



WNDC Public Board Minutes

Present

John Markham (JM) (Chair)

John Weir (JW) (Vice Chair)

Cllr. Sandra Barnes (SB)

Cllr. Joy Capstick (JC)

Cllr. Richard Church (RC)

Cllr. Chris Millar (CM)

Deirdre Newham

Tony Woods (TW)

In attendance:

Peter Mawson (PM) Chief Executive

Roger Mendonca (RM) Chief Operating Officer & Deputy Chief Executive

Ann Battom (AB) - Head of Finance & Resources

Adrian Arnold (AA) - Director of Planning Services

Chris Garden (CG) – Director of Regeneration and Development

Gail Mathers (GM) – Secretary to the Board

Paper Reference: 2011-04-03-01

Minutes from Board Meeting held at the

WNDC

Meeting Rooms 1 & 2

2.00 pm

17 May 2011

Paper reference	Minutes	Action
1. n/a	<p>Apologies</p> <p>Apologies were received from Cllr J Harker, Charles Amies and Rhea Keehn.</p>	
2. n/a	<p>Declaration of Interests</p> <ul style="list-style-type: none"> • JM declared a personal non-prejudicial interest as a member of the NEL Board. • CM declared a personal non-prejudicial interest as Chair of the West Northamptonshire Joint Core Strategy (WNJCS) and RC and TW as members of the WNJCS committee. 	
3. Paper Ref. 2011-03-03-01	<p>Minutes</p> <p>IT WAS RESOLVED THAT:</p> <p>The minutes are approved as a true and accurate record of the meeting held on 14 March 2011.</p>	
4. n/a	<p>Matters arising – None.</p>	
5. Paper Ref. 2011-03-05-01	<p>Chief Executive's Report</p> <p>PM introduced the report. In discussion the following points were made:</p> <p>5.1 Notification from our sponsor department of substantial capital programme funding for the 3 year period to 31 March 2014 has been confirmed.</p> <p>5.2 WNDC is supporting Northampton Borough Council to try and establish an Enterprise Zone. This would directly support the regeneration of Northampton, with key benefits including business rate relief, simplified planning rules and tax allowances to make inward investment more attractive.</p> <p>5.3 Northamptonshire Leadership Group has replaced the former Public Service Board and brings together the leaders of the County, local authorities and public sector agencies.</p>	

	<p>5.4 WNDC is committed to working with local partners to strengthen the capability of the area to attract investment and support new enterprise.</p> <p>5.5 A number of projects in the area have been identified, promoting employment in the area, including the creation of a distribution centre and office development. WNDC recently participated in a ground breaking ceremony to mark the construction of a 457,000 sq. ft distribution centre for BMW at ProLogis Park, Pineham with the opportunity to employ 200 people.</p> <p>5.6 Becket's Park Marina has been shortlisted for a national award with the Royal Institute of Chartered Surveyors (RICS) which is one of the most prestigious prizes in the UK development industry.</p> <p>5.7 To reaffirm WNDC's support to the community, WNDC assisted SNC in acquiring approximately 30 acres of land in Towcester town centre, funding 50% of the cost of the acquisition.</p> <p>5.8 Starting on the 21 May the iCon Environmental Innovation Centre will be opening its doors to the local community.</p>	
<p>6. Paper Ref. 2011-03-06-01 & Paper Ref. 2011-03-06-02</p>	<p>Finance</p> <p>AB introduced the report. In discussion the following points were made:</p> <p>Growth Fund</p> <p>6.1 Fourteen projects across Northamptonshire have benefitted from an allocation of Growth Funding in 2010/11.</p> <p>6.2 Capital investment totalling £6.444m has been made to 31 March 2011. Total investment for the GAF3 period £33.224m.</p> <p>WNDC Management Report & Accounts</p> <p>6.3 The financial statements for the period under review to 31 March 2011 were presented.</p> <p>S106 Report</p> <p>6.4 A summary is presented at Appendix A which indicates</p>	

	<p>WNDC has secured approximately £57m of S106 monies to date.</p> <p>6.5 WNDC has a standard protocol which governs the transfer of monies to third parties where those organisations have the responsibility for specific S106 obligations.</p> <p>Corporate Seal</p> <p>6.6 A record showing the use of the Corporate Seal since the last meeting was presented.</p> <p>IT WAS RESOLVED THAT THE BOARD:</p> <ol style="list-style-type: none"> 1. Note the report. 2. Note the use of the Corporate Seal. 	
<p>7. Paper Ref. 2011-03-07-01</p>	<p>Regeneration & Development and Implementation & Delivery</p> <p>CG introduced the report. In discussion the following points were made:</p> <p>Northampton Town Centre Programme</p> <p>7.1 WNDC continues to make progress across all regeneration projects and the report sets the background of the progress in relation to each project.</p> <p>7.2 Castle Station has the potential to create an exciting new gateway to Northampton. Funding for the Station remains challenging; however one possible source of funding is the Regional Growth Fund.</p> <p>7.3 A bid for Northampton Station is being considered and discussions are underway with partners. Every effort will be made to secure this and other sources of funding and the Board is invited to support a bid for Regional Growth Funding.</p> <p>IT WAS RESOLVED THAT THE BOARD:</p> <ol style="list-style-type: none"> 1. Note the report. 2. Support the proposal to submit a bid for Regional Growth Funding in support of Castle Station. 	

	<p>documents which will then make up the Interim Planning Obligations Strategy.</p> <p>8.4 A vote of thanks by the Board was conveyed to everyone concerned in putting this document together.</p> <p>IT WAS RESOLVED THAT THE BOARD:</p> <ol style="list-style-type: none"> 1. Adopt the Interim Planning Obligations Strategy. 2. Delegate to the Director of Planning Services the finalisation, and publication of the Interim POS. 3. Agree that the Corporation continues to engage and assist public sector partners in the development of their respective approaches to planning obligations. 4. Agree that WNDC continues to engage with all key stakeholders in respect of the operation and monitoring of the Interim POS including liaison with existing groups. 	
<p>9. Paper Ref. 2011-02-09-01</p>	<p>Operations</p> <p>RM introduced the report and the following points were made in discussion:</p> <p>Health & Safety</p> <p>9.1 There were no accidents or near misses to report.</p> <p>West Northamptonshire Local Investment Plan</p> <p>9.2 WNDC has been working with the local authorities and the Homes & Communities Agency (HCA) to create an overarching Local Investment Plan (LIP) for West Northamptonshire. The latest version was attached at Appendix A for information.</p> <p>Board members are invited to endorse the LIP and note that officers will work with local authorities and HCA to keep the plan up to date.</p>	

Board Matters

9.3 Deirdre Newham has been appointed to WNDCs Board. Nick Thompson and Mary Burrows have completed their terms in office. Their departure leaves vacancies on both the Audit & Risk Committee and the Remuneration Committee. The Remuneration Committee requires a new Chair.

Approval is sought to appoint new members of the Audit & Risk and Remuneration Committees, to nominate a Chair for the Remuneration Committee and to appoint a representative to sit on the NEP Board.

Complaints, compliments and comments

9.4 Feedback from members of the public whether it be a complaint or compliment is key to the continuous improvement within the Corporation. This allows us to measure our effectiveness of our procedures and how well they are being implemented.

9.5 There are currently three open complaints. The first, on the South Meadow Road planning application, has been through WNDC's procedures without being resolved. It is now with the Local Government Ombudsman to review. The remaining two relate to the Belle Baulk planning application and are currently being dealt with at Stage 2 of the complaints procedure.

IT HAS BEEN RESOLVED THAT THE BOARD:

1. **Endorse** the West Northamptonshire Local Investment Plan.
2. **Approve** the appointment of a new member of the Audit & Risk Committee.
 - 2.1 Deirdre Newham appointed
3. **Approve** the appointment of the Chair of the Remuneration

	<p>Committee.</p> <p>3.1 John Weir appointed.</p> <p>4. Approve the appointment of a new member of the Remuneration Committee.</p> <p>4.1 Deirdre Newham appointed.</p> <p>5. Approve the appointment of a WNDC representative to sit on the Northamptonshire Enterprise Partnership Board.</p> <p>5.1 John Markham appointed.</p>	
	<p>Audit & Risk Update</p> <p>CM provided an update from the last Audit & Risk Committee meeting.</p> <p>9.5 Transparency advice – reviewed numbers and found to be robust and satisfactory.</p> <p>9.6 WNDC Management Reports and Accounts Q4 – figures for the end of the financial year show a healthy position.</p> <p>9.7 The Corporation has achieved the required break even position as at 31 March 2011.</p> <p>9.8 A net cash inflow for S106 receipts total £457k as at March 2011.</p> <p>9.9 Year end liabilities. Of most concern for WNDC is the claw back of ERDF funding for the iCon building. Discussions are underway with the University.</p> <p>9.10 Statement of Internal Control – Draft being prepared in accordance with CLG and NAO best practice guidance.</p> <p>9.11 Reviewed risk management and an update given on Business Continuity Exercise.</p>	
11.	<p>There being no further business the meeting closed at 15.10.</p> <p>Gail Mathers</p> <p>Board Secretary</p> <p>17 May 2011</p> <p>Signed by the Chairman:</p>	

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