to identify what the more immediate priorities are for North.
- Ensuring delivery of the H&W strategy requires an action plan to accompany the strategy & mechanism for monitoring.

The development of the North Joint Health & Wellbeing Strategy





Approach to developing the North JH&WS

• Similar approach is being taken in the development of North and West strategies. Both strategies will take into consideration:

- ICN Strategy
- ICP priority metrics
- Draft ICB 5 Year Forward Plan
- Place specific priorities
 - JSNA summary update
 - CWFs / LAPs priorities
- Engagement programme
 - Place Board
 - Wider stakeholders – interviews and workshops



Ambition

Outcome

The best start in life



Women are healthy and well during and after pregnancy.
All children grow and develop well so they are ready and equipped to start school.

Access to the best available education and learning



Education settings are good and inclusive and children and young people, including those with special needs, perform well.
Adults have access to learning opportunities which support them with work and life skills.

Opportunity to be fit, well and independent



Children and adults are healthy and active and enjoy good mental health.
People experience less ill-health and disability due to lung and heart diseases.

Employment that keeps them and their families out of poverty



More adults are employed and receive a 'living wage'.
Adults and families take up benefits they are entitled to.

Good housing in places which are clean and green



Good access to affordable, safe, quality accommodation and security of tenure.
The local environment is clean and green with lower carbon emissions.

To feel safe in their homes and when out and about



People are safe in their homes, on public transport and in public places.
Children and young people are safe and protected from harm.

Connected to their families and friends



People feel well connected to family, friends and their community.
Connections are helped by public transport and technology.

The chance for a fresh start, when things go wrong



Ex-offenders and homeless people are helped back into society.
People have good access to support for addictive behaviour and take it up.

Access to health and social care when they need it



People can access NHS services and personal and social care when they need to.
People are supported to live at home for as long as possible and only spend time in hospital to meet medical needs.
Services to prevent illness (e.g. health checks, screening and vaccines) are good, easy to access and well used.

To be accepted and valued simply for who they are

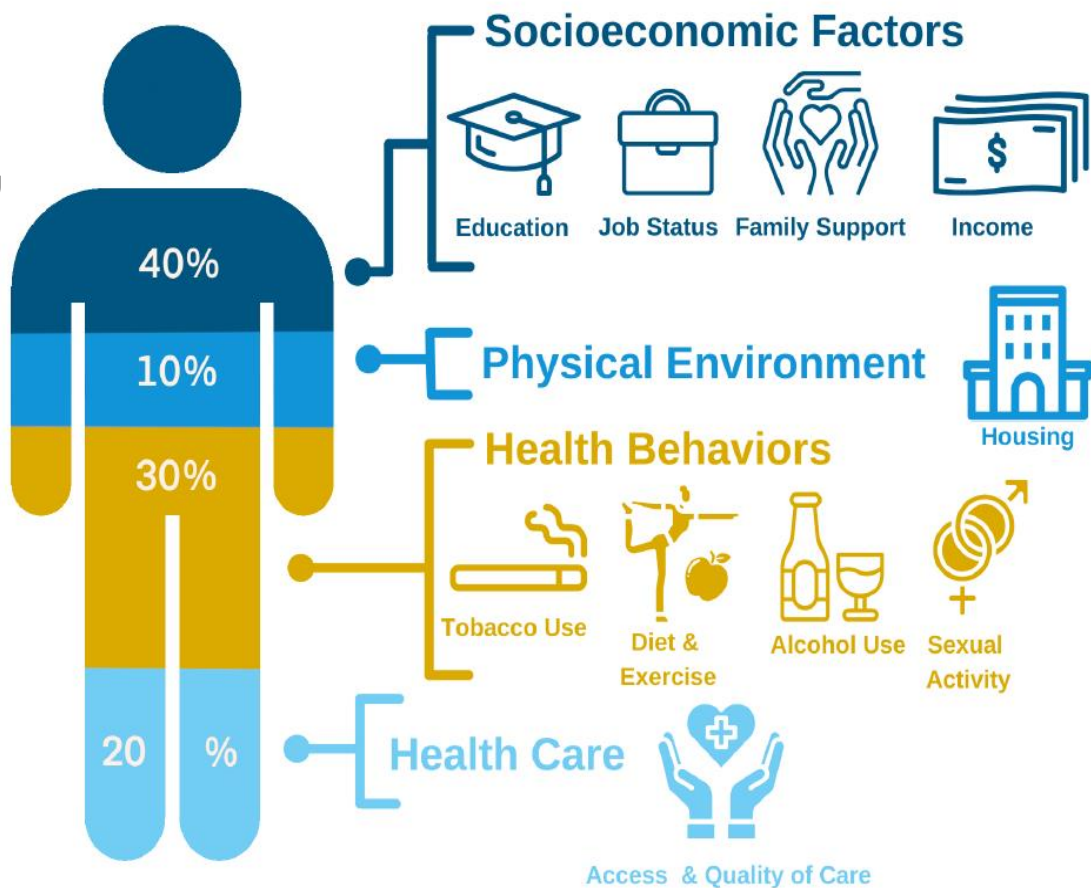


People are treated with dignity and respect, especially at times of greatest need like at the end of their lives.
Diversity is celebrated.
People feel they are a valued part of their community and are not isolated or lonely.

IMPACTS OF THE WIDER DETERMINANTS OF HEALTH

Robert Wood Johnson model

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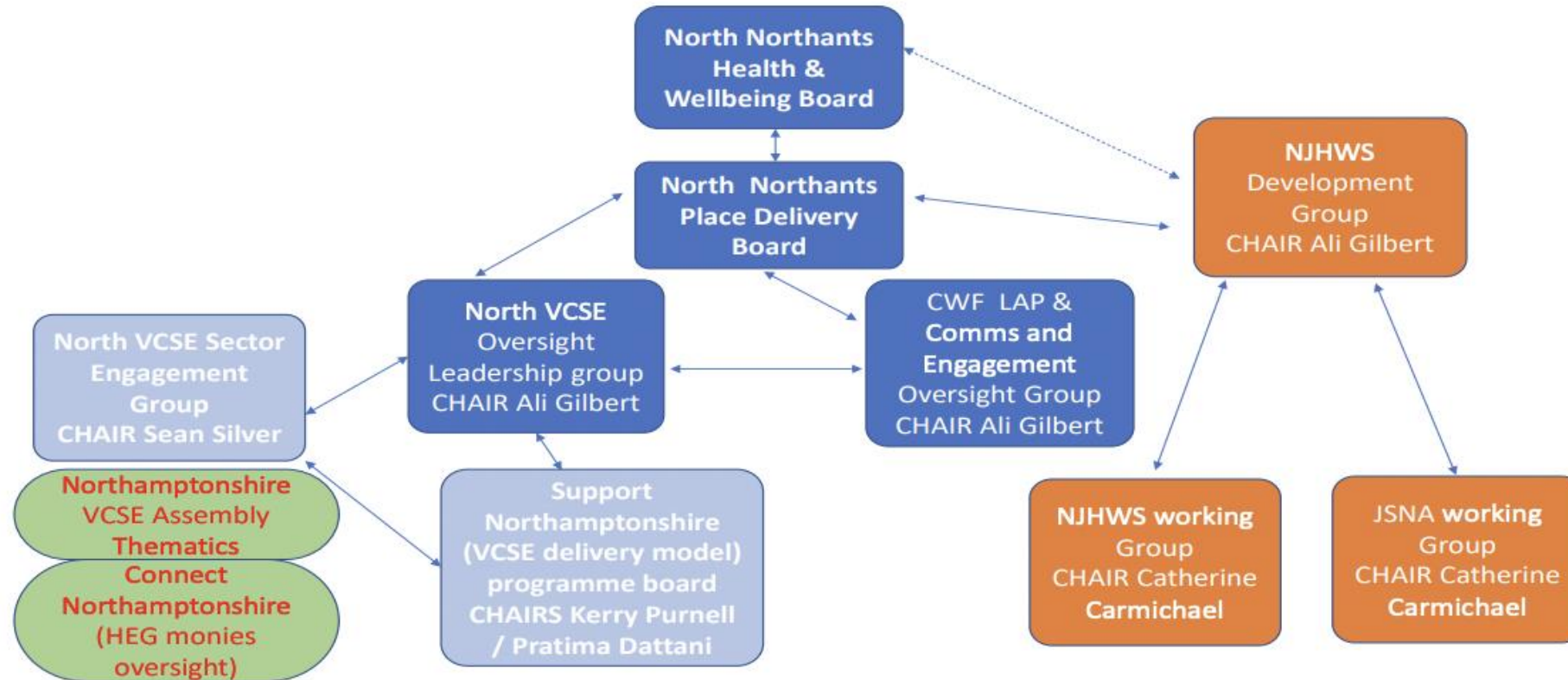


A focus solely on healthcare provision will not solve all health problems

This requires a system, not an organisational approach.

We need a greater focus on important wider determinants because health starts - long before illness - in our homes, schools and jobs.

North Joint Health & Wellbeing Board - Governance



High level Timeline for NJHWS

- Development set-up phase (May-June 2023)
- Agreement of overall process at JHWS Development group meeting (June 2023)
- Proposals to go to North Place Delivery Board and HWBB in June 2023
- Coproduction and strategy development
 - Engagement /consultation/ communication phase on potential priorities, cross cutting themes, areas where collaboration is necessary to success—interviews and sessions held with key partners and groups. (July - August 2023)
 - Report produced capturing stakeholder and insight work to go to JHWS Development Group (September 2023).
 - Stakeholder workshop with HWBB members held to explore and sense-check the findings from partner sessions (October 2023) and finalise draft priorities and cross-cutting themes.
 - Priorities and cross-cutting themes proposed, and report produced (September 2023) to go to North Place Delivery Board and HWBB.
- Strategy writing period (October-November 2023)
- Draft Strategy to go to HWBB (November 2023)
- Final strategy signed off by HWBB (January 2024)
- Final strategy published (End of January - February 2024)

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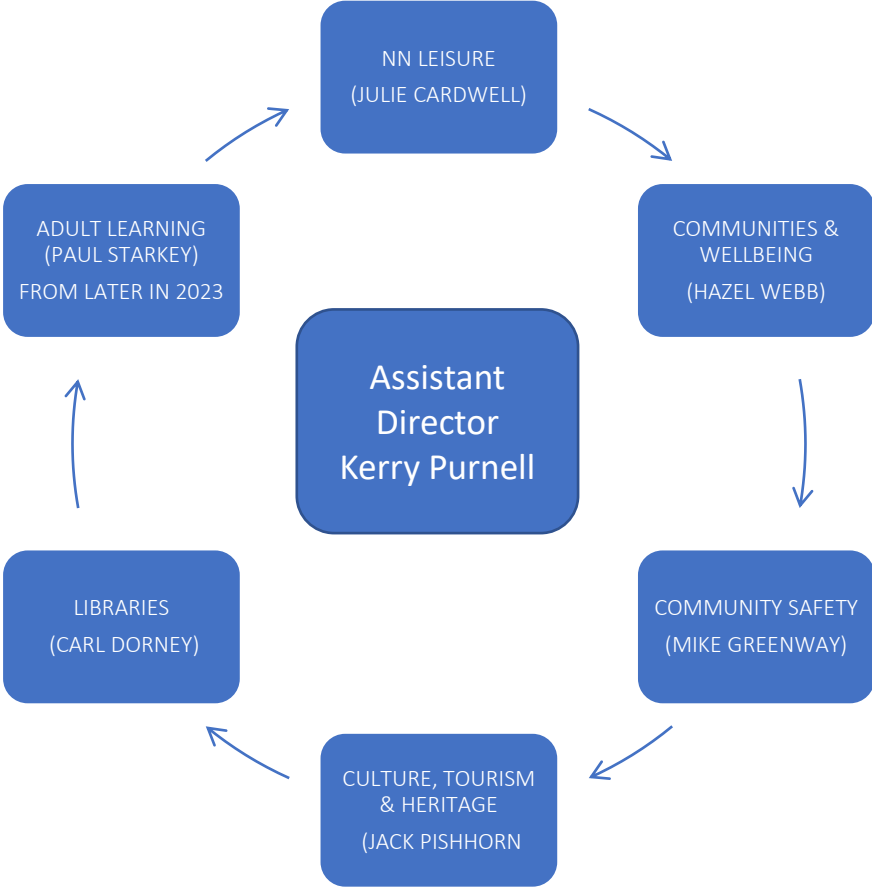
Communities and Leisure

Service Plan 2023-24



Communities and Leisure Overview

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Communities and Leisure Service Plan 23-24 Key Priorities

All Services

- Continuing to stabilise frontline services by implementing service restructures;
- Aggregating our services and budgets on ERP in order to provide consistency of best practice, efficiency and value for money and improved services to our customers;
- Developing and progressing the delivery of the NNC Levelling Up Plan for our left behind communities;
- Working with developers to identify investment opportunities in our Leisure, Cultural and community estate;
- Enabling a successful move of C&L services to the Public Health and Wellbeing Directorate and integrating and aligning Adult Learning Services



Overview of North Northamptonshire Leisure

Julie Cardwell
Strategic Lead - Leisure

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**North
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Leisure**

Leisure Services Current Delivery

In-House Leisure Facility Delivery & Four Leisure Contracts

- 5 x Facilities with Pools
- 6 x Facilities with Sports Halls
- 8 x Gyms
- 1 x 18 hole Golf course
- 5 x Astro/3G pitches
- Grass football pitches
- Over 12 outdoor tennis courts

33 Facilities managed by organisations:

- 1 x Indoor Tennis Centre
- 1 x Athletics tracks
- 1 x Football stadium
- 1 x Athletics stadium
- 3 x Pavilions
- Football pitches and a Gaelic football pitch



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Leisure

Leisure Services Current Delivery

In-House Facility Delivery

- Corby East Midlands International pool
 - Lodge Park Sports Centre
 - Priors Hall Golf Course
 - West Glebe
 - Hazelwood Neighbourhood Centre
-
- Bar and catering services
 - Nursery and Creche facilities
 - Swimming and Diving programmes
 - Adult Leisure Membership
 - Teen Fit Membership
 - Junior Leisure Club
 - Health and Fitness delivery programme:
 - Activity on Referral
 - Cardiac
 - Stroke
 - Cancer rehab



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Leisure

Sport and Play Delivery

- Events – Kids of Steel Triathlon, Active Communities Awards, Play Days, Sports promotional days etc
- Dance programme and shows
- Walking football and netball
- Cheerleading
- Schools coaching
- Holiday programmes
- Holiday Activity Fund schemes
- Coach Development and training
- North Northamptonshire Sport Network



Leisure Service Plan 23-24 Key Priorities

- Progressing the development of the Leisure Strategic Framework (see below);
- Energy assessments for the leisure estate to inform a bid to the Public Sector Decarbonisation Fund;
- Working collaboratively to find a solution for the future operation of Kettering Leisure Village;
- Undertaking feasibility studies for potential capital projects: creation of wellbeing hubs at Redwell Leisure Centre & Lodge Park Sports Centre;
- Delivering the Public Health funded projects and programmes: Active Families; Active for Health; Wellbeing Walks; Love Exploring; Activity Buddies; Free Swimming (see below);
- Migration of the leisure management system to the Cloud;
- Secure long-term lease with Northants football Association & funding investment for Kettering Artificial pitch;
- Deliver project to replace Desborough Leisure centre floor;
- Develop future options for redevelopment of the tennis provision in Kettering;
- Roll out play day model across all of North Northamptonshire;
- Develop solutions to mitigate energy cost pressures across in-house and commissioned provision;
- Work with Assets & community organisations to develop plan to devolve Hazelwood Neighbourhood Centre;
- Develop business case and secure funding for smart gym equipment to support people with long term health conditions;



Overview of Culture, Heritage & Tourism

Jack Pishhorn

Strategic Lead – Culture, Tourism and Heritage

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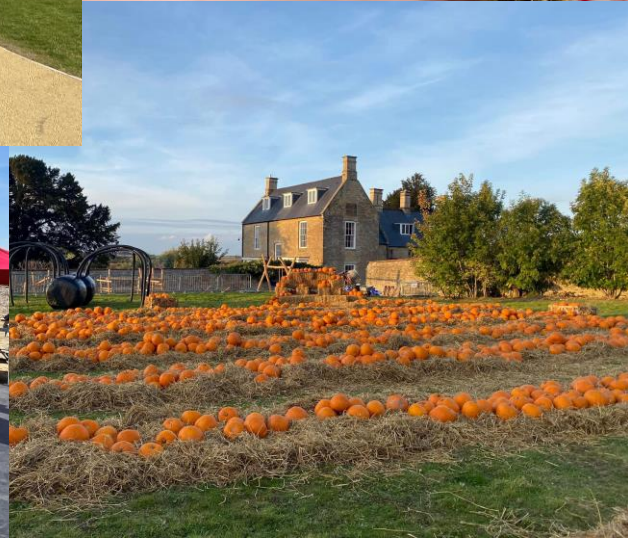
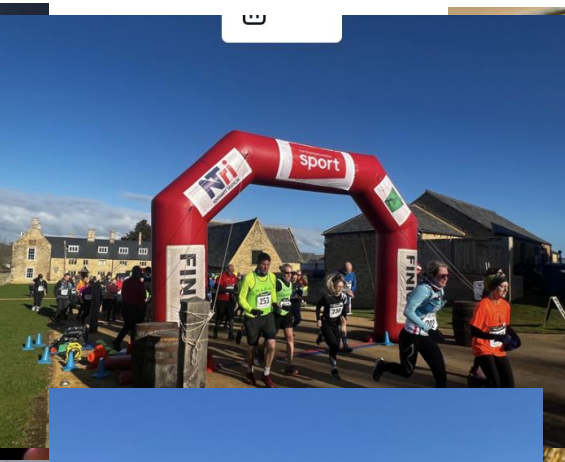
To create a new sustainable, efficient, and engaging heritage, cultural and tourism service that will shine a light on the outstanding assets we have within North Northamptonshire, whilst protecting and preserving heritage for future generations. Working with partners, we aim to improve and increase the tourism economy by developing infrastructure and introducing pioneering marketing strategies to attract inward investment and visitors'.

The Chester House Estate

THE VISION

- **Connecting** the people of Northamptonshire to their 10,000 year story
- Having the **community** at the heart of all we do
- Delivering a pioneering and diverse learning programme, **accessible** for all ages
- Offering a free to enter estate, for **everyone**
- Being financially **sustainable** with an innovative commercial offering
- Establishing, promoting and growing **local** businesses, produce and tourism
- Caring for and **preserving** our natural and historical landscape
- Improving the **wellbeing** of local residents





Northamptonshire Archaeological Archive Centre



- One of the largest Archives in Europe
- Preserving the publicly accessible Northamptonshire archaeological archives
- Space for around 30,000 boxes of material (17,000 have moved into date)
- Overseen by Ben Donnelly-Symes and Georgina Clipstone
- Supported by Historic England
- A base for the Portable Antiquity Scheme
- Partnership with the University of Leicester
- June 'Digging' and Roman Festival
- Application for Museum Accreditation in 2023

In the first year of opening, the ARC have had more than double the number of researchers access archaeological archives from Northamptonshire than the previous twelve years combined

Discover Northamptonshire



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- Opened April 2023 – 5-year BP / Tenancy
- Open 7 days per week 10am-6pm
- Based at Rushden Lakes Shopping Centre
- 11 Indoor interactive screens
- 1 Large external screens
- Temporary exhibitions
- Flexible indoor events and meeting space
- Northamptonshire focused retail area
- Working with Northamptonshire Heritage Forum and Open Art Studios
- Long term tourism strategy (with Visit England)
- Future LVEP development
- Leading on the NNC Events programme e.g Corby Fireworks, NNC Festival
- Supporting the ongoing development and delivery of Destination Nene Valley

Corby Heritage Centre



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- Open Monday to Saturday 1pm-4pm
- Managed by Billy Dalziel with the support from Volunteers
- The centre is free to enter and has previously been supported by the National Lottery Heritage Fund.
- Visitors to the Heritage Centre have the opportunity to learn about the historic nature of the building itself and also the story of Corby Old Village with education, work and entertainment themes being explored in the temporary exhibition area of the centre.
- There are temporary exhibitions to cover local history for the community and school groups throughout the year.

The Greenway Project



"Our aim is to continue to develop and enhance the greenway using existing and creating new routes and networks to provide links across the area to create safer, off road trails connecting residents and visitors to leisure, work, tourism, education and heritage"

- Programme delivery lead – Lucy Hawes
- New long-term strategy currently in development with stakeholders – expected Summer 23.
- Current core focus is connecting Rushden Lakes to Wellingborough embankment
- Working with the Ise Valley Greenway (Nene Rivers Trust) to connect the towns including Corby and Kettering.

Cornerstone



- Home to The Alfred East Art Gallery, Kettering Museum and Kettering Library.
- New events and workshop spaces - The Garden Room and the Black Box event space, capable of accommodating up to 130 people.
- A new cafe capable of seating 30 people indoors and 45 outside on a new terrace.
- A new climate controlled gallery store capable of storing and caring for the Alfred East gallery collection.
- Refurbished gallery spaces with climate control to allow the hosting of local and national exhibitions, talks and workshops.
- New toilets with accessible facilities and amenity spaces including a Changing Places Toilet.
- Finalisation of project ongoing with potential roof replacement.
- Future NLHF museum project.

Culture, Tourism & Heritage Service Plan 23-24 Key Priorities

- Completion of the service re-structure & Implementation of new service business plan and profit/loss account
- Progression of the Cornerstone roof replacement project
- Cornerstone mobilisation and opening
- Implementation of the Northamptonshire Local Visitor Economy Partnership & new Tourism Strategy
- Develop plans for the future of Kettering museum including a bid to the NLHF for investment into NN archiving facilities
- Adoption & Implementation of the long-term Greenway Strategy
- NN Festival, Corby Fireworks and future NNC events programme
- Delivery of summer ARC/Chester House Estate heritage engagement programme
- Intergration of Escape Rooms and second wedding/events venue at Chester House Estate
- Achieving museum accreditation for the ARC and Chester House;
- Continuing to grow the commercial and events offer at the Chester House Estate to improve financial sustainability;
- Developing an options appraisal for the future governance of the Chester House Estate;
- Undertaking a feasibility study for Phase 2 for Chester House (commercial catering kitchen & Victorian greenhouse refurbishment).

Overview of Communities and Wellbeing

Hazel Webb

Strategic Lead – Communities & Wellbeing

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A NEW *sense*
OF PLACE

Communities & Wellbeing Programme Overview

Towns & Parishes

Refugee Programmes

Community & VCSE Grants

Community Engagement

Community Centres

Armed Forces Covenant

Health & Wellbeing

Bookings for Parks & Open Spaces

Community Development

Well Northants

Household Support Fund

ICS Place Development Programme

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Communities & Wellbeing Service Plan 23-24 Key Priorities

- Playing a key part in the new ICS Place model: supporting Community Wellbeing Forums and Local Area Partnerships;
- Supporting the test and learn phase and sustainable case for change for Support North Northants, the new early help and prevention service;
- Developing a new Communities Strategy to inform the Council's approach to such issues as strategic and infrastructure investment in the VCSE; how we work with the VCSE; how we support volunteering; how the VCSE interacts with Public Sector Commissioners;
- Undertaking a review of the operating models and funding arrangements for Community Centres;
- Continuing to support refugee resettlement in North Northamptonshire helping guests successfully move into settled accommodation in the private rented sector or into properties acquired by NNC under the Local Authority Housing Fund;
- Developing new policies and procedures for effective delivery of Household Support Fund 4;
- Reviewing the effectiveness of the Town and Parish Strategic Forums.

A NUMBER OF THESE MAY BE PRESENTED TO OTHER EAPs



Overview of Community Safety

Mike Greenway

Strategic Lead – Community Safety

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NORTH
NORTHAMPTONSHIRE



Community Safety
Partnership

Community Safety Operations

- Case management – ASB, neighbour issues etc. education and enforcement
- Early help and prevention – domestic abuse, violence, families in need, education in schools and other campaigns
- Partnerships – community safety partnership functions
- CCTV – management of town centre and public realm CCTV plus one or two units in NNC properties
- Crime prevention – Safer Streets, target hardening etc.

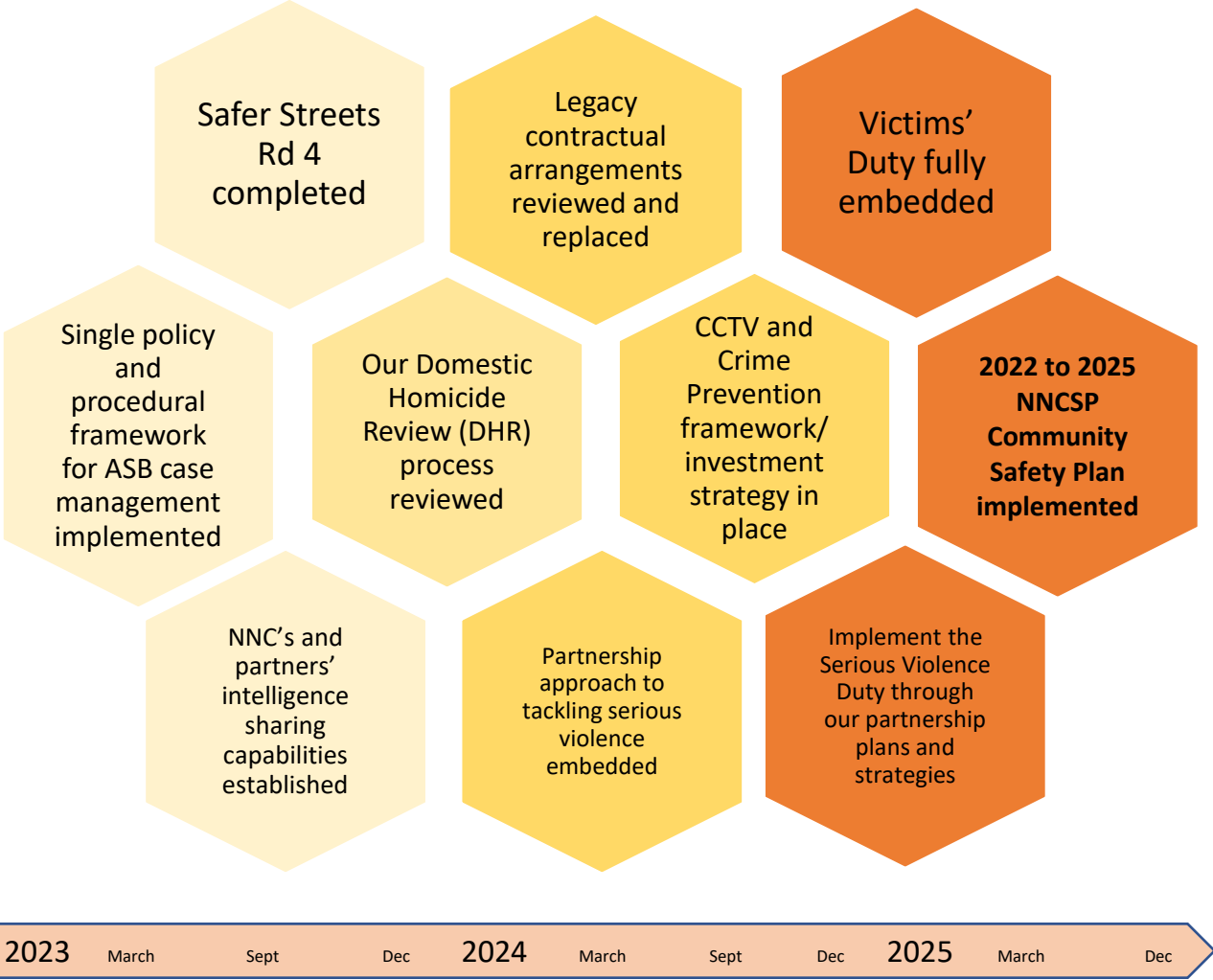
Working in partnership

- North Northamptonshire Community Safety Partnership
 - 5 responsible organisations: NNC; police; fire authority; NHS; probation
 - Strategic review to identify main issues of concern and localities with main problems
 - Plan to tackle the priorities identified
- Domestic Abuse Partnership Board
- Serious Violence Duty
- Drugs and Alcohol Partnership
- Victims' Duty (forthcoming)
- Protect Duty (forthcoming)

Crime Prevention

- Home Office Safer Streets Programme
 - Victoria Wellingborough, All Saints Kettering, Hemmingwell Wellingborough
 - Queensway Wellingborough – CCTV, alleygates, callisthenic gym, bike track project and replacement doors on residential properties.
 - Clover Hill (William Knibb) Kettering – CCTV, alleygates, video doorbells and security products for target hardening residential properties.
- CCTV
 - Town centre networks – Corby, Kettering and Wellingborough
 - Police – ANPR
 - Deployable CCTV

Safer Communities Team – key milestones 2023-25



Community Safety Service Plan 23-24 Key Priorities

- Fully embedding the Victim's Duty across our services and the wider Council;
- With partners delivering the 2022-25 Community Safety Plan;
- Delivering Safer Streets 4;
- Adopting a new ASB policy and procedure;
- Developing a commissioning framework and resource for Domestic Abuse and Sexual Violence services;
- Working with partners on the Strategic Needs Assessment and Delivery Plan arising out of the new Serious Violence Duty;
- Scoping a comprehensive review of CCTV and an options appraisal for future delivery.

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LARGELY WOULD PRESENT TO THE PROSPEROUS COMMUNITIES EAP



North
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Overview of North Northamptonshire Library Service

Carl Dorney

Service Manager (hosted West)

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North
Northamptonshire
Council

Library Service Overview

Statutory Libraries

Support to Community Managed Libraries

Community Hubs & Warm Spaces

Bookstart

Page 57

Management & Support services

106 funded capital improvement programme

Universal Offer:

Reading
Health & Wellbeing
Digital & Information
Culture & Creativity
Children's promise
Six steps – Visually impaired offer

BIPC

Place Shaping

Library To You



Library Service Plan 23-24 Key Priorities

- Provide management and support services to deliver Comprehensive and efficient Library Service;
- Deliver a disaggregation of library support services;
- Deliver comprehensive library services from 15 council run statutory libraries. Maintaining scheduled opening hours supported by the online library offer.
- Complete successful transfer of 2 remaining Community Managed Libraries (CMLs) and build relationships between statutory and CML libraries to maximise support and partnership working;
- Deliver countywide Bookstart offer following Book Trust pilot;
- Enhance libraries as community hubs by supporting Place Shaping Agenda and local area partnerships;
- Support Levelling Up agendas e.g: resources & opportunities to support jobseekers and the self-employed to get back into employment; Business & IP Centre delivering support to self-employed & SME start-ups; Job Clubs, training/courses and 1 to 1 support available; Volunteer opportunities to build confidence, skills and portfolios;
- Complete and launch library phase of Cornerstone in Kettering;
- Complete BIPC DCMS funded 3 year project; start delivering the 2 year UKSPF funded projects alongside existing core BIPC offer.





North
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Council

North Northamptonshire Council

1 AUGUST 2023 TO 30 NOVEMBER 2023

Published by: Democratic Services

Leader of North Northamptonshire Council: Councillor Jason Smithers

INTRODUCTION

This is the North Northamptonshire Council's Forward Plan. It is published pursuant to The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012. Its purpose is to provide the required 28 days' notice of the Council's intention to take 'key decisions' and to hold meetings or parts of meetings in private. It gives advance notice of all the "key decisions" and "exempt decisions" which the Executive or another body or officer so authorised are likely to take over a four-month period. The Plan is updated on a rolling monthly basis.

The Members of the Executive are:	
Councillor Jason Smithers	Leader of North Northamptonshire Council
Councillor Helen Howell	Deputy Leader of North Northamptonshire Council Sport, Leisure, Culture and Tourism
Councillor Helen Harrison	Adults, Health and Wellbeing
Councillor Scott Edwards	Children, Families, Education and Skills
Councillor Harriet Pentland	Climate and Green Environment
Councillor Lloyd Bunday	Finance and Transformation
Councillor David Brackenbury	Growth and Regeneration
Councillor Matt Binley	Highways, Travel and Assets
Councillor Mark Rowley	Housing, Communities and Levelling-Up
Councillor David Howes	Rural Communities and Localism

The concept of a "key decision" is intended to capture the most important or significant decisions. "Key decisions" will normally be made at meetings open to the press and public. The press and public will only be excluded from such meetings as and when the Council's Monitoring Officer considers that this is necessary in order to avoid the public disclosure of confidential or exempt information.

The authority has decided that a Key Decision is one which is likely:-

- (a) to result in the authority incurring expenditure of which is, or the making of savings which are, significant; or
- (b) to be significant in terms of its effects on communities living or working in an area comprising two or more electoral wards in the area of the authority."

The Council has decided that significant expenditure or savings are those amounting to above £500,000.

In determining the meaning of "*significant*" for these purposes North Northamptonshire Council will also have regard to any guidance for the time being issued by the Secretary of State in accordance with section 9Q of the Local Government Act 2000.

At times it may be necessary for the North Northamptonshire Council to give consideration to items where the public may be excluded from the meeting. Members of the public are excluded from meetings whenever it is likely that, in the view of the nature of the business to be transacted or the nature of the proceedings that confidential information would be disclosed. This includes exclusion from access to any pertinent documents. Details of the exemption categories can be found in the 'Access to Information Procedure Rules' section in the Council's [Constitution](#). This plan provides advance notice of any items which may be held in private.

Paragraph 5 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 provides for members of the public to make representations to the Council on why an exempt item should be considered in public, rather than in private. Persons wishing to make such representations and/or obtain further details in respect of any issues referred to in the Plan should contact the undermentioned officer.

The Monitoring Officer may also include in the Forward Plan references to such other decisions, which are to be taken by the Council or any of its Committees or Sub-Committee or officers as they consider appropriate. These will be those decisions that are considered to be significant or sufficiently important and/or sensitive so that it is reasonable for a member of the public to expect it to be recorded and published.

All general questions or queries about the contents of this Forward Plan or about the arrangements for taking key decisions should be raised with David Pope, Democratic Services.

Please email: democraticservices@northnorthants.gov.uk

August 2023

Subject of the Decision:	Purpose of Report	Decision Maker	Is it a key decision?	Will it contain exempt information? /Reasons for exemption, if any	Consultation undertaken	Anticipated Date of Decision:	Report Author and Executive Lead Member
The Future of Kettering Leisure Village Page 62	To consider a motion from Full Council regarding the future of KLV	Executive	Yes	No		3 rd August 2023	Executive Member - Highways, Travel and Assets Executive Director - Place and Economy
Capital Programme Update	To report any adjustments to the in-year programme	Executive	Yes	No		17 th August 2023	Executive Member - Finance and Transformation Executive Director - Finance & Performance
Budget Forecast Update 2023/24 - Period 3	To report any adjustments to the in-year budget	Executive	Yes	No		17 th August 2023	Executive Member - Finance and Transformation Executive

							Director - Finance & Performance
Capital Outturn 2023/24 as at Period 3	To report on the Capital Budget on a quarterly basis	Executive	Yes	No		17 th August 2023	Executive Member - Finance and Transformation Executive Director - Finance & Performance
Education Case Management System Procurement and Implementation Business Case	To approve the commencement of the procurement process to purchase and implement an Education Case Management ICT System	Executive	Yes	No		17 th August 2023	Executive Member - Children, Families, Education and Skills Executive Director - Children's Services
Re-commissioning of the NHS Health Check Programme for North Northamptonshire Council	Seeking approval to procure, and delegation to award the contract	Executive	Yes	No		17 th August 2023	Executive Member - Adults, Health and Wellbeing Director of Public Health
North Northamptonshire's SEND and Inclusion	To approve the Strategy.	Executive	Yes	No		17 th August 2023	Executive Member - Children,

Strategy (2023 – 2026)							<p>Families, Education and Skills</p> <p>Executive Director - Children's Services</p>
<p>Bus Service Improvement Plan Funding</p> <p>Page 6</p>	To agree to spend Bus Service Improvement Plan plus (BSIP+) funding allocated by Government	Executive	Yes	No		17 th August 2023	<p>Executive Member - Highways, Travel and Assets</p> <p>Executive Director - Place and Economy</p>
Northamptonshire Youth Justice Plan 2023-24	Under the Crime and Disorder Act 1998 there is a statutory requirement to publish an annual Youth Justice Plan which must provide specified information about the local provision of youth justice services. The Youth Justice Board provides guidance about what must be included in the	Executive	Yes	No		17 th August 2023	<p>Executive Member - Children, Families, Education and Skills</p> <p>Executive Director - Children's Services</p>

	plan and recommends a structure for the plan						
Section 106 Funding Uplift to the Schools Minor Works Budget	To approve a S106 development funding uplift to the Schools Minor Works Budget	Executive	Yes	No		17 th August 2023	Executive Member - Children, Families, Education and Skills Executive Director - Children's Services
Page 65 The Avenue Infants School Extension	To approve the proposed extension	Executive	Yes	No		17 th August 2023	Executive Member - Children, Families, Education and Skills Executive Director - Children's Services
Great Doddington Primary School Mobile Replacement	To approve the proposed extension	Executive	Yes	No		17 th August 2023	Executive Member - Children, Families, Education and Skills

							Executive Director - Children's Services	
Page 66	Framework Agreement for Assistive Technology Equipment	To outline the intention to procure a new Framework Agreement for the supply of Assistive Technology (AT) equipment to apply from 1 April 2024, when the AT service will have disaggregated and to delegate authority to procure a contract for AT Equipment	Executive	Yes	No		17 th August 2023	Executive Member - Adults, Health and Wellbeing Executive Director - Adults, Health Partnerships and Housing (DASS)
	Local Authority Housing Fund – Round 2 Funding	To approve receipt of funding and seek Council approval for match funding	Executive	Yes	No		17 th August 2023	Executive Member - Adults, Health and Wellbeing Executive Director - Adults, Health Partnerships and Housing (DASS)

September 2023

Subject of the Decision:	Purpose of Report	Decision Maker	Is it a key decision?	Will it contain exempt information? /Reasons for exemption, if any	Consultation undertaken	Anticipated Date of Decision:	Report Author and Executive Lead Member
Capital Programme Update Page 67	To report any adjustments to the in-year programme.	Executive	Yes	No		14 th September 2023	Executive Member - Finance and Transformation Executive Director - Finance & Performance
Budget Forecast Update 2023-24 - Period 4	To report any adjustments to the in-year budget	Executive	Yes	No		14 th September 2023	Executive Member - Finance and Transformation Executive Director - Finance & Performance
Northamptonshire Tourism Strategy and Local Visitor Economy Partnership for Northamptonshire	Approval of Tourism Strategy and governance arrangements for the Local Visitor Economy	Executive	Yes	No	Agreement with WNC as it is a joint strategy	14 th September 2023	Executive Member - Deputy Leader & Sports, Leisure, Culture and Tourism

	Partnership.						Executive Director - Adults, Health Partnerships and Housing (DASS)
Enforcement of Moving Traffic Offences	To consider approval of the taking up of powers to enforce Moving Traffic Offences.	Executive	Yes	No		14 th September 2023	Executive Member - Highways, Travel and Assets Executive Director - Place and Economy
Kettering Local Cycling and Walking Infrastructure Plan (LCWIP)	The results of the recent consultation for the Kettering Local Cycling and Walking Infrastructure Plan (LCWIP) and approve the LCWIP	Executive	Yes	No		14 th September 2023	Executive Member - Highways, Travel and Assets Executive Director - Place and Economy
North Northamptonshire Greenway Strategy	To approve the North Northamptonshire Greenway Strategy	Executive	Yes	No	A range of key stakeholders during the strategy development	14 th September 2023	Executive Member - Deputy Leader & Sports, Leisure, Culture and Tourism Executive Director - Adults, Health Partnerships and Housing (DASS)

Procurement of a Gas Contractor for Housing Stock	To seek approval to procure a gas contractor for NNC's housing stock	Executive	Yes	No		14 th September 2023	<p>Executive Member - Housing, Communities and Levelling Up</p> <p>Executive Director - Adults, Health Partnerships and Housing (DASS)</p>
<p>Kettering Artificial Pitch</p> <p>Page 69</p>	Lease and investment arrangements for Kettering artificial pitch	Executive	Yes	No	Football Foundation	14 th September 2023	<p>Executive Member - Deputy Leader & Sports, Leisure, Culture and Tourism</p> <p>Executive Director - Adults, Health Partnerships and Housing (DASS)</p>

October 2023

Subject of the Decision:	Purpose of Report	Decision Maker	Is it a key decision?	Will it contain exempt information? /Reasons for exemption, if any	Consultation undertaken	Anticipated Date of Decision:	Report Author and Executive Lead Member
Capital Budget Update Page 70	To report any adjustments to the in-year programme	Executive	Yes	No		12 th October 2023	Executive Member - Finance and Transformation Executive Director - Finance & Performance
Budget Forecast Update 2023-24 - Period 5	To report any adjustments to the in-year budget	Executive	Yes	No		12 th October 2023	Executive Member - Finance and Transformation Executive Director - Finance & Performance
Corporate Parenting Strategy – Annual Report	To note the content of the Corporate Parenting Strategy Annual Report and to agree that the	Executive	Yes	No		12 th October 2023	Executive Member - Children, Families, Education and Skills

	report is presented at Full Council						Executive Director - Children's Services
Specialist Drug and Alcohol Treatment for Rough Sleepers, or at risk of Rough Sleeping	To agree the use of North Northamptonshire Public Health Reserves to fund activities up to £600,000 for specialist drug and alcohol treatment services for rough sleepers or those at risk of rough sleeping until 31st March 2026	Executive	Yes	No		12 th October 2023	Executive Member - Adults, Health and Wellbeing Executive Director - Adults, Health Partnerships and Housing (DASS)
Corporate Property Leasehold Policy	To consider adopting an NNC policy.	Executive	Yes	No		12 th October 2023	Executive Member - Highways, Travel and Assets Executive Director - Place and Economy

November 2023

Subject of the Decision:	Purpose of Report	Decision Maker	Is it a key decision?	Will it contain exempt information? /Reasons for exemption, if any	Consultation undertaken	Anticipated Date of Decision:	Report Author and Executive Lead Member
Capital Budget Update	To report any adjustments to the in-year programme	Executive	Yes	No		16 th November 2023	Executive Member - Finance and Transformation Executive Director - Finance & Performance
Budget Forecast Update 2023-24 - Period 6	To report any adjustments to the in-year budget	Executive	Yes	No		16 th November 2023	Executive Member - Finance and Transformation Executive Director - Finance & Performance
Public Spaces Protection Order – Dog Control	To seek approval from the Executive to implement	Executive	Yes	No		16 th November 2023	Executive Member - Housing, Communities and

	an updated North Northamptons hire Public Spaces Protection Order 2023 – Dog Control						<p>Levelling Up</p> <p>Executive Director - Place and Economy</p>
Page 73	Culture, Heritage and Tourism Business Plan	To consider and approve the business plan.	Executive	Yes	No		<p>16th November 2023</p> <p>Executive Member - Deputy Leader & Sports, Leisure, Culture and Tourism</p> <p>Executive Director - Adults, Health Partnerships and Housing (DASS)</p>
	Asset Acquisition Policy	To consider adopting an NNC policy.	Executive	Yes	No		<p>16th November 2023</p> <p>Executive Member - Highways, Travel and Assets</p> <p>Executive Director - Place and Economy</p>

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Active Communities Executive Advisory Panel



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Proposed areas to explore by the EAP

Proposed attendance by service area experts

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Profile on a page: Sam Fitzgerald – Assistant Director Adult Services

Profile on a page: Matthew Jenkins – Assistant Director Commissioning and Performance

Profile on a page: Ali Gilbert – Director of Place - Integrated Care - Placed based arrangements

Profile on a page: Evonne Coleman – Thomas – Assistant Director Strategic Housing, Development & Property Services

Profile on a page: Kerry Purnell – Assistant Director Communities and Leisure

Profile on a page: Shirley Plenderleith – Assistant Director Public Health

Profile on a page: Abdu Mohiddin - Locum Consultant in Public Health, Children, Oral, Maternity & Sexual Health

Profile on a page: Mike Bridges – Consultant in Public Health

Profile on a page: Cate Carmichael – Consultant in Public Health

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Proposed areas to explore

Area	Exec Member	Director	Assistant Director
Social Care for Adults	Cllr H Harrison	ED – A, HP & H	AD Adult Services, AD Commissioning & Performance, AD Safeguarding, Wellbeing and Provider
Services for Older People	Cllr H Harrison	ED – A, HP & H	
Health Inequalities	Cllr H Harrison	DPH	AD Communities and Leisure
Inclusion	Cllr H Harrison/Cllr M Binley	ED – A, HP & H / DPH	
Leisure and Sport	Cllr H Howell	ED – A, HP & H / DPH	AD Communities and Leisure
Libraries and Theatres	Cllr H Howell	ED – A, HP & H / DPH	AD Communities and Leisure
Culture	Cllr H Howell	ED – A, HP & H / DPH	AD Communities and Leisure
Conservation	Cllr H Harrison/Cllr M Binley	ED – A, HP & H / DPH	AD Communities and Leisure
Mental Health and Wellbeing	Cllr H Harrison/Cllr M Binley	ED – A, HP & H / DPH	AD C&L,
Domestic Violence	Cllr H Harrison/Cllr M Binley	ED – A, HP & H / DPH	AD Communities and Leisure
Tourism	Cllr H Howell	ED – A, HP & H / DPH	AD Communities and Leisure

In relation to PH– areas to explore are Health Protection, CYP, and other aspects of adults – sexual health, lifestyles, etc.

Forward Plan agreed items

Assistant Director/Lead	Who	Proposed EAP Date
<p>Item 1: Strategies in development (first thoughts) -</p> <p>a) Sports and Leisure Strategy (30mins)</p> <p>b) Health and Wellbeing strategy (15mins)</p>	<p>Kerry Purnell - Assistant Director Communities and Leisure –</p> <p>Susan Hamilton – Interim Director Public Health</p> <p>Ali Gilbert – Director of Place, Integrated Care</p>	<p>Friday, 04 August 2023</p>
<p>Item 2: Service presentation - Communities and Leisure (to inform forward plan) 1 hr</p>	<p>Kerry Purnell - Assistant Director Communities and Leisure</p>	
<p>Item 1: Service presentation - Safeguarding and Wellbeing Provider Services (to inform forward plan) (1 hr)</p> <p>Item 2: Adult Social Care Strategy (15mins)</p>	<p>Zakia Loughhead - Assistant Director Safeguarding and Wellbeing Provider Services to confirm who should attend from her area</p> <p>Adult Social Care – Assistant Directors – Matthew Jenkins to present</p>	<p>Friday, 06 October 2023</p>
<p>Item 1: TBC</p> <p>Item 2: Service presentation - Adult Services (to inform forward plan) (1 hr)</p>	<p>Sam Fitzgerald - Assistant Director Adult Services to confirm who should attend from her area</p>	<p>Friday, 01 December 2023</p>
<p>Item 1: TBC</p> <p>Item 2: Service presentation - Commissioning and Performances (to inform forward plan) (1 hr)</p>	<p>TBC</p> <p>Matthew Jenkins - Assistant Director Commissioning and Performance</p>	<p>Friday, 02 February 2024</p>
<p>Item 1: TBC</p> <p>Item 2: Service presentation – Tackling Homelessness</p>	<p>TBC</p> <p>Evonne Coleman –Thomas - Assistant Director Strategic Housing, Development and Property Services</p>	<p>Thursday, 04 April 2024</p>



Zakia Loughead

Assistant Director
Safeguarding, Wellbeing and Provider Services

Summary of Service Area

- Safeguarding, Wellbeing and Provider Services encompasses Safeguarding, Provider Services (Day Opps, Specialist Support for Younger Adults, Respite for Younger Adults, Shared Lives, Learning Independence Volunteering Employment service, and Employment And Disability Service), the Approved Mental Health Professional (AMHP) team, the Deprivation of Liberty Safeguards (DOLS) team, the Community Therapy team, and the Assistive Technology and Visual Impairment teams.
- Leading the development of the Transformation of Provider Services

Possible areas for EAP to consider

Policies and strategies in development

- Delivery of Transforming NNC Adult Social Care Provider Services
- Social Care Reform including local authority self-assessment. Introducing co-production across Adult Social Care.
- Liberty Protection Safeguarding
- Adults Emergency Duty Team (Emergency Provision – Out Of Hours)
- Supporting replacement to Adult Social Care System
- Support to NNC Prevent Strategic Delivery Plan, and Combating Drugs partnership, MAPPA Steering Strategic Management Board

Transformation and change being considered

- Transforming Adult Social Care Provider Services Phase 1 and 2
- Emergency Duty Team and Out of Hours Service
- Disaggregation of Assistive Technology, Visual Impairment Service and AMHP service
- Supporting delivery of NSAB Safeguarding Priorities for NNC
- Embedding strengths-based practice across all service areas (Principal Social Worker led activity)



Sam Fitzgerald
Assistant Director
Adult Services

Summary of Service Area

- Responsible for Learning Disability teams, with a leading role in the LDA partnership
- Acute Hospital Adult Social Care, including Acute partnerships and Winter planning
- Community hubs and front door social care; Continuing Healthcare, and Care Home review functions
- Inclusion services
- Transitions (16-18) into adulthood
- Reablement and admission avoidance.
- Council appointed, non executive director for the Children's Trust

Possible areas for EAP to consider

Policies and strategies in development

- Adult Social Care Strategy
- Better Care Fund (BCF) Lead including the production of the Narrative plan and monitoring and reporting progress against the KPIs.
- Directorate Operating Model (Moving Forwards with Place – How the Adults, Health Partnerships, and Housing directorate works within a place-based setting).

Transformation and change being considered

- Service improvement transformation to ensure robust, resilient, teams that are equipped to handle the demand and complexity being faced in the community
- Urgent and Emergency Care Transformation Including Pathway 1 and Pathway 2 redesign
- Sustainable recruitment and retention of Adult Social Care workforce including Carers Pathways and progression.



Matt Jenkins

Assistant Director
Commissioning and Performance

Summary of Service Area

- Strategic market management of independent social care providers including commissioning, quality monitoring, contract management and payments to independent care providers.
- Brokering of care and support for people with eligible care needs.
- Leadership of Financial Operations including: financial assessments for contributions towards care and support, Personal Budget Support Service, Direct Payment support and appointee service.

Possible areas for EAP to consider

Policies and strategies in development

- Quality framework to provide assurance of quality of contracted care providers and to support improvement in the overall ratings profile and quality of independent care providers in North Northamptonshire.
- Market Position Statement to outline the current position of the independent care market along with the services that will be required to meet the needs of people in the future across North Northamptonshire.
- Actions to ensure we have a sustainable market of high quality services for people to draw on.

Transformation and change being considered

- Creation of forums for co-production ensuring people with lived experience can influence all aspects of Adult Social Care.
- The development of an integrated brokerage team driving joint working with Health partners and improving pathways of brokering care and support for people in North Northamptonshire.
- Procurement of our Social Care case management systems to support strengths based working and more efficient processes across Adult Social Care.



Ali Gilbert

North Northamptonshire Director of Place
Integrated Care

Summary of Service Area

- Integrated Care Stem North Place Development Director responsible for leading the design, development and implementation of the North Place model
- Lead for the development of the Live Your Best Life strategy
- Lead for the development of the Adult Social Care Strategy
- Supportive leadership for the development of the North Health and Wellbeing strategy

Possible areas for EAP to consider

Policies and strategies in development

- Live Your Best Life strategy for the county forms the framework to align all strategies, as only together will we achieve the ten ambitions
- The North place model is integral to the Live Your Best Life Strategy
- The development of the North Health and Wellbeing strategy, to be aligned with the Live Your Best Life Strategy
- The role of North Place in the NNC strategy under development
- The Adult Social Care Strategy development, with place integral to this

Transformation and change being considered

- North Place - Functional implementation of the Local Area Partnerships (LAPS) and ensuring communities are central to improving outcomes outlined in the Live Your Best Life Strategy focusing on the wider determinants of health.
- Role and function of the Community Wellbeing Forums as a function of the North Place model.
- Adult Social Care strategy – evolving function of the strengths- based model of care , with co-production integral to this with our workforce and North Northamptonshire people.
- Support North Northamptonshire VCSE model of care, linked to North place development and the evolution of the adult social care strengths- based model.



Evonne Coleman – Thomas
Assistant Director
Strategic Housing, Development and Property Services

Summary of Service Area

- Responsible for all strategic Housing services, including Housing and Tenancy Services, and Homelessness.
- Responsible for all housing development activity, including acquisitions, new build and redevelopments
- Strategic Lead for all council housing repairs, responsive and capital programmes.

Possible areas for EAP to consider

Policies and strategies in development

- Housing Strategy
- Homelessness Strategy
- Development Strategy
- Resident Engagement Strategy

Transformation and change being considered

- Harmonisation of the Housing Revenue Account – to deliver one HRA rather than the current separate Corby and Kettering Neighbourhood Accounts.
- Review of interim structures across the housing service, to ensure we remain agile and fit for purpose.
- Consideration as to management of our own temporary accommodation stock



Kerry Purnell

Assistant Director
Communities and Leisure

Summary of Service Area

- Culture, Tourism and Heritage, including Chester House Estate, Cornerstone, Discover Northamptonshire Tourism Hub at Rushden Lakes, Corby Heritage Centre, The Greenway, NN events
- Leisure and Active Communities, in-house and commissioned providers across the Leisure estate and active communities, sports, physical activity and play development
- Community Safety, including DA and Sexual Violence
- Communities and Wellbeing, including the A New Sense of Place programme, grant giving, community development, and Refugee Resettlement
- Library Services

Possible areas for EAP to consider

Policies and strategies in development

- County-wide Tourism (Discover Northamptonshire) Strategy, at stakeholder engagement stage
- Leisure Strategic Framework – Active Communities Strategy, Leisure Facilities and Playing Pitch Strategies and future delivery model options- work recently commissioned
- DA and Sexual Violence Commissioning Framework
- Greenway Strategy and locality plans

Transformation and change being considered

- CCTV transformation programme (at early scoping stage) Short description of areas responsible for (12 font)
- Future governance options for Chester House Estate
- Full disaggregation of the library service
- *Would the A New Sense of Place programme come to this EAP?*



Shirley Plenderleith

Assistant Director
Public Health

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Summary of Service Area

- Transition and Project support to strategic activity including strategic links across NNC
- Research & Evaluation activity
- Strategic/ transformation projects - providing system leadership on areas of PH importance.
- Business operations –governance, forward planning, finance and workforce development

Possible areas for EAP to consider

Policies and strategies in development

- Research & Evaluation
- ICS Prevention activity
- PH Communication Planning linking to research activity

Transformation and change being considered

- Links to UoN and ICS Research & Innovation work
- Governance planning including financial framework
- Range of project support activities across PH to – eg Eastern European Community research project, Combating Drugs partnership (governance), health improvement eg Trauma Informed Practice project set up, Place based work



Abdu Mohiddin

Consultant in Public Health
[Children, Oral, Maternity & Sexual Health]

Summary of Service Area

- Children and young people
- Oral health (all ages)
- Maternity
- Sexual Health
- Adult Learning

Possible areas for EAP to consider

Policies and strategies in development

- The completion of CYP, Sexual Health, SEND JSNAs underway to inform future strategy
- Youth offer/strategy development (inc serious violence)
- Healthy schools reset/improvement and future working

Transformation and change being considered

- 0-19 CYP including early years commissioning options inc FNP, F/Hubs, Strong Start
- Sexual Health commissioning options
- Oral health commissioning options and strategy



Mike Bridges

Consultant in Public Health

Summary of Service Area

- Health Protection
 - NNC Health Protection / CIPC / Covid Response
 - Emergency Planning, Climate, Healthy urban, Transport, Planning
- Wider Health Protection
 - Serious Violence Prevention, Criminal Justice / Prisons, Community Falls Prevention
- Addictions
 - Substance Misuse, Tobacco Control, Smoking
- Research (Shared)
 - Links with UoN, ICS, EM

Possible areas for EAP to consider

Policies and strategies in development

- Tobacco Control Strategy (includes vaping)
- Gambling Strategy / Policy
- Commercial determinates of health strategy / policy

Transformation and change being considered

- The development of a prevention, treatment and recovery service model for drug and alcohol services for NNC
- Health Protection JSNA and emerging priorities to inform strategy
- Development of a public health approach to violence reduction serious violence duty / strategy

Cate Carmichael (14 font)

Consultant in Public Health (12 font)

[Area title]

Summary of Service Area (14 font)

- Short description of areas responsible for (12 font)
- Short description of areas responsible for (12 font)
- Short description of areas responsible for (12 font)

Possible areas for EAP to consider (14 font)

Policies and strategies in development (14 font)

- Short description of areas responsible for (12 font)
- Short description of areas responsible for (12 font)
- Short description of areas responsible for (12 font)

Transformation and change being considered (14 font)

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- Short description of areas responsible for (12 font)
- Short description of areas responsible for (12 font)

Agenda Item 7

EXECUTIVE ADVISORY PANEL (EAP) TERMS OF REFERENCE (GENERAL)

Introduction

Executive Advisory Panels (EAPs) are established by the Leader of the Council to encourage collaborative working between the Executive and non-Executive members in developing future policy proposals.

Each Panel will have a workplan which will set out what policy development work will be undertaken throughout the year and when. This will be created by reviewing the Corporate Plan, Service Delivery Plans and listening to the Panels ideas.

Panels are not decision making but may make recommendations for future consideration by an Executive Member or the Executive.

Panels should not normally formulate recommendations on non-Executive functions which are the responsibility of Council, a non-Executive Committee or other body unless with the consent of said body.

Panels are not part of the scrutiny or audit function of the Council as prescribed in the Council's Constitution.

The following applies to all Executive Advisory Panels established under the Council's governance arrangements: -

1. Under the Constitution, the Leader of the Council has discretion to add, amend or delete the EAPs established.
2. Each EAP will be chaired by an Executive Member (to be determined by the Leader of the Council). In the event that the Chair is absent, the Leader or another member of the Executive may chair that particular meeting.
3. In addition to the Chair, each EAP will consist of 6 non-Executive Members who shall be determined by the respective political groups.
4. A named substitute non-Executive Member will be permitted for each political group represented on a Panel.
5. Any member of the Executive may attend an EAP meeting without notice of attendance required, however participation in discussions will be through the Chair of the respective EAP.
6. Although non-decision making, each EAP shall be politically balanced to ensure other recognised political groups have representation.
7. EAPs are not subject to the full Local Government Act 1972 (as amended), however they shall be conducted where practicable as if the 1972 Act applied.
8. Meetings of an EAP are open to public attendance except where confidential or exempt information is to be discussed
9. Meetings of the EAP may be held using "virtual meeting" technology or shall be onsite. Meetings will normally be live streamed, except where confidential or exempt information is to be discussed.

10. An EAP through the Chair may invite guest speakers or expert witnesses to attend a meeting of the EAP on an ad hoc basis.
11. A member of the Corporate Leadership Team (CLT) may attend meetings of an EAP without notice of attendance required, however participation in discussions will be through the Chair of the respective EAP.
12. Whilst some matters for discussion will clearly fall within the remit of one EAP, there may be occasions where an agenda item is cross-cutting. The Chairs of the respective EAPs shall decide which EAP acts as “lead.” The Leader of the Council shall act as arbiter where a resolution cannot be achieved.
13. Minutes/notes of each EAP shall be prepared and publicly available, except those sections dealing with confidential or exempt information. Full copies of minutes/notes taken shall be circulated to all Executive members and CLT in addition to the appropriate EAP members.
14. Agendas and reports will normally be circulated 5-clear working days prior to the meeting date. Urgency items may be discussed at a meeting, with the consent of the Chair, and subject to an explanation as to why an item is urgent, and notification to EAP members prior to the meeting commencing.
15. Each EAP will normally meet on a bi-monthly basis. A Chair of an EAP may request the cancellation or addition of a meeting having given due notice to the Proper Officer (or their deputy).

There is no requirement for formal reports to be submitted to EAPS, instead the Chair will encourage presentations, briefing notes or verbal discussions.

The Executive Advisory Panels currently established are: -

- **Active Communities EAP**

Chaired by Councillor Helen Harrison/Councillor Helen Howell)

Lead Officer - David Watts/Director of Public Health & Wellbeing

- **Sustainable Communities EAP**

Chaired by Councillor Harriet Pentland

Lead Officer - George Candler

- **Future Communities EAP**

Chaired by Councillor Scott Edwards

Lead Officer- AnnMarie Dodds

- **Connected Communities EAP**

Chaired by Councillor Lloyd Bunday

Lead Officer – Adele Wylie/Guy Holloway

- **Planning Communities EAP –**

Chaired by Councillor David Brackenbury

Lead Officer – Rob Harbour

- **Prosperous Communities EAP –**

Chaired by Councillor Graham Lawman/Councillor Matt Binley

Lead Officer – David Watts

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