



# Northumberland

## County Council

**Your ref:**

**Our ref:**

**Enquiries to:** Sean Nicholson

**Email:** sean.nicholson@northumberland.gov.uk

**Tel direct:** (01670) 622605

**Date:** 25 June 2018

Dear Sir or Madam,

Your attendance is requested at a meeting of the **CORPORATE SERVICES AND ECONOMIC GROWTH OVERVIEW AND SCRUTINY COMMITTEE** to be held in **Committee Room 2, County Hall, Morpeth** on **WEDNESDAY, 4 JULY 2018** at **2.00 p.m.**

Yours faithfully,

Daljit Lally

Chief Executive

**To the members of the Corporate Services and Economic Growth OSC comprising:**

Councillors D. Bawn, J. Beynon, G. Castle, L. Grimshaw, K. Parry, M. Robinson, G. Roughead, E. Simpson, M. Swinburn and T. Wilson.



**Daljit Lally, Chief Executive**  
County Hall, Morpeth, Northumberland, NE61 2EF  
T: 0345 600 6400  
[www.northumberland.gov.uk](http://www.northumberland.gov.uk)



## AGENDA

### 1. APOLOGIES FOR ABSENCE

### 2. MINUTES

Minutes of the meeting of the Corporate Services and Economic Growth OSC held on 14 June 2018, as circulated, to be confirmed as a true record and signed by the Chairman.

### 3. DISCLOSURE OF MEMBERS' INTERESTS

Unless already entered in the Council's Register of Members' interests, members are required to disclose any personal interest (which includes any disclosable pecuniary interest) they may have in any of the items included on the agenda for the meeting in accordance with the Code of Conduct adopted by the Council on 4 July 2012, and are reminded that if they have any personal interests of a prejudicial nature (as defined under paragraph 17 of the Code Conduct) they must not participate in any discussion or vote on the matter and must leave the room.

**N.B.** Any member needing clarification must contact the Legal Services Manager, Liam Henry on Tel: 01670 623324. Please refer to the guidance on disclosures at the rear of this Agenda letter.

### 4. FORWARD PLAN

To note the latest Forward Plan of key decisions (July to October 2018). Any further changes made to the Forward Plan will be reported to the Committee. (Schedule enclosed as Appendix A).

### 5. CABINET REPORTS PREVIOUSLY CONSIDERED BY THE COMMITTEE

To advise members of Cabinet decisions regarding issues previously commented on and been subject of report by this Committee. (Circulated for information only as Appendix B).

### 6. SCRUTINY OF CABINET REPORTS

The following report will be considered by the Cabinet on 10 July 2018. The Committee are asked to comment on the proposals contained in the report. Those comments will be presented to the Cabinet by the Chairman.

***The Cabinet Member requested to attend for the following item is Councillor Nick Oliver - Corporate Services and Cabinet Secretary***

## **Apprenticeship Pay Proposal 2018**

The purpose of this report is to seek Cabinet approval to a pay grading system for the Apprenticeship Programme for Northumberland County Council which reflects the entrant's age, experience and pathway level at which they join the council and a fair pay progression throughout until graduation from the apprenticeship programme. (Report enclosed as Appendix C).

### **7. OVERVIEW AND SCRUTINY REPORTS**

*The Cabinet Member requested to attend for the following items is Councillor Nick Oliver - Corporate Services and Cabinet Secretary*

#### **7.1 Debt Recovery Update**

The purpose of this report is to provide the Corporate Services and Economic Growth Overview and Scrutiny Committee with information relating to the level of outstanding debt owed to the Council, so that the Committee may satisfy itself as to the efficiency and effectiveness of its collection and recovery policies and systems. (Report enclosed as Appendix D).

The Write-Offs 2017-18 report is enclosed as Appendix E for information.

### **8. REPORT OF THE SCRUTINY CO-ORDINATOR**

#### **Corporate Services and Economic Growth Overview and Scrutiny Committee Work Programme**

To present the Committee's Work Programme for 2018/19. (Report enclosed as Appendix F).

### **9. INFORMATION REPORT - POLICY DIGEST**

This report gives details of the latest policy briefings, government announcements and ministerial speeches which may be of interest to members.

NB Reports have not been reproduced/circulated. They can be accessed through the service finder element of County Council's web site at [www.northumberland.gov.uk](http://www.northumberland.gov.uk).

### **10. URGENT BUSINESS (IF ANY)**

To consider such other business as, in the opinion of the Chairman, should, by reason of special circumstances, be considered as a matter of urgency.

**It is expected that matters included in this part of the Agenda will be dealt with in private. Reports referred to are enclosed for members and officers only, coloured pink and marked "Not for Publication".**

## **11. EXCLUSION OF PRESS AND PUBLIC**

The Committee are invited to consider passing the following resolution:

- (a) That under Section 100A (4) of the Local Government Act 1972, the press and public be excluded from the meeting during consideration of the following item on the Agenda as it involves the likely disclosure of exempt information as defined in Part I of Schedule 12A of the 1972 Act, and
- (b) That the public interest in maintaining the exemption outweighs the public interest in disclosure for the following reasons:

| <b>Agenda Item</b> | <b>Paragraph of Part I of Schedule 12A</b> |
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|    |   |
|----|---|
| 12 | 3 - This report contains information relating to the financial or business affairs of any particular person (including the authority holding that information). |
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The public interest in maintaining the exemption outweighs the interest in disclosure because disclosure would adversely affect the Authority's ability to conduct its affairs.

## **12. SCRUTINY OF CABINET REPORTS**

The following reports will be considered by the Cabinet on 10 July 2018. The Committee are asked to comment on the proposals contained in the reports. Those comments will be presented to the Cabinet by the Chairman.

***The Cabinet Member requested to attend for the following items is Councillor Nick Oliver - Corporate Services and Cabinet Secretary***

### **12.1 Bates Terminal - Infrastructure Works**

The purpose of this report is to enable the Cabinet to make a formal recommendation to the County Council in respect of the Council loan to the North East Local Enterprise Partnership (NELEP) of £2.95 million towards the Port of Blyth, Bates Terminal, Enterprise Zone Infrastructure works. (Report enclosed as Appendix G).

### **12.2 Ashwood Business Park - Infrastructure Works**

The purpose of this report is to enable the Cabinet to make a formal recommendation to the County Council in respect of the Council contribution of £2.6 million towards the

Ashwood Business Park, Enterprise Zone Infrastructure works. (Report enclosed as Appendix H).

**IF YOU HAVE AN INTEREST AT THIS MEETING, PLEASE:**

- Declare it and give details of its nature before the matter is discussed or as soon as it becomes apparent to you.
- Complete this sheet and pass it to the Democratic Services Officer.

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| <b>Name (please print):</b>  |
| <b>Meeting:</b>  |
| <b>Date:</b>   |
| <b>Item to which your interest relates:</b>  |
| <b>Nature of Registerable Personal Interest i.e. either disclosable pecuniary interest (as defined by Annex 2 to Code of Conduct or other interest (as defined by Annex 3 to Code of Conduct) (please give details):</b> |
| <b>Nature of Non-registerable Personal Interest (please give details):</b>   |
| <b>Are you intending to withdraw from the meeting?</b>   |

**1. Registerable Personal Interests** – You may have a Registerable Personal Interest if the issue being discussed in the meeting:

- a) relates to any Disclosable Pecuniary Interest (as defined by Annex 1 to the Code of Conduct); or
- b) any other interest (as defined by Annex 2 to the Code of Conduct)

The following interests are Disclosable Pecuniary Interests if they are an interest of either you or your spouse or civil partner:

- (1) Employment, Office, Companies, Profession or vocation; (2) Sponsorship; (3) Contracts with the Council; (4) Land in the County; (5) Licences in the County; (6) Corporate Tenancies with the Council; or (7) Securities - interests in Companies trading with the Council.

The following are other Registerable Personal Interests:

- (1) any body of which you are a member (or in a position of general control or management) to which you are appointed or nominated by the Council; (2) any body which (i) exercises functions of a public nature or (ii) has charitable purposes or (iii) one of whose principal purpose includes the influence of public opinion or policy (including any political party or trade union) of which you are a member (or in a position of general control or management ); or (3) any person from whom you have received within the previous three years a gift or hospitality with an estimated value of more than £50 which is attributable to your position as an elected or co-opted member of the Council.

**2. Non-Registerable Personal Interests** - You may have a non-registerable personal interest when you attend a meeting of the Council or Cabinet, or one of their committees or sub-committees, and you are, or ought reasonably to be, aware that a decision in relation to an item of business which is to be transacted might reasonably be regarded as affecting your well being or financial position, or the well being or financial position of a person described below to a greater extent than most inhabitants of the area affected by the decision.

The persons referred to above are: (a) a member of your family; (b) any person with whom you have a close association; or (c) in relation to persons described in (a) and (b), their employer, any firm in which they are a partner, or company of which they are a director or shareholder.

### **3. Non-Participation in Council Business**

When you attend a meeting of the Council or Cabinet, or one of their committees or sub-committees, and you are aware that the criteria set out below are satisfied in relation to any matter to be considered, or being considered at that meeting, you must : (a) Declare that fact to the meeting; (b) Not participate (or further participate) in any discussion of the matter at the meeting; (c) Not participate in any vote (or further vote) taken on the matter at the meeting; and (d) Leave the room whilst the matter is being discussed.

The criteria for the purposes of the above paragraph are that: (a) You have a registerable or non-registerable personal interest in the matter which is such that a member of the public knowing the relevant facts would reasonably think it so significant that it is likely to prejudice your judgement of the public interest; **and either** (b) the matter will affect the financial position of yourself or one of the persons or bodies referred to above or in any of your register entries; **or** (c) the matter concerns a request for any permission, licence, consent or registration sought by yourself or any of the persons referred to above or in any of your register entries.

**This guidance is not a complete statement of the rules on declaration of interests which are contained in the Members' Code of Conduct. If in any doubt, please consult the Monitoring Officer or relevant Democratic Services Officer before the meeting.**