

**Summary of the decisions taken at the meeting of the  
Cabinet held on Tuesday 10 October 2023**

1. Date of publication of this summary: 10 October 2023
2. Deadline for requests for call-in (detailing reasons for doing so): 17 October 2023
3. Earliest date for implementation of decisions: 18 October 2023
4. Urgent decisions taken and not subject to the call-in procedure: N/A

<b>Agenda Item and Recommendations</b>	<b>Decision</b>
<p><b>Agenda Item 5 Minutes</b></p> <p>To confirm the minutes of the meeting of Cabinet held on 19<sup>th</sup> September 2023.</p>	<p>RESOLVED: That the minutes of the meeting on 19 September were agreed as an accurate record.</p>
<p><b>Agenda Item 8 Northamptonshire Youth Justice Plan</b></p>	<p>RESOLVED: Cabinet agreed the content of the Youth Justice Plan for 2023/24 and recommend the Plan to Council for approval.</p> <p>REASONS RESOLVED:</p> <ul style="list-style-type: none"> <li>• Complied with the Constitution of the Council where the Youth Justice Plan forms part of the Policy Framework that is approved by Full Council.</li> <li>• Provided strategic direction to the Youth Offending Service that would be delivered by Northamptonshire Children's Trust</li> </ul> <p>ALTERNATIVE OPTIONS: Statute requires the production of an annual Youth Justice Plan.</p>
<p><b>Agenda Item 9 The Establishment of a West Northamptonshire Standing Advisory</b></p>	<p>RESOLVED: That Cabinet;</p> <p>a) Approved the establishment of a West Northamptonshire SACRE.</p>

<p><b>Council for Religious Education (SACRE)</b></p>	<p>b) Approved the SACRE Constitution as detailed in Appendix A</p> <p><b>REASONS RESOLVED:</b></p> <ol style="list-style-type: none"> <li>1. Ensured the best outcomes for all children in West Northamptonshire for Religious Education (RE) and collective worship, and access to a high quality RE curriculum.</li> <li>2. Ensured that the following SACRE duties are met for West Northamptonshire Council: <ul style="list-style-type: none"> <li>• The provision of advice to the local authority (LA) on all aspects of its provision for RE and collective worship in its schools;</li> <li>• The publishing of an annual report on its work and on actions taken by its representative groups;</li> <li>• The monitoring and review of the provision and quality of Agreed Syllabus RE and of collective worship in order to provide targeted advice and support on teaching Agreed Syllabus RE;</li> <li>• Consideration of whether changes need to be made to the Agreed Syllabus, in partnership with the LA;</li> <li>• The provision of advice to the LA on the provision of training of teachers in RE and Collective Worship;</li> <li>• The consideration of complaints about RE and collective worship referred to them by the LA;</li> <li>• The provision of advice to the LA in respect of the Agreed Syllabus and its implementation;</li> <li>• The consideration of any requests from headteachers to hold Collective Worship that is not of a broadly Christian character</li> </ul> </li> </ol> <p><b>ALTERNATIVE OPTIONS:</b> There are no alternative options as legally each local education authority must have its own SACRE according to Section 390 of the Education Act 1996.</p>
<p><b>Agenda Item 10 West Northants Council nightly purchased temporary accommodation procurement via Dynamic Purchasing</b></p>	<p><b>RESOLVED:</b> Cabinet approved;</p> <ol style="list-style-type: none"> <li>a) The commencement of the procurement process and delegated authority to the Head of Private</li> </ol>

## System

Sector Housing, in consultation with the Cabinet Member for Housing, Culture & Leisure; Procurement Governance Group and Chief Financial Officer (s151) to manage the process throughout its lifespan, including procuring, awarding, maintaining and cooling off (if needed) the DPS.

- b) The introduction of a new Dynamic Purchasing System (DPS) for the booking of nightly purchased temporary accommodation for homeless households from the 1<sup>st</sup> June 2024
- c) That the duration of the DPS be for an initial 5-year period beginning from the notified contract award commencement date and with the option to extend on an annual basis whilst the DPS remains fit for purpose and depending upon the Council's ongoing need for this type of temporary accommodation.

### REASONS RESOLVED:

- Enabled West Northamptonshire Council to meet its statutory requirements in providing households in priority need with temporary accommodation as set out in the Housing Act 1996
- Ensured that the provision of temporary accommodation is both cost-effective and legally compliant. More so than the alternative of using expensive bed and breakfast/hotel booking

### ALTERNATIVE OPTIONS:

#### **Option two (Not recommended) – not procuring a new DPS**

1. The current DPS contract will expire on 1<sup>st</sup> June 2024. Should this occur, the Council would seek to secure an alternate supply of temporary accommodation, most likely utilising various Bed and Breakfast accommodation.
2. While these options can be used to secure accommodation, this

	<p>approach can increase susceptibility to variable pricing and is not the most effective way of managing cost and supply</p> <p>3. Furthermore, the likelihood of being able to decant the high volume of households currently in nightly-purchased temporary accommodation procured via the DPS into Bed and Breakfast and Hotels would be very low, if not impossible. The Council would also be at the mercy of Bed and Breakfast and Hotel's availability and pricing; most likely meaning this would not be a long-term solution, and households could face the upheaval of having to move multiple times.</p> <p>4. WNC could find itself unable to provide suitable accommodation for homeless households, meaning it cannot fulfil its statutory duties.</p>
<p><b>Agenda Item 11</b> <b>Procurement of Key Waste Contracts</b></p>	<p>RESOLVED: That Cabinet;</p> <p>a) Approved the commencement of procurement for a new contract(s) for the treatment of residual waste.</p> <p>b) Approved the commencement of procurement for new contracts for the provision of Household Waste Recycling Centre services.</p> <p>c) Approved the commencement of procurement of a contract for a waste transfer facility to enable bulking of dry mixed recyclables collected from the South area.</p> <p>d) Delegated authority to the Executive Director for Place, Economy and Environment in consultation with the Portfolio Holder for Environment, Transport, Highways and Waste Services, and the Executive Director for Finance to:</p> <ul style="list-style-type: none"> <li>i) Finalise the specification for the contracts;</li> <li>ii) Take decisions relating to the procurement processes, to enable them to progress as</li> </ul>

- planned; and
- iii) Award the contracts, providing the procurement exercises reach a satisfactory conclusion.

**REASONS RESOLVED:**

1. Ensured the Council has secure outlets for the treatment and disposal of residual waste which is collected at the kerbside and the Household Waste Recycling Centres, which will enable the Council to fulfil its statutory duties.
2. Ensured the Council fulfils its statutory duty to provide Household Waste Recycling Centre services.
3. Ensured the Council has a suitable waste transfer facility for the delivery and bulking of dry mixed recyclables collected in the South of the West Northamptonshire area.
4. Ensured compliant procurement processes commence, with new contracts being awarded once the processes are completed to enable seamless continued service delivery.
5. Ensured value for money for these arrangements, by following a competitive procurement process.

**ALTERNATIVE OPTIONS:**

1. The option of the Council developing its own residual waste treatment facility has been considered. The information gathered in the market engagement exercise and also research undertaken by independent consultants as part of developing the Resources and Waste Strategy indicates that there is sufficient residual waste treatment capacity available at facilities which are not far from West Northamptonshire. If the Council were to be inclined to develop its own facility there would be a minimum 7 year lead in time during which the Council would need to develop a business case, secure land and planning permission, build and commission a

	<p>facility. Therefore, the proposed contracts are required to replace the existing arrangements to ensure residual waste can be treated and disposed of from April 2025.</p> <p>2. The option of one contract for the whole of West Northamptonshire’s waste or two contracts or (Lots) has been considered. Currently there are two contracts for West Northamptonshire’s waste and this enables flexibility, business continuity and the costs of managing residual waste to be minimised because waste can be transferred from one lot to another at the Council’s discretion. It is proposed that the benefits of procuring two contracts are compared with the potential economies of scale if one contract is procured as part of developing the specification.</p>
<p><b>Agenda Item 12</b>  <b>Transfer of Dedicated School Grant Funding for Forensic Services from the Education and Skills Funding Agency (ESFA) to West Northants Council</b></p>	<p>RESOLVED: That Cabinet;</p> <ul style="list-style-type: none"> <li>a) Accepted the additional funding and commissioning responsibilities for St Andrew’s Healthcare forensic services.</li> <li>b) Approved the award of a contract to St Andrews Healthcare for the provision of education and training for young people up the age of 18 detained in the unit.</li> </ul> <p>REASONS RESOLVED:</p> <ul style="list-style-type: none"> <li>1. West Northants currently sits outside of the national arrangements in place for all similar provision whereby contract responsibilities for Forensic Services sit with the host local authority. The ESFA have asked the Council to take on commissioning responsibilities and funding management so that we are in line with the model adopted by the ESFA and other local authorities.</li> <li>2. Initial discussions with St Andrews suggest that they are willing to</li> </ul>

provide specialist mental health support (training and advice) to other schools so that the broad education offer and support to children and young people's mental health is improved within West Northants.

**ALTERNATIVE OPTIONS:**

- a) To take on the arrangements as proposed by the ESFA. This is preferred option as it will give the council the ability to control the quality of provision and will maintain our relationship with the ESFA.
- b) To decline to take on the additional funding and commissioning responsibilities for St Andrew's Healthcare forensic services. This is not the recommended option as it will mean the council has no control over the provision at the unit, and less ability to ensure that there is adequate provision for our children and young people.

**Agenda Item 13  
Purchase of a dwelling in Northampton for NCT (General Exception Rule has been applied)**

**RESOLVED:** That Cabinet: Authorised the Assistant Director Assets & Environment to purchase the property in question, or if that should prove impractical, another property which delivers similar outcomes, in each case within the approved budget.

**REASONS RESOLVED:**

- To increase sufficiency of placements for children in line with the NCT Sufficiency Strategy.
- To help control the costs of providing suitable places for children.
- To help prevent the use of unregulated provision for children.
- To ensure the Council can act swiftly if required to secure the desired benefits.

**ALTERNATIVE ACTIONS:**

Option 1: Do nothing. The Council could leave the current situation as is. This would mean that the children in Arnold House

stay where they are, and more complex children may have to be accommodated in unregistered accommodation if no other provision was available. This option would not help control costs.

Option 2: Care provider purchases alternative property. The Council could work with a care provider, and they could provide the property. As shown in Table 1, this is typically a much more expensive solution. It has also been concluded that developing a service that belongs to NCT is the best way to ensure more responsive and cost-effective provision and will lead to better outcomes for children. It allows NCT to change provider without having to change property as well.

Option 3: Leasing alternative property. The Council could lease a property from the open market from a private landlord. There are currently not many larger properties available for rent. Additionally, the property would need to be adapted to allow children with high support needs to live there safely. This may be difficult to achieve with a limited term lease. It would be achievable under a long lease, but a long lease would restrict the Council's options if the property was no longer required for this purpose.

Option 4: Purchase the identified property. This would enable better provision for children, help avoid risk of the use of unregistered accommodation, and reduce overall costs as detailed in this report. Additionally, over time, growth in the capital value of the property would accrue to the benefit of the Council (and NNC).

Option 5: Look for an alternative property to purchase. There is no obvious reason to do this. Suitable properties are relatively rare and accordingly, it is likely to take some time for one to come to the market. It is unlikely a materially cheaper property would perform the intended function.

It is suggested that Option 4 is clearly the preferable option. It delivers identified savings, provides better options for children, and helps avoid use of unregistered accommodation.

**Agenda Item 14**

**RESOLVED:** Cabinet decided that an in-



## West Northants Housing Allocations Function

house team manage the housing allocations service and deliver the Council's single housing allocations scheme for West Northamptonshire.

### REASONS RESOLVED:

- A single, comprehensive triage and assessment process could be created within the council for customers/residents in housing need.
- Having a single allocations function should deliver a clear customer journey regardless of what part of West Northants you live in/have a local connection to. An in-house allocations function sat alongside the homelessness service should create an improved customer journey for customers who need support from both services as they will be in the same organisation/team.
- There should be fewer opportunities for customers to 'fall between the gaps' of the allocations & homelessness services.
- The council will have increased control of a service provided in-house.
- The skills, expertise and knowledge relating to Part 6 of the Housing Act 1996 and housing allocations are retained within the council.
- The housing allocations would be co-located with related functions: homelessness; disabled adaptations; community safety especially Domestic Abuse & Sexual Violence work; Adult Social Care; Children's Trust.

### ALTERNATIVE OPTIONS:

#### Option 1: Continue existing arrangements

- Under this option NPH would continue to provide the housing allocations service in the Northampton locality and WNC provide the service in rural West Northants.

Option 2: NPH manage housing allocations for the whole of West Northants

- Under this option NPH would manage the housing allocations for the whole of West Northants administrative area.

Option 3: Bring the housing allocations function in-house within West Northamptonshire Council

- Under this option WNC would manage the housing allocations for the whole of West Northants administrative area.

**Agenda Item 15  
Acquisition of Broadmead Court**

RESOLVED: That Cabinet;

- a) Approved the proposal to acquire Broadmead Court as outlined within exempt Appendix A subject to a red book valuation, satisfactory due diligence having been undertaken and approval by the S151 Officer of a fully costed business case to develop the property using either SHAP or Housing Revenue Account funding.
- b) Delegated authority to the Assistant Director of Assets and Environment in consultation with the S151 Officer, the Portfolio Holder for Housing, Culture and Leisure and the Portfolio Holder for Finance to negotiate and acquire Broadmead Court including completion of the legal requirements.
- c) Delegated authority to the Director of Communities and Opportunities to undertake a compliant procurement process and to enter into construction contracts, and any related bonds to develop Broadmead Court into self-contained flats to accommodate people with immediate housing and support needs

REASONS RESOLVED:

1. Broadmead Court will offer the Council an opportunity to increase the supply of affordable supported housing for individuals with additional support needs, as identified in the West Northamptonshire Council Housing Strategy.
2. The Council has identified need for an additional 66 units to support the Single Homeless Pathway and has been named as a target authority for the SHAP, a three year programme to support single homeless households. Should the SHAP bid be unsuccessful Broadmead Court could alternatively be used to provide temporary accommodation, as required under Part VII Housing Act 1996. Currently, there are over 600 households placed into temporary accommodation, only 151 of which are properties owned by the Council. The acquisition of Broadmead Court would reduce the reliance on nightly purchase temporary accommodation, which incurs higher costs than Council owned accommodation.
3. The acquisition of Broadmead Court would provide positive community impact and help the Council meet its strategic aims by reducing the number of potential rough sleepers by increasing the provision of accommodation available through the single homeless pathway, or by providing more suitable temporary accommodation to support those who are currently homeless.

#### ALTERNATIVE OPTIONS:

Three options have been considered in terms of the Issues and Choices. The options are summarised as:-

- Option 1 - Acquire the property with vacant possession upon completion.
- Option 2 - Acquire the Property subject to the occupation of a third-party provider;
- Option 3 – Do not acquire the

<p><b>Agenda Item 16</b>  <b>Four Waterside and Marefair -</b>  <b>Appointment of Preferred Development</b>  <b>Partner</b></p>	<p>property.</p> <p>RESOLVED: that Cabinet:</p> <ol style="list-style-type: none"> <li>a) Subject to robust financial and other due diligence having been carried out in respect of Bidder 1 approved the selection of Bidder 1 as the preferred development partner for Four Waterside and Marefair having considered the detail set out within this report and exempt Appendix A.</li> <li>b) Noted the use of £1.5m of Towns Fund and £7m of Enterprise Zone grant funding that will be used for the delivery of this scheme.</li> <li>c) Delegated authority to the Director of Communities and Opportunities in consultation with the Executive Director for Finance, Director of Legal and Democratic and Cabinet Member for Economic Development, Town Centre Regeneration and Growth and Cabinet Member for Finance to negotiate and conclude the terms of and enter into, the Development Agreement and associated documents with the preferred bidder, in accordance with the Final Tender. This includes engaging with the preferred bidder to confirm financial commitments and other commercial terms through the finalisation of the Development Agreement and associated documents in accordance with the Final Tender and detailed Heads of Terms contained within it.</li> <li>d) Approved the recommendations set out in the Exempt Appendix A.</li> </ol> <p>REASONS RESOLVED:</p> <ul style="list-style-type: none"> <li>• The recommendations are being made so the regeneration of Four Waterside and Marefair can progress. The delivery of Four Waterside and Marefair will have significant placemaking benefits and act as a catalyst project through establishing new values. The development will provide a new high-quality mixed-use neighbourhood on a key strategic site within Northampton town centre. The site is currently a vacant brownfield site which is an</li> </ul>
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eyesore within the town centre, and given its key strategic location, the development has the potential to have a transformational impact upon Northampton town centre and beyond.

- Four Waterside and Marefair aligns strongly with the objectives of the West Northamptonshire Joint Core Strategy, Northampton Local Plan Part 2, and the Council's Corporate Priorities to secure the delivery of a range of housing in sustainable locations to ensure all residents have access to a home that they can afford and that meets their needs. 4.3 The recommendations are being made following a compliant procurement process via the Pagabo Framework and the subsequent evaluation of final tenders by both bidders. The submissions were evaluated and approved by the evaluation panel which was made up of the Head of Major Projects and Regeneration (moderator), Regeneration Manager (evaluator), Principal Regeneration Programmes Officer (evaluator), Partner at Cushman and Wakefield (evaluator) and Partner at Faulkner Brown Architects (evaluator) with support from West Northamptonshire's Procurement Team and appointed Legal Advisors Trowers and Hamlins.

#### ALTERNATIVE ACTIONS:

Cabinet could decide not to approve the recommendation, but this would lead to the Council having to cease the current procurement process and either commence a new procurement process or opt not to proceed with this form of regeneration scheme. These routes are not recommended as they would undermine the Council's ability to deliver the objectives of the regeneration of Northampton town centre.