



**CABINET**

**9 NOVEMBER 2016**

**CORPORATE DIRECTOR FOR PLACE COMMISSIONING: TONY CIABURRO**

**DEPUTY LEADER AND CABINET MEMBER FOR PUBLIC PROTECTION,  
COUNCILLOR GONZALEZ DE SAVAGE**

<b>Subject:</b>	<b>Caring for Northamptonshire’s Heritage</b>
<b>Recommendations:</b>	<p>That Cabinet:</p> <ol style="list-style-type: none"> <li>1. Approves the adoption as County Council policy of the Countywide Heritage Strategy as set out in Appendix 1;</li> <li>2. Agrees to the way forward for the creation of ‘Northamptonshire Heritage Trust’ as set out in section 4 of this Report, subject to due diligence;</li> <li>3. Agrees to the way forward for the creation of Chester Farm Trust and to the next steps for its future operation as set out in section 6 of this Report, subject to detailed analysis and due diligence;</li> <li>4. Agrees that delegated authority be given to the Corporate Director for Place Commissioning in consultation with the Deputy Leader and Cabinet Member for Public Protection to undertake the next steps on the Castle House project, as set out in section 7 of this Report;</li> <li>5. Endorses the launch of a new heritage website as described in section 8 of this Report;</li> <li>6. Agrees that delegated authority be given to the Corporate Director for Place Commissioning in consultation with the Deputy Leader and Cabinet Member for Public Protection to make any necessary decisions on the next steps on the Heritage Gateway as set out in section 10 of this Report, subject to due diligence and finance being available.</li> </ol>

**1. Purpose of Report**

1.1 This report outlines the progress on and outcomes of the work to develop a countywide Heritage Strategy, to set up new heritage trusts and to deliver a number of key heritage projects.

1.2 Specifically, the report explains the background to the creation and publication of a countywide Heritage Strategy and the aims and objectives contained within it. It then explains the work to develop a new governance model around the council’s heritage assets and Chester Farm in particular. It also highlights the

work that has been undertaken to date on the Castle House development and the creation of a new heritage website.

## **2. How this decision contributes to the Council Plan**

- 2.1 The Council's vision is to make Northamptonshire a great place to live and work. This is achieved through increasing the wellbeing of your county's communities and/or safeguarding the county's communities.

This initiative specifically delivers increased wellbeing by ensuring that:
---

- |  |
|--|
| <ul style="list-style-type: none"><li>• People have the information and support they need to make healthy choices and achieve wellbeing.</li><li>• People achieve economic prosperity, in a healthy, low carbon economy which give access to jobs, training and skills development.</li><li>• Resources are utilised effectively and efficiently, in coordination with partners and providers.</li></ul> |
|--|

## **3. Background**

- 3.1 In March 2016 Cabinet agreed a report setting out the future direction for the better governance of Northamptonshire's heritage, including the development of the Northamptonshire Heritage Gateway Board to oversee the concept of the Northamptonshire Heritage Gateway. The Board is made up of representatives from some of the main organisations in Northamptonshire who have responsibility for, or an interest in, a whole range of heritage activity. The Board's remit is to develop an overview of heritage activity, identify and prioritise projects and source funding for them. Joint working is now well underway and the countywide Heritage Strategy is one of the first achievements of this new and innovative approach to heritage issues. The document that is the outcome of this work is described below, section 4.

- 3.2 Cabinet also agreed that there was a clear need for a new approach to governance for the County Council's and the county's heritage. At that point the proposal was for the development of an overarching heritage trust to act as an advocacy and fundraising body together with a separate trust for Chester Farm, the County Council's key heritage asset. The term 'trust' was used to cover the various options in terms of operating vehicles that might best suit each case. Cabinet asked for further work to be done to enable a decision to be made.

- 3.3 Cabinet received a further report in September 2016 that focussed especially on the need for a new governance model for the Chester Farm site. The business plan for Chester Farm is based on bringing the buildings into beneficial use, including income generating purposes, in order to cover the operating costs of the site; this needs a commercial and entrepreneurial approach. The creation of a new operating vehicle to undertake this role was agreed as a priority. A

number of key issues were highlighted including the need to decide the legal form of the body to be set up, the relationship between such a body and the County Council, and the financial implications.

- 3.4 Further work has been undertaken on the detail relating to the governance of the County Council's and indeed the county's heritage assets into the future. This report notes the issues and makes recommendations for the creation of a new operating vehicle that addresses the immediate needs around Chester Farm and one that meets the longer-term aspirations of both the County Council and the Northamptonshire Heritage Gateway Board.
- 3.5 Alongside the above work, there has also been a great deal of progress on the Castle House development - a key project within the Northamptonshire Heritage Gateway programme. The site is located on Marefair in Northampton. The site was purchased by the County Council in 2014, recognising its importance in terms of its prominent position as a key entrance to the town, with excellent connectivity to the new bus and railway stations and sitting within the Northampton Heritage Gateway area; and the need for regeneration.
- 3.6 On the site was a derelict 1980s office block which was seen locally as an 'eyesore', detracting from the beautiful historical buildings which surround the site – St Peters Church, Hazelrigg House, Castle Hill United Reform Church and the Old Black Lion Pub. The Council moved quickly to have the derelict office block demolished to ensure the site was safe, secured and ready for development. Masterplanning work has been undertaken for the area, further details of this are included in section 7.
- 3.7 The county has in the past had no single online facility to pull together heritage information for the whole of the county. Work has been undertaken to address this need and the outcome of this work is described in section 8.

#### **4. Proposed Countywide Heritage Strategy**

- 4.1 The proposed new Countywide Heritage Strategy is set out in Appendix 1 to this report. A Heritage Strategy is needed because of the intrinsic importance of heritage to the county. The timescale covered by the Strategy is the period from 2016 to 2021 during which the county is expected to grow faster in terms of population and infrastructure than most other counties, and during which the owners, guardians, providers and users of heritage are likely to change.
- 4.2 The Heritage Strategy reflects the County Council's and the Heritage Gateway Board's awareness of the economic value of heritage to the county, especially in terms of attracting businesses to be based here and in enabling tourism, as well as its contribution to the wellbeing agenda. The Strategy is both a call to action and a reminder that everyone has a responsibility for preserving the county's heritage and developing and capturing its contemporary relevance. The aim is that the Strategy will help organisations to develop and strengthen co-operation,

as well as provide some focus for joined-up heritage working to ensure this has a greater impact.

4.3 The vision as articulated in the Strategy is that:

*The county's history and heritage should be valued and protected, actively promoted and made accessible to all, now and into the future, so that it becomes a cornerstone of the county's present and future economic and community development*

4.4 The objectives of the Strategy are derived from the vision and are focused on developing the following:

- A strong and ever-growing understanding and appreciation of Northamptonshire's heritage and the contribution it makes to wellbeing and prosperity in the county.
- A shared understanding amongst statutory bodies, businesses, organisations, communities and other groups of the opportunities presented by heritage, encouraging the better care, conservation of and access to that heritage.
- The promotion of Northamptonshire's heritage so that it becomes an inspiration for learning and leads to people feeling that they share a 'sense of place' and encourages residents and visitors to enjoy heritage for pleasure.
- A comprehensive and highly accessible shared information-base for the county's heritage that can be accessed in both traditional and innovative ways, supporting the implementation of the vision.

4.5 The Strategy describes the range of heritage within this county and what makes Northamptonshire distinctive. It notes the range of organisations and individuals involved in looking after or managing the heritage. In setting the agenda for future joint working across heritage partners, three key themes are defined:

- Valuing and caring for Northamptonshire's heritage.
- Promoting heritage education, learning and awareness.
- Enhancing heritage tourism.

4.6 The themes are explained and an action plan that is built around these key themes has been developed. This both draws together existing plans and proposes new areas for strategic action.

4.7 The publication is an important statement for the county. It will give everyone who cares about the county's heritage a shared framework, whether that is in developing funding applications, informing planning processes or creating new

educational resources, among many others. It should help people fully to appreciate the value and contribution that heritage can make. The outcome of the creation of the new Heritage Gateway Board is therefore a better and shared strategic vision for heritage and a framework of the priorities for joint working.

- 4.8 It is recommended that the Heritage Strategy becomes County Council policy and that Cabinet supports its adoption by other bodies as appropriate.

## **5. New models of governance: countywide**

- 5.1 Further to the Cabinet reports of March and September 2016, various new potential legal structures for governance of the County Council's and county's heritage have been evaluated in further detail. Of the potential legal structures, only three were considered suitable for further examination. They were:

- a) Charitable Incorporated Organisation (CIO);
- b) Community Interest Company (CIC); and
- c) Charitable Limited Company (that is, a Company Limited by Guarantee operating as a charity).

It was recommended and agreed by Cabinet in September 2016 that the Charitable Limited Company (CLC) option should be selected as the preferred model. This is a common, well-proven and well-understood model for many successful charities; it is relatively straightforward to establish, cost-effective and robust. The CLC is a good model for an advocacy and public facing body. It can fundraise, including flexibility to bid for support for heritage causes to organisations that would not be open to a local authority. It can hold assets for charitable and educational purposes.

- 5.2 It is therefore proposed that a countywide heritage Charitable Limited Company (CLC) is created. This countywide CLC will be called 'Northamptonshire Heritage Trust'. The process has commenced with the creation of a new company with directors limited by guarantee that, once incorporated, and subject to Cabinet approval at this meeting, will apply to the Charity Commission for registration of charitable status. This process and the consequent creation of charity trustees to be subject to due diligence.

- 5.3 It is asked that this approach be endorsed by Cabinet and further work be carried out to finalise the Northamptonshire Heritage Trust by registering the new company with the Charity Commission, subject to due diligence.

## **6. New models of governance: Chester Farm**

- 6.1 The same considerations as to the best type of governance model for the future apply to Chester Farm. Therefore it is proposed to use the CLC model to safeguard the asset. The Chester Farm CLC will be set up using the same process as for the overarching trust, that is, the new company limited by

guarantee that has been created, once incorporated will be registered with the Charity Commission.

- 6.2 The Chester Farm CLC will exist solely to manage and deliver the vision and objectives for Chester Farm that have been agreed and that are currently being delivered by the County Council with support of an Heritage Lottery Fund (HLF) grant. There has been considerable investigation as to the best way of safeguarding the asset, fulfilling the authority's statutory responsibilities and giving the site the best chance of success into the future.
- 6.3 The authority would enter into an Agreement for Lease that safeguards the project, commits the County Council to completing the construction works but then guarantees tenure to the new body in 2018. The lease needs to be for a period of less than seven years but enough for the new body to demonstrate that it can deliver sufficient revenue to cover the site's operating costs. Therefore it is proposed that the arrangement is for an initial five year period. During the period of the Agreement for Lease, construction will take place under County Council control and the trustees can be fundraising, developing the business model and preparing for operational management of the site. They will then have a five year period for it to be demonstrated that the business case is sustainable.
- 6.4 It is recommended that a trading / operating arm that sits below the CLC is created to run Chester Farm on a commercial basis, once the construction work has been completed. That is, the CLC is the governing body of trustees with its own Board and there is also a management company generating revenue that is answerable to this Board. The Council could be represented on the Board but would not be directly involved in the trading arm. This approach enables the investment that is solely for Chester Farm to be "ring-fenced", thereby addressing the requirements of any external bodies that have already and may in the future be providing investment to the scheme.
- 6.5 The lease will cover the operation of the buildings and the associated landscape. Specific exclusions to the lease will be the new countywide Archaeological Resource Centre (ARC). While sited at Chester Farm this is a countywide facility so is not included in the business plan for the site. It may be that in the future another trust encompassing archives and heritage including the ARC is created.
- 6.6 It is recommended that this approach be endorsed by Cabinet. It is noted that details need to be explored and resolved, with further work carried out to finalise the Chester Farm Trust and trading / operating arm subject to due diligence.

## **7. The Castle House Development**

- 7.1 In parallel to the work outlined in section 3.5 and 3.6, a Masterplan for the site and wider area has been developed and approved by the Heritage Gateway Board. One of the key aims of the Masterplan is for the site to act as a catalyst for the regeneration of the area. There were a number of key aspirations to be

met within the Masterplan area and these included - housing, a heritage park, community play areas and the redevelopment of castle mound to tell the story of Northampton Castle. It was concluded that for the Castle House site an iconic development, with a built frontage that reflects the historic nature of the area, would be required.

- 7.2 At a meeting of the Heritage Gateway Board in January 2015, a decision was taken for the County Council to proceed with the aspects of the Masterplan relating to the land in the County Council's ownership. At the meeting, recognising that the Castle House site is one element in a wider Masterplan, land owners responsible for other areas were encouraged to develop their own plans to deliver the wider opportunities.
- 7.3 Following an international design competition in 2015, the County Council awarded a contract to design the Castle House scheme to Quinlan Francis Terry Limited (QFT), a world renowned and respected design practice in the provision of classical buildings re-interpreted for modern living. Other technical contractors were procured to form the Design Team for the development. This expertise includes – Structural Engineers, a Principal Designer, Mechanical and Electrical Engineers and Quantity Surveyors.
- 7.4 QFT have designed a scheme that reflects the heritage landscape of the town and local area within its appearance. This has been achieved within the context of the surrounding heritage urban landscape. The development style is one that has been developed to respect, enhance and celebrate other heritage assets in the area. An artist's impression of the current scheme is provided at Appendix 2 along with examples of the design elements from across the town.
- 7.5 The current scheme, which is subject to final design work, consists of a number of town houses, apartments, a café and a shop with potential community facilities.
- 7.6 The Council recognises the importance of maintaining the views through to the heritage assets within the area (Castle Mound, the Old Black Lion Pub, St Peters Church and the Castle Hill United Reform Church) and has ensured this visibility is maintained.
- 7.7 The scheme will seek to introduce, inform and provide better access to a number of adjacent heritage assets, previously hidden or less well known. It is hoped that through better and more accessible information, improved signage and the provision of a welcoming, safe and secure access, both locals and visitors alike will be encouraged to visit the adjacent heritage sites.
- 7.8 As part of the design development, consultations have been undertaken with key stakeholders including - Historic England, Northampton Borough Council (NBC) and the Churches Conservation Trust.

7.9 Technical advice has been received from Northamptonshire County Council (NCC) Highways, NBC Building Control, Secured by Design, Waste Collection Services and various statutory undertakers such as Western Power (Electric) and British Gas. A number of routine site surveys have been undertaken, these include ground investigations and archaeology.

7.10 Following the work noted above the County Council has been developing an Outline Business Case, working with a number of Strategic Alliance Partners, to assess the components of the scheme to enable a preferred option to be selected. These include:

- Property type
- Commercial use
- Density and massing
- Design and materials
- Tenure and term
- Partnerships

7.11 Outlined below are the key steps to be undertaken on the project:

- Finalise and submit the planning application
- Further pre-planning engagement with key stakeholders
- Finalise the Business Case
- Finalise partnership working arrangements
- Secure a construction contractor.

## **8. Making heritage more accessible**

8.1 The key themes of the Heritage Strategy are to promote better awareness of heritage, to develop learning about and from it, and to encourage heritage tourism into the county. To this end the County Council has taken the initiative in developing a new interactive website.

8.2 The new website is intended to help residents and visitors discover the heritage of Northamptonshire and to promote an enhanced sense of place and pride in the county. It will provide a 'first port of call' for anyone wanting to know about the county's heritage, with a special focus on those features that might attract visitors to the county. Specifically, the site is divided into three sections intended for different audiences. The 'visit' section is designed for local residents and tourists looking for days out and features an interactive map of heritage sites to visit. The 'learn' section is aimed at the general public and presents information about historical topics relevant to Northamptonshire and links to relevant content

elsewhere. The 'expert' section is targeted at specialist users and provides 'how-to' guides for individuals, heritage groups, and industry experts.

8.3 The site does not duplicate information elsewhere but provides an easy route into the mass of information available elsewhere, plus providing new content where gaps have been identified. The new digital approaches, including the interactive mapping facility, should make this an attractive resource. The web address is [www.northamptonshireheritage.co.uk](http://www.northamptonshireheritage.co.uk)

## **9. Consultation and Scrutiny**

9.1 Consultation formed a key part of the process of developing the countywide Heritage Strategy. Given the aim is to help organisations to develop and strengthen co-operation, as well as to provide some focus for joined-up heritage working, it was vital that relevant organisations, both public and private, and individuals were involved in creating the Strategy.

9.2 Consultation was with a small number of professionals initially, to help shape the document and ensure partners were supportive of the direction of travel outlined in the Strategy. The consultation was then broadened out and issued via the County Council's online survey pages. All the responses were collated and a specific response was sent to each consultee to explain how their responses were being taken into account in the document. Therefore the final document reflects the views of key stakeholders and interested groups and individuals. The intention is to review the Strategy every five years, and action plan annually.

9.3 Consultation around the creation of a new operating vehicle for Chester Farm and the county's wider heritage has been via the Northamptonshire Heritage Gateway Board and a number of key individuals. In respect of the way forward for Chester Farm, the main consultee has been the HLF. The HLF has committed to an investment of £3.97m into the project and requires guarantees around the sustainability of the site and the security of its investment into the longer term.

9.4 As noted in section 7, the Castle House scheme to date has involved detailed consultation with key stakeholders including Historic England, Northampton Borough Council (NBC) and the Churches Conservation Trust. There will be further consultation and engagement around the designs as part of the planning process.

9.5 The work in developing the new heritage website has included substantial consultation with relevant groups and societies. A questionnaire was issued to which there were over 100 responses addressing matters such as the content wanted, the way it might best be presented and gaps in current provision. The detailed responses were collated and then used to inform the project plan, for example, around priorities for new content development and functionality.

## 10. Next Steps

10.1 The following table summarises the next steps. In each instance there will be a requirement for detailed analysis and the necessary checks including legal and other technical input. All these actions will be subject to due diligence. Detailed proposals and programmes for delivery of each element will be prepared and agreed by the Corporate Director for Place Commissioning in consultation with the Deputy Leader and Cabinet Member for Public Protection.

Sep to Oct 2016	To create a Company Limited by Guarantee for Chester Farm. To create a Company Limited by Guarantee as the basis for an overarching Northamptonshire Heritage Trust.	NCC
Nov to Dec 2016	To adopt the Heritage Strategy as County Council policy and encourage its adoption by others. To launch the Heritage Gateway website and publicise it widely.	NCC and Heritage Gateway Board
Nov to Dec 2016	To apply for charity status for a Chester Farm Trust. To apply for charity status for a Northamptonshire Heritage trust.	NCC
Jan to Feb 2017	Anticipated timing for registration of Chester Farm Trust and Northamptonshire Heritage Trust with Charity Commission.	NCC
Jan to March 2017	Recruit trustees to the new Chester Farm Trust and begin negotiations with new trustees on the terms on which they would take on Chester Farm.	NCC
Jan to Mar 2017	Submission of planning application for Castle House development	NCC
March to April 2017	Recruit trustees to the new Northamptonshire Heritage Trust. Work on the terms of an Agreement to Lease for Chester Farm. Set up a trading / operating arm for Chester Farm Trust.	NCC
April to May 2017	To issue an Agreement for Lease for five years of Chester Farm to the Chester Farm Trust to take effect from 2018.	NCC

April 2018	Completion of buildings works at Chester Farm and start of lease of site to Chester Farm Trust	NCC
------------	--	-----

## 11. Equality Screening

Reason that no EqlA is required	✓ as appropriate
The paper is for information only	✓
The proposal/activity/decision has no impact on customers or the service they receive	✓
The proposal impacts upon staff but the proposed staffing changes will not affect the service that customers receive*	
Other (please explain further)	

## 12. Alternative Options Considered

- 12.1 In the creation of the Strategy the alternative option would be not to have one and therefore to leave the current arrangements in the county as they are. This would mean that organisations would have less motivation to work together to have an impact on the county's heritage, and potentially reduce the ability of people to engage with and learn from it. The tourism offer would remain a fragmented one.
- 12.2 In considering the need for new governance models, the options were either not to proceed at all or to adopt a different model. Three models were considered and the Charitable Limited Company was recommended. The reasons for choosing the option of the Company Limited by Guarantee that is then registered as a charity above the other two reflect the advantages of the former. CIOs, being relatively new, are largely unproven; a CIO has an inbuilt lack of transparency and lacks the rigour of the established corporate structure that is the Charitable Limited Company model. Although the CIC option does have some attractions, it has been decided not to pursue this further, largely because there are no significant tax advantages; registration can be time consuming; and there are potential complications of having to adapt an "asset lock".
- 12.3 In considering options for Chester Farm, disposal of the asset either via sale or long term lease was investigated. There are issues in a local authority disposing of any asset at less than best value. It is also not considered prudent to dispose of an asset to a fledgling company. It is also judged to be unattractive to potential trustees that any new company would be expected to take on the full liabilities of the site from day one. These liabilities would include the repayment sums on the capital loan entered into by the County Council to pay for the works. There has to be a transition period during which the viability of the site can be demonstrated.

12.4 In considering the alternative options for Castle House, a detailed Master plan was prepared, showing a full range of options with different densities and various uses of buildings on the plot. This was subject to consultation as set out in paragraph 9.4 of this Report and preferred option identified.

### 13. Financial Implications

13.1 The Heritage Strategy itself does not have any direct financial implications. Joint working may lead to the creation of a number of projects that might have individual financial implications but each project will have its own project budget.

13.2 Setting up a new operating vehicle for Chester Farm does have financial implications. The business plan for the site shows that in time income is within £20k of meeting expenditure. However, with the transfer of the asset, the new body would be expected to take on the repayment of the capital that the Council has borrowed. It is recognised that this would be challenging to meet for any organisation in the first years of trading. Therefore the proposal is that the trust would be assisted on a sliding scale over the first five years from the existing revenue budget for Chester Farm.

In essence, this can be shown as follows.

	2018/19	2019/20	2020/21	2021/22	2022/23
Expenditure	£	£	£	£	£
Staffing	127,455	130,007	132,622	135,302	138,051
Running costs	377,546	385,184	386,454	397,885	402,258
Capital repayment	308,070	303,425	298,779	294,134	289,488
<b>Total expenditure</b>	813,071	818,616	817,855	827,321	829,797
Income					
Commercial	442,048	485,436	497,926	511,212	524,384
NCC transition funding proposed	250,000	250,000	250,000	150,000	100,000
Total income and funding	692,048	735,436	747,926	661,212	624,384
(Deficit)/surplus	(121,023)	(83,180)	(69,929)	(166,109)	(205,413)

<b>What benefits will the proposal deliver?</b>	<ul style="list-style-type: none"> <li>• Improved joint working on heritage projects</li> <li>• Improved outcomes for the county's economy</li> <li>• An entrepreneurial approach to heritage assets</li> <li>• An interactive website appealing to a range of audiences</li> </ul>
---	---

## 14. Risk and Business Continuity Management

### a) Risk(s) associated with the proposal

Risk	Mitigation	Residual Risk
Other organisations fail to adopt the Heritage Strategy.	Involvement of other organisations in the writing of the Strategy.	Green
That it may be challenging to recruit sufficient trustees of an appropriate calibre to different roles.	Two trusts proposed have distinctively different functions so appealing to different people. The two recruitment processes will not be run simultaneously.	Amber
The ability of the Chester Farm site to fully cover its operating costs has not yet been satisfactorily proven, so this may act as a deterrent to potential trustees	Issuing a short term lease for the reassurance of both sides is the appropriate approach.	Amber
The transition funding from NCC will need to be continued beyond the period envisaged to sustain the business.	The transition funding will not be a new pressure on the revenue budget.	Amber
The new heritage website is not widely used and cannot be further developed.	Involvement of many individuals and organisations in its creation will mean high levels of 'buy-in' to the final site.	Green

### b) Risk(s) associated with not undertaking the proposal

Risk	Risk Rating
Heritage work and the organisations involved remain fragmented across the county so the economic benefits of heritage are not fully realised.	Amber
The County Council's heritage assets, including Chester Farm, remain a long term liability to the authority.	Red

## 15. List of Appendices

- Appendix 1: Northamptonshire's Heritage Strategy
- Appendix 2: Castle House Artist Impression

Author:	Name: Sarah Bridges Team: Archives and Heritage
Contact details:	Tel: 01604 362525 Email: sbridges@northamptonshire.gov.uk
Background Papers:	Cabinet report March 2016 Cabinet report September 2016
Does the report propose a key decision is taken?	YES new policy
If yes, is the decision in the Forward Plan?	YES In forward plan issued 1 Oct 2016
Will further decisions be required? If so, please outline the timetable here	No
Does the report include delegated decisions? If so, please outline the timetable here	Yes, ref practical steps for setting up the two trusts
Is this report proposing an amendment to the budget and/or policy framework?	YES
Have the financial implications been cleared by the Strategic Finance Manager (SFM)? Have any capital spend implications been cleared by the Capital Investment Board (CIB)	YES Name of SFM: Rosemary Pallot N/A
Has the report been cleared by the relevant Director?	YES Name of Director: Tony Ciaburro
Has the relevant Cabinet Member been consulted?	YES Cabinet Member: Cllr Gonzalez de Savage
Has the relevant scrutiny committee been consulted?	NO Scrutiny Committee:
Has the report been cleared by Legal Services?	YES Name of solicitor: Marcus Tapley-Peabody Solicitor's comments: Approved
Have any communications issues been cleared by Communications and Marketing?	YES Name of officer: Liam Beasley
Have any property issues been cleared by Property and Asset Management?	YES Name of officer: Rob Scott
Are there any community safety implications?	Not applicable.
Are there any environmental implications:	Not applicable
Are there any Health & Safety Implications:	NO
Are there any Human Resources Implications:	NO
Are there any human rights implications:	NO
Constituency Interest:	Countywide