

2010 - 2013

**Produced by:
Northamptonshire
County Association
of Local Councils**



**Northamptonshire Councils' Charter
End of Consultation Report**



[PARISH PARTNERSHIPS]

A Charter to describe the working relationships between Local Councils and Principal Councils in Northamptonshire.

Executive Summary

The Northamptonshire County Association of Local Councils (Northants CALC) worked with a number of Local Councils and all of the Principal Councils in the county to develop a draft Northamptonshire Councils' Charter. This draft was sent to all Northamptonshire Councils for consultation between January and April 2010. The full text of the Local Council responses is included at Appendix 3. A record of Principal Council responses is included at Appendix 4. A list of those Councils responding to the consultation is included at Appendix 5. Finally, proposed next steps are included at Appendix 6.

Overall there was a 30% response rate from Local Councils and a 100%¹ response rate from Principal Councils. Responses were received from all sizes of Local Council from the largest town councils to the smallest parish meetings. The Charter aims to set a framework within which Local and Principal Councils can work together, without being too prescriptive or restrictive.

Consultation responses identify fundamental issues of concern to Local Councils, which will only be addressed through dialogue and co-operation but the overwhelming response was favourable and supportive.

Principal Councils and Northants CALC on behalf of the Local Council sector must now decide whether to sign up to the Charter on 16 June 2010 at the Local Councils Conference.

Consultation Process

The Northamptonshire County Association of Local Councils (Northants CALC), as the representative body of Local Councils in Northamptonshire, worked throughout 2009 with a number of Local Councils and all of the Principal Councils in the county to develop a draft Northamptonshire Councils' Charter. The draft Charter was sent out on 18 January 2010 for consultation to all Local Councils (including Parish Meetings) in Northamptonshire as well as the eight Principal Councils. The consultation period ended on 31 March 2010.

Consultation responses were returned to Northants CALC and the results form the basis of this report, which includes:

- Key themes and conclusions
- A copy of the final Charter document, incorporating a clarifying statement and changes proposed through consultation (Appendix 1)
- A record of the changes made to the consultation draft (Appendix 2)
- The full text of the Local Council responses (Appendix 3)
- A record of Principal Council responses (Appendix 4)
- A list of those Councils responding to the consultation (Appendix 5)
- Proposed next steps (Appendix 6)

Response rate and results

Overall there was a 30% response rate from Local Councils and a 100% response from Principal Councils. Responses were received from all sizes of Local Council from the largest town councils to the smallest parish meetings. Of the 79 responses received, 65 contained substantive comments and 14 were returned with simply "no comment" or "nothing to add".

¹ Corby Borough Council's formal response to be received after briefing meeting in May.

Of the 79 responses, and taking the “no comment” responses as neutral, 54 were broadly in favour of the Charter, 4 broadly against and 21 neutral.

The response rate was statistically similar across the county.

District	Total Parishes	Substantive Response	Read - no comment	No Response	% Response Rate	For	Against	Neutral	Blank
Corby	7	3	0	4	43	3			4
Daventry	73	17	4	52	29	16		5	52
East Northamptonshire	51	6	4	41	20	5		5	41
Kettering	26	9	1	16	38	5	2	3	16
Northampton	7	2	0	5	29	1		1	5
South Northamptonshire	78	21	5	52	33	17	2	7	52
Wellingborough	18	7	0	11	39	7			11
Totals	260	65	14	181	30	54	4	21	181

It has not been possible within the timeframe to analyse the reasons for a no response from a parish. The Charter consultation was sent directly to every parish, was advertised on the Northants CALC web site and a reminder was sent out within the consultation period. It can be assumed therefore that any council wishing to comment, in support or against, had sufficient opportunity to do so.

Some responses contained general comments or observations but some contained specific recommendations for changes to the draft document. A record of these recommendations and the changes is included at Appendix 2.

Key Themes

The feedback received was diverse, ranging from complete support, through cautious or partial support, to complete opposition. The majority view is that the Charter is (rightly) aspirational and that it offers a clearer and more strategic way forward, but that its success depends on the will of those involved to make it work, coupled with the resources to make things happen.

Diversity

The enormous diversity of Local Councils is both a strength and a weakness. In Northamptonshire the smallest parish (Althorpe Parish Meeting) has an electorate of just 20, whilst the largest parish (Rushden Town Council) has an electorate in excess of 22,000. Clearly a “one size fits all” approach is neither appropriate nor desirable and Local Councils should have the ability to choose a level of involvement that is proportionate to their size, capacity and aspirations. The Charter aims to set a framework within which Local and Principal Councils can work together, without being too prescriptive or restrictive. Some Local Councils may not have the capacity to take on much more than they currently do, but

nevertheless they want to feel that they can influence the decisions that affect their area. Often a Local Council's input may simply be to provide other authorities with local intelligence, which is fine; the Charter is not about requiring all Councils to do the same things at the same level. The Charter recognises and celebrates diversity.

Cost of Implementation

Several responses recognised that whilst many of the aspirations and proposed actions in the Charter were well-meaning, nothing would be achieved without the correct resources. Some responses cited the prevailing difficult economic climate as a barrier to success. Undoubtedly there will be some resource issues that need to be thought through but some responses picked up that the Charter may encourage Councils to "work smarter not harder". There could be significant savings in doing things right first time, as well as improving satisfaction and providing better services along the way. The workstreams detailed in the Charter will each require a detailed action plan to be drawn up and it is possible that the Charter may enable regional or even national grant funding to be leveraged in to the county, which would ease any financial constraints.

In the final analysis, if resource constraints prevent a workstream from progressing then at least those constraints will be thoroughly understood and the workstream can be put on hold pending any new resources becoming available.

Devolved services

There is much talked about devolved services with very little clarity of what it actually means and what the real implications are. The Charter makes a statement that services should be "*provided by the council best placed to deliver that service, regardless of whether they are a Local Council or Principal Council*" and that must surely be the underpinning principle. The responses did not reveal a huge appetite from Local Councils to take on the delivery of services that are currently being delivered by Principal Councils, with real concerns around the capacity to deliver and also whether a Principal Council would devolve the service but not the corresponding budget to go along with it. The responses make it clear that there needs to be urgent work done to look at this particular issue. Anecdotally, some Local Councils have expressed an interest in taking over services from Principal Councils (e.g. grass cutting, other green maintenance, provision of play space) but there seems to be disagreement as to how this could work. Fundamentally, if a service currently being provided by a Principal Council could be delivered better, cheaper or faster by a Local Council (or vice versa) then it makes sense for those Councils to engage each other in conversation. Local Councils that currently have a fixed view of their capacity (in terms of officer and member time) may be encouraged to review their capacity (particularly officer time) if it made financial sense to do so.

Double taxation

Related to the issue of devolved services is the thorny problem of double taxation. Responses show a fear of creating situations where residents are seemingly paying twice for a particular service. A useful example is policing, where residents pay for a certain level of policing via their council tax to Northamptonshire Police. If a Local Council was to then contribute from the precept towards the cost of a PCSO then this could be seen as double taxation. The reality is far more complex than that, but does require that minimum service levels are defined for each service. If Local Councils then choose to provide, and pay for, an enhanced service over and above the minimum then that is not double taxation – it's paying more for an enhanced service. The important thing to note is that the issue can only be solved through dialogue between service providers, followed by reference to the identified

needs of the electorate, and ultimately leading to the final decision of Council. No Council can be forced in to paying for a service that their electorate does not want or need.

Duplication of existing practice

Several responses were along the lines of “we already do this”. That’s great! The Charter sets out a new way of working but of course recognises that much has been achieved already and there are exemplar services and projects in operation right across the county. In some cases all that is required is to write down and record the things that are being done well. In other cases it may be a case of formalising an existing agreement to ensure that it continues in to the future. Where examples of good practice exist it is a fundamental facet of partnership working that these are shared and adopted where appropriate. Through the process of developing the Charter various innovative schemes and practices have come to light that are being used effectively in one area in the county but could be of enormous benefit to all Northamptonshire Councils. Benefitting from each other’s experiences, trials and tribulations will ensure that costly mistakes are avoided and good practice is shared.

Consultation & communication

Interestingly, responses identified that there was too much consultation and, at the same time, not always enough communication. Undoubtedly Councils of all tiers are bombarded with consultations to the extent where it has often become impossible to read everything, let alone respond in a meaningful way. Certainly there is scope for improving the way in which Northamptonshire Councils consult with each other that would result in less, but more pertinent consultations. At the moment there is a feeling that the really important issue might be buried somewhere in the middle of the snowdrift. Consultations aside, responses identified that day-to-day communications are not always what they could be, and hopefully the Charter and Charter Implementation Plans will go some way to addressing that. By setting out agreed parameters for communications expectations can be set at an appropriate level, whilst providing a framework for performance management and review.

Monitoring & review

Responses indicated that monitoring and review of the Charter and its workstreams is essential to ensuring success in the long term. It was noted that all stakeholders should be part of the monitoring and review process, but that any reports and recommendations needed to be clear and concise. The Charter needs to be a living document that focuses on delivering better outcomes for people in Northamptonshire. It should be an iterative process that adapts to circumstances as appropriate.

Conclusion

The overwhelming response was favourable and supportive. There is a spirit of willingness to work together and a positive view of how the first tier of local government in Northamptonshire can make a real contribution to the overall effort. Consultation responses identify fundamental issues of concern to Local Councils, which will only be addressed through dialogue and co-operation. Northants CALC can play a key role in understanding these issues and facilitating the conversation between partners to help resolve them. For the Charter to be a success it will require all involved to work positively together.

The next step following the consultation is for Principal Councils and Northants CALC (on behalf of the Local Council sector as a whole) to decide whether or not to sign up to the Charter having seen the final draft. The intention is to hold a signing ceremony on 16 June 2010 at the Local Councils Conference at Towcester Racecourse.

Appendix 6 sets out the next steps and the timetable for implementing the Northamptonshire Councils' Charter.

The development and signing of the Charter is not the end of the process – it's just the beginning.

***Danny Moody, Chief Executive, Northants CALC
May 2010***

Acknowledgements:

This Charter would not have been developed without:

- The foresight and leadership of the County Committee of Northants CALC.
- The assistance and leadership of Northamptonshire County Council, particularly the Policy & Partnerships directorate, under Alex Hopkins and Janet Doran.
- The practical support of Graham Ward, Community Regeneration Officer at Northamptonshire County Council.
- The input and co-operation of the county council and the seven district and borough councils in the county, their senior management teams and their elected representatives who took the time to consider the draft Charter.
- The wisdom and insight of Barbara Ding, retired Monitoring Officer and Executive Director at East Northamptonshire Council, who acted as consultant on the Charter development project and whose knowledge of local government was invaluable in producing the consultation draft.
- The thoughtful and useful comments of all the individuals and agencies that have been asked for their opinion on the Charter and have imparted their knowledge willingly and freely.
- The time and energy of the Local Councils in Northamptonshire that considered the Charter consultation and responded to it.

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*Space to insert the relevant county, district and borough logos as appropriate

[PARISH PARTNERSHIPS]

A Charter to describe the working relationships between Local Councils and Principal Councils in Northamptonshire.

Parish Partnerships

In this document:

“Local Councils” – means the parish and town councils in the county of Northamptonshire and, where appropriate, includes parish meetings (a civil parish without a constituted parish council).

“Principal Councils” – means Northamptonshire County Council (NCC), and the seven district and borough councils in the county of Northamptonshire, namely Corby Borough Council (CBC), Daventry District Council (DDC), East Northamptonshire Council (ENC), Kettering Borough Council (KBC), Northampton Borough Council (NBC), South Northamptonshire Council (SNC) and Wellingborough Borough Council (WBC)

“Northamptonshire Councils” – means Local Councils and Principal Councils together.

“Northants CALC” – means the Northamptonshire County Association of Local Councils.

This document is in two parts. The first part is a Charter that describes the relationship between Local Councils and Principal Councils. The second part is a list of nine workstreams that Northamptonshire Councils could work on together.

Whilst the Charter is focused on Northamptonshire Councils it should be recognised that virtually all Local Council activities involve a wide range of public bodies and other organisations, particularly the police and health service, voluntary and community sector organisations, the Society of Local Council Clerks, and the National Association of Local Councils. It is intended that for each workstream the appropriate stakeholders will be identified and included in the process.

Northants CALC, as the representative body of Local Councils in Northamptonshire, has worked with all of the Principal Councils in the county to develop this document. Northants CALC hopes that Local Councils will welcome and endorse it and see it as the start of a new dialogue between Northamptonshire Councils.

Clarifying Statement

1. The Northamptonshire Councils' Charter is not legally binding on any Northamptonshire Council. The Charter uses aspirational language but recognises that ultimately each Council needs to make its own decisions and set its own direction. The important thing is that all Councils strive to work towards the aspirations in the Charter, and that where measurable targets exist these are monitored and performance is assessed against them. For example the Charter's aspiration is to *“Develop a Community Policing Scheme”* for the county but the corresponding target (which may be revised up or down by stakeholders in due course) is *“20% of Local Councils in each Area Command implementing at least one option in the Community Policing Scheme by 2013”*.

2. The Northamptonshire County Association of Local Councils (Northants CALC) represents Local Councils in the county. It is a membership organisation to which the majority of Local Councils subscribe. The Association has no legal power to sign a contract on behalf of an individual Local Council, so if Northants CALC signs the Charter on 16 June 2010 it will be signing on behalf of the Local Council sector as a whole and will be making a commitment that it will allocate resources and offer leadership to ensure that the Charter is a success. Individual Local Councils can choose to opt out of any involvement with the Charter if they wish. There is no penalty for opting out.
3. The Charter recognises all the former initiatives and examples of good practice and aims to formalise them, build upon them and share them where possible. The Charter will not duplicate anything that already exists, nor create unnecessary layers of bureaucracy.
4. The Charter in itself does not create any new groups or organisations. Workstreams 1.3 and 2.2 could lead to the establishment of new structures to address these critical issues, but the aim is to use existing structures and networks where available.
5. The Charter should be seen as a means, not an end. The process is iterative and it is likely that the Charter and the workstreams will be finessed over time, based upon the monitoring and review process, which will include input from all Northamptonshire Councils. In addition, the whole Charter has been given a lifespan of three years and "Charter II" will be a development and progression of the current document.
6. The workstreams are an illustration of priorities as suggested by Local Councils. Each workstream will require an action plan (Northants CALC to initiate) which will of necessity identify all the stakeholders for each workstream and include them in the final design and implementation of each workstream. It is recognised that the stated desired outcomes may need to be reassessed once all stakeholders have had an opportunity to have their say.
7. The Charter is for all Local Councils, from the very smallest parish meeting to the largest town Council. It is of course recognised that there will be a different level and style of engagement depending on the size, capacity and aspirations of the parish concerned. In addition, the capacity and aspirations of larger Councils cannot be taken for granted, nor should the capacity and aspirations of smaller parishes be underestimated. The Charter uses language that should enable each Council to pick and mix a level of involvement that suits them. It is not about forcing devolution on those Local Councils that don't want it.
8. The Charter recognises that there is currently no new money for implementation. However, it is hoped that by applying a more strategic and co-ordinated approach to some old problems that waste can be avoided, resources can be deployed more precisely and savings in service delivery can be made. Ultimately it is about providing value for money.

PART ONE

NORTHAMPTONSHIRE COUNCILS' CHARTER

Introduction

- 1.1. This Charter describes the relationship between Local Councils and Principal Councils. It is not intended to describe the relationship between individual Principal Councils.
- 1.2. This Charter builds on existing work and aims to ensure that
 - When services are delivered in parished areas by Northamptonshire Councils they are efficient and effective.
 - The services are provided by the council best placed to deliver that service, regardless of whether they are a Local Council or Principal Council.
 - Through working together to improve services and reduce costs quality of life will be enhanced for residents in Northamptonshire.
- 1.3. The Charter builds on the fundamental premise that the councils which together form the local government of Northamptonshire will work positively in a spirit of mutual trust and respect for the benefit of those who live and work in the county.
- 1.4. It is acknowledged that some Local Councils simply want to have more effective influence over the services delivered in their areas by Principal Councils, whereas others may seek to take on the management of certain services themselves, or to group with other Local Councils to pick and mix a level of involvement that suits them.

2. Charter Implementation Plans

- 2.1. This Charter sets out the broad principles upon which Northamptonshire Councils will work together. Principal Councils agree to develop, with the Local Councils in their area, a Charter Implementation Plan that adds more detail about how the relationship will work locally. If required, Northants CALC will assist a Principal Council to produce its Charter Implementation Plan.
- 2.2. Principal Councils to appoint a member of their senior management team to lead on developing the Charter Implementation Plan for their area.

3. Working Together

All Northamptonshire Councils will

- 3.1. Advise each other as soon as practical about key personnel changes (for example, the Local Council Clerk or the Head of Planning Services). What constitutes “key personnel” will be set out in each Principal Council’s Charter Implementation Plan.
- 3.2. Make information available to each other, and to the public, in the most suitable formats, including electronically whenever possible and appropriate.
- 3.3. Endeavour to ensure that public enquiries are dealt with “right first time” regardless of where a member of the public first accesses the services of Northamptonshire Councils.

Principal Councils will

- 3.4. As appropriate to the nature of the matter under consideration, seek comments from Local Councils before making decisions which affect the Local Council's residents or the parish generally. Where more than one parish is likely to be affected, all relevant parishes will be consulted.
- 3.5. Allow Local Councils a reasonable time to make comments in response to consultations; this period may be determined by statutory consultation requirements (over which the Principal Council has no control), otherwise a minimum of twelve weeks will be allowed.
- 3.6. Specify a named contact officer with contact details for consultations and ensure all major consultations include an executive summary.
- 3.7. Provide feedback to Local Councils on the results of consultation.
- 3.8. Communicate with a Local Council in the way the Local Council wants (i.e. by e-mail, phone or post).
- 3.9. Organise information events, briefing sessions and, where appropriate, training for Local Councils, at local venues where possible.
- 3.10. Provide venues and specialist trainers for such training events for Local Councils, and for training events organised by Northants CALC.
- 3.11. Arrange for relevant officer(s) or senior/lead Councillor(s) to attend Local Council meetings, when requested and appropriate, at mutually convenient times and dates, subject to diary commitments. In the interest of efficiency, opportunities will be taken to maximise attendance at scheduled meetings, rather than arrange additional ad hoc meetings.
- 3.12. Treat all Local Councils on merit, regardless of their status or size.
- 3.13. Actively involve Local Councils in the Local Strategic Partnership and the development of the Sustainable Communities Strategy.
- 3.14. Consider carrying out a Community Governance Review and create Local Councils in unparished areas where the Community Governance Review indicates that a Local Council would be the appropriate vehicle of neighbourhood governance.

Local Councils will

- 3.15. Adopt arrangements which enable them to respond to Principal Council consultations in a timely way. (Where, exceptionally, it is not possible to meet a particular deadline, advise the consulting organisation as soon as possible).
- 3.16. Endeavour to respond to such consultations, even if only to say there are "no comments".
- 3.17. Get involved (either in a practical or representative way) in the Local Strategic Partnership.
- 3.18. Inform the relevant Borough/District Councillors and County Councillors about Local Council events in their Ward/Division.

- 3.19. Attend training and information events organised for them by Principal Councils and/or Northants CALC.
- 3.20. Where possible, provide venues for training and information events and public meetings in the parish.
- 3.21. Where appropriate, respond positively to requests from Borough and District Councils to serve as parish representatives on Standards Committees.
- 3.22. Invite their relevant Borough/District Councillors and County Councillors to speak at the Annual Parish/Town Meeting.
- 3.23. Hold a meeting to consider all planning applications on which they are consulted.
- 3.24. Make comments on planning applications based on material planning considerations.
- 3.25. Make planning applications available for residents to view locally or signpost residents to online resources.
- 3.26. Publicise Principal Councils' services and events locally and make information available for local residents through local channels.

4. Providing Services

All Northamptonshire Councils will

- 4.1. Where reasonable, engage with each other in advance about proposed changes to the operational services they provide. This includes levels of service and/or frequency of service.
- 4.2. Seek opportunities for economies of scale and value for money through consortium or clustering arrangements, where possible.

Principal Councils will

- 4.3. Where appropriate, develop and publish criteria against which requests for the devolution of services to Local Councils will be considered (as part of the Charter Implementation Plan).
- 4.4. Formally consider and respond to requests from Local Councils for the devolution of services.
- 4.5. Respond to requests from Local Councils to “enhance” a service provided by a Principal Council through payment of a contribution (or other agreed means).
- 4.6. Put in place formal agreements to clarify the arrangements and deliver any enhanced services within the agreed terms.

Local Councils will

- 4.7. Prepare an appropriate business case if seeking to manage local services provided by a Principal Council, or to exercise new powers for the first time. The business case will include evidence of the Local Council’s capacity to finance and deliver the service and set out the benefits this will offer the local community.
- 4.8. Submit formal requests to the relevant Principal Council if it wishes to contribute towards an enhanced service, with sufficient notice to enable appropriate resources to be investigated and costed.

5. Monitoring and Review

- 5.1. Working with Northamptonshire Councils, the Charter and development of the Charter Implementation Plans will be reviewed on an annual basis by the County Committee of Northants CALC. The first review will take place in May/June 2011.
- 5.2. Progress against the nine workstreams will be constantly monitored by Northants CALC and an annual progress report will be published. The first annual report will be published in May/June 2011.
- 5.3. Northamptonshire Councils will be kept informed of progress.

6. Signatories

This Charter is signed by the Leaders and Chief Executives of the Principal Councils and by the Chairman and Chief Executive of the Northamptonshire County Association of Local Councils (Northants CALC) on behalf of Local Councils.

Council	Leader	Chief Executive
Northamptonshire County Council		
Corby Borough Council		
Daventry District Council		
East Northamptonshire Council		
Kettering Borough Council		
Northampton Borough Council		
South Northamptonshire Council		
Wellingborough Borough Council		
	Chairman	Chief Executive
Northants CALC on behalf of Local Councils in Northamptonshire		

PART TWO

THE NINE WORKSTREAMS

1. Background

Northants CALC and Principal Councils have developed the Northamptonshire Councils' Charter that defines how the three tiers of local government will work together more effectively. However, no one wants to create a meaningless document that reads well but doesn't work, so to make the Charter "real" Northants CALC, with member input, has identified nine potential workstreams that Northamptonshire Councils can work on together. There are three workstreams in each of three areas, namely:

- 1. Highways**
- 2. Community Development**
- 3. Community Safety & Policing**

The nine workstreams may not suit all Local Councils, or even all Principal Councils. The list is not intended to commit any council to a certain course of action. However, Northants CALC believes that if Northamptonshire Councils work together to achieve the desired outcomes of the workstreams it will be a very significant step forward and will improve the wellbeing and quality of life of the people in Northamptonshire.

2. Objectives of the Charter

1. To write down things that councils can work on together
2. To develop new ways of working together – a new approach to old problems
3. To encourage better communication, more sharing and deeper mutual appreciation
4. To enable Local Councils to contribute effectively to the objectives contained in Northamptonshire's Local Area Agreement and Sustainable Communities Strategies
5. To improve the social, environmental and economic wellbeing of the people of Northamptonshire

3. Methodology

Initial ideas for the nine workstreams were sought from the County Committee (board) of Northants CALC and a number of Local Councils. The ideas are presented below and the document forms the basis for Northamptonshire Councils working together between 2010 and 2013 and beyond.

4. Scope

This document identifies nine workstreams that Northamptonshire Councils can work on together. However, it is not meant to be exhaustive or constraining and assumes that Local Councils will continue their basic development work in terms of governance, procedures, training, communications and community engagement.

5. Funding

It should be noted that there is no new money for implementing the Charter. Rather it is about finding innovative ways to make the best use of limited resources, to reduce wastage wherever possible and to deliver services in the most cost effective way.

The Nine Workstreams

1. Highways

- 1.1. Support and develop the Parish Highways Representative Scheme
- 1.2. Design a new highways Minor Works Programme
- 1.3. Establish area based Operational Services Reviews

2. Community Development

- 2.1. Produce and publish Local Planning Charters
- 2.2. Develop a Parish Planning Champion Scheme
- 2.3. Develop a plan for the parishing of currently non parished areas

3. Community Safety & Policing

- 3.1. Develop a Community Policing Scheme
- 3.2. Review and develop Parking Enforcement Scheme in parishes
- 3.3. Develop a county-wide approach to tackle dog fouling

1.1. Support and develop the Parish Highways Representative (PHR) Scheme

The Problem:

Information does not always flow readily between Local Councils and NCC/MGWSP (the highways contractor). MGWSP needs a point of contact and someone to engage with in every parish. Local Councils need a representative who can attend area/county meetings, represent the views of the Local Council and bring back information and examples of good practice.

The Proposed Solution:

To support and develop the PHR Scheme.

NCC to:

Ensure that the county highways contract recognises the importance of the PHR Scheme and makes provision for management of the Scheme. MGWSP to produce a standard role description and terms of reference for PHRs for Local Councils to adopt.

Local Councils to:

Appoint (e.g. at their Annual Meeting) one of their members to be the Parish Highways Representative, provide them with the support required to enable them to take an active role in the Scheme and pay for their travel expenses to attend meetings as may be arranged. Northants CALC will help promote the Scheme and provide assistance to MGWSP and Local Councils where required to improve the Scheme and make it more effective.

Potential Benefits:

- Improved communications
- More intelligent resource allocation
- Better mutual understanding
- Use of local council resource - eyes and ears
- Better service

Risks:

- Lack of take up by Local Councils
- Scheme not being run effectively or not being run at all

Desired Outcomes:

- 75% of Local Councils appointing a PHR on an annual basis by 2013
- NCC/MGWSP recognise the importance of the Scheme and manage it efficiently and effectively.
- Reduced relevant avoidable contact.
- Increase in Local Councils fairly or very satisfied with highways services

1.2. Design a new highways Minor Works Programme

The Problem:

Minor works not carried out at all, or carried out unsatisfactorily (timeliness, quality, temporary repairs etc.). Waste of NCC's resources when works done to a centrally determined schedule.

The Proposed Solution:

A Minor Works Programme needs to be designed with Local Council input that provides a practical and pragmatic solution to this ongoing issue. The Minor Works Programme needs to build on the experiences of the Lengthsman Scheme and Parish Enhancement Gangs and make use of the knowledge and expertise of Local Councils.

NCC to:

Work with Local Councils and other Principal Councils to design a scheme that is fit for purpose and that will address the issues. Resources will be needed to involve all Northamptonshire Councils in the design of the scheme so that is effective and sustainable. Northants CALC will assist where required in facilitating the discussion between Northamptonshire Councils.

Local Councils to:

Work with NCC to design the scheme. Agree a minimum service level and recognise that delivery beyond the minimum will have to be paid for locally from the precept. Recognise that taking on responsibility for any service delivery will have resource implications (e.g. an increase in staff hours).

Potential Benefits:

- More intelligent resource allocation – reduced wasted effort
- Better use of local council resource - local knowledge and focus
- More Local Councils and more residents satisfied with minor works

Risks:

- Northamptonshire Councils unable to agree on a satisfactory design
- No resources allocated to the design of the scheme

Desired Outcomes:

- A Minor Works Programme that delivers a high quality service, cost effectively and with the minimum possible waste of money and effort.

1.3. Establish area based Operational Services Review Programme

The Problem:

Despite the introduction of area working (the four MGWSP Areas) there still seems to be a communication problem with a lack of mutual understanding between Local Councils and NCC/MGWSP.

The Proposed Solution:

Establish an Operational Services Review (OSR) Programme for each MGWSP Area. OSR meetings would bring together, at least twice per year, representatives from NCC, MGWSP, borough/district councils and Local Councils (represented by the Parish Highways Representative). To avoid a proliferation of meetings existing structures (e.g. LSP sub groups, rural fora) could incorporate OSR meetings if doing so does not dilute the objectives of the OSR meeting. The purpose of an OSR meeting is to address area issues, review works since the last OSR meeting and share information regarding future works/needs.

Principal Councils to:

Provide facilities for OSR meetings led/organised by NCC. Action outcomes/proposals/suggestions, or provide a reason in writing why no action is possible within two weeks of the OSR meeting.

Local Councils to:

Input to and/or attend OSR meetings and take an active part. It is important that Local Councils view NCC/MGWSP as an organisation to work with rather than complain to.

Potential Benefits:

- Improved communications through well-chaired, focused meetings
- Early identification of issues
- Jointly designed solutions
- Understanding of physical, technical and resource constraints
- More Local Councils and more residents satisfied with highways works

Risks:

- OSR Programmes aren't established – or only established in some areas
- OSR meetings aren't effective and become talking shops with no clear purpose

Desired Outcomes:

- OSR meetings are established in all four MGWSP Areas.
- Increase in Local Councils fairly or very satisfied with highways services

2.1. Produce and publish Local Planning Charters (LPCs).

The Problem:

Local Councils sometimes feel distant from the planning process and would like to be involved in it rather than simply consulted on it. There is a need for better mutual understanding of the respective roles of the borough/district council as the Local Planning Authority (LPA) and the Local Councils in each authority's area. Local Councils would like more influence and to feel that their views are being taken into account.

The Proposed Solution:

For each LPA to create a "Local Planning Charter" for its area that sets out very clearly what all parties (developer, LPA, Local Council etc) can expect from the LPA and the planning and development control process. A LPC could say, for example, how the LPA will incorporate Community-Led Plans into the Local Development Framework, or procedures for how planning applications will be dealt with when the view of planning officers differs from that of the Local Council.

Local Planning Authorities to:

Commit the resources necessary to develop a Local Planning Charter in consultation with stakeholders. Examples and good practice exist locally and nationally. The LPC may simply involve collating existing documentation.

Local Councils to:

Engage with the relevant LPA in the development of the LPC. Recognise that with increased involvement comes increased responsibility and that there may be issues to address in terms of training, capacity etc. Northants CALC can assist in the development of LPCs and in providing training to Local Councils to enable them to take a more active role in the planning process.

Potential Benefits:

- Improved planning services performance
- Better decision making
- Better mutual understanding
- Use of local council resource - local knowledge
- Better service to applicants

Risks:

- LPCs not developed at all or only developed by some LPAs
- LPAs and Local Councils unable to agree on details of LPC

Desired Outcomes:

- All seven LPAs in Northamptonshire have a Local Planning Charter by 2013.
- Increase in Local Councils fairly or very satisfied with local planning process.

2.2. Develop a Parish Planning Champion Scheme

The Problem:

Local Councils sometimes have limited knowledge of the planning system and how/when/why planning policies that affect their areas are developed. Local Councils feel distant from the Local Planning Authority (LPA) and don't feel that their views matter very much.

The Proposed Solution:

To develop a Parish Planning Champion Scheme that operates in a similar way to the Parish Highways Representative Scheme so that each Local Council has an elected member with a particular focus on planning matters and each LPA has a knowledgeable point of contact at each Local Council in their area. Each LPA to hold briefing meetings at least twice per year to bring together representatives from the LPA, NCC, the Northamptonshire Development Corporations and Local Councils.

Local Planning Authorities to:

Organise and host briefing meetings. Recognise the importance of the PPC Scheme and make provision for the management of the Scheme. Produce a standard role description and terms of reference for PPCs for Local Councils to adopt. Action outcomes/proposals/suggestions, or provide a reason in writing why no action is possible within two weeks of the briefing meeting.

Local Councils to:

Appoint (at their Annual Meeting) one of their members to be the Parish Planning Champion, provide them with the support required to enable them to take an active role in the Scheme and pay for their travel expenses to attend meetings as may be arranged. Northants CALC will help promote the Scheme and provide assistance to LPAs and Local Councils where required to improve the Scheme and make it more effective.

Potential Benefits:

- Improved communications
- Better mutual understanding
- Use of local council resource - local knowledge and focus
- Better service

Risks:

- Lack of take up by Local Councils
- Scheme not being run effectively or not being run at all

Desired Outcomes:

- 75% of Local Councils appointing a PPC on an annual basis by 2013.
- Increase in Local Councils fairly or very satisfied with local planning process.

2.3. Develop a plan for the parishing of currently non parished areas.

The Problem:

The three districts in Northamptonshire (Daventry, East Northamptonshire and South Northamptonshire) are fully parished, whereas the four boroughs (Corby, Kettering, Northampton and Wellingborough) are only partially parished. Residents in non parished areas may have access to Residents' Associations or Neighbourhood Management Teams but do not benefit from representation by first tier elected councillors.

The Proposed Solution:

To develop a plan for carrying out Community Governance Reviews and establishing new parishes where appropriate.

Principal Councils to:

Consider allocating resources for conducting Community Governance Reviews and be prepared to exercise their new powers under the Local Government & Public Involvement in Health Act 2007 to establish new parishes. Northants CALC will work very closely with those Borough Councils wishing to create new parishes and will lead on the development of the county-wide plan.

Local Councils to:

Act as examples of good community governance vehicles. Consider providing mentors/buddies for newly established parishes. Consider providing "seed" councillors where appropriate. Demonstrate the benefits of parishing.

Potential Benefits:

- County-wide strategic approach
- Better mutual understanding
- Better service

Risks:

- Borough Councils not willing to conduct Community Governance Reviews
- Too many new parishes being created too quickly so that Borough Council and Northants CALC stretched too thin

Desired Outcomes:

- The creation of at least five new parishes in Northampton, Wellingborough, Kettering or Corby by 2015.

3.1. Develop a Community Policing Scheme

The Problem:

Perceived lack of visible policing. Poor communications in some instances between the Police and Local Councils. Lack of resources. Poor use of community/local council resources.

The Proposed Solution:

Develop a scheme for community policing that provides a list of options for Local Councils to consider. These could include:

- Nominating an elected member to serve on the Police Joint Action Group (JAG) and and/or attend Safer Community Team (SCT) meetings.
- Start up a Neighbourhood Watch Scheme if not already in place
- Recruiting/Deploying a Parish (Special) Constable
- Employing own PCSO.
- Sharing a PCSO with one or more adjoining councils.

The Police to:

Work with Local Councils to design the Scheme and provide information on what works best and what doesn't. Provide recruitment/employment service, and equip and train personnel.

Local Councils to:

Commit to working in partnership. Agree a minimum service level and recognise that delivery beyond the minimum will have to be paid for locally. Recognise that implementing any of the options may have a cost implication.

Potential Benefits:

- Enhanced Local Council contribution to aims of the Northants Community Strategy
- More intelligent resource allocation
- Better mutual understanding
- Use of local council resource - eyes and ears
- Better service

Risks:

- Poor take up of the Scheme by Local Councils
- Resources stretched if Scheme take up is very rapid

Desired Outcomes:

- 20% of Local Councils in each Area Command implementing at least one option in the Community Policing Scheme by 2013.
- An increase in the number of people in Northamptonshire who live in communities where they are safe and feel safe.

3.2. Review and develop Parking Enforcement Scheme in parishes

The Problem:

Illegally parked cars are a hazard to other road users and pedestrians. Principal Councils don't always have the resources to address what is normally a very local issue. Local Councils are "on the ground" and know the local issues but this resource is often not exploited.

The Proposed Solution:

To review and scrutinise the county's Parking Enforcement Scheme, particularly since decriminalisation, and to develop ways in which Local Councils can contribute to enhancing the Scheme.

Principal Councils to:

Review the Parking Enforcement Scheme with reference to Local Council input, seek ways to include Local Council representation, via Northants CALC, on the Northamptonshire Parking Committee and develop an enforcement strategy in partnership with Local Councils for parished areas.

Local Councils to:

Actively contribute towards the review and feed in positive suggestions for how Local Councils can be involved in the Parking Enforcement Scheme by, for example, providing enforcement officers with local intelligence, disseminating information locally, educating road users, and providing facilities locally for enforcement officers to use (e.g. a town hall or community centre).

Potential Benefits:

- More intelligent resource allocation
- Use of local council resource - eyes and ears
- Better service

Risks:

- Resources not available to do more than is currently done
- Unable to make use of Local Council input effectively

Desired Outcomes:

- Increase in Local Councils fairly or very satisfied with parking enforcement.

3.3. Develop a county-wide approach to tackle dog fouling

The Problem:

Dog fouling is a real issue for local people who look to their Local Council to do something about it. There does not appear to be a consistent or fully inclusive approach to tackling the problem in the county. Dog Warden resources are severely limited and the help that Local Councils could offer is often not fully utilised.

The Proposed Solution:

Develop a consistent county-wide approach to tackle dog fouling that harnesses the expertise of the county's Dog Wardens and the local knowledge and resources of Local Councils. The approach should learn from the good practices that already exist both within the county and elsewhere.

Principal Councils to:

Task the County Heads of Environmental Services Group and its sub-group, the Animal Welfare Forum, to work with Northants CALC to develop a consistent and fully inclusive approach to tackling dog fouling. To share good practice, develop training guidance and templates to fully exploit any opportunities presented by the use of powers under the Clean Neighbourhood & Environment Act 2005. To issue and enforce Dog Control Orders and support those Local Councils wishing to act as secondary authorities under the Act. To identify opportunities to extend the range of closely aligned agencies and organisations who could discharge the enforcement powers available under the Act, e.g. Police Community Support Officers and Country Park Rangers.

Local Councils to:

Actively contribute towards the development of this approach and recognise that Local Councils need to play a major part in the implementation of any joined up working, which may have cost implications and may create new training needs (e.g. in enforcement). Consider using powers under the Clean Neighbourhood & Environment Act 2005 to issue Dog Control Orders as a secondary authority. Support the local Dog Warden and other agencies in tackling this problem.

Potential Benefits:

- A more consistent approach through training and guidance
- Improved communications and better mutual understanding
- Optimise resource opportunities
- Extend the range of agencies involved in enforcement

Risks:

- Resources not available to do more than is currently done
- Unable to make use of Local Council input effectively

Desired Outcomes:

- Reduced number of complaints received by all councils regarding dog fouling.
- 10% of Local Councils acting as secondary authorities under the 2005 Act.

Charter Appendix 1 – Example Charter Implementation Plan (Districts & Boroughs)

This Charter Implementation Plan is an illustration for the purpose of consultation only. Charter Implementation Plans will be developed by the Borough/District Councils in association with the Local Councils in their area.

Example Charter Implementation Plan

Example District Council

Example District Council has signed the Northamptonshire Local Councils' Charter and has committed to producing a Charter Implementation Plan (CIP).

Example District Council's lead officer for developing the CIP is *[insert name/job title and contact details]*

The CIP describes the working relationship between Example District Council and the *[insert number]* Local Councils in the district and details how and when the District Council will consult Local Councils in the district, which services Local Councils may consider enhancing by contributing towards improved service levels and what services may be considered for devolution to Local Councils.

Communications

Personnel Changes

Example District Council will notify Local Councils of any personnel changes in the following posts:

Position	Name	Telephone	E-mail
Chief Executive	Jane Smith	01234 567890	Jane.smith@example.gov.uk
Leader	Bob Jones	01234 567891	Bob.jones@example.gov.uk
Head of Planning	Sally Sharpe	01234 567892	Sally.sharpe@example.gov.uk
etc			

Local Councils will notify Example District Council of any personnel changes in the following posts:

Position	Name	Telephone	E-mail
Clerk	Sarah Spring	01234 987654	clerk@thistowncouncil.gov.uk
Chairman	Bob Smith	01234 987653	chair@thistowncouncil.gov.uk

Dates of Meetings

Example District Council and the Local Councils in Example District will tell each other about the date, time and venue for their scheduled Council meetings. The exchange of an annual calendar of meetings will help to avoid calling ad hoc joint meetings on inconvenient dates (although this

can never be avoided completely). Local Councils should send their calendar of meetings to the Chief Executive's Secretary.

Consultation

Example District Council will consult Local Councils on:

The Community

1. The Sustainable Community Strategy and the strategic priorities for Example District
2. Example District Council's corporate plan/vision statement
3. The Community Safety Strategy and the community safety priorities for Example District
4. Anti-Social Behaviour (in association with the local Police, taking into account local arrangements)
5. Electoral and boundary changes
6. Proposals from other bodies or organisations on which Example District Council is consulted which Example District Council considers might affect a particular parish/town or group of parishes.

Development Control and related planning matters

1. Applications for planning permission and related applications, such as Tree Preservation Orders
2. Designation of conservation areas (and changes to existing designations)
3. The Plans, schemes, statements and documents which comprise the Local Development Framework
4. The preparation of development briefs and related documents

Environment

1. Refuse collection and recycling arrangements – significant service changes (or locally specific changes)
2. Street cleansing – significant service changes (or locally specific changes)
3. Waste Strategy
4. Land drainage matters (new village schemes, flood alleviation, water courses, etc)

Finance

1. Special expense budgets charged to town and parish councils
2. Precepting arrangements

Housing (Note: the CIP will need to take into account local housing strategy i.e. where stock is owned/managed by Housing Associations)

1. Housing Strategy
2. Homelessness Strategy
3. Housing Needs Survey
4. Decisions around the future use of sites with the Parish/Town (new schemes)

Leisure

1. Demand for (and location of) facilities, particularly arising from a leisure audit

Local Facilities

1. Provision, or the proposed withdrawal of, local facilities and services (including significant changes in service levels)
2. Management of Example District Council's facilities within a Parish/Town involving significant functional changes, such as changes proposed to the way Example District Council provides (or commissions) a particular facility or service.
3. Operation of markets

Roads and Traffic

1. Temporary road closures under the Town Police Clauses Act
2. Street naming/house numbering
3. Off street car parks
4. Provision and/or relocation of taxi ranks

Devolution

Example District Council will hold an informal discussion with a Local Council interesting in assuming responsibility for a service or contributing towards enhanced service provision in the Parish/Town. The District Council will formally consider requests for devolution of services upon receipt of a written business plan, setting out the Local Council's proposal, that describes how the proposal might improve service quality or reduce costs. Functions/services for consideration will depend on local discussion and may vary significantly; they might include:

1. Dog Control – authorisation to issue Fixed Penalty Notices for dog fouling under the Clean Neighbourhood Act
2. Recycling arrangements – such as providing local composting schemes
3. Public Conveniences – management, maintenance and repair
4. Management/grounds maintenance of parks, open spaces and woodlands (where there is no legal impediment to the delegation),
5. Management and maintenance of play areas
6. Public Information & Enquiry Points/Centres for residents and visitors
7. Management of common land
8. Street Lighting – other than principal routes
9. Other potential areas under the Clean Neighbourhood Act?
10. Smoking enforcement?

Nb: Northamptonshire County Council to produce a Charter Implementation Plan (CIP) that is similar to the above but appropriate to their county-wide remit. Northants CALC will assist all Principal Councils in the development of their CIPs as required.

Appendix 2 – Record of Changes

Respondent	Section Ref	Proposed Change	Comment
Boughton	5.1	That Charter be reviewed at each Northants CALC AGM	Agreed. Standing agenda item.
Brixworth	3.4	Add commitment for LPAs to take note of comments from LCs	Local agreements can be defined through CIP and/or LPC (workstream 2.1)
Brixworth	Workstreams	Missing - traffic and transport management	For possible inclusion in future.
Brixworth	3.18	Can't commit resources	Councils to pick and mix a level of engagement that suits them (para 1.4)
Brixworth	3.22	If appropriate... "Respond positively" might be better	Agreed. Add "Where appropriate..." and "respond positively to" (reorder para)
Brixworth	w1.3	may not be able to "attend" but could "engage" e.g. send comments by e-mail (general point wherever attendance is required or implied).	Agreed. Change to "Input to and/or attend"
Cottingham	General	Awareness/Recognition of status of clerk	Local awareness could be highlighted in CIPs where appropriate
Cottingham	3.26	Clarify	Add "or signpost residents to online resources"
East Haddon	Workstreams	Missing - improving/extending RoWs	For possible inclusion in future.
Hinton-in-the-Hedges	3.16	Change advice to advise	Agreed.
Hollowell	w1.2	Clearer statement regarding funding of agreed projects	Action plans to be created for each workstream that will identify resourcing needs.
Mears Ashby	3.17	Change "endeavour" to "will"	Agree with the sentiment, but general feedback is to make Charter less prescriptive - no change.
Roade	5.1	Would be stronger if all Northants Councils were involved in/responsible for annual review	Agree. Add "Working with Northamptonshire Councils the Charter..."

Rushton	3.4	Add commitment for LPAs to take note of comments from LCs	Local agreements can be defined through CIP and/or LPC (workstream 2.1)	
Rushton	3.7	Provide feedback before making final decision	LCs can be informed (poss. by e-mail alert) when a consultation report is sent to Committee/Cabinet.	
Rushton	3.13	"merit"? On whose judgement	The judgement of whoever is engaging at that particular time.	
Rushton	w1.1	why does appointment have to be at AGM?	Good point - doesn't have to be. Insert "(e.g. At their Annual Meeting)"	
Scaldwell	General	Progress and main points of Charter will have to be reinforced regularly	Agreed.	
Stanwick	General	Expectation that "Champions" are to be Cllrs - whereas it might be better for it to be clerk or volunteer	Agreed. LCs should be able to decide as appropriate.	
Stanwick	w1.2	Grave concerns - won't sign Charter until more information has been received	Action plans to be created for each workstream that will identify resourcing needs.	
Stanwick	w2.1	Define Community-led plans	e.g. Parish Plan, Village Design Statement, Landscape Character Assessment	
Stoke Albany	3.22	Add "wherever possible"	Agreed. Add "Where appropriate..." and "respond positively to" (reorder para)	
Warkton	w2.3	Is parishing needed/desirable?	Outcomes should be based on Community Governance Review.	
Warkton	w.3.3	Too narrow?	Consensus is that a narrow focus is appropriate (could be expanded in workstream is successful)	
Weedon Bec	3.19 (and elsewhere)	Continued call on PCs to attend various meetings - can't attend in day time	Meetings need to take in to account the constraints of attendees.	
Weedon Bec	Workstreams	Missing - Environmental Health (e.g. Littering)	For possible inclusion in future.	
Weedon Bec	3.5	Publish dates of forthcoming consultations	Can be highlighted in CIP	
Weedon Bec	3.1 & 3.9	Are the same!	Agreed - Delete 3.9	

Weedon Bec	3.22	If appropriate... "Respond positively" might be better	Agreed. Add "Where appropriate..." and "respond positively to" (reorder para)	
Weedon Bec	3.26	clarify "to residents"	Add "or signpost residents to online resources"	
Weedon Bec	5.3	How? Needs to be a simple, non time consuming review	Agreed. Simple, short, clear.	
Daventry District Council	Workstreams	DDC believes that some cost analysis would benefit the Charter.	Action plans to be created for each workstream that will identify resourcing needs.	
East Northamptonshire Council	General	The Charter needs to reflect the disparate nature of the Local Councils and the plethora of different approaches that they will wish to take	Agreed. Councils to pick and mix a level of engagement that suits them (para 1.4)	
Northampton Borough Council	3.1	Change to "Advise each other as soon as practical about key personnel changes..."	Agreed.	
Northampton Borough Council	3.2	Change to "Make information available to each other, and to the public in the most suitable formats, including electronically whenever possible and appropriate "	Agreed.	
Northampton Borough Council	3.4	Change to " As appropriate to the nature of the matter under consideration seek comments from Local Councils ..."	Agreed.	
Northampton Borough Council	3.5	Change to "minimum of twelve weeks"	Agreed. Accepting that shorter timescales may be dictated by legislation and/or a Principal Council's constitution.	
Northampton Borough Council	3.7	Delete "i.e. within ten working days of the decision being made"	Agreed.	
Northampton Borough Council	4.1	Change to " Where reasonable engage with ..."	Agreed.	
Northampton Borough Council	4.3	Change to " Where appropriate develop and publish..."	Agreed.	
Northampton Borough Council	w.2.3	Change proposed solution from "develop a plan for creating a 100% parished county" to "develop a plan for carrying out Community Governance Reviews and establishing new parishes where appropriate".	Agreed.	

 Indicates changes made to consultation draft

Appendix 3

Parish Name	What do you think is particularly good about the Northamptonshire Councils' Charter?	Is there anything that your council fundamentally disagrees with?	Is there anything missing from the Charter that your council thinks absolutely should be included?	For local councils, is your council happy for Northants CALC to sign the Charter on behalf of Local Councils in Northamptonshire?	Have you any other comments that you wish to make?
Abthorpe Parish Council					
Adstone Parish Meeting					
Alderton Parish Meeting					
Aldwincle Parish Council					
Althorp Parish Meeting					
Apethorpe Parish Meeting					
Arthingworth Parish Council					
Ashby St Ledgers Parish Meeting					
Ashley Parish Council					
Ashton Parish Council (EN)					
Ashton Parish Council (SN)					
Aston le Walls Parish Council					
Aynho Parish Council					APC discussed the Parish Partnerships document at our most recent meeting. It was well received and we would like to sign up to it.
Badby Parish Council					
Barby & Onley Parish Council					

Barnwell Parish Council					
Barton Seagrave Parish Council					
Benefield Parish Council					
Billing Parish Council					no comments or objections
Blakesley Parish Council					Blakesley Parish Council is generally supportive of the concept of parish partnerships and the Northamptonshire Councils' Charter as detailed in your recent consultation document.
Blatherwycke Parish Meeting					
Blisworth Parish Council					
Boddington Parish Council					
Boughton Parish Council	It documents a framework of working relationships and understandings between Local, District, Borough and County Councils.	Exclusion of relationship and understandings with authorities such as WNJPU, WNDC and EMDA which seem to distort the powers of other authorities.	* Local Councils to be mentioned as being agents (primarily) of District Councils. * Local Development Plans/Frameworks must be kept up to date to avoid planning policy voids. * Relationships and understandings with WNJPU, WNDC and EMDA. * Weighting of Local Councils (as opposed to individuals) responses to consultations.	Yes; providing consultations take place on any subsequent amendments.	* We are becoming concerned at the increasing expectations of Principal Authorities for Local Councils to have more responsibility for local services without funding or reduction in general rate. * <i>We are becoming concerned about Local Councils becoming 'enforcement' authorities.</i> * We are concerned that Principal authorities do not seem to recognise that infrastructures must be sufficient in advance of significant planning developments. * <i>We recommend that the Charter be reviewed and progressed at each NCALC Annual General Meeting and updated on an agreed term basis.</i> * <i>We have a good relationship with DDC at present which seems to be working reasonably well.</i>
Bozeat Parish Council					
Brackley Town Council					Members agreed that you had been obviously working very hard on the document but they felt that Brackley Town Council could not support this in its present form. The Council feels that the document is a waste of resources and questioned where

					the money was coming from to fund this initiative. It felt that this document is just paying lip service to government directives resulting in increased costs to local authorities.
Bradden Parish Meeting					
Brafield-on-the-Green Parish Council					
Brampton Ash Parish Council					
Braunston Parish Council					
Braybrooke Parish Council					
Brigstock Parish Council					
Brington Parish Council					
Brixworth Parish Council	Whether the adoption of the Charter brings demonstrable benefits to the residents of Brixworth will determine if the Charter is "good". / The sharing of contact details for key functions and notification when these change will be useful.	The PC fundamentally disagrees with any attempt to shift responsibilities and/or tasks from the Principle Councils to the Local Councils without suitable and sufficient funding also being devolved to the Local Councils. It should also be recognised that some existing practices are working well and do not require changing. The Charter should be adapted to make allowances for them. The specific comments made below should also be regarded as the response to these questions	A commitment from the Principle Councils to take any notice of the comments they seek from Local Councils. Traffic and transport management is missing from the 9 workstreams. Traffic in villages is often a key concern for residents. Public transport is particularly important in rural areas. These issues necessarily need to be managed at country level but Local Councils should be engaged with the Principle Councils.	No. We would wish to agree the final version and then the PC to decide whether it is happy to sign it itself.	Part One - Northants Councils' Charter - 3 Working Together / 3.3 This must not be construed to mean that Local Councils are to deliver the responsibilities of the Principle Councils. The PC is happy to signpost the public, where they are able but are not prepared to be committed to ensure that they are able to deal on a "right first time" basis with enquiries that do not relate to the PC's specific responsibilities. / 3.4 Principle Council are to seek comments from Local Councils but there is no commitment to take notice of comments received. / 3.18 The PC has a limited resource and will get involved in the Local Strategic Partnership, if and when, it considers it value for money, in respect of the responsibilities of the PC to do. / 3.20 PC representative will attend training or information events where these are considered by the PC to add value. / 3.22 The PC would support being able to nominate Members to the DDC's Standards Committee but we cannot commit Members to be members of this body. / 3.23 The PC

					<p>does not support giving every District and County Councillor the right to address the Annual Parish meeting. The PC would agree to inviting a representative from the Principle Councils to address the meeting and would invite all relevant Members of the Principle Councils to attend the meeting. / 3.26 This appears to put the onus on Parish Councils and seems to overlook District Council Planning Departments and Information Offices. For a large village such as Brixworth to take sole responsibility for this function effectively it would be best for it to have its own office or weekly surgery. / 3.27 It must be the responsibility of the Principle Councils to make material available to the PC in a form and size determined by the PC. / <u>Part Two - The Nine Workstreams / 1.3 Establish Area Based Operational Services Review Programme / "Attendance"</u> will not always be able or appropriate to be someone actually attending a meeting. The PC may discuss issues with and/or express our views with the OCR prior to the meeting. This may be in person, by phone, by email or in writing. This will apply equally throughout the document where attendance at a meeting is stated or implied. / <u>2.1 Local Planning Charters /</u> Largely this is already achieved by Brixworth Parish Council by fostering successful working relationships with District Councillors. There would be no harm in formalising the arrangements though so that they are enduring, apparent to all and overcome occasional contentious issues such as the decision to suddenly stop making hard copies of planning applications available to the public at Brixworth Information Office without any consultation. The role of Parish Councils and their formal relationship with other policy making bodies such as the West Northants Joint Planning Unit should also be included in this process. / <u>2.2 Develop a Parish Champion Scheme /</u> It should be recognised that the preferred solution for larger Parish Councils is to have a planning committee. Brixworth already has one and the role of Champion is fulfilled by</p>
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					<p>the Chairman of this committee. An added benefit is that other members acquire additional knowledge of the planning system as a result of their regular involvement in the committee. It may be desirable for the LPA to be made aware formally of the role of Chairman of the committee. Formal communications concerning matters which have timetables to be adhered to or require formal responses from the Parish Council however are best addressed to, and responded to by, the Clerk to the Council. Exceptions can be made for holidays, sickness and the like. / Parish Councils can feel distant from the LPA and sometimes their views do not seem to count for much. This is even more so when a Parish is many miles from the District Council Offices with poor roads and no direct public transport links to it. One way in which this feeling of isolation could be recognised and addressed would be for the / L P A to hold some of its meetings locally. This would be particularly appropriate if a large or very controversial application was on the agenda or there were numerous applications to be dealt with a limited area. An afternoon of site visits could perhaps be followed by a relatively local meeting. / The charter should also encompass Section 106 Agreements. / <u>3.1 Develop a Community Policing Scheme</u> / It is the police's responsibility to provide suitable and sufficient resources to meet the needs of the local community. If the community wants a level of service that is over and above their basic needs, then the PC may consider precepting to provide this. It is not appropriate for the PC to subsidise the day-to-day work of the police. The police often give too little priority to anti-social behavior and low-level criminality which can have a disproportionate adverse impact on residents' quality of life.</p> <p>Brixworth Parish Council supports close working between the PC and Daventry District and Northamptonshire County Councils. / The Charter does not appear to</p>
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					appropriately "fit" with Northamptonshire County Council's Customer Promise: / help you to help yourself / help you when you can't help yourself / ask you what you think and give you opportunities to be involved in developing services / listen to and learn from what you tell us / be open and honest about what we can and can't do and explain why / ensure we don't waste your money / make Northamptonshire a positive place where everyone can live and work in an environment that is safe, enjoyable and respectful. / The Council believes that the Charter needs to be reviewed in totality to ensure that it is consistent and supportive of NCC's customer promise.
Brockhall Parish Meeting					
Broughton Parish Council	Very difficult to assess what particularly enhances our Parish Council by this Charter. Certain aspects are already being implemented or can easily be introduced without the need for a Charter. Difficult to see what weight will be given to this Charter.	The increased costs that Parish Councils will be involved in a) devolution of services to Local Councils b) Parish Enhancement Gangs - Local Councils to pay for minor works c) Dog Fouling d) PCSOs. With the financial situation being what it is how can we sign up to these extra costs being implemented?	There is no mention of the part played by Parish Plans which have been adopted by our Local Authority (Kettering Borough Council). Difficult to say what is missing as it is difficult to see what is driving the need for this Charter. It seems to be another layer.	No. Are we authorized legally to give away our signature for you to make decisions on our behalf which could be binding? Could we remove ourselves? Also what about Parish Councils who do not sign or who are not members?	We find many of the proposals to not only involve a cost but also an increase in the volunteering aspect. Parish Councils and other organisations find attracting volunteers to take on responsibilities very difficult and if we are not careful we will lose those Parish Councillors who are unable to devote the time necessary to fulfil this increased commitment. The Grant System run by Kettering Borough Council affects the services that the Parish Council is responsible for together with the many services that KBC run to enhance our village. This situation has an influence on this Charter. Whilst we have the Grant System at the present we do not know what will happen from 2013. Regarding a Planning Champion we find the present system implemented by KBC to be more than adequate. They run meetings to inform Councillors on the Planning Process and to give updates. The existing Dog Warden System runs well with the Warden visiting our Village on a regular basis and taking up any concerns. We are invited to meetings regarding local highway issues or are informed at Rural Forum Meetings. Parish Councillors attend these meetings on an ad hoc voluntary basis and

					we find this to be a successful practice. JAG and SCT Meetings are attended on a similar basis. Also we question whether this Charter is more relevant to Town Councils than to Parish Councils who operate on a much smaller scale.
Bugbrooke Parish Council					Our comments on the Charter are that the principle is accepted and that, subject to the parish council being able to control any additional costs which might arise from, say, additional works being done, they are willing to proceed with the Charter. More time is needed, however, to enable us to consider fully the implications of the charter on individual councillors.
Bulwick Parish Council					
Burton Latimer Town Council					Whilst Burton Latimer Town Council considers that the Northamptonshire Council's Charter has some good points it requires further development over time
Byfield Parish Council					Seems a good idea.
Canons Ashby Parish Meeting					
Castle Ashby Parish Council					
Catesby Parish Meeting					I am pleased to see reference to Policing, Parking and Dog fouling. As a rural community we suffer greatly with litter - no doubt thrown from vehicles. Anything that can tackle this issue in a reactive and proactive manner would be appreciated; at present I personally litter pick the verges when I can but prevention has to be better.
Chacombe Parish Council					
Charwelton Parish Meeting					No comment.
Chelveston-cum-Caldecott Parish Council					

Chipping Warden and Edgcote Parish Council					
Church with Chapel Brampton Parish Council					
Clay Coton Parish Meeting					
Clipston Parish Council					
Clopton Parish Meeting					
Cogenhoe & Whiston Parish Council					Coucillors of Cogenhoe & Whiston Parish Council have read the Councils' Charter and feel that a "no comment" response would be appropriate as most of the suggested practices are already adopted.
Cold Ashby Parish Council					
Cold Higham Parish Council					
Collingtree Parish Council					
Collyweston Parish Council					
Cosgrove Parish Council					Cosgrove Parish Council members were of the opinion that we already carried out the required indications. They are however supportive of any commentary or 'charter' that benefits the Council and residents of Cosgrove. Cosgrove Parish Councils response is therefore positive and supportive.
Cottersbrooke Parish Meeting					
Cotterstock Parish Meeting					
Cottingham Parish Council	The style of presentation - clear of local govt. Jargon. Identifies the need to improve service delivery by all levels of local govt.	Undertaking any function with no financial support.	Greater awareness of position/role of clerk to the town/parish council.	Yes.	A small working party of councillors considered the document and I give below its comments: (page refs/section refs) 4 (3.6) - Despite being named Borough Council officers still ignore us / 5 (3.26) Needs to be

					made clearer / 12 (Proposed) "Have lived in Parish for 34 years and not seen any evidence" / 17 (Proposed) 'Doubt whether any councilor's view will be given credence / 17 (NWS) Partial coverage of village but poor support / 17 (Parish Const) The cost of employment of constable would be excessive and may be engaged beyond the parish's boundary / 17(PCSO) As above but even greater burden as they are full time officers / 17 (PCSO) Sharing would spread the cost of engagement / 18(Parking) Problems reported many times but all in vain! / 16 (Planning) Local Councils should have greater involvement in planning decisions within / beyond village boundary / 18 (Parking) Will Local Councils be expected to pay more? / 19 (Dog Fouling) More bins readily available would help. The Document appears to be concise and written well in "plain English". It is hoped that in the case of devolved powers the finance will follow. In the case of communication with Principal Councils there should be a recognized code of good practice stating , for example the period in which correspondence will be answered. It would also help if "who does what" could be made clearer. Finally it was felt that "Clustering" was good but asked how it was to be monitored.
Courteenhall Parish Meeting					
Cranford Parish Council					The document is circulating around the councillors and the current response, including that of the Chairman, is that it is one of the more worthwhile 'pieces of paper' to do the rounds. He thought there were many useful parts in it.
Cransley Parish Council					
Creaton Parish Council					No comment.
Crick Parish Council	The identification of the nine criteria. It is to be hoped that	No	A greater awareness of infrastructure needs i.e.	Yes	This Parish Council through its involvement with the electorate via village needs surveys

	resources will be maintained to fulfill these ambitions.		Local bus services, rail users and canal potential. All as a means of transportation and reduction in carbon footprint.		and open days implements some of the objectives highlighted.
Croughton Parish Council					No comment.
Culworth Parish Council					
Daventry Town Council	The Charter promotes good working practice within and between councils. It encourages councils to review their processes and procedures and consider more cost effective and value added solutions that benefit the community.	It may be worth noting that the Charter could provide Principle Councils with a process to transfer services and costs to a local council resulting in cost savings for the Principle Council, increased costs for the Local Council which ultimately results in an increase in the precept and little or no savings for the electorate.	The Charter may benefit from the inclusion of a section on how all Council's consult with the electorate and disseminate and share information gained through the consultation process.	Yes.	The document has been extensively researched and well-written and lays down a strong foundation for efficient and effective partnerships.
Deanshanger Parish Council	Nothing	Local Councils should have been consulted before the work on the Charter began. Many duplications of what is already in place.	There needs to be less jargon and more plain English.	No.	There are no additional benefits, only extra work for unpaid Parish Councils.
Deene & Deenethorpe Parish Council					
Denford Parish Council					
Denton Parish Council					
Desborough Town Council					No comment.
Dingley Parish Council					The Charter was discussed by Dingley Parish Council; and we acknowledge and applaud the intentions. However it was felt that the we are unable to commit this or future councils to the Charter. Dingley Parish Council endeavours to respond to Consultation documents, participate

					in relevant training events, briefing sessions and forums but Councillors are already stretched to cover everything expected of them and any extra undertakings may be a move too far. It is already difficult to recruit prospective candidates to maintain a full and representative Councils in small villages. This could a further disincentive.
Dodford Parish Meeting					
Duddington-with-Fineshade Parish Council					The Parish Council was generally supportive of the draft document.
Duston Parish Council	The possibility of all tiers of Councils working together a simpler way of consulting. If the work streams could work by having NCALC as the voice of the parish councils to get these done, this would be welcome.	They do not agree that this will improve local services, as the main result of many outstanding issues is the result of central government not putting money on the table to allow work to be done. Parish Councillors who are Borough/County Councillors advise that they are constantly striving to get improvement done in Duston by their Authority but the requests constantly fall on deaf ears as it all falls back on the lack of budget to carry these out. At this moment in time Northampton Borough Council are under a massive review and once again there will be cuts as there is just not the money. Would create a lot of work for Local Councils.	How the local councils are to fund these suggested streams? Will Principal/Unitary Authorities pass on money collected through Council Tax for these services to Parish/Town Councils or will they reduce the Council Tax by the amount they would collect for this service expecting the Parish/Town Councils to increase their precept by the amount, ie 3p off council tax 3p on precept.	NCALC needs to be put firmly in the position that Yes we like you, yes we like you as an advisory body for when our clerk needs to get advice and we are very happy to pay our fees for this. We do not want you to take control of us. Charter designed by NCAC for NCALC.	We appreciate the hard work gone into producing the charter and identifying ways forward. It will be very relevant if a new government choses to delegate more responsibilities to Parishes. At my SLCC conference out of 200 Parish Councils represented not one had joined up to work in partnership with their principal authorities as they felt they were looking for a cheap way out.
Earls Barton Parish Council					The first point that Earls Barton Parish Council would like to make is that all of our members are volunteers and most work either full or part time. Therefore, it would be beneficial if any future consultations could be condensed down to make it easier to read,

					maybe with a summary of bullet points to highlight the main objectives. / On the whole, Earls Barton Parish Council would view the charter favourably. The only down side is if the Parish Council was found to suffer financially due to taking on additional obligations/services. We already take on a major part of maintenance work around the village and our Precept is already in excess of £100,000. Therefore, we would not wish to increase our Precept significantly so as to ensure our residents keep their outgoings as low as possible. Therefore, the details of how services would be funded if they were passed down from principle councils should be investigated to ensure Parish Councils are not penalised for providing a more local service. If some arrangement can be agreed regarding costs to ensure Earls Barton are not out of pocket, we would be willing to sign up to the charter.
East Carlton Parish Council					
East Farndon Parish Council					
East Haddon Parish Council	It gives Parish Councils a stronger, clearer voice on those issues that concern parishioners most - covers many of the major ones highlighted in our recent Parish Plan - and the planned levels of participation promise real improvement re these concerns.	No.	Improving and extending the rights of way network was a top priority in our recent Parish Plan – could rights of way be included somewhere in the highways section?	Yes.	An excellent initiative in strengthening local democracy at the parish level – should make parish councils much more relevant and enable them to be more pro-active in tackling parish issues.
Easton Maudit Parish Meeting					
Easton Neston Parish Meeting					
Easton on the Hill Parish Council					
Ecton Parish Council					

Elkington Parish Meeting					
Evenley Parish Council					
Everdon Parish Council	It aims to promote more transparency and democratic decision making with member input and improved channels of communication between principal and local councils.	Small parishes such as ours being treated same as principal and larger PCs as we don't require the same level of involvement and it would place unnecessary strain on our budget and resources with only one employee.	No.	Yes.	In principle we agree with the objectives and principles.
Eydon Parish Council					
Farthinghoe Parish Council					
Farthingstone Parish Council					
Fawsley Parish Meeting					
Finedon Parish Council					
Flore Parish Council					Seems a good idea.
Fotheringhay Parish Meeting					
Gayton Parish Council					
Geddington Newton & Little Oakley Parish Council					
Glaphorn Parish Council					
Grafton Regis Parish Meeting					
Grafton Underwood Parish Council					
Grange Park Parish Council					
Great Addington Parish Council					

Great Doddington Parish Council					
Great Harrowden Parish Meeting					
Great Houghton Parish Council					
Great Oxendon Parish Council					
Greatworth Parish Council					
Greens Norton Parish Council					The Council broadly supports the concept of Parish Partnerships and the Councils' Charter.
Grendon Parish Council	Grendon Parish Council agree that the charter includes things that are important to Councils that Councils have asked for.	No.		Yes.	
Gretton Parish Council					
Guilsborough Parish Council					
Hackleton Parish Council					No comment.
Hannington Parish Council					
Hardingstone Parish Council					
Hardwick Parish Meeting					
Hargrave Parish Council					
Harlestone Parish Council					
Harpole Parish Council					
Harrington Parish Council	It brings the three tiers together as a team. It identifies that communication	No.	No.	Very happy.	Looking forward to more about the Charter's developments.

	should improve which is a major problem at the moment. Many county/town council officers seem to operate in an area of secrecy and do not believe in sharing information. Openness should be a key word in the Charter.				
Harringworth Parish Council					
Hartwell Parish Council					Local planning charter is needed, however the Parish Council is not the planning authority it is their job. Planning champion also a good idea. I think we are doing our part already (to work together). Dose still retain an independent view. Planning policy cannot be left to one person. Planning decisions are made by independent planning committee, having been advised by planning offices. Proposed will only lead to stagnation and nimbi attitude we have suffered in past. HPC is already implementing a very democratic stance on planning issues. Dog fouling, unless Dog Wardens start to take offenders to court and get hard nothing proposed will be effective. Excellent idea, theory is good Theory is good and it is to be hoped that by getting sign up from the relevant bodies' co-operation will be improved. Being cynical I suspect that not everyone will be as committed as the rest. Very good idea lets hope it all goes well and works together. Some good ideas here, especially on highways and dog fouling. I hope it doesn't get too swallowed up by red type. There are some good features like the highway representative schemes and a parish special constable; certain representative roles such as a local parish planning champion are problematic.
Haselbech Parish Meeting					
Hellidon Parish Meeting					

Helmdon Parish Council					Helmdon is willing to support the Charter as long as the cut in services provided by SNC/NCC is accompanied by a corresponding drop in their share of the precept.
Hemington/Luddington & Thurning Parish Council					
Higham Ferrers Town Council					No comment.
Hinton-in-the Hedges Parish Meeting	I think this all looks like a very sensible document and I hope most of the points can be implemented.			Can NCALC sign this on behalf of Parish Meetings? A Parish Meeting has no standing or monetary commitment to NCALC so I'm not sure you can sign for us. I see the response form asks for NCALC to be allowed to sign on the Parish Council's behalf, but how are the Parish Meetings covered and what happens to the NCALC signature if only a few Parish Councils fill this bit in? By default are you assuming 'no signature' is agreement?	Part 1, Page 4 section 3.16 – it should be 'advise' rather than 'advice'. / Under, I think, Part 1 section 3.4, consultation, I would like to see that District Councils consult with a parish on road or house naming. There have been three recent occasions where South Northants (SNC) have sent out an e-mail to about 30 organisations declaring the name of a road in Hinton-in-the-Hedges which the village has called 'silly' and objected to. BUT because it has already gone to all these organisations then SNC will not change their decision. Consultation beforehand would have avoided this conflict. / One problem under Part 2, section 2.1, is something that I suspect these proposals cannot do much about. A parish may object to a planning application and these reasons appear to be ignored because 'legally' the planning officer cannot take them into account. It is not supposedly a 'valid reason' to reject them just because a parish wants it refused or changed – and I (together with a good few other parishes I suspect) think it should be – or some real reason for ignoring a parish is supplied, At present these type of objections just go into a 'black hole' and a parish never hears any feedback on its objections.
Holcot Parish Council				Not until the Parish Council is convinced that the main Councils would carry out their part of the bargain	It is asking a lot of Parish Councils with no extra money.
Holdenby Parish Meeting					

Hollowell & Teeton Parish Council	It offers the opportunity to address some of the areas of concern that currently exist in regard to Parish and County / District Council working practices and the financing of work projects within the parish.	No.	A clearer statement, particularly within the Highways section, regarding the funding of agreed projects and feasibility of Parishes being able to budget for and contribute to works within the parish.	Yes.	This Charter should formalise some existing practices and make a substantial contribution to developing those and new practices to the benefit of all participating councils and the general public.
Irchester Parish Council					They felt that they are a proactive council and communicate with the Borough and County Councils on a regular basis, especially regarding Highway issues. They also work well with the local police in solving and the prevention of crime within the village. They felt that the Charter was an excellent idea and felt that the other Councils should notify the Parishes in greater depth and detail and consult with them and take the Parish Council views into consideration before decisions are made.
Irthlingborough Town Council					No comment.
Isham Parish Council					
Islip Parish Council	Better communication with principal councils will be possible.	No.	Don't think so.	Yes.	No.
Kelmarsh Parish Meeting					
Kilsby Parish Council					
King's Cliffe Parish Council					No comment.
King's Sutton Parish Council					No comment.
Kislingbury Parish Council					
Lampton & Hanging Houghton Parish Council					
Laxton Parish Meeting					
Lilbourne Parish					

Council					
Lilford cum Wigsthorpe & Thorpe Achurch Parish Council					
Litchborough Parish Council					
Little Addington Parish Council					
Little Harrowden Parish Council					The council felt it was a good way forward. They felt they had communication with NCC Highways but that the Borough were slow to help with some problems, the police also seemed to have limited ability within the village. The Council hoped that other organisations would be more proactive with the Parishes and involve them more with decision making.
Little Houghton Parish Council	It seeks to create a level of communication between all tiers of local government in Northamptonshire that has hitherto been sketchy.	In principle no.	None that can be thought of at present.	Yes, subject to us having sight of the document to be signed beforehand.	None that can be thought of at present.
Loddington Parish Council					
Long Buckby Parish Council					
Lowick & Slipton Parish Council					
Lutton Parish Council					
Maidford Parish Council					
Maidwell with Draughton Parish Council					
Marston St Lawrence Parish Council					We agree with all the statements in the new charter and our main concerns are to continue working together to ensure continuous flow of information from County, District and local levels.

Marston Trussell Parish Meeting					
Mawsley Parish Council					
Mears Ashby Parish Council	This is a very good wish list.	It was felt that an index summary would have been helpful as many councillors found too detailed as a stand alone document.	Common sense and change the words "endeavour" to "will" (see 3.3. of the Charter and 3.17)	yes	This is a whole new culture for local government, particularly at the higher level. How will it be monitored?
Middleton Cheney Parish Council					
Middleton Parish Council	Starts the process of devolving responsibility down to local level to benefit community	no	no	yes	Timescale?
Milton Malsor Parish Council					
Moreton Pinkney Parish Council					
Moulton Parish Council					I have read this charter in great detail and in theory think it's an excellent idea and long overdue. All parties need to be completely committed to the process in order for it to be effective. / The following are comments i made against the item number: / 3.3 - vital that responsibilities are defined especially for parishes that are near to the border of 2 councils i.e. NBC/DDC. / 3.12 -excellent point - ideal opportunity to improve relationships between councils and open channels of communication will create a greater understanding between councils - important to know of personnel changes within councils. / 3.16 - 3.23 - fine for larger councils but i think smaller councils will find this hard to manage unless administration hours are increased / 3.24 - 3.26 - parish council's are consultees only in planning process. / Recent experience would suggest that principal authorities do not fulfil their role in the planning process and can disregard p c comments / 4.3 - 4.6 – good / 4.7 - 4.8 good - what training/assistance will be given

					to Clerk/ Councillors in order that these services would be provided professionally/effectively. Role of Clerk is changing all the time - review needed of job description/specification/title/salary scale etc this charter changes the role of Clerk even further. / 5.1 - will parish councils be asked for their views/comments? / 5.2 additional work for NCALC / Workstreams: / Some older parish councillors will find it difficult to accept change in pc remit. P.C's need to adopt a far more businesslike approach. P.C's could spend a lot of time and money on training and implementing / the Charter but have no guarantees that services will be maintained or improved. / 3 Community Safety and Policing / 3.2 - excellent idea / 3.3 include litter/graffiti removal/ fly tipping/vandalism of street / furniture/signage etc / 1.2 Design a new highways Minor works Programme / What are minor works? / Paid for from precept - cannot be good - who determines what the minimum standards are? / What recourse is there if one council doesn't deliver - assurances are / needed before Northants Calc sign agreement on pc behalf / Jane.
Naseby Parish Council					No comment.
Nassington Parish Council					
Nether Heyford Parish Council					
Newbottle Parish Council					
Newnham Parish Council					
Newton Bromswold Parish Meeting					
Norton Parish Council					
Old Parish Council					
Old Stratford Parish Council					Old Stratford Parish Council members are supportive but are themselves uncertain as

					to who it will affect this Parish Council as it was thought that we carry out and are involved in the various suggestions and streams. The response is therefore positive and supportive.
Orlingbury Parish Council					
Orton Parish Meeting					
Oundle Town Council					No comment.
Overstone Parish Council					
Overthorpe Parish Council					
Pattishall Parish Council					
Paulerspury Parish Council					Members considered it to be a prudent way forward.
Pilton, Stoke Doyle & Wadenhoe Parish Council					
Pitsford Parish Council					
Polebrook Parish Council					
Potterspury Parish Council					
Preston Capes Parish Council					
Pytchley Parish Council					
Quinton Parish Council					No comment.
Radstone Parish Meeting					
Raunds Town Council					Councillors noted a Draft NCALC Parish Partnership's Charter. Members were advised that if they had any suggestions, they could be submitted via the Clerk or directly to NCALC.

Ravensthorpe Parish Council					
Ringstead Parish Council					
Roade Parish Council	<p>It brings everything together in one comprehensive document that, <u>if commitments are honoured</u>, will make a real difference to local governance in Northants through the creation of proper 'joined up working'. But, never forget that 'the primrose path to hell is paved with good intentions' and effective arrangements for monitoring and review are crucial if this Charter is to avoid becoming a 'one-off commitment' that fades over time. To that end, the arrangements described in Section 5 would be stronger if there was representation from <u>all</u> parties that were signatories to the Charter rather than just the CC of NCALC. Monitoring and review should perhaps be delegated to one of the Joint Working Groups between NCALC and Councils that already exist with that Group reporting back to NCALC; if no suitable Group exists, an ad hoc one should be created. We fear that a lack of ongoing involvement in the M & R process by those who operate it and benefit from it will result in the Charter becoming diluted over time.</p>	No fundamental disagreement.	No, other than mentioned above.	Yes.	No.
Rockingham Parish Meeting					
Rothersthorpe Parish Council					

Rothwell Town Council					
Rushden Town Council					
Rushton Parish Council					<p>Much better than I expected – there is some quite good stuff in it. / Basic problem as I see it is that parish councils feel that they are not listened to and have little power. There is also a feeling of mistrust not of the borough councillors but of the officers who seem to set the policies and agendas i.e. who is really running the borough. This can only be addressed through two way communications both with our local borough councillor and with the council officers. This charter might help. / A good local example is of course the wind farm application where both Rushton Parish Council and Wilbarston Parish Council opposed it but views, which were valid planning objections were ignored. No one has told us why they were ignored. / Para 3.4: this is excellent but we have got to be assured that they will take heed of our views or explain to us why they cannot take them into account. / Para 3.5: does this include planning applications? Borough Council should have given us much longer to consider the wind farm application. / Para 3.7: Provide feedback before a decision is made not afterwards. / Para 3.10: Not more meetings. / Para 3.13: don't know what "on merit" means in this context. On whose judgement is this? / Para 3.24: Don't think this is necessary: our system seems to work. / Para 3.26: Good idea. / Part 2, Section 1.1: Why does the appointment have to be at an AGM? / Section 1.2: Most minor works are surely "ad hoc" and it would be difficult to devise a scheme to incorporate these. / Sections 2.1 & 2.2: Hear hear to the recognition of the problem and the solutions seems to be sensible also. / Section 3.1: Nice sentiments but impractical solution. / Section 3.2: Again nice sentiments but no real solution offered just words. Just give us a few official notices to slap on offending cars! / Section 3.2: The document seems to be running out of steam as it gets to the end!</p>

					What on earth is a fully inclusive approach to dog fouling? Again there is no real solution offered. We need a dog warden here from time to time to talk to offending dog owners.
Scaldwell Parish Council	It aims to improve closer working relationship between local councils and district/county councils. / It shows a wide range of areas that councils can work together on which should provide thought for some local councils about areas that they could influence that are currently neglected or overlooked. / Improving communication between local councils and Highways is an area that really needs to be worked on. Very poor/complete lack of communication from Highways to our council about work in our village or nearby area has been a cause of frustration for our council. / The Charter shows that communication has to be two-way between the councils. / Parish Planning Champion is a good idea that I've not heard of before. Similarly promoting the importance of existing roles e.g. Highways representative will be beneficial.	No.	Not that I can think of.	Yes.	Thanks to NCALC in putting this together. For it to be effective in practice on the local council level, the main points of the charter will have to be reinforced to local councilors regularly e.g. through NCALC's Update otherwise it's unlikely that local councils will consider its implications and put things into practice to meet the desired outcomes.
Shutlanger Parish Council					Broadly support the concept of Parish Partnerships and the Charter but consider that they are too small a Parish for it to be a feasible option.
Sibbertoft Parish Council					
Silverstone Parish Council					

Slapton Parish Meeting					
Southwick Parish Meeting					
Spratton Parish Council					
Stanford Parish Meeting					
Stanion Parish Council					
Stanwick Parish Council	<p>1.3 Operational Services Review - The proposal is a positive move as it will address the issue of the Parish Council not being aware of scheduled works within the village e.g. the Parish Council was not advised that the kerbs on Spencer Parade were to be altered or that the sign posts were to be refurbished.</p>	<p>There is an expectation that the 'Champions' will be councillors. In Stanwick the Highways rep is a 'civilian' and this situation has worked well over a number of years and the Councils feels that there should be scope to continue this arrangement. The Council has grave concerns regarding the future of the Minor Works Programme. It would not be prepared to sign any Charter until more detailed information has been received.</p>		<p>No – see Minor works Programme above.</p>	<p>Community Development: 2.1 A definition of Community-led plans would be beneficial. It should be noted that the Planning Inspector rejected East Northamptonshire Council proposals to include consideration of parish plans in the Rural North Plan. There is clearly a conflict here. The Council welcomes the proposals for how planning applications would be dealt with, especially receiving greater feedback where planning decisions differs from that of the view of the Parish Council. Community Policing: Overall the proposal appears to reflect the arrangements already in place in this area. Parking enforcement: the Parish Council would welcome an opportunity to take part in a review. Dog fouling: the Parish Council welcomes the opportunity to tackle the issue. However it should be noted that small parishes are unlikely to take on enforcement powers at it would not be a beneficial use of resources. This includes Stanwick. There should be a mechanism to report back on the success of the dog warden. This could be a parish by parish report emailed out to the whole area as the police do with monthly crime figures. The report could be quarterly or half yearly depending on the levels of activity.</p>
Staverton Parish Council					
Stoke Albany Parish Council					<p>Concerns that some elements are very prescriptive, particularly 3.22 - appointment of Planning Champion should be "wherever possible". 3.26 may be impractical as Stoke</p>

					Albany does not have a suitable public display area and in any event they are readily available elsewhere or at the PC meeting to discuss them.
Stoke Bruerne Parish Council					
Stowe IX Churches Parish Council	Good interaction between the principal and Local Councils which should considerably improve the current position.	No.	No.	Yes. on the basis that we retain the right to opt out if we have fundamental disagreement with the final version.	Why will it take until 2013 to achieve target objectives?
Strixton Parish Meeting					
Sudborough Parish Council					
Sulby Parish Meeting					
Sulgrave Parish Council					
Sutton Bassett Parish Meeting					
Syresham Parish Council					References: A. Syresham P Clerk email to D Moody dated 31 Mar 2010 / B. NCALC Parish Partnerships 2010-2013, under cover of D Moody email dated 20 Jan 2010 / Further to Ref A, herewith is our response to Ref B and the delay is regretted. / The Parish Council thanks NCALC for the preparation of this paper, Ref B, and appreciates the work which has gone into it. The PC would like to give it a fair wind, since it represents, as said in Ref A an ideal situation which should have been operating for many years. / The PC's specific comments are at Annex to this letter . However, certain questions arise, mentioned here, which are begged by the formation of the Parish Partnerships Charter. These include: / Is this an exterior imposition from central government? Or, what has driven it's formulation? / What are the definitions of communication and consultation? / What is the authority to execute the charter? / What degree of commitment is demanded from the three levels of council? / What are the general

					<p>relationships and responsibilities between NCALC, NCC, district councils and PCs? / What executive authority does each have? / What powers of enforcement does each have? / All these require, in our opinion, clarification, possibly outside the paper and are considered as important. / Annex A / The following observations are offered by Syresham Parish Council on the draft paper issued by NCALC in January 2010. / 1. The preamble needs to acknowledge the neglect, even abandonment of the village infrastructure in the County for several years, and this topic brought to the fore in the forthcoming Local Councils Conference in June 2010. / 2. PART 1. The Charter a. Para 1.4 Account needs to be taken of the fact that parish councils have neither the funds nor the administrative knowledge, expertise, insurance or personnel to employ directly the people to carry out local work. Nevertheless, direction by PCs of work done by NCC and SNC employees at local level would be welcomed. It should be a given that a concomitant decrease in council tax would be allowed against any increase which might be required in the parish precept. / b. Para 3.2 Electronic communication is still sloppy and should not be the primary method of formal communication. / c. Para 3.9 In this context 'key personnel' are those who can and will resolve a question or problem and put in train a solution and should be so defined. / d. Para 3.14 What are the Local Strategic Partnership and the Sustainable Communities Strategy? Do we have them? By whom are they published and do we have copies? / e. Para 3.22 What is a Standards Committee? / f. Para 3.25 What is a material planning consideration? / 3. SIGNATORIES. / How binding will this document be? It is an admirable project but is, we think, a set of rules which should have applied for many years. Since Principal Councils dance to the tune of central government and seem to have little time for, or point of reference with local councils, can it be expected that it will work? This sounds cynical, even hurtful, but</p>
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					<p>reflects the perception of at least one local council. / 4. PART 2. The Workstreams. / a. Para 1. Should not Education, Public Health and Transport be introduced here? They can each be argued as a national responsibility but they too have local significance and must be consuming local budgets. / b. Para 2.4 What are Local Area Agreements? Are we copied them? / c. Para 2.5 These are surely objectives of the councils, not the charter? / d. Para 4 Re 'Community Engagement'. Does a definition exist? We would be pleased to know it. Does it not encompass all aspects of the work of all councils? / e. Para 5. Add 'and at the same time to remind councils of their responsibilities'. / f. Page 10, 1.2 Add 'with timescales' / g. 1.3 What are these; do parish councils have knowledge of them? / h. After 3.3 Add: Disaster/Emergency Planning and Flood Planning? / i. Page 11 Under Potential Benefits, in place of 'Better service' insert 'Better response, explanation and execution'. / j. Page 11 Under Desired Outcomes add 'A swift response to needs, e.g. repairs and renovations'. [This will then link more directly with Highways Minor Works Programme. If the one does not link with and have an effect on the other then the PHR is of no value]. / k. Page 12 Under 'NCC to'; first sentence – add after '...the issues' add ',that works and will be followed.' / l. Page 12 For 'Local Councils to' Note that a minimum service level must be set somewhat above what is currently being achieved. Note also our comments in Ref A and this Annex para 2a. We would not be prepared to allow the Principal Councils to be absolved from employing and paying their employees. We have plenty of minor works which fall well within a minimum service level waiting to be done and enumerated in our infrastructure paper to, inter alia, NCC and SNC Leaders and Chief Executives and our more recent programme of works for the Parish Enhancement Team. / m, Page 12 Under 'Desired Outcomes' amend to read "delivers a high quality, timely service" / n Page 13 This proposal is agreed, but comes</p>
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					<p>down to communication. We have been trying to establish communication with NCC/SNC and others for several years with little effect. We rarely get an acknowledgement, let alone a response to questions and requests and we often are unsure to whom we should be addressing our correspondence. (Is this our fault?) / o. Page 14 This is agreed but is also a communication problem. We are preparing a Village Design Statement, which it is intended will include the Parish's views and preferred building constraints. These would be expected to be taken account of by planning officers when processing applications. / p Page 15. Agreed. / q. Page 16.No comment. / r. Page 17. The need here is for a presence and a rapid response, which are provided by area PCSOs. Not ideal, as we would welcome more frequent visits but the system does work. No other comments. / s. Page 18. Our problems are narrow roads and insufficient off street parking space, together with the advent of larger and wider vehicles (use of sat nav routing?) and some speeding. Yellow lines would be inappropriate. No further comment, other than the VDS (page 14) will consider the parking problem. / t. Page 19.Secondary authority powers might be useful and useable. No other comments. / u. Page 20. CIP. Suggest the date of taking post is added to each position, every person heading each stream is included and the lists are updated regularly.</p>
Sywell Parish Council	1.2 & 3.2			Yes.	
Tansor Parish Meeting					
Thenford Parish Meeting					
Thornby Parish Meeting					<p>Any approach that fuses a closer working relationship between County, District and the Parishes is important and to be very much welcomed. This should mean improved and agreed planning and co-ordinated delivery of some key services leading to an</p>

					improvement in meeting local priorities as well reductions in wastages of all kinds. We realised that there is a caveat that the Charter only applies to parish meetings, <i>where appropriate</i> but some services such as Highways and Policing are closely interlinked between Local and the Principal Councils. We in Thornby therefore support the Charter and its approach. The caveat that we hold, as one of the very small Parishes with a very small budget and no paid officers at all, is the time and resource available locally as part of any Partnership arrangement. We would participate in key aspects prioritised by the Parish Meeting where resource can be found.
Thorpe Malsor Parish Council					
Thorpe Mandeville Parish Council					
Thrapston Town Council					Thrapston Town Council discussed the Northamptonshire County Charter and agreed that they would support it unreservedly.
Tiffield Parish Council					
Titchmarsh Parish Council					
Towcester Town Council	Generally in accord with the principles that this council would be happy to operate within.	No fundamental points of disagreement.	Seems to generally to cover the fundamental points.	Yes.	
Twywell Parish Council					
Upper Heyford Parish Meeting					
Upton Parish Council					
Wakerley Parish Meeting					
Walgrave Parish Council	We welcome this initiative and the Charter works well as a memorandum of				We also note that there is likely to be greater delegation to local councils for the provision of further services. Our Council, whilst

	<p>understanding between Local Councils for broad principles of working together. The Charter notes ways of working which are consistent with our ways of working, and our Council welcomes the invitation for us to become more involved in Local Strategic Partnerships. It will however be interesting to see what impact any changes in Central Government may have on current structures, and what changes may thus ensue.</p>				<p>welcoming the ability to be able to influence and have an impact on its own environment and services, is deeply concerned that delegation of responsibility comes with ongoing adequate resources to provide quality. Particularly at this time of economic stringency, when cuts in local authority budgets are happening, we can foresee a passing of responsibility without the where with all to be able to take action. / Regarding the Nine Workstreams, Walgrave Parish Council is reassured that its outputs are consistent with the benchmarking outlined. However, although it is about to engage in community consultation and development of a Parish Plan, it remains sceptical as to the credibility of this owing to the recent Village Design Statement process, which, whilst finalised last September 2009, is still with Daventry District Council, bogged down in local authority bureaucracy. Without feedback to our community, it will be hard to re motivate people to further develop a Parish Plan. / 1. Highways We accept the need for Highway Representatives. We are not clear on the legal responsibility and liabilities that may rest with the Highway Representatives and clarification should be provided. It is our preference that our Proper Officer, our Parish Clerk, sends and receives all communications with MGWSP/NCC This has not always been recognised by MGWSP/NCC and flexibility should be retained. Regarding a minor works programme, resources must be delegated and local councils need to be able to contract independently for such works and not be tied into NCC proscribed contractors. Communications regarding Operational Reviews. As noted in the past, meetings have become talking shops, and just an opportunity for MGWSP to lead the agenda with no clear decision making. This has to change. / 2. Community Development No particular comments other than above / 3. Community Safety and Policing - We welcome further development of the Community Policing Scheme, but again are</p>
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					<p>concerned that there would appear to be a move to finance these officers through local council precept. Funds need to be delegated to enable council to pay for these services without increasing the precept disproportionately. We would wish to add some concerns to be addressed through this scheme being in particular: speeding; large vehicles travelling through restricted village zones; anti social behaviour. Regarding tackling dog fouling, Walgrave Parish Council has this high on its agenda. However, we need to be sure that sufficient resources are attached to this development. Our experience so far has taught us that there are NOT enough resources. We are currently unable to provide extra bins in the village, since DDC are unable to commit resources to emptying them. On a more general note, our Council would hope to see published responses to this consultation and then to see a redrafted version before final adoption. The complex way in which service provision is delivered across the County Council and the 7 district councils is complex and potentially wasteful. Such real and perceived waste may be countered through this combined strategic approach to working arrangements. Furthermore it has the potential to bring clarity to what otherwise is completely confusing to many members of our community.</p>
Wappenham Parish Council					No comment.
Warkton Parish Council		<p>Section 2.3 - To Parish everywhere is not thought to be necessary, advisable or particularly workable. There will be vast cost, both financial and human - more Clerks, more training and awareness, new Clerks in new Parishes will be inevitable. Dividing up Towns into areas - using Ward boundaries, e.g. ? -</p>			<p>Section 3.3 - Much too narrow - referring "only" to dog fouling. Needs to be more on the lines of: Develop a county-wide approach towards the maintenance of all public (green) spaces. Dog fouling will then be one of the problems to be addressed. Overall, the Warkton Parish Council is pleased to see this initiative going forward, and looks forward to the benefits it will bring.</p>

		will not create meaningful and cohesive communities.			
Warkworth Parish Meeting					
Warmington Parish Council	<p>Warmington Parish Council has always been very keen to work together with other Councils. We thus welcome the Charter with its aim of formalising the relationship between Councils. The Charter stresses the need to work together communicating , making information available and consulting, all of which the Parish Council thoroughly endorse. We consider the identification of key personnel to be of particular value. In the past we have often found it difficult to ascertain who is actually responsible for certain key areas. There are a number of elements within the 9 potential workstreams that Warmington Parish Council currently undertake and which they have found to be very beneficial. They include appointing a Parish Highways Representative, trialling the Parish Enhancement Gang Scheme, setting up an enhanced Neighbourhood Watch Scheme and inviting the Police to attend our meetings. We consider the identification of the workstreams to be particularly useful and feel that we could also benefit in other areas particularly in the area of Community Development with Local Planning Charters and the Parish Planning Champion Scheme.</p>	No.	No.	Yes.	No.

Watford Parish Council					
Weedon Bec Parish Council	Good idea - but is it measurable to determine its success?	Yes, the continued call on PC's to attend various "representative meetings". You must recognise that many Councillors are in full time employment and cannot attend in day time hours.	Yes, Environmental Health Issues.	Only if comments are considered, including in the document and sent back around to Parish Councils prior to being signed.	[See letter in file with detailed comments] Overlapping parish councillors with additional commitments and making recruitment of new councillors difficult due to restraints on their free time.
Weekley Parish Council				Certainly not before having seen the final document.	Section 2.3 - Usually new parishes are formed because residents feel a desire or need to express their sense of togetherness for the common good. Lumping together sections of towns does not seem at all the same thing. And then the cost in time, money and human resource! Section 3.3. - Although everyone has an opinion on this, it cannot merit a whole section of its own, surely. Better to have a wider remit of which dog fouling would form a part, e.g. Develop a county-wide approach to care for open spaces and the environment (this would also include dealing with fly-tipping, litter, vandalism and other antisocial problems).
Weldon Parish Council	The concept is fine but it is important that the Charter is not treated by Borough and District Councils in a tokenistic way.		It is important to use the opportunity to strengthen the ability for Parish Councils to comment meaningfully – and be listened to - on planning issues, whether within or around their villages and communities. It is difficult knowing where lines should be drawn but occasionally more detail might be appropriate e.g. references to embodied energy when addressing sustainability issues.	Yes.	
Welford Parish Council					
Welton Parish Council					
West Haddon Parish Council					

Weston & Weedon Lois Parish Council					
Weston by Welland Parish Council					
Whilton Parish Council					
Whitfield Parish Meeting					
Whittlebury Parish Council					Whittlebury Parish Council is broadly in favour with the concept of Parish Partnerships and the Councils' Charter but considers that it would be of limited value to a small parish.
Wicken Parish Council					
Wilbarston Parish Council					
Wilby Parish Council					
Winwick Parish Meeting					
Wollaston Parish Council	If the charter encourages councils to communicate better this will benefit all parties. If we are all working together towards a common goal then it will be much less frustrating than at present, certainly where the county council is involved.	The pc are concerned there may be extra financial obligations for them.	Over time extra things may come to light that will need incorporating.	In principal yes.	None at present.
Woodend Parish Meeting					
Woodford Parish Council					
Woodford-cum-Membris Parish Council					
Woodnewton Parish Council					
Wootton & East Hunsbury Parish					

Council					
Yardley Gobion Parish Council					
Yardley Hastings Parish Council	Improving communications between parties to tackle problems with a strong desire to implement solutions.	No.	Community policing is included but would like to see action regarding "anti social behaviour"	Yes.	Some members of our council believe it has all been tried before without too much success.
Yarwell Parish Council					
Yelvertoft Parish Council	Recognising that there are common problems, working together	Seems that we will have a lot more cost and this is already what our parishioners pay taxes for.	No.	Yes.	3) Establish area based Operational Services Review Programme - The problem with this would be that Highways own the path/road etc so only they can carry out the works. They have always refused in the past e.g. moving of the speed signs, reinstating the cobbles etc. 4) Produce & publish Local Planning Charters (LPCs): We believe this is what the VDS does and we need to get those adhered to 5) Develop a Parish Planning Champion Scheme (PPCS) Problem - We have limited knowledge of the planning process No! 6) Develop a plan for parishing of currently non parished areas - N/A to Yelvertoft

Appendix 4 – Principal Council Responses

The Principal Council responses are included in their public committee papers, which are available online and so not repeated in full here. If any of the links below cease to operate copies of the responses are available from info@northantscalc.gov.uk.

Principal Council	Date of Meeting	Deciding Body/Committee	Web Address
Northamptonshire County Council	13 April 2010	Customers & Communities Scrutiny Committee (17 March), Cabinet (13 April)	http://tinyurl.com/3xvhjmk
Corby Borough Council	11 May 2010	One Corby Policy Committee	http://tinyurl.com/38pr8ub
Daventry District Council	11 March 2010	Strategy Group	http://tinyurl.com/34ls72f
East Northamptonshire Council	15 March 2010	Policy and Resources Committee	http://tinyurl.com/347lhry
Kettering Borough Council	16 March 2010	Research and Development Committee	http://tinyurl.com/35ovyit
Northampton Borough Council	12 April 2010	Council (April)	http://tinyurl.com/36329be
South Northamptonshire Council	2 March 2010	Social and Community Review and Development Committee	http://tinyurl.com/38h6zaz
Wellingborough Borough Council	15 March 2010	Communities Committee	http://tinyurl.com/34w7rcr

Appendix 5 – List of Councils Responding

Principal Councils

Northamptonshire County Council
Corby Borough Council
Daventry District Council
East Northamptonshire Council
Kettering Borough Council
Northampton Borough Council
South Northamptonshire Council
Wellingborough Borough Council

Local Councils – Substantive Response

Aynho Parish Council
Billing Parish Council
Blakesley Parish Council
Boughton Parish Council
Brackley Town Council
Brixworth Parish Council
Broughton Parish Council
Bugbrooke Parish Council
Burton Latimer Town Council
Catesby Parish Meeting
Cogenhoe & Whiston Parish Council
Cosgrove Parish Council
Cottingham Parish Council
Cranford Parish Council
Crick Parish Council
Daventry Town Council
Deanshanger Parish Council
Dingley Parish Council
Duddington-with-Fineshade Parish Council
Duston Parish Council
Earls Barton Parish Council
East Haddon Parish Council
Everdon Parish Council
Flore Parish Council
Greens Norton Parish Council
Grendon Parish Council
Harrington Parish Council
Hartwell Parish Council
Helmdon Parish Council
Hinton-in-the Hedges Parish Meeting
Holcot Parish Council
Hollowell & Teeton Parish Council
Irchester Parish Council
Islip Parish Council
Little Harrowden Parish Council
Little Houghton Parish Council
Marston St Lawrence Parish Council
Mears Ashby Parish Council

Middleton Parish Council
Moulton Parish Council
Old Stratford Parish Council
Paulerspury Parish Council
Raunds Town Council
Roade Parish Council
Rushton Parish Council
Scaldwell Parish Council
Shutlanger Parish Council
Stanwick Parish Council
Stoke Albany Parish Council
Stowe IX Churches Parish Council
Syresham Parish Council
Sywell Parish Council
Thornby Parish Meeting
Thrapston Town Council
Towcester Town Council
Walgrave Parish Council
Warkton Parish Council
Warmington Parish Council
Weedon Bec Parish Council
Weekley Parish Council
Weldon Parish Council
Whittlebury Parish Council
Wollaston Parish Council
Yardley Hastings Parish Council
Yelvertoft Parish Council

Local Councils – “No comment” Response

Byfield Parish Council
Charwelton Parish Meeting
Creaton Parish Council
Croughton Parish Council
Desborough Town Council
Hackleton Parish Council
Higham Ferrers Town Council
Irthlingborough Town Council
King's Cliffe Parish Council
King's Sutton Parish Council
Naseby Parish Council
Oundle Town Council
Quinton Parish Council
Wappenham Parish Council

Appendix 6 – Proposed Next Steps

Date	Action	Comments
Jan 2010 – April 2010	Consultation with Northamptonshire Councils.	
May 2010 – June 2010	Northamptonshire Councils and Northants CALC make final decision as to whether to sign the Charter on 16 June 2010.	
16 June 2010	Local Councils Conference at Towcester Racecourse – incorporating signing ceremony.	
June 2010 – September 2010	Principal Councils initiate development of Charter Implementation Plan.	Lead officer to be identified at each Council. Northants CALC to assist with CIP development where required.
June 2010 – July 2010	Action Plans drawn up for each of the nine workstreams, including stakeholder analysis.	
July 2010 – March 2011	Development of CIPs.	Aim to have them in place by end of March 2011.
July 2010 – March 2011	Workstream action plans finalised and workstreams initiated.	
December 2010 – March 2011	Working with Northamptonshire Councils, Northants CALC to produce first Charter Annual Report that draws out experiences, lessons learnt and examples of good or developing practice.	As part of the monitoring and review process.
March 2011 – March 2013	Full implementation of CIPs and workstream action plans.	