

## NORTH NORTHAMPTONSHIRE

<b>Committee</b>	<b>Joint Committee</b>	Item 6	Page 1 of 5
<b>Report Originator</b>	Paul Goult on behalf of the Monitoring Officer Group	<i>Fwd Plan Ref No:</i> N/A	
<b>Wards Affected</b>	ALL	16 <sup>th</sup> January 2020	
<b>Title</b>	<b>Terms of Reference and Revised Committee Meeting Schedule</b>		

### 1. PURPOSE OF REPORT

For Members to note the amended Terms of Reference agreed by sovereign councils for the North Northamptonshire Joint Committee and to agree a revised schedule of meetings.

### 2. BACKGROUND

Following consultation with the Ministry of Housing, Communities and Local Government and consideration of versions of a draft Structural Changes Order, the five principal authorities in North Northamptonshire were requested to consider changes to the Joint Committee's Terms of Reference.

Each principal authority has now approved amended Terms of Reference for the Joint Committee, based upon suggestions drawn-up by the County Monitoring Officer Group.

The amended Terms of Reference will reflect more accurately the role the Joint Committee will play in the period up to the Shadow Council elections in May 2020 and responsibilities likely e included in the Structural Changes Order.

Below is the current understanding of the proposed timeline; this is still subject to statutory confirmation –

Shadow Council elections to be held with 78 Shadow Councillors elected ( <i>these elections will be combined with the elections for Northamptonshire Police &amp; Crime Commissioner and with town &amp; parish councils</i> )	7 <sup>th</sup> May 2020
First Shadow Full Council meeting to be held	By 21 <sup>st</sup> May 2020
Vesting Day for new unitary council	1 <sup>st</sup> April 2021
Second elections for the new council	May 2025 (then every four years)

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### 3. REPORT

#### **Terms of Reference**

The Terms of Reference agreed by the sovereign councils were based on a template developed by the County Monitoring Officer Group.

The Terms of Reference are specific to those governance and operational issues that require attention prior to the establishment of a Shadow Authority. The Shadow Authority at its first Full Council meeting will need to agree certain governance arrangements. To ensure that the recommendations received by the Shadow Authority have some political integrity and been subject to scrutiny, the Joint Committee will be responsible for formulating these recommendations and forwarding them for approval by the Shadow Authority.

Whilst the Shadow Authority has the power to amend recommendations received, the Authority will be required under statute to make certain decisions within certain criteria.

The new Shadow Authority through its own governance structure will take on responsibility for the planning towards a new unitary authority.

The Joint Committee cannot unilaterally amend, add to or delete from its Terms of Reference. Any changes need to be agreed by each of the partner authorities through their respective sovereign Full Council meetings.

The revised Terms of Reference are included as Appendix 2. Where appropriate, the responsibilities have been cross-referenced with the Structural Changes Order currently being considered by Parliament.

#### **Schedule of Meetings**

Since the schedule of meetings was originally approved, the Structural Changes Order has been laid in Parliament and officers have had an opportunity to assess the Committee's potential workload up to the elections likely to be held on 7<sup>th</sup> May 2020.

Officers feel that additional meetings are required given the potential workload, as prescribed in the Order, and the need for certain administrative and organisational decisions to be made prior to the first Shadow Full Council meeting. Details of the proposed revised schedule are detailed in Appendix 1.

It should be further noted that the "election purdah" period for the unitary elections will commence on 31<sup>st</sup> March 2020 at the latest. It is not being recommended that any meetings of the Joint Committee be held during this period (31<sup>st</sup> March – 7<sup>th</sup> May 2020 inc.).

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The venue for meetings would continue to rotate among districts within North Northamptonshire, utilising the respective Council Chambers.

Administrative support for the Joint Committee would continue to be provided by Kettering BC officers under the direction of the lead Monitoring Officer. Kettering BC will continue to host the Committee's papers on its website; other constituent local authority's websites will provide a link to the Kettering BC site. Papers will also be posted on the Future Northants North website.

Administrative support for any working groups established would be provided by constituent local authorities.

The North Northamptonshire Joint Committee would be dissolved the day after the inaugural Full Council meeting of the shadow authority; this is likely to be in late May 2020.

#### **4. Financial Implications**

There are currently no direct additional costs related to the work of the Joint Committee. Officer support will be drawn from partner authorities and the central PMO Team.

In relation to the work of the Independent Remuneration Panel there will be a need to consider the expenses of Panel Members. This issue will need to be considered by the proposed Joint Committee working group.

#### **5. Legal Implications**

Section 101(5) of the Local Government Act 1972 (LGA 1972) enables a local authority to enter into arrangements for the discharge of its functions jointly with, or by, one or more other authority. Under Section 102 of the LGA 1972, local authorities are empowered to appoint joint committees to discharge functions of the councils or to advise the councils.

All principal councils represented within North Northamptonshire have, under the 1972 Act, delegated functions as represented in the agreed Terms of Reference.

#### **6. Conclusion**

The Joint Committee is requested to note the amended Terms of Reference agreed by the five principal local authorities in North Northamptonshire. In addition, the Joint Committee is requested agree the revised meeting schedule.

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### 7. **RECOMMENDATION**

- i) Approve the revised schedule of meetings for the North Northamptonshire Joint Committee, as detailed in Appendix 1.
- ii) Note the amended Terms of Reference for the North Northamptonshire Joint Committee, as detailed in Appendix 2;

### Appendices

Appendix 1 – Proposed revised Schedule of Meetings

Appendix 2 – Revised Terms of Reference (cross-referenced to the Structural Changes Order where appropriate)

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### Appendix 1 – Revised Schedule of Meetings for 2019/2020

<b>Committee Date</b>	<b>Start Time</b>	<b>Venue</b>
Monday 10 <sup>th</sup> February 2020 <b>NEW DATE</b>	6:30 pm	East Northamptonshire Council
Thursday 5 <sup>th</sup> March 2020 <b>NEW DATE</b>	6:30 pm	Kettering Borough Council
Tuesday 17 <sup>th</sup> March 2020 <b>MEETING DATE DELETED</b>	N/A	Kettering Borough Council
Monday 30 <sup>th</sup> March 2020 <b>NEW DATE</b>	6:30 pm	Borough Council of Wellingborough