



**PUBLISHED: 16 MARCH 2009**

## **FORWARD PLAN**

### **FOR THE PERIOD 1 APRIL 2009 TO 31 JULY 2009**

#### **What is a Forward Plan?**

The Forward Plan is a list of the key decisions, 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 One Stop Shop and/or the Council website [www.northampton.gov.uk](http://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 Plan 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	<a href="mailto:cllr.awoods@northampton.gov.uk">cllr.awoods@northampton.gov.uk</a>
Councillor Brendan Glynane	Deputy Leader and Portfolio Holder for Community Engagement and Safety	<a href="mailto:cllr.bglynane@northampton.gov.uk">cllr.bglynane@northampton.gov.uk</a>
Councillor Sally Beardsworth	Portfolio Holder for Housing	<a href="mailto:cllr.sbeardsworth@northampton.gov.uk">cllr.sbeardsworth@northampton.gov.uk</a>
Councillor Richard Church	Portfolio Holder for Regeneration	<a href="mailto:cllr.rchurch@northampton.gov.uk">cllr.rchurch@northampton.gov.uk</a>
Councillor Trini Crake	Portfolio Holder for Environment	<a href="mailto:cllr.tcrake@northampton.gov.uk">cllr.tcrake@northampton.gov.uk</a>
Councillor Brian Hoare	Portfolio Holder for Performance	<a href="mailto:cllr.bhoare@northampton.gov.uk">cllr.bhoare@northampton.gov.uk</a>
Councillor Malcolm Mildren	Portfolio Holder for Finance	<a href="mailto:cllr.mmildren@northampton.gov.uk">cllr.mmildren@northampton.gov.uk</a>

## 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](http://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](mailto:fmcgown@northampton.gov.uk).  
Councillor Tony Woods, Leader of Northampton Borough Council

 = Key Decision


**Forward Plan : 1 April 2009 to 31 July 2009**

<b>Subject</b>	<b>Expected Decision to be Made</b>	<b>Decision to be made by</b>	<b>Expected Date of Decision</b>	<b>Key or Non-Key Decision</b>	<b>Who Will be consulted</b>	<b>How will they be consulted</b>	<b>Report available /Portfolio holder/ Contact Officer</b>
Community Forums Report on Activities and Achievements Sept 2008 to March 2009	To note the progress that the Forums are making.	Cabinet	7 Apr 2009	NON-KEY	Forums' Co-Chairs and Members; NCC officers; partners and Forum members and participants.	By e-mail and telephone.	30.03.09 Cllr Glynane Thomas Hall, Head of Policy and Community Engagement thall@northampton.gov.uk
Independent Living Strategy	To note the development of an Independent Living Strategy working with outside organisations.	Cabinet	7 Apr 2009	NON-KEY			30.03.09 Cllr Beardsworth Fran Rodgers, Head of Housing Need and Support frodgers@northampton.gov.uk
Kerbside Glass Recycling Collections	 To provide a kerbside glass collection to approximately 65,000 properties that are already served by a black and brown wheelie bin collection.	Cabinet	7 Apr 2009	KEY	Cabinet, members of public, employees		30.03.09 Cllr Crake Simone Wade, Head of Neighbourhood Environmental Services swade@northampton.gov.uk
Revenue and Capital Rules for New Council Housing	To consider the Council's response to the consultation on changes to the revenue and capital rules for new Council Housing.	Cabinet	7 Apr 2009	NON-KEY	Management Board, Borough Solicitor, Head of Finance and Support, Director of Housing, Head of Housing Strategy Investment and Performance, Tenant Sounding Board members	Copy of the Draft Report	30.03.09 Cllr Beardsworth Brian Queen, Interim Housing Consultant bqueen@northampton.gov.uk






🔑 = Key Decision

**Forward Plan : 1 April 2009 to 31 July 2009**

<b>Subject</b>	<b>Expected Decision to be Made</b>	<b>Decision to be made by</b>	<b>Expected Date of Decision</b>	<b>Key or Non-Key Decision</b>	<b>Who Will be consulted</b>	<b>How will they be consulted</b>	<b>Report available /Portfolio holder/ Contact Officer</b>
PFI Expression of Interest	🔑 Decision to be made on the outcome of the Expression of Interest	Cabinet	7 Apr 2009	KEY			30.03.09 Cllr Beardsworth Brian Queen, Interim Housing Consultant bqueen@northampton.gov.uk
Capital Programme 2008/09 to 2009/10 Project Appraisal/Variation	🔑 To approve the inclusion of a project/s to the appropriate year's capital programme. To approve a project variation/s to the appropriate capital project/s.	Cabinet	7 Apr 2009	KEY	<ul style="list-style-type: none"> <li>• Budget Manager</li> <li>• Finance Manager (Capital &amp; Treasury)</li> <li>• Corporate Director (or Chief Executive)</li> <li>• Portfolio Holder</li> <li>• Section 151 Officer</li> <li>• Stakeholders as detailed on the appraisal form</li> </ul>	The appraisal/variation form will be signed by the above. Stakeholders will be consulted as appropriate, through Forums, if appropriate.	30.03.09 Cllr Mildren Gavin Chambers, Head of Finance and Assets gchambers@northampton.gov.uk
Housing Asset Strategy	🔑 To agree the recommendations contained in the Housing Asset Strategy	Cabinet	29 Apr 2009	KEY	Borough Solicitor, Asset Manager, Head of Planning, Director of Planning and Regeneration, Director of Finance and Support, Ward Councillors	Copy of draft report	30.03.09 Cllr Beardsworth Brian Queen, Interim Housing Consultant bqueen@northampton.gov.uk

 = Key Decision

**Forward Plan : 1 April 2009 to 31 July 2009**

<b>Subject</b>	<b>Expected Decision to be Made</b>	<b>Decision to be made by</b>	<b>Expected Date of Decision</b>	<b>Key or Non-Key Decision</b>	<b>Who Will be consulted</b>	<b>How will they be consulted</b>	<b>Report available /Portfolio holder/ Contact Officer</b>
Options Appraisal Review	 To agree for the Cabinet Advisory Panel to undertake further work on the Stock Options Appraisal.	Cabinet	29 Apr 2009	KEY	Cabinet Advisory Panel, Borough Solicitor, Chief Executive, Director of Environment and Culture, Director of Planning and Regeneration.	Draft copy of the report	30.03.09 Cllr Beardsworth Brian Queen, Interim Housing Consultant bqueen@northampton.gov.uk
Single Persons Accommodation Review	 To agree the recommended option for the future use of the Council's Single Person's Accommodation.	Cabinet	29 Apr 2009	KEY	Borough Solicitor, Asset Manager, Head of Planning, Director of Planning and Regeneration, Director of Finance and Support, Ward Councillors	A copy of the Draft Report	30.03.09 Cllr Beardsworth Fran Rodgers, Head of Housing Need and Support frodgers@northampton.gov.uk
Response to O & S 1 Report on WNDP Partnership Working with NBC 25.02.09	 to approve the response by Cabinet to O & S 1 report to Cabinet on 25 February 2009	Cabinet	29 Apr 2009	KEY			21.04.09 Cllr Church Sue Bridge, Head of Planning sbridge@northampton.gov.uk
Introduction of Fees for Pre-Application advice and other ancillary charges - Report on Consultation	 to approve a schedule of charges	Cabinet	29 Apr 2009	KEY			21.04.09 Cllr Church Sue Bridge, Head of Planning sbridge@northampton.gov.uk
Community Centres	 to approve an approach to the future management and control of community centres in the Borough	Cabinet	29 Apr 2009	KEY	Ward Councillors, management committees of community centres	Meetings, invitations to comment by letter	21.04.09 Cllr Glynne Thomas Hall, Head of Policy and Community Engagement thall@northampton.gov.uk

🔑 = Key Decision


**Forward Plan : 1 April 2009 to 31 July 2009**

<b>Subject</b>	<b>Expected Decision to be Made</b>	<b>Decision to be made by</b>	<b>Expected Date of Decision</b>	<b>Key or Non-Key Decision</b>	<b>Who Will be consulted</b>	<b>How will they be consulted</b>	<b>Report available /Portfolio holder/ Contact Officer</b>
Brackmills Business Improvement District	PRIVATE 🔑 To support the Business Improvement District	Cabinet	29 Apr 2009	KEY	Businesses on Brackmills	Businesses have already been consulted and are voting at the end of March as to the outcome of the BID	21.04.09 Cllr Church Chris Cavanagh, Head of Regeneration and Development ccavanagh@northampton.gov.uk
Capital Programme 2008/09 to 2009/10 Project Appraisal/Variation	🔑 To approve the inclusion of a project/s to the appropriate year's capital programme. To approve a project variation/s to the appropriate capital project/s.	Cabinet	29 Apr 2009	KEY	<ul style="list-style-type: none"> <li>Budget Manager</li> <li>Finance Manager (Capital &amp; Treasury)</li> <li>Corporate Director (or Chief Executive)</li> <li>Portfolio Holder</li> <li>Section 151 Officer</li> <li>Stakeholders as detailed on the appraisal form</li> </ul>	The appraisal/variation form will be signed by the above. Stakeholders will be consulted as appropriate, through Forums, if appropriate.	21.04.09 Cllr Mildren Gavin Chambers, Head of Finance and Assets gchambers@northampton.gov.uk
Voluntary and Community Sector Relationship	🔑 to agree principles for consultation with the sector to deliver a more effective partnership.	Cabinet	20 May 2009	KEY	Northampton Volunteering Centre, VCS Forum, CEFAP panel	Individual and group meetings, invitations to comment by letter	12.05.09 Cllr Glynane


🔑 = Key Decision

**Forward Plan : 1 April 2009 to 31 July 2009**

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
Capital Programme 2008/09 to 2009/10 Project Appraisal/Variation	🔑 To approve the inclusion of a project/s to the appropriate year's capital programme. To approve a project variation/s to the appropriate capital project/s.	Cabinet	20 May 2009	KEY	<ul style="list-style-type: none"> <li>Budget Manager</li> <li>Finance Manager (Capital &amp; Treasury)</li> <li>Corporate Director (or Chief Executive)</li> <li>Portfolio Holder</li> <li>Section 151 Officer</li> <li>Stakeholders as detailed on the appraisal form</li> </ul>	The appraisal/variation form will be signed by the above. Stakeholders will be consulted as appropriate, through Forums, if appropriate.	12.05.09 Cllr Mildren Gavin Chambers, Head of Finance and Assets gchambers@northampton.gov.uk
IBS Implementation Plan and Housing ICT Strategy	🔑 To consider a review of the IBS Implementation Plan and Housing ICT Strategy	Cabinet	10 Jun 2009	KEY	Management Board, Borough Solicitor, Head of Finance and Support, Director of Housing, Head of Housing Strategy Investment and Performance	Copy of the draft report	02.06.09 Brian Queen, Interim Housing Consultant bqueen@northampton.gov.uk
Capital Programme 2008/09 to 2009/10 Project Appraisal/Variation	🔑 To approve the inclusion of a project/s to the appropriate year's capital programme. To approve a project variation/s to the appropriate capital project/s.	Cabinet	10 Jun 2009	KEY	<ul style="list-style-type: none"> <li>Budget Manager</li> <li>Finance Manager (Capital &amp; Treasury)</li> <li>Corporate Director (or Chief Executive)</li> <li>Portfolio Holder</li> <li>Section 151 Officer</li> <li>Stakeholders as detailed on the appraisal form</li> </ul>	The appraisal/variation form will be signed by the above. Stakeholders will be consulted as appropriate, through Forums, if appropriate.	02.06.09 Cllr Mildren Gavin Chambers, Head of Finance and Assets gchambers@northampton.gov.uk

 = Key Decision

**Forward Plan : 1 April 2009 to 31 July 2009**

<b>Subject</b>	<b>Expected Decision to be Made</b>	<b>Decision to be made by</b>	<b>Expected Date of Decision</b>	<b>Key or Non-Key Decision</b>	<b>Who Will be consulted</b>	<b>How will they be consulted</b>	<b>Report available /Portfolio holder/ Contact Officer</b>
Response to O & S Housing and Environment Task and Finish Group 26.11.08	To accept the recommendations of the Overview and Scrutiny Committee 2, Housing and Environment Task and Finish Group's report on Billing Waste Water Treatment Works, November 2008.	Cabinet	8 Jul 2009	NON-KEY			30.03.09 Cllr Crake Steve Elsey, Head of Public Protection selsey@northampton.gov.uk
Capital Programme 2008/09 to 2009/10 Project Appraisal/ Variation	 To approve the inclusion of a project/s to the appropriate year's capital programme. To approve a project variation/s to the appropriate capital project/s.	Cabinet	8 Jul 2009	KEY	<ul style="list-style-type: none"> <li>• Budget Manager</li> <li>• Finance Manager (Capital &amp; Treasury)</li> <li>• Corporate Director (or Chief Executive)</li> <li>• Portfolio Holder</li> <li>• Section 151 Officer</li> <li>• Stakeholders as detailed on the appraisal form</li> </ul>	The appraisal/variation form will be signed by the above. Stakeholders will be consulted as appropriate, through Forums, if appropriate.	30.06.09 Cllr Mildren Gavin Chambers, Head of Finance and Assets gchambers@northampton.gov.uk