



# Northumberland County Council

**Your ref:**

**Our ref:**

**Enquiries to:** Rebecca Greally

**Email:**

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**Tel direct:** 01670 622616

**Date:** Friday, 1 July 2022

Dear Sir or Madam,

Your attendance is requested at a meeting of the **CORPORATE SERVICES AND ECONOMIC GROWTH OSC** to be held in **COUNCIL CHAMBER - COUNTY HALL, MORPETH, NORTHUMBERLAND, NE61 2EF** on **MONDAY, 11 JULY 2022** at **10.00 AM**.

Yours faithfully

Daljit Lally  
Chief Executive

**To Corporate Services and Economic Growth OSC members as follows:-**

**D Bawn (Chair), J Beynon, L Dunn (Vice-Chair), P Jackson, M Murphy, N Oliver, A Wallace, C Taylor, M Robinson and P Ezhilchelvan**

**Portfolio Holders: G. Sanderson and R. Wearmouth.**



**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. MEMBERSHIP AND TERMS OF REFERENCE

The Committee are asked to note the following membership and terms of reference for the Corporate Services and Economic Growth OSC which were agreed by Council on 4 May 2022.

**10 Members (5:3:1 Ind Gp, 1 LD)(LD place given to ING)**

**Quorum – 3**

**Chair: D. Bawn**

**Vice Chair: L. Dunn**

Conservative	Labour	Independent Group	Liberal Democrats	Green Party	Ind Non-Grouped
D. Bawn	L. Dunn	C. Taylor			M. Robinson
J. Beynon	M. Murphy				
P. Ezhilchelvan	A. Wallace				
P. Jackson					
N. Oliver					

#### **Terms of reference:**

- (1) To maintain an overview of the Council's Annual Budget and Budgetary Management via the Medium Term Financial Plan.
- (2) To review the state of Northumberland and the County Council's activity in delivering its Corporate Plan.
- (3) To maintain an overview of the Council's performance management arrangements; highlighting areas of poor performance and monitoring recovery delivery plans.
- (4) To maintain an overview of the Management Agreements in place between the Council and Advance Northumberland.
- (5) To monitor, review and make recommendations about:
  - Corporate Services: Organisational Development, Health and Safety, ICT Strategy, Corporate Governance, Financial Services, Procurement Strategy, Risk Strategy, Shared and Traded Services
  - Partnership development coordination with local organisations
  - Relationships with external bodies
  - Regeneration and Economic Development

- Strategic Transport Network and Infrastructure
- Employability, Skills, and removing barriers to work
- Capital Programme and Asset Management
- Support to VCS organisations and the Council's relationship with town and parish councils.

## 2. APOLOGIES FOR ABSENCE

## 3. MINUTES

(Pages 1  
- 6)

Minutes of the meetings of the Corporate Services and Economic Growth OSC held on 11<sup>th</sup> April 2022, as circulated, to be confirmed as a true record and signed by the Chairman.

## 4. DISCLOSURE OF MEMBERS' INTERESTS

Unless already entered in the Council's Register of Members' interests, members are required where a matter arises at a meeting;

- Which **directly relates to** Disclosable Pecuniary Interest ('DPI') as set out in Appendix B, Table 1 of the Code of Conduct, to disclose the interest, not participate in any discussion or vote and not to remain in room. Where members have a DPI or if the matter concerns an executive function and is being considered by a Cabinet Member with a DPI they must notify the Monitoring Officer and arrange for somebody else to deal with the matter.
- Which **directly relates to** the financial interest or well being of a Other Registrable Interest as set out in Appendix B, Table 2 of the Code of Conduct to disclose the interest and only speak on the matter if members of the public are also allowed to speak at the meeting but otherwise must not take part in any discussion or vote on the matter and must not remain the room.
- Which **directly relates to** their financial interest or well-being (and is not DPI) or the financial well being of a relative or close associate, to declare the interest and members may only speak on the matter if members of the public are also allowed to speak. Otherwise, the member must not take part in discussion or vote on the matter and must leave the room.
- Which **affects** the financial well-being of the member, a relative or close associate or a body included under the Other Registrable Interests column in Table 2, to disclose the interest and apply the test set out at paragraph 9 of Appendix B before deciding whether they may remain in the meeting.
- Where Members have or a Cabinet Member has an Other Registerable Interest or Non Registerable Interest in a matter being considered in exercise of their executive function, they must notify the Monitoring Officer and arrange for somebody else to deal with it.

NB Any member needing clarification must contact [monitoringofficer@northumberland.gov.uk](mailto:monitoringofficer@northumberland.gov.uk). Members are referred to the Code of Conduct which contains the matters above in full. Please refer to the guidance on disclosures at the rear of this agenda letter.

**5. FORWARD PLAN OF CABINET DECISIONS**

(Pages 7  
- 8)

To note the latest Forward Plan of key decisions. Any further changes made to the Forward Plan will be reported to the Committee.

**6. ANNUAL WORKFORCE REPORT**

(Pages 9  
- 52)

The purpose of this report is to:

- Provide an annual position statement in relation to strategic workforce related areas of assurance, workstreams/associated action plans and progress to date within key areas for Northumberland County Council for the full financial year of 2021/22.
- To provide assurance to the Corporate Services and Economic Growth Overview & Scrutiny Committee that there is provision and monitoring in place to achieve necessary Key Performance Indicators relating to the workforce on an ongoing basis.
- To provide elected members with an overview of the strategic direction for the Council's workforce related matters as part of the Covid-19 recovery plans for the county as these continue to evolve.
- To provide members with an overview of the monitoring and actions taken during the period from 1st April 2021 to 31st March 2022 in accordance with the Council's Whistleblowing Policy for employees. Members are asked to note that other aspects of Whistleblowing which are not employee related are logged and maintained by the Council's Monitoring Officer.

*Councillor Richard Wearmouth, Deputy Leader and Portfolio Holder for Corporate Services is required to attend for this item.*

**7. DEBT RECOVERY UPDATE**

(Pages  
53 - 70)

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.

*Councillor Richard Wearmouth, Deputy Leader and Portfolio Holder for Corporate Services is required to attend for this item.*

**8. GREEN HOMES GRANT**

(Pages  
71 - 80)

To provide an update on the Green Homes Grant delivery and advise of progress since the funding approval in November 2021.

*Councillor Glen Sanderson, Leader and Lead Member for Climate Change is required to attend for this item.*

**9. WORK PROGRAMME**

(Pages  
81 - 86)

The Committee is asked to review and note the Corporate Services and Economic Growth Overview and Scrutiny Committee Work Programme for the 2022/23 council year.

**10. URGENT BUSINESS**

**PART II**

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 is 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 Items</b>	<b>Paragraph of Part I of Schedule 12A</b>
12	3 - Contains information relating to business affairs of any particular person (including the authority holding that information)
AND	The public interest in maintaining this exemption outweighs the public interest in disclosure because disclosure could adversely affect the business reputation or confidence in the person / organisation and could adversely affect commercial revenue.

**12. TRADING COMPANIES' FINANCIAL PERFORMANCE 2021-22 - POSITION AT THE END OF MARCH 2022**

The purpose of the report is to ensure that the Cabinet is informed of the current financial positions of its trading companies and of any relevant issues arising.

*Councillor Richard Wearmouth, Deputy Leader and Portfolio Holder for Corporate Services is required to attend for this item.*



**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:</b>		<b>Date of meeting:</b>	
<b>Meeting:</b>			
<b>Item to which your interest relates:</b>			
<b>Nature of Interest i.e. either disclosable pecuniary interest (as defined by Table 1 of Appendix B to the Code of Conduct, Other Registerable Interest or Non-Registerable Interest (as defined by Appendix B to Code of Conduct) (please give details):</b>			
<b>Are you intending to withdraw from the meeting?</b>		Yes - <input type="checkbox"/>	No - <input type="checkbox"/>

## Registering Interests

Within 28 days of becoming a member or your re-election or re-appointment to office you must register with the Monitoring Officer the interests which fall within the categories set out in **Table 1 (Disclosable Pecuniary Interests)** which are as described in "The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012". You should also register details of your other personal interests which fall within the categories set out in **Table 2 (Other Registerable Interests)**.

**"Disclosable Pecuniary Interest"** means an interest of yourself, or of your partner if you are aware of your partner's interest, within the descriptions set out in Table 1 below.

**"Partner"** means a spouse or civil partner, or a person with whom you are living as husband or wife, or a person with whom you are living as if you are civil partners.

1. You must ensure that your register of interests is kept up-to-date and within 28 days of becoming aware of any new interest, or of any change to a registered interest, notify the Monitoring Officer.
2. A 'sensitive interest' is as an interest which, if disclosed, could lead to the councillor, or a person connected with the councillor, being subject to violence or intimidation.
3. Where you have a 'sensitive interest' you must notify the Monitoring Officer with the reasons why you believe it is a sensitive interest. If the Monitoring Officer agrees they will withhold the interest from the public register.

### Non participation in case of disclosable pecuniary interest

4. Where a matter arises at a meeting which directly relates to one of your Disclosable Pecuniary Interests as set out in **Table 1**, you must disclose the interest, not participate in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation. If it is a 'sensitive interest', you do not have to disclose the nature of the interest, just that you have an interest.

Dispensation may be granted in limited circumstances, to enable you to participate and vote on a matter in which you have a disclosable pecuniary interest.

5. Where you have a disclosable pecuniary interest on a matter to be considered or is being considered by you as a Cabinet member in exercise of your executive function, you must notify the Monitoring Officer of the interest and must not take any steps or further steps in the matter apart from arranging for someone else to deal with it.

### Disclosure of Other Registerable Interests

6. Where a matter arises at a meeting which **directly relates** to the financial interest or wellbeing of one of your Other Registerable Interests (as set out in **Table 2**), you must disclose the interest. You may speak on the matter only if members of the public are also allowed to speak at the meeting but otherwise must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation. If it is a 'sensitive interest', you do not have to disclose the nature of the interest.

### Disclosure of Non-Registerable Interests



7. Where a matter arises at a meeting which **directly relates** to your financial interest or well-being (and is not a Disclosable Pecuniary Interest set out in **Table 1**) or a financial interest or well-being of a relative or close associate, you must disclose the interest. You may speak on the matter only if members of the public are also allowed to speak at the meeting. Otherwise you must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation. If it is a 'sensitive interest', you do not have to disclose the nature of the interest.

8. Where a matter arises at a meeting which **affects** –

- a. your own financial interest or well-being;
- b. a financial interest or well-being of a relative or close associate; or
- c. a financial interest or wellbeing of a body included under Other Registrable Interests as set out in **Table 2** you must disclose the interest. In order to determine whether you can remain in the meeting after disclosing your interest the following test should be applied

9. Where a matter (referred to in paragraph 8 above) **affects** the financial interest or well- being:

- a. to a greater extent than it affects the financial interests of the majority of inhabitants of the ward affected by the decision and;
- b. a reasonable member of the public knowing all the facts would believe that it would affect your view of the wider public interest

You may speak on the matter only if members of the public are also allowed to speak at the meeting. Otherwise, you must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation.

If it is a 'sensitive interest', you do not have to disclose the nature of the interest.

Where you have an Other Registerable Interest or Non-Registerable Interest on a matter to be considered or is being considered by you as a Cabinet member in exercise of your executive function, you must notify the Monitoring Officer of the interest and must not take any steps or further steps in the matter apart from arranging for someone else to deal with it.