

FORWARD PLAN

FOR THE PERIOD 1 JANUARY 2008 TO 30 APRIL 2008

What is a Forward Plan?

The Forward Plan is a list of the key decision, which are due to be taken, by the Cabinet during the period covered by the Plan. The Council has a Statutory duty to prepare a Forward Plan. The Plan is updated monthly and is available to the public 14 days before the beginning of each month. It covers a 4-month rolling period. It can be accessed from The Guildhall Office and/or the Council website www.northampton.gov.uk.

What is a Key Decision?

A key decision in the Council's constitution is defined as:

- Any decision in relation to the Executive function* which results in the Council incurring expenditure which is, or the making of saving which are significant having regard to the Council's budget for the service or function to which the decision relates. For these purpose the minimum financial threshold will be £50,000;
- Where decisions are not likely to involve significant expenditure or savings but nevertheless are likely to be significant in terms of their effects on communities in two or more wards or electoral divisions; and
- For the purpose of interpretation a decision, which is ancillary or incidental to a Key decision, which had been previously taken by or on behalf of the Council shall not of itself be further deemed to be significant for the purpose of the definition.


* Executive functions are those, which are the responsibility of the Cabinet as opposed to, for example, regulatory functions, which are the responsibility of the Council's Planning or Licensing Committees.

Who takes Key Decisions?

Under the Council's constitution, key decisions are taken by

- Cabinet
- The Leader or Deputy Leader (in matters of urgency only)
- Individual officers acting under delegated powers (it is rare for any decision delegated to an officer to be a key decision)

Are only Key Decisions listed in the Forward Plan?

The Council only has a statutory obligation to publish only Key Decisions on the Forward Plan. However, the Council has voluntarily decided to list non-key Cabinet decisions on the as well. In order to clarify matters on the Plan, Key decisions have a  symbol next to the item.

What does the Forward Plan tell me?

The Plan gives information about:

- What key and non-key decisions are coming forward in the next four months (these decisions have a symbol next to them)
- Other non-key Cabinet decisions that are coming forward in the next four months
- Whether the decision will be taken in public or private
- When those key decisions are likely to be made
- Who will make those decisions
- What consultation will be undertaken
- Who you can contact for further information

Who is the Cabinet?

The Members of the Cabinet and their areas of responsibility are:

Councillor Tony Woods	Leader of the Council and Portfolio Holder for Partnerships and Improvement	cllr.twoods@northampton.gov.uk
Councillor Brendan Glynane	Deputy Leader and Portfolio Holder for Community Engagement and Safety	cllr.bglynane@northampton.gov.uk
Councillor Sally Beardsworth	Portfolio Holder for Housing	cllr.sbeardsworth@northampton.gov.uk
Councillor Richard Church	Portfolio Holder for Regeneration	cllr.rchurch@northampton.gov.uk
Councillor Trini Crake	Portfolio Holder for Environment	cllr.tcrake@northampton.gov.uk
Councillor Brian Hoare	Portfolio Holder for Performance	cllr.bhoare@northampton.gov.uk
Councillor Malcolm Mildren	Portfolio Holder for Finance	cllr.mmildren@northampton.gov.uk

What is the role of Overview and Scrutiny?

The Council has three Overview and Scrutiny Committees namely

Overview and Scrutiny 1 - Partnerships, Regeneration, community Safety and Engagement

Overview and Scrutiny 2 - Housing and Environment

Overview and Scrutiny Committee 3 - Improvement, Performance and Finance

The Committees' role is to contribute to the development of Council policies, to scrutinise decisions of the Cabinet and to consider any matter affecting the area of Northampton or its citizens. Dates of these meetings and other Council meetings can be found at www.northampton.gov.uk

How and who do I contact?

Each entry in the Plan indicates the names of all the relevant people to contact about that particular item. Wherever possible, full contact details are listed in the individual entries in the Forward Plan. They can also be reached via the switchboard (01604) 837837.

For general information about the decision-making process please contact Frazer McGown, Meeting Services Manager at The Guildhall, St Giles Square, Northampton NN1 1DE Tel: 01604 837101, E-mail: fmcgown@northampton.gov.uk.

Councillor Tony Woods, Leader of Northampton Borough Council

🔑 = Key Decision


Forward Plan : 1 January 2008 to 30 April 2008

Subject	Expected Decision to be Made	Decision to be made by	Expected Date of Decision	Key or Non-Key Decision	Who Will be consulted	How will they be consulted	Report available/Portfolio holder/Contact Officer
Council Tax Base	To approve the calculation of the Council Tax Base	Cabinet	7 Jan 2008	NON-KEY	N/a	N/a	27.12.07 Cllr Mildren Ian Tyrer, Council Tax Manager ityrer@northampton.gov.uk
Land at Stenson Street	🔑 To consider "in private" the future of the property.	Cabinet	7 Jan 2008	KEY	Local Groups	Correspondence	27.12.07 Cllr Mildren Simon Dougall, Asset Manager sdougall@northampton.gov.uk
Land at Lancaster Way - Consideration of objections received to the proposed disposal of public open space	Confirmation of Cabinet's decision of 1 st October 2007 to enter into conditional contract to dispose of land.	Cabinet	7 Jan 2008	KEY	N/A	N/A	27.12.07 Cllr Mildren Simon Dougall, Asset Manager sdougall@northampton.gov.uk
16- 18 Archangel Square, Camp Hill	🔑 To consider "in private" the future of the property.	Cabinet	7 Jan 2008	KEY	NTAC	Correspondence	27.12.07 Cllr Mildren Simon Dougall, Asset Manager sdougall@northampton.gov.uk
Prudential Indicators for Capital Finance 2007/08: Position as at the end of November 2007	🔑 To approve the recommendation to Council to approve any revisions to the Prudential Indicators for 2007/08 and to note the latest Prudential Indicator monitoring position.	Cabinet	7 Jan 2008	KEY	S.151 Officer, Monitoring Officer.	Via Cabinet reports.	27.12.07 Cllr Mildren Bev Dixon, Finance Manager bdixon@northampton.gov.uk




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Capital Programme 2007/08: Position as at end of November 2007	🔑 Approval of capital scheme in, or to be added to, the programme. To note programme outturn forecasts and how the programme is to be funded.	Cabinet	7 Jan 2008	KEY	S.151 Officer, Monitoring Officer, Project Manager, and relevant portfolio holders, Director, and Corporate Managers.	Review and sign off capital appraisal forms detailing the project and its relevance and importance to the authority. Budget Managers consulted on 2007/08 outturn forecasts.	27.12.07 Cllr Mildren Bev Dixon, Finance Manager bdixon@northampton.gov.uk
Performance (a) Revenue Budget Monitoring: 2007/08 Position as at the end of November 2007 (b) Performance Monitoring	To note the report and approve virements if appropriate To note the current position	Cabinet	7 Jan 2008	NON-KEY	Corporate Managers	Corporate Manager service accountant meeting in relation to their forecasts	27.12.07 Cllr. B Hoare Dale Phillipson, Corporate Manager, Performance and Improvement dphillipson@northampton.gov.uk



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Improvement Plan	To agree the Council's Improvement Plan	Cabinet	January 2008	NON-KEY	N/A	N/A	27.12.07 Cllr B Hoare Dale Phillipson, Corporate Manager, Performance and Improvement dphillipson@northampton.gov.uk
Streetscene Inspection	To consider the Streetscene Inspection	Cabinet	7 Jan 2008	NON-KEY	N/A	N/A	27.12.07 Cllr. T Crake Janet Dean, Interim Strategic Director JDean@northampton.gov.uk
Northamptonshire Joint Municipal Waste Strategy Implementation	 To approve the implementation plan for the Northamptonshire Joint Municipal Waste Strategy	Cabinet	7 Jan 2008	KEY	N/A	N/A	27.12.07 Cllr Crake Janet Dean, Interim Strategic Director JDean@northampton.gov.uk
LAA2	 To agree the LAA2 Draft outcomes	Cabinet	7 Jan 2008	KEY	Partners and stakeholders	Through our communications and engagement strategy.	27.12.07 Cllr Woord Nicci Marzec nmarzec@northampton.gov.uk
Gypsy and Travellers Accommodation Assessment	 To receive the Gypsy and Travellers accommodation and assessment report.	Cabinet	7 Jan 2008	KEY	N/a	N/a	21.12.07 Cllr Crake Christine Stevenson, Corporate Manager, Planning, Leisure and Building Control cstevenson@northampton.gov.uk

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Employee Opinion Survey	To receive the findings of the Employee Opinion Survey.	Cabinet	7 Jan 2008	NON-KEY	Employees	Questionnaire	21.12.07 Cllr B. Hoare Howard Crabtree, Corporate Manager, Human Resources hcrabtree@northampton.gov.uk
Pay and Grading Review	 To determine 'in private' the pay structure resulting from Pay and Grading Review, to be put to a ballot of staff who are members of Unison and GMB.	Cabinet	4 Feb 2008	KEY	Trade Unions	Consultative machinery	25.01.08 Cllr B Hoare Howard Crabtree, Corporate Manager, Human Resources hcrabtree@northampton.gov.uk
Allocations Policy Review and Choice Based Lettings	 To adopt a new Allocations Policy and note progress made towards the implementation of Choice Based Lettings.	Cabinet	4 Feb 2008	KEY	Registered Social Landlords, Tenant Groups, housing applicants	E-mail, questionnaire & stakeholder forums	25.01.08 Cllr Beardsworth Fran Rodgers, Corporate Manager, Housing and Residential Operations frodgers@northampton.gov.uk



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Draft Culture and Leisure Strategy	🔑 To agree an outline strategy and indicate the policy direction for culture and leisure services from among options presented.	Cabinet	4 Feb 2008	KEY	Local People; LSP partners; Regional cultural agencies; Key NBC staff	Via 'needs analysis' and structured consultation on options; circulation of draft proposal, meetings with key partners; Regional agencies via GMB sub-group members	25.01.08 Cllr. B Glynane Thomas Hall, Corporate Manager, Citizen Engagement thall@northampton.gov.uk

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Fouling of Land by Dog Orders	 To approve wording of order so that it may be publicised for public consultation	Cabinet	4 Feb 2008	KEY	Legal, Parish Councils, Public	Legal and Parish Councils by letter, public by way of notice, advertising proposed order in local newspaper.	25.01.08 Cllr Mildren
Revenue Budget 2008 - 2011	 To recommend the revenue budget for 2008 – 2011 to Council.	Cabinet	4 Feb 2008	KEY	Budget Managers, Directors, Chief Executive, members of the public, partners, and business rate payers.	Input into the budget build process, member challenge during the budget process, public consultation during January.	20.01.08 Cllr. Mildren Gavin Chambers, Head of Finance gchambers@northampton.gov.uk





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Capital Programme 2007/08 Position at End of December 2007	🔑 Approval of capital schemes in, or to be added to, the programme. To note programme outturn forecasts and how the programme is to be funded.	Cabinet	4 Feb 2008	KEY	S.151 Officer, Monitoring Officer, Project Manager, and relevant portfolio holder, Directors, and Corporate Managers.	Review and sign off of capital appraisal forms detailing the project and its relevance and importance to the authority. Budget Managers consulted on 2007-08 outturn forecasts.	25.01.08 Cllr Mildren Bev Dixon, Finance Manager bdixon@northampton.gov.uk
Performance (a) Revenue Budget Monitoring:2007/08 Position as at the end of December 2007 (b) Performance Monitoring	To note the report and approve virements if appropriate. To note the current situation	Cabinet	4 Feb 2008	NON-KEY	Corporate Managers	Via the Corporate Manager service accountant meetings in relation to their forecasts.	25.01.08 Cllr Mildren Gavin Chambers, Head of Finance gchambers@northampton.gov.uk

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Fresh Thinking	To approve the forward organisational strategy.	Cabinet	4 Feb 2008	NON-KEY	Partners and stakeholders.	Various means	25.01.08 Cllr Woods David Kennedy, Chief Executive dkennedy@northampton.gov.uk
Neighbourhood Renaissance	 Approval to proceed with developing a firm work plan to improve the Neighbourhood Centres as detailed in the Sustainable Communities for Northampton proposals.	Cabinet	4 Feb 2008	KEY	None	None	25.01.08 Cllr Church Chris Cavanagh, Corporate Manager, Regeneration and Growth ccavanagh@northampton.gov.uk
Community Engagement Strategy	To agree the Community Engagement Strategy	Cabinet	4 Feb 2008	NON-KEY	Partners and stakeholders	Through various means	25.01.08 Cllr Cllr Glynane Nicci Marzec nmarzec@northampton.gov.uk
New Look Local Government Pension Scheme	 To recommend the implementation of the New Look Local Government Pension Scheme to General Purposes Committee	Cabinet	4 Feb 2008	KEY	Trade Unions and NCC Pensions Authority	Written and via meetings	25.01.08 Cllr. B Hoare Howard Crabtree, Corporate Manager, Human Resources hcrabtree@northampton.gov.uk
Dallington Grange	 To report on the risks and opportunities associated with previously identified options.	Cabinet	4 Feb 2008	KEY	None	None	25.01.08 Cllr Mildren Simon Dougall, Asset Manager sdougall@northampton.gov.uk
Single Equality Scheme	 To agree the Single Equalities Scheme	Cabinet	4 Feb 2008	KEY	Employees, Stakeholders, Partners, the Public	Various	24.01.08 Cllr Glynane Nicci Marzec nmarzec@northampton.gov.uk

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Sustainable Communities Strategy (Northampton LSP)	🔑 To agree the Sustainable Communities Strategy for Northampton.	Cabinet	3 Mar 2008	KEY	Partners and stakeholders	Through our communications and engagement strategy	22.02.08 Cllr Glynane Nicci Marzec nmarzec@northampton.gov.uk
Sustainable Communities Strategy (LAA)	🔑 To agree the LAA's Sustainable Communities Strategy	Cabinet	3 Mar 2008	KEY	Partners and Stakeholders	Through our communications and engagement strategy	22.02.08 Cllr Glynane Nicci Marzec nmarzec@northampton.gov.uk
Grosvenor/Greyfriars Conditional Development Agreement	🔑 To agree 'in private' terms of Conditional Development Agreement to bring forward Town Centre Scheme.	Cabinet	3 Mar 2008	KEY	Section 151 Officer, Monitoring Officer, Leader, relevant Portfolio Holders, Directors, Corporate Managers	Briefings with Director, Corporate Manager for Regeneration and Growth, together with specialist advisers	22.02.08 Councillor R CHurch Chris Cavanagh, Corporate Manager, Regeneration and Growth ccavanagh@northampton.gov.uk

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Northampton Economic Regeneration Strategy	🔑 To agree Northampton Economic Regeneration Strategy.	Cabinet	3 Mar 2008	KEY		This report is the result of a consultation process agreed on 1 October 2007.	22.02.08 Cllr Church Chris Cavanagh, Corporate Manager, Regeneration and Growth ccavanagh@northampton.gov.uk

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Performance (a) Revenue Budget Monitoring: 2007/08 Position as at the end of October 2007 (b) Performance Monitoring	To note the report and approve virements if appropriate. To note the current position	Cabinet	7 Apr 2008	NON-KEY	Corporate Managers	Via Corporate Manager service accountant meetings in relation to their forecasts.	28.03.08 Cllr Mildren Gavin Chambers, Head of Finance gchambers@northampton.gov.uk