



# WnDC Public Board Minutes

## Present

John Markham (JM) Chair  
John Weir (JW) Vice Chair  
Cllr. Sandra Barnes (SB)  
Mary Burrows (MB)  
Cllr. Joy Capstick (JC)  
Cllr. Richard Church (RC)  
David Dickinson (DD)  
John Farrow (JF)  
Cllr. Jim Harker (JH)  
Cllr. Chris Millar (CM)  
Ann Tate (AT)  
Nick Thompson (NT)  
Cllr. Tony Woods (TW)

## In attendance:

Roger Mendonca (RM) Chief  
Operating Officer & Deputy  
Chief Executive  
  
Adrian Arnold (AA) Director of  
Planning Services  
  
Chris Garden (CG) – Director of  
Regeneration and  
Development  
  
Ann Battom (AB) – Head of  
Finance & Resources  
  
Nigel Greenhalgh (NG) –  
Interim Director of  
Implementation & Delivery  
  
Robert Cayzer (RCz) - CLG  
  
Xavia Morbey (XM) - CLG  
  
Gail Mathers – Board Secretary  
  
Rhea Keehn – Governance,  
Policy & Comms. Officer

Paper Reference: 2010-05-03-01

Minutes from Board Meeting held at the

Heroes Lounge  
Franklins Gardens  
Northampton  
NN5 5WU

2.00 pm

25 May 2010

Paper reference	Minutes	Action
1. n/a	<p><b>Apologies</b></p> <p>Apologies were received from Peter Mawson and Charles Amies.</p>	
2. n/a	<p><b>Declaration of Interests</b></p> <ul style="list-style-type: none"> <li>• CM expressed a personal non-prejudicial interest in Agenda Item 6 as a member of the iCon (EM) Board and as Leader of Daventry District Council.</li> <li>• RC, SB, DD, CM, JC &amp; TW declared a personal non-prejudicial interest in Agenda Item 7 as members of the Joint Planning Unit.</li> <li>• RC, TW, DD and JC declared a personal non-prejudicial interest in Agenda Item 7 as members of Northampton Borough Council as landowners of Dallington Grange.</li> <li>• TW declared a personal non-prejudicial interest in Agenda Item 7 as a member of Northampton Borough Council and Chair of the JPU.</li> <li>• RC declared a personal non-prejudicial interest in Agenda Item 7 as a member of Northampton Borough Council - Becketts Park marina.</li> <li>• JH declared a personal non-prejudicial interest in Agenda Item 7 as Leader of Northamptonshire County Council.</li> </ul>	
3. Paper Ref. 2010-04-03-01	<p><b>Minutes</b></p> <p><b>IT WAS RESOLVED THAT:</b></p> <p>The minutes be <b>approved</b> as a true and accurate record of the meeting held on 14 April 2010.</p>	
4. n/a	<p><b>Matters arising</b></p> <p>4.1 Reference to Item 6.4 of the Minutes of the 14 April 2010 to discuss Grosvenor Centre was raised. This item will be covered in the Regeneration Overview Report , Paper Reference 2010-04-06-01.</p>	

<p>5. Paper Ref. 2010-04-05-01</p>	<p><b>Chief Executive's Report</b></p> <p>RM introduced the report in PM's absence and summarised its content. The following points were made:</p> <p><b>Political changes</b></p> <p>5.1 This is the first time the Board has met since the General Election.</p> <p>5.2 A new ministerial team has been announced but no confirmation has been received as to who the minister will be sponsoring WNDC.</p> <p><b>Progress through partnership</b></p> <p>5.3 The first Construction Futures trainee started work on the Becket's Park marina.</p> <p>5.4 Over the course of the last year the Stronger Communities Fund continued to grow from strength to strength and this is a good indication of how success can be had when the public sector work together with the voluntary sector.</p> <p>5.5 The presentation that Victoria Miles, CEO is about to present, will highlight the good causes that the fund has supported since being established two years ago.</p> <p><b>Communications</b></p> <p>5.6 Communications activity has been restricted during the election period. This provided an opportunity to refresh the communications plans for key projects, including the iCon and Becket's Park marina.</p> <p>5.7 A refreshed version of our corporate website to make it more user-friendly and cost effective to maintain is underway,</p> <p>The Board <b>noted</b> the report.</p>	
<p>6. Paper Ref. 2010-04-06-01</p>	<p><b>Regeneration and Development and Implementation and Delivery</b></p> <p>CG introduced the report highlighting the salient points within the report. In discussion the following points were made:</p>	

<p>Paper Ref. 2010-04-06-02</p> <p>Paper Ref. 2010-04-06-03</p>	<p><b>6.1 Key highlights</b></p> <p>6.1.1 Planning permission has been granted for a new bus depot for Stagecoach which is an important milestone to enable the redevelopment of the Grosvenor/Greyfriars.</p> <p>6.1.2 Northampton Market Square Lighting project is nearing completion with a "switch on" event planned for June.</p> <p>6.1.3 Refurbishment of Upton Lodge Farmhouse is nearing completion and the first group of residents are due to move in at the end of May.</p> <p><b>6.2 London Road/Ransome Road Junction Improvements</b></p> <p>6.2.1 Following the formation of the new government and subsequent ministerial announcement, all recent spending decisions are under review by the Treasury.</p> <p>6.2.2 Noted that we are working with HCA and CLG to move this project forward expediently.</p> <p><b>6.3 Northampton Waterside</b></p> <p>6.3.1 A meeting with Network Rail to take forward the earlier agreement with WNDC regarding how both parties might work together for the redevelopment of the Gas Holders was confirmed for the 4 June 2010.</p> <p><b>6.4 Grosvenor Centre</b></p> <p>6.4.1 Steady progress is reported to be taking place and Northampton Borough Council continue to be closely engaged with Legal and General who are keen to pursue the project.</p> <p><b>Avon/Nunn Mills - (withdrawn)</b></p> <p><b>Stronger Communities Fund (Presentation)</b></p> <p><b>6.5</b> This report summaries the key activity over 2009/10 of the</p>	
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	<p>Stronger Communities Fund Panel.</p> <p><b>6.6</b> A presentation by Victoria Miles, CEO outlined the projects funded by the Stronger Communities Fund during that period.</p> <p><b>6.7</b> £519,208 was allocated to 59 groups across West Northamptonshire.</p> <p><b>6.8</b> A total of 388 groups benefited from the funding by using combined community facilities.</p> <p><b>6.9</b> The project currently has £144,163 to allocate this year. Work is currently underway to identify further funding for 2010/11.</p> <p><b>6.10</b> The Chairman thanked the Stronger Community Fund team for their efforts and the work they do. This work is vital for the community.</p> <p>The Board <b>noted</b> the report.</p>	
<p><b>7.</b> Paper Ref. 2010-04-07-01</p>	<p><b>Planning</b> AA introduced the report. In discussion the following points were made:</p> <p><b>Highlights</b></p> <p><b>7.1</b> Planning Application Performance has remained steady during the year.</p> <p><b>7.2</b> £18 million secured through signed S106 agreements during the period under review.</p> <p><b>7.3</b> The Icon building to receive a Green Apple Award. The precise nature of which will not be known until the 14th June, when the award ceremony takes place.</p> <p><b>IT WAS RESOLVED THAT THE BOARD:</b></p> <ol style="list-style-type: none"> <li>1. <b>Note</b> the contents of the report</li> <li>2. <b>Note</b> Appendices A and B.</li> </ol>	

	<p style="text-align: center;"><b>The West Northamptonshire Sustainability Manual</b></p> <p>7.4 At this point Eric Owens and Stephen Webb of Eversheds LLP joined the meeting to answer any questions where applicable.</p> <p>7.5 The purpose of this briefing note is to outline the approach to be followed in finalising and approving the West Northamptonshire Sustainability Manual.</p> <p>7.6 To ensure that a full account of respondent views are considered, a final consultation is intended, with the document being presented to Board at the July Board meeting for approval.</p> <p>7.7 It was confirmed that this document had been exposed to our local authority partners and they had shown interest in the document. Further discussions are underway to investigate whether they would wish to take the document forward formally.</p> <p>7.8 It was suggested that we link this with Northamptonshire County Council and discuss at the Public Service Board.</p> <p>7.9 It was requested that a summary of our Planning document be produced for the next Board meeting in July.</p> <p>The Board <b>noted</b> the report.</p>	<p style="text-align: center;">AA</p> <p style="text-align: center;">EO</p> <p style="text-align: center;">JM/JH</p> <p style="text-align: center;">AA</p>
<p>8. Paper Ref. 2010-04-08-01</p>	<p><b>Finance</b></p> <p>AB introduced the Overview report. In discussion the following points were made:</p> <p>8.1 The Annual Report and Accounts after conclusion of the financial year are currently being audited.</p> <p>8.2 The Business Plan 2010/11 awaiting final approval from the new minister.</p> <p>8.3 Management Report and Accounts for April shows an excess of income over expenditure of £79k which is in line with the draft budget.</p>	

	<p><b>IT WAS RESOLVED THAT THE BOARD:</b></p> <ol style="list-style-type: none"> <li>1. <b>Note</b> the report.</li> <li>2. <b>Approve</b> the use of the Corporate Seal.</li> </ol>	
<p>9. 2010-03-09-01</p>	<p><b>Operations</b></p> <p>RM introduced the report and the following points were made in discussion:</p> <p><b>9.1</b> Approval of Members to sit on the Daventry and Towcester Planning Committees to be finalised.</p> <p><b>Audit &amp; Risk</b></p> <p><b>9.2</b> The Audit and Risk Committee met on the 26 April to discuss the draft Statement of Internal Control (Appendix B).</p> <p>9.2.1 A draft Statement of Internal Control was presented to the committee for discussion. Amendments, following comment by the Auditors (Mazars &amp; NAO), have been incorporated and an amended statement is before the Board today for approval. The annual audit is still ongoing and should there be any further amendments these will be circulated to the Board for approval.</p> <p>9.2.2 Management Report and Accounts March 2010 results for the year ended 31 March 2010 confirm that WNDC has achieved a breakeven position at the year end as required.</p> <p>9.2.3 Draft accounts are currently being audited.</p> <p>9.2.4 IFRS Trigger Point 4 report. NAO congratulated WNDC for meeting this deadline for IFRS compliant accounts.</p> <p>9.2.5 IAS Programme. Internal Audit reports were discussed at Committee together with a proposed Internal Audit programme for 2010/11.</p> <p>9.2.6 Health and Safety. No issues to report. An increase in the number of trained H &amp; S personnel at WNDC.</p>	

	<p>9.2.7 Risk. The committee were updated of current Risk reporting within WNDC and agreed to review all red risks at each Audit and Risk committee.</p> <p><b>IT WAS RESOLVED THAT THE BOARD:</b></p> <ol style="list-style-type: none"> <li>1. <b>Note</b> the current operational issues set out in the report.</li> <li>2. <b>Approve</b> Members to sit on the Daventry and Towcester Planning Committees. <ol style="list-style-type: none"> <li>a. <b>Daventry Planning Committee</b> David Dickinson</li> <li>b. <b>Towcester Planning Committee</b> Cllr. T Woods - Chairman Cllr. R Church David Dickinson Cllr. J Capstick – (Will be receiving appropriate training in June).</li> </ol> </li> <li>3. <b>Approve</b> the Draft Statement of Internal Control.</li> </ol>	
10.	<p><b>Forthcoming meetings:</b></p> <ol style="list-style-type: none"> <li>1. 21 September 2010</li> <li>2. 2 November 2010</li> <li>3. 7 December 2010</li> </ol>	
11.	<p>There being no further business the meeting closed at 15:15</p> <p><b>Gail Mathers</b></p> <p><b>Board Secretary</b></p> <p>25 May 2010</p> <p>Signed by the Chairman .....</p> <p>Dated .....</p>	