



# Northumberland

## County Council

**Your ref:**

**Our ref:**

**Enquiries to:** Mike Bird

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**Tel direct:** (01670) 622616

**Date:** 27 February 2020

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 1, County Hall, Morpeth, NE61 2EF** on **MONDAY, 9 MARCH 2020** at **10.00AM**.

Yours faithfully,

Daljit Lally

Chief Executive

**To the members of the Corporate Services and Economic Growth OSC comprising Councillors D. Bawn (Chairman), L. Grimshaw (Vice-Chairman), J. Beynon, T. Cessford, K. Parry, M. Robinson, G. Roughead, C. Seymour, E. Simpson and I.C.F Swithenbank**

**Portfolio Holder: N. Oliver**



**Daljit Lally, Chief Executive**  
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# AGENDA

## PART I

**It is expected that the matters included in this part of the agenda will be dealt with in public.**

### 1. APOLOGIES FOR ABSENCE

### 2. MINUTES

Minutes of the meeting of the Corporate Services and Economic Growth OSC held on 10 February 2020, as circulated, to be confirmed as a true record and signed by the Chair.

### 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 OF KEY CABINET DECISIONS

To advise the Committee of forthcoming reports to be considered by the Cabinet. (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. (Extract from the minutes of the Cabinet meeting held on 11 February 2020 circulated for information only as **Appendix B.**)

### 6. SCRUTINY REPORTS

#### 6.1 DEBT RECOVERY - ENFORCEMENT

This presentation will give an overview for members of the collection, recovery and Enforcement Agent process for Council Tax. (Copy of presentation attached as

Appendix C).

*The Cabinet member requested to attend for this item is Councillor Oliver*

## **6.2 REPORT OF THE SERVICE DIRECTOR - STRATEGIC COMMISSIONING AND FINANCE**

### **Debt Recovery Arrangements – Support to Customers with Financial Difficulties**

The purpose of this report (attached as **Appendix D**) is to set out the support and arrangements that are in place to assist customers who are having difficulty paying their council tax and rent commitments. (Copy of Corporate Debt Recovery Policy appended to the report.)

*The Cabinet member requested to attend for this item is Councillor Oliver*

## **7. REPORT OF THE SCRUTINY COORDINATOR**

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

The committee is asked to review and note its work programme for the 2019/20 council year. (Report enclosed as **Appendix E**.)

## **8. FUTURE MEETINGS**

Following Council's agreement of the diary of meetings for 2020/21, future meetings will take place as follows (all on Mondays at 10.00am):

- 6 April 2020
- 11 May 2020
- 8 June 2020
- 6 July 2020
- 7 September 2020
- 12 October 2020
- 9 November 2020
- 7 December 2020
- 11 January 2021
- 8 February 2021
- 8 March 2021
- 12 April 2021.

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

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



**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.

<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.**