

Establishment of Committees and Working Groups - Appendix A

Council 4 May 2022

**(2021-22 memberships and chairs/vice chairs are included for information
only)**

SECTION A – COMMITTEES

1. Appointments Committee - School Governors and Academies

Membership and Terms of Reference

4 Members (2:1:1 Min Gp)

Quorum – 2

Conservative	Labour	Independent Group	Liberal Democrats	Green Party	Ind Non-Grouped
R. Dodd	S. Dickinson		J. Reid		
B. Flux					

Terms of reference

- (1) To recommend individuals for Local Authority representative appointments to maintained Schools and Academies;
- (2) To appoint additional Governors as appropriate to schools requiring intervention;
- (3) To remove Local Authority Governors from Maintained Schools and Academies, and
- (4) To delegate decisions in relation to the above to officers as the Committee feels appropriate.

2. Audit Committee

Membership and Terms of Reference

8 members (4:2:1 Ind Gp, 1 Min Gp)

Quorum – 3 (must be at least 2 opposition members)

Chair: S. Watson

Vice Chair: D. Towns

Conservative	Labour	Independent Group	Liberal Democrats	Green Party	Ind Non-Grouped
T. Cessford	L. Grimshaw	A. Dale			
P. Jackson	A. Scott				
N. Oliver	A. Wallace				
D. Towns					

Also:

2 Independent Members (non-voting) – P. Topping and S. Watson

Statement of purpose

- (1) Our audit committee is a key component of Northumberland County Council's corporate governance. It provides an independent and high-level focus on the audit, assurance and reporting arrangements that underpin good governance and financial standards.

- (2) The purpose of our audit committee is to provide independent assurance to those charged with governance of the adequacy of the risk management framework and the internal control environment. It provides independent review of Northumberland County Council's governance, risk management and control frameworks and oversees the financial reporting and annual governance processes. It oversees internal audit and external audit, helping to ensure efficient and effective assurance arrangements are in place.

Terms of Reference:

Governance, risk and control

- (1) To review the Council's corporate governance arrangements against the good governance framework, including the ethical framework, and consider annual governance reports and assurances.
- (2) To review and approve the Annual Governance Statement and consider whether it properly reflects the risk environment and supporting assurances, taking into account internal audit's opinion on the overall adequacy and effectiveness of the Council's framework of governance, risk management and control.
- (3) To consider the Council's arrangements to secure value for money and review assurances and assessments on the effectiveness of these arrangements.
- (4) To consider the Council's framework of assurance and ensure that it adequately addresses the risks and priorities of the Council.
- (5) To monitor the effective development and operation of risk management in the Council.
- (6) To monitor progress in addressing risk-related issues reported to the Committee.
- (7) To consider reports on the effectiveness of internal controls and monitor the implementation of agreed actions.
- (8) To review the assessment of fraud risks and potential harm to the Council from fraud and corruption.
- (9) To monitor the counter-fraud strategy, actions and resources.
- (10) To review the governance and assurance arrangements for significant partnerships and arrangements.

Internal audit

- (1) To approve the internal audit charter.
- (2) To review proposals made in relation to the appointment of external providers of internal audit services and to make recommendations.
- (3) To approve the risk-based internal audit plan, including internal audit's resource requirements, the approach to using other sources of assurance and any work required to place reliance upon those other sources.
- (4) To approve significant interim changes to the risk-based internal audit plan and resource requirements.
- (5) To make appropriate enquiries of both management and the head of internal audit to determine if there are any inappropriate scope or resource limitations.

- (6) To consider any impairments to independence or objectivity arising from additional roles or responsibilities outside of internal auditing of the head of internal audit. To approve and periodically review safeguards to limit such impairments.
- (7) To consider reports from the head of internal audit on internal audit's performance during the year, including the performance of external providers of internal audit services. These will include:
 - a) Updates on the work of internal audit including key findings, issues of concern and action in hand as a result of internal audit work.
 - b) Regular reports on the results of the Quality Assurance and Improvement Programme.
 - c) Reports on instances where the internal audit function does not conform to the Public Sector Internal Audit Standards and Local Government Application Note, considering whether the non-conformance is significant enough that it must be included in the Annual Governance Statement.
- (7) To consider the head of internal audit's annual report:
 - a) The statement of the level of conformance with the Public Sector Internal Audit Standards and Local Government Application Note and the results of the Quality Assurance and Improvement Programme that supports the statement – these will indicate the reliability of the conclusions of internal audit.
 - b) The opinion on the overall adequacy and effectiveness of the Council's framework of governance, risk management and control together with the summary of the work supporting the opinion – these will assist the Committee in reviewing the Annual Governance Statement.
- (9) To consider summaries of specific internal audit reports as requested.
- (10) To receive reports outlining the action taken where the head of internal audit has concluded that management has accepted a level of risk that may be unacceptable to the authority or there are concerns about progress with the implementation of agreed actions.
- (11) To contribute to the Quality Assurance and Improvement Programme and in particular, to the external quality assessment of internal audit that takes place at least once every five years.
- (12) To consider a report on the effectiveness of internal audit to support the Annual Governance Statement, where required to do so by the Accounts and Audit Regulations.
- (13) To provide free and unfettered access to the Audit Committee Chair for the Head of Internal Audit, including the opportunity for a private meeting with the Committee.

External audit

- (1) To support the independence of external audit through consideration of the external auditor's annual assessment of its independence and review of any issues raised by the PSAA or the authority's auditor panel as appropriate.

- (2) To consider the external auditor’s annual letter, relevant reports, and the report to those charged with governance.
- (3) To consider specific reports as agreed with the external auditor.
- (4) To comment on the scope and depth of external audit work and to ensure it gives value for money.
- (5) To commission work from internal and external audit.
- (6) To advise and recommend on the effectiveness of relationships between external and internal audit and other inspection agencies or relevant bodies.

Financial reporting

- (1) To review and approve the annual statement of accounts. Specifically, to consider whether appropriate accounting policies have been followed and whether there are concerns arising from the financial statements or from the audit that need to be brought to the attention of the Council.
- (2) To consider the external auditor’s report to those charged with governance on issues arising from the audit of the accounts.

Accountability arrangements

- (1) To report to those charged with governance on the Committee’s findings, conclusions and recommendations concerning the adequacy and effectiveness of their governance, risk management and internal control frameworks; financial reporting arrangements, and internal and external audit functions.
- (2) To report to full Council on a regular basis on the Committee’s performance in relation to the terms of reference and the effectiveness of the Committee in meeting its purpose.
- (3) To publish an annual report on the work of the Committee.

The Audit Committee is also designated as the Group Audit Committee for all entities within Northumberland County Council’s Accounting Group Boundary. The detailed terms of reference for this function are contained within Part 3 of the Council’s Constitution.

3. Communities and Place Overview and Scrutiny Committee

Membership and Terms of Reference

10 Members (5:3:1 Ind Gp, 1 LD) (I Con place to GP)

Quorum – 3

Chair: J. Reid

Vice Chair: M. Mather

Conservative	Labour	Independent Group	Liberal Democrats	Green Party	Ind Non-Grouped
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G. Castle	E. Cartie	S. Bridgett	J. Reid	N. Morphet	
R. Dodd	B. Gallacher				
C. Hardy	M. Richardson				
M. Mather					

Terms of reference:

- (1) To maintain an overview of the Management Agreements in place between the County Council and Active Northumberland, Woodhorn Museum Charitable Trust and Northumberland Tourism.
- (2) To monitor, review and make recommendations about:
 - Development planning
 - Neighbourhood Planning
 - Conservation
 - Housing
 - Climate Change
 - Countryside, Biodiversity and landscape quality
 - Waste Management and Energy Use
 - Public and community transport network and travel to school
 - Highway maintenance, Streetscape and the local environment
 - Local and Neighbourhood services
 - Crime, Community Safety, and fear of crime, including CONTEST, Prevent and Channel
 - Antisocial behaviour and domestic violence
 - Fire and rescue
 - Emergency services and Emergency planning
 - Customer Services
 - Provision of cultural and leisure facilities
 - Improving quality of life through access to culture and leisure;
 - Supporting economic growth in the arts, culture and leisure sectors

4. Corporate Services and Economic Growth Overview and Scrutiny Committee

Membership and Terms of Reference

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
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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.

5. County Emergency Committee

Membership and Terms of Reference

8 Members (4:2:1 Ind Gp, 1 Min Gp)

Quorum – 3

Chair: C. Horncastle

Vice Chair: G. Sanderson

Conservative	Labour	Independent Group	Liberal Democrats	Green Party	Ind Non-Grouped
B. Flux	S. Dickinson	S. Bridgett			
C. Horncastle	L. Grimshaw				

G. Sanderson	E. Simpson				
R. Wearmouth					

Terms of Reference

- (1) To function under emergency legislation and to deal with such matters concerning the Council's civil contingencies functions as may be referred to them by the Council.
- (2) To reconvene when called upon either before, during or after a significant incident or emergency whereby the County Council may be required to respond beyond its normal day to day capabilities.

6. Dismissal Advisory Committee

Membership and Terms of Reference

8 Members (4:2:1 Ind Gp, 1 Min Gp)

Quorum – 3

Chair: G. Sanderson

Vice Chair: R. Wearmouth

Conservative	Labour	Independent Group	Liberal Democrats	Green Party	Ind Non-Grouped
B. Flux	S. Dickinson	S. Bridgett			
G. Renner Thompson	M. Purvis				
G. Sanderson	E. Simpson				
R. Wearmouth					

Also:

The Council's Independent Person – K. Milner

7. Disputes Panel - Fire and Rescue Service

Membership and Terms of Reference

8 members (4:2:1 Ind Gp, 1 Min Gp) (Including two Administration members who have been trained in disputes procedures)

Quorum – 3

Chair: G. Sanderson

Vice Chair: B. Flux

Conservative	Labour	Independent Group	Liberal Democrats	Green Party	Ind Non-Grouped
D. Carr	M. Murphy	S. Lee			

B. Flux	M. Purvis				
G. Sanderson	A. Wallace				
R. Wearmouth					

Terms of Reference

- (1) To hear disputes, as required, in accordance with the provisions in the Scheme of Conditions of Service of Local Authorities Fire Brigades.

8. Employment (Appeals) Committee

Standing Chair: D. Towns

Membership and Terms of Reference (*current terms of reference are shown and will be changed assuming the covering report is agreed*)

5 members to be drawn from a pool of 20 trained members (to include 4 Cabinet Members) (2:1:2 Min Gp)

Members must be trained to be able to participate fully in the Staff Committee

Conservative	Labour	Independent Group	Liberal Democrats	Green Party	Ind Non-Grouped
D. Bawn	L. Dunn	C. Taylor	I.E. Hunter	N. Morphet	
J. Beynon	M. Purvis	S. Lee			
T. Cessford	4 TBC				
D. Ferguson					
G. Renner Thompson					
J. Riddle					
G. Sanderson					
C. Seymour					
D. Towns					
R. Wearmouth					

Terms of Reference

- (1) To take disciplinary action involving dismissals at Executive Director level and deal with appeals relating to grievance, grading and discipline relating to the same Directors.
- (2) To assess and determine ex-gratia payments where the relevant Executive Director is unable to determine the claim on behalf of the member of staff concerned.
- (3) To act in disciplinary cases involving Chief Officers and other posts as required by legislation with a further Panel of five different councillors acting as an appeal committee in such cases.

NB *it should be noted that the arrangements at paragraphs (d) to (h) below apply to disciplinary action in relation to a statutory officer (defined as the Head of Paid Service, Monitoring Officer and Chief Finance Officer).*

- (4) To consider and determine whether a Statutory Officer should be suspended (or continue to be suspended) either immediately, or following a preliminary investigation into their conduct, and to formally review any suspension after it has been in place for two months in consultation with the Independent Investigator, and after taking into account any representations by the officer. Suspension will not be appropriate in every case as this will depend on the nature of the allegations or the seriousness of the issue, and before suspending a Statutory Officer careful consideration should be given to whether it is necessary, or if there are any suitable alternative ways of managing the situation.
- (5) The Chair of the Committee may determine, in consultation with the Monitoring Officer or a Deputy Monitoring Officer, that a decision on the suspension of the Head of Paid Service is required at very short notice, and before the Committee can meet, since his or her continued presence at work poses a serious risk to the health and safety of others, or to the resources, information or reputation of the Council. Any decision to suspend must be reviewed by the Committee as soon as it is practicable to do so. Other Statutory Officers may be suspended by the Head of Paid Service, in circumstances where a decision is required at very short notice for the reasons outlined above, but will be reviewed by the Committee as soon as practicable.
- (6) To consider and determine disciplinary action in relation to a Statutory Officer in accordance with the Local Authorities (Standing Orders) Regulations 2001 (as amended) and JNC Model Disciplinary Procedure.
- (7) To act as the final internal appeal body to hear and determine appeals in respect of action short of dismissal of a Statutory Officer (NB this would be a further panel of members acting as an appeal committee).
- (8) To make recommendations to Council regarding the dismissal of a Statutory Officer (Head of Paid Service, the Monitoring Officer, or the Chief Finance Officer) for capability, conduct or for some other substantial reason

NB *Composition: Members will be drawn from a panel of 20 members (to include 4 Cabinet Members) announced as such a panel at the commencement of the municipal year.*

Council will also appoint a Standing Chair of the Committee who will be responsible for the suspension of the Head of Paid Service at in consultation with the Monitoring Officer or Deputy Monitoring Officer in the event that a suspension at very short notice is required.

The Standing Chair need not chair each individual Employment (Appeals) Committee and in those instances as Chair will be elected as the first item of business.

Any hearing in respect of a Statutory Officer or other Officers will consist of five members drawn from the approved Panel and appointed on a politically balanced basis, and which must include one member of Cabinet.

Members should have received appropriate training and development before sitting to hear any matter and may not sit if they have a conflict of interest in relation to the matter before them. They should take early advice on this point.

If the Committee hears a matter which may result in the dismissal of a Statutory Officer, then the Dismissal Advisory Committee must be convened.

9. Family and Children’s Services Overview and Scrutiny Committee

Membership and Terms of Reference

19 Members

10 County Councillors (5:3:1 Ind Gp, 1 LD)

Quorum - 5

Chair: W. Daley

Vice Chair: R. Dodd

Conservative	Labour	Independent Group	Liberal Democrats	Green Party	Ind Non-Grouped
W. Daley	C. Ball	A. Dale	S. Fairless Aitken		
R. Dodd	L. Dunn				
C. Dunbar	A. Scott				
M. Swinburn					
T. Thorne					

Also:

2 Parent Governors (voting) – two vacancies

3 Church Representatives (voting) – A. Hodgson, P Rickeard, Rev D Lennox

4 Teacher Union Representatives (non-voting) – J Sanderson, L Houghton, two vacancies

(all subject to satisfactory DBS clearance)

These representatives may discuss non-education matters but shall not vote on those matters identified as being outside their remit.

Terms of reference:

(1) To monitor, review and make recommendations about:

- Early Years
- Education and Schools
- Special education needs and disability
- Adult and Community Education
- Training and Vocational Education
- Lifelong Learning
- Youth Offending

- Social Services for Children and Young People
- Children's Health
- Teenage Sexual Health
- Looked After Children
- Safeguarding - Children
- Youth Services
- Family Services
- Children's Centres

(2) To oversee and monitor school improvement, as follows:

- (a) To receive feedback on the Ofsted inspection of schools.
- (b) To support the work of the County Council and the progress of schools on the School Intervention and Support Programme in specified categories.
- (c) To receive an annual report about the number of schools that have been on the School Intervention and Support Programme, the reason(s) for their inclusion, the support given by the Council and the success of this support.
- (d) To receive an annual report on the performance of schools.

10. Fostering Panel

Membership and Terms of Reference

The membership is drawn from a pool of independent members, agency representatives, Social Workers and includes one County Councillor.

(1 County Councillor) T. Cessford

Quorum: 5 (to include Chairman or Vice Chairman, 1 Social Worker and 3 Independent Members)

Terms of Reference

- (1) The functions of the Fostering Panel are specified in Part 5 Regulation 25 of the Fostering Service (England) Regulations.
 - (a) To consider each application for approval and to recommend whether or not a person is suitable to be a foster parent.
 - (b) Where it recommends approval of an application, to recommend any terms on which the approval is to be given.
 - (c) To recommend whether or not a person remains suitable to be a foster parent, and whether or not the terms of their approval (if any) remain appropriate.
 - (i) on the first Review carried out in accordance with Regulation 28(2); and
 - (ii) on the occasion of any other Review, if requested to do so by the Fostering Service provider in accordance with Regulation 28(5); and
 - (d) To consider any case referred to it under Regulation 27(9) or 28(10)

- (2) The Fostering Panel must also:-
- (a) advise, where appropriate, on the procedures under which Reviews in accordance with Regulation 28 are carried out by the Fostering Service provider, and periodically monitor their effectiveness.
 - (b) oversee the conduct of assessment carried out by the Fostering Service provider; and
 - (c) Give advice and make recommendations on such other matters or cases as the Fostering Service provider may refer to it.

11. Governing Body of Netherton Park

Membership and Terms of Reference

*The Netherton Park Instrument of Management Order 1973 stipulates that the Governing Body shall consist of 12 persons, comprising eight local authority managers and four foundation managers **

** All Managers should not be older than 70 years of age*

4 members was (2:1, 1 Min Gp)

Quorum: one third of the total number of managers i.e. 4, provided that at least one Governor shall be a Foundation Manager (Trustee) and at least one shall be a Local Authority Manager (Councillor).

Chair: L. Darwin

Vice Chair: A Trustee Manager

Conservative	Labour	Independent Group	Liberal Democrats	Green Party	Ind Non-Grouped
L. Darwin	K. Nisbet				
G. Sanderson	M. Richardson				

12. Health and Well-being Board

Membership and Terms of Reference

22 members

Chair: B. Flux

Vice Chair: Board representative

Conservative	Labour	Independent Group	Liberal Democrats	Green Party	Ind Non-Grouped
B. Flux	E. Simpson				

W. Pattison					
G. Renner Thompson					
G. Sanderson					
J. Watson					

NCC Business Chair
 Council Leader
 Portfolio Holder Adult wellbeing and health
 Portfolio Holder Children's Services
 Portfolio Holder Healthy Lives
 Labour representative
 Executive Director Children's Services and Education
 Executive Director of Commercial, Economy and Regeneration
 Director of Public Health
 NHS Northumberland CCG (x2 representatives)
 Northumbria Healthcare NHS Foundation Trust (x1 rep)
 Northumberland Tyne and Wear NHS Foundation Trust (x1 rep)
 Newcastle Upon Tyne NHS Foundation Trust (x1 rep)
 North East Ambulance Service (to be invited) (x1 rep)
 NHS England (x1 rep)
 Voluntary Community and Social Enterprise Organisations (x1 rep)
 Healthwatch (x1 rep)
 Local Medical Committee (x1 rep)
 Local Pharmaceutical Committee (x1 rep)
 Children's and Adults Safeguarding Board (x1 rep)
 Harrogate & District NHS Foundation Trust (x1 rep)

Terms of reference.

Statutory functions

- (1) To encourage all health and care organisations which operate within Northumberland to work together in an integrated manner.
- (2) To provide all appropriate advice, assistance and support to encourage the development of formal partnership arrangements between social care and health services, making use of the powers provided by Section 75 of the NHS Act 2006.
- (3) To produce and maintain the Joint Strategic Needs Assessment (JSNA) for Northumberland, covering all needs which either fall within the responsibilities of health commissioners, but could alternatively be met or significantly affected by local authority functions or vice versa.
- (4) To produce a joint health and wellbeing strategy (JHWS) for Northumberland, on behalf of the Council and NHS Northumberland Clinical Commissioning Group.
- (5) To ensure that Healthwatch Northumberland and the people who live and work in Northumberland are involved in the production of the JSNA and the JHWS.
- (6) To maintain and update Northumberland's Pharmaceutical Needs Assessment.
- (7) To respond to any pharmacy contract consolidation request submitted to NHS England within the statutory timeframe.

- (8) to consider the Northumberland County Council’s COVID 19 Outbreak Prevention and Control Plan.

Development and Improvement Functions

- (9) To improve democratic accountability for health and wellbeing decision making.
- (10) To provide a focus for Health and Wellbeing Board partners and total public sector commitment to improving population wellbeing and health outcomes.
- (11) To ensure that communities and service users are involved in determining needs and in designing, developing and delivering services.
- (12) To monitor and report progress within the priorities identified within the JHWS and to hold partners to account including the ICS, ICP and System Transformation Board. This may be done through Joint Health and Wellbeing Boards across the ICP footprint.
- (13) To advise all partners and stakeholders on steps that they could take to reduce health inequalities within Northumberland and between Northumberland and England as a whole
- (14) To promote broader integration and partnership working between the NHS, LA, other public sector organisations and the VCSE.
- (15) Any other functions that may be delegated by the Council under section 196 (2) of the Health and Social Care Act 2012.
- (16) To provide an annual report to the Health and Wellbeing OSC; and undertake regular reviews of the Board’s activity to ensure that it is achieving what it is setting out to do.

13. Health and Wellbeing Overview and Scrutiny Committee

Membership and Terms of Reference

10 Members (5:3:1 Ind Gp, 1 LD)

Quorum 3

Chair: V. Jones

Vice Chair: K. Nisbet

Conservative	Labour	Independent Group	Liberal Democrats	Green Party	Ind Non-Grouped
R. Dodd	L. Bowman	G. Hill	I. Hunter		
D. Ferguson	K. Nisbet				
C. Hardy	R. Wilczek				
C. Humphrey					
V. Jones					

Terms of reference:

- (1) To promote well-being and reduce health inequality, particularly in supporting those people who feel more vulnerable or are at risk.
- (2) To discharge the functions conferred by the Local Government Act 2000 of reviewing and scrutinising matters relating to the planning, provision and operation of health services in Northumberland.
- (3) To take a holistic view of health in promoting the social, environmental and economic well-being of local people.
- (4) To act as a consultee as required by the relevant regulations in respect of those matters on which local NHS bodies must consult the Committee.
- (5) To monitor, review and make recommendations about:
 - Adult Care and Social Services
 - Adults Safeguarding
 - Welfare of Vulnerable People
 - Independent Living and Supported Housing
 - Carers Well Being
 - Mental Health and Emotional Well Being
 - Financial inclusion and fuel poverty
 - Adult Health Services
 - Healthy Eating and Physical Activity
 - Smoking Cessation
 - Alcohol and drugs misuse
 - Community Engagement and Empowerment
 - Social Inclusion
 - Equalities, diversity and community cohesion

14. Joint Consultative Committee

Membership and Terms of Reference

To bring together members and employees of the Council and their representatives in consultation on strategic and policy matters in order to further the aims and improve the efficiency of the County Council's services.

5 Members of the County Council

Employees of the County Council to be appointed by trade unions and professional associations.

Quorum: Two members from the Employers' side and three members from the Employees' side

Chair: B. Flux

Vice Chair: P. Judd (TU rep)

Conservative	Labour	Independent Group	Liberal Democrats	Green Party	Ind Non-Grouped
B. Flux	M. Purvis (as observer)				
G. Renner Thompson					
G. Sanderson					
R. Wearmouth					
One vacancy					

15. Licensing Committee

Membership and Terms of Reference

15 Members (7:4:1 Ind Gp, 1 LD, 2 Min Gp)

(same membership and chair/ vice chair as Licensing and Regulatory Committee)

Quorum - 4

Chair: I. Hutchinson

Vice Chair: C. Humphrey

Conservative	Labour	Independent Group	Liberal Democrats	Green Party	Ind Non-Grouped
J. Beynon	B. Gallacher	S. Lee	A. Sharp	M. Swinbank	
T. Cessford	J. Foster				
D. Ferguson	K. Nisbet				
C. Hardy	K. Parry				
C. Humphrey	A. Wallace				
I. Hutchinson					
C. Seymour					

Terms of Reference

- (1) The Licensing Committee will exercise all the powers and duties of the Council under the Licensing Act 2003 and the Gambling Act 2005, except for those functions that are reserved to the Council.
- (2) The Licensing Committee may arrange for any functions which it exercises to be discharged by:-
 - (a) a Sub Committee established by it; or
 - (b) an officer of the Council as Licensing Authority.

The Committee will report to the Council on any such arrangements it may make.
- (3) Where the Licensing Committee exercises the function of determining any application or similar matter, it will do so through a Sub Committee.

16. Licensing and Regulatory Committee

Membership and Terms of Reference

15 Members (7:4:1 Ind Gp, 1 LD, 2 Min Gp)

(same membership and chair/vice chair as Licensing Committee)

Quorum – 4

Chair: I. Hutchinson

Vice Chair: C. Humphrey

Conservative	Labour	Independent Group	Liberal Democrats	Green Party	Ind Non-Grouped
J. Beynon	B. Gallacher	S. Lee	A. Sharp	M. Swinbank	
T. Cessford	J. Foster				
D. Ferguson	K. Nisbet				
C. Hardy	K. Parry				
C. Humphrey	A. Wallace				
I. Hutchinson					
C. Seymour					

Terms of Reference

- (1) Except where the matter is delegated either expressly to the Head of Housing and Public Protection, or alternatively to officers in accordance with the Public Protection internal scheme of management, the Licensing and Regulatory Committee has the following delegated powers:-
 - (a) to be responsible for licensing matters relating to the following areas, including suspension and revocation of licences and applications where there has been a refusal to grant, renew or vary a licence, or where there are relevant objections to grant, vary or renew:-

(i) animal boarding establishments	(xiii) sex establishments
(ii) betting tracks	(xiv) street collections
(iii) dangerous wild animals	(xv) street trading – prohibited areas
(iv) dog breeding establishments	(xvi) theatres and cinemas
(v) game dealers	(xvii) film classification
(vi) hackney carriage drivers and proprietors	(xviii) use of land as a caravan site
(vii) hypnotism	(xix) use of moveable dwellings and camping sites
(viii) lotteries	(xx) premises for acupuncture, tattooing, ear piercing and electrolysis
(ix) motor salvage operators	(xxi) safety certificates for sports grounds
(x) pet shops	(xxii) zoos

(xi) pleasure boats and navigators	(xxiii) knackers yards
(xii) private hire vehicle drivers, proprietors and operators	(xxiv) scrap metal

- (b) to be responsible for any other licensing matters, including applications for licenses or registrations which are not delegated to any other body;
 - (c) to make recommendations on licensing policy;
 - (d) to make an order identifying a place as a designated public place for the purposes of police powers in relation to alcohol consumption;
 - (e) to make recommendations to full Council in respect of bye-laws, including making new, or amending or revoking existing bye-laws;
 - (f) to consider and respond on behalf of the Council to consultation exercises where it is appropriate to do so following agreement with the Chairman of the Committee.
- (2) Where the Licensing and Regulatory Committee exercises the function of determining any application or similar matter, it may do so through a Sub Committee.

17. Local Area Councils

NORTH NORTHUMBERLAND (13) Chair: G. Castle Vice Chair: S. Bridgett Vice Chair (Planning):C. Hardy	TYNEDALE (13) Chair: T. Cessford Vice Chair: D. Kennedy Vice Chair (Planning):A. Scott	CASTLE MORPETH (13) Chair: J. Beynon Vice Chair: D. Towns Vice Chair (Planning): J. Foster	CRAMLINGTON, BEDLINGTON and SEATON VALLEY(12) Chair: M. Swinburn Vice Chair: S. Lee Vice Chair (Planning): R. Wilczek	ASHINGTON AND BLYTH (16) Chair: L. Grimshaw Vice Chair: D. Carr Vice Chair (Planning): B. Gallacher
<ul style="list-style-type: none"> ● Alnwick (1) ● Alnwick (1) ● Amble ● Amble West with Warkworth ● Bamburgh ● Berwick East ● Berwick North ● Berwick West with Ord ● Longhoughton ● Norham and Islandshires ● Rothbury ● Shilbottle ● Wooler 	<ul style="list-style-type: none"> ● Bellingham ● Bywell ● Corbridge ● Haltwhistle ● Haydon and Hadrian ● Hexham Central with Acomb ● Hexham East ● Hexham West ● Humshaugh ● Prudhoe North ● Prudhoe South ● South Tynedale ● Stocksfield with Broomhaugh 	<ul style="list-style-type: none"> ● Choppington ● Druridge Bay ● Longhorsley ● Lynemouth ● Morpeth Kirkhill ● Morpeth North ● Morpeth Stobhill ● Pegswood ● Ponteland East and Stannington ● Ponteland North ● Ponteland South with Heddon ● Ponteland West ● Stakeford 	<ul style="list-style-type: none"> ● Bedlington Central ● Bedlington East ● Bedlington West ● Cramlington East ● Cramlington Eastfield ● Cramlington North ● Cramlington South East ● Cramlington Village ● Cramlington West ● Hartley ● Holywell ● Seghill with Seaton Delaval 	<ul style="list-style-type: none"> ● Ashington Central ● Bothal ● College ● Cowpen ● Croft ● Haydon ● Hirst ● Isabella ● Kitty Brewster ● Newbiggin Central and East ● Newsham ● Plessey ● Seaton with Newbiggin West ● Sleekburn ● South Blyth ● Wensleydale
Conservative – 8 Green - 1 Labour - 1 Independent Gp - 2 Liberal Democrat - 1	Conservative – 6 Green - 1 Labour – 2 Independent Gp - 2 Liberal Democrat – 2	Conservative - 9 Labour – 4	Conservative - 7 Labour - 2 Independent Gp - 2 Independent – 1	Conservative - 3 Labour – 12 Liberal Democrat - 1
59,523	59,611	61,073	59,093	75,963

Terms of reference

- (1) To enhance good governance in the area and ensure that the Council's policies take account of the needs and aspirations of local communities and do not discriminate unfairly between the different Areas.
- (2) To advise the Cabinet on budget priorities and expenditure within the Area.
- (3) To consider, develop and influence policy and strategy development of the Council, its arms-length organisations, and other relevant bodies, to ensure that they meet local requirements and facilitate efficient and transparent decision making.
- (4) To receive information, consider and comment on matters associated with service delivery including those undertaken in partnership agencies, affecting the local area to ensure that they meet local requirements, including matters relating to community safety, anti- social behaviour and environmental crime.
- (5) To consider and refer to Cabinet any issues from a local community perspective with emerging Neighbourhood Plans within their area, and consider local planning applications as per the planning delegation scheme
- (6) To consider and recommend adjustments to budget priorities in relation to Local Transport Plan issues within their area, and to make decisions in relation to devolved capital highway maintenance allocations.
- (7) To engage, through the appropriate networks, with all key stakeholders from the public, private, voluntary and community sectors to facilitate the delivery of area priorities. This will include undertaking regular liaison with parish and town councils.
- (8) To inform, consult and engage local communities in accordance with Council policy and guidance, through the appropriate networks.
- (9) To, as appropriate, respond or refer with recommendations to local petitions and councillor calls for action.
- (10) To make certain appointments to outside bodies as agreed by Council.
- (11) To determine applications for grant aid from the Community Chest, either through Panels for individual Local Area Councils, or through the Panel of Local Area Council Chairs for countywide applications.
- (12) To refer and receive appropriate issues for consideration to or from other Council Committees, and as appropriate invite Portfolio Holders to attend a meeting if an item in their area of responsibility is to be discussed.
- (13) To exercise the following functions within their area:-
 - (a) the Council's functions in relation to the survey, definition, maintenance, diversion, stopping up and creation of public rights of way.
 - (b) the Council's functions as the Commons Registration Authority for common land and town/village greens in Northumberland.
 - (c) the Council's functions in relation to the preparation and maintenance of the Rights of Way Improvement Plan.
 - (d) the Council's functions in relation to the Northumberland National Park and County Joint Local Access Forum (Local Access Forums (England) Regulations 2007).
 - (e) the Council's role in encouraging wider access for all to the County's network of public rights of way and other recreational routes.

18. Petitions Committee

Membership and Terms of Reference

9 members (4:3:1 Ind Gp, 1 LD)

Quorum – 3

Chair: R. Dodd

Vice Chair: B. Flux

Conservative	Labour	Independent Group	Liberal Democrats	Green Party	Ind Non-Grouped
R. Dodd	C. Ball	C. Taylor	J. Reid		
T. Cessford	B. Gallacher				
B. Flux	A. Wallace				
M. Swinburn					

Terms of Reference

To consider those petitions of a corporate or county wide nature which do not fall within the remit of the local area councils, planning and other regulatory committees (petitions about planning or licensing applications may not be considered), and to make appropriate recommendations to full Council, the Cabinet, or other committees, or on matters delegated to officers depending upon the subject matter. The Committee can also consider petitions about local issues in exceptional circumstances when agreed by the Chair.

The relevant Cabinet member and division member(s) are invited to attend as non-voting members.

19. Schools' Forum

Membership and Terms of Reference

2 elected members (in an observer capacity):-

- (1) an elected member of the authority who has primary responsibility for children's services or education in the authority; and
- (2) an elected member of the authority who has primary responsibility for the resources of the authority.

Conservative	Labour	Independent Group	Liberal Democrats	Green Party	Ind Non-Grouped
G. Renner Thompson					
R. Wearmouth					

(In addition, there are 30 members comprising Schools members and Non-Schools members).

The operation and conduct of the Schools Forum shall be in accordance with the Schools Forums (England) Regulations 2012. The Forum will have advisory and decision making powers as specified in those Regulations in relation to the School Budget, which includes not only budget shares but also all monies directly related to the education of pupils whether in school or otherwise, arrangements for early years provision, insurance, free school meals and administrative arrangements for the allocation of central government grants paid to schools via the authority. In addition, the Forum will have a significantly extended role, and will be the main consultative interface between the County Council and the school community and could be involved in discussion on a wide range of issues outside the scope of the legislation.

20. Staff and Appointments Committee

Membership and Terms of Reference

9 members (4:3:1 Ind Gp, 1 LD)

Quorum – 3

Chair: G. Sanderson

Vice Chair: R. Wearmouth

Conservative	Labour	Independent Group	Liberal Democrats	Green Party	Ind Non-Grouped
B. Flux	S. Dickinson	D. Kennedy	I.E. Hunter		
G. Renner Thompson	M. Purvis				
G. Sanderson	E. Simpson				
R. Wearmouth					

Group Leaders are authorised to determine the size and composition of the Committee when making appointments, having regard to the post(s) being filled.

With the agreement of the Group Leaders, a Deputy Chief Officer appointment may be determined by a Chief Officer.

Terms of Reference

- (1) To consider and determine the overall scheme and policies in relation to employee terms and conditions;
- (2) To determine appointments of Chief Officers and appropriate deputies.
- (3) To make recommendations to Council on the appointment of the Head of Paid Service.

21. Standards Committee

Membership and Terms of Reference

Members: 9 Councillors (4:3:1 Ind Gp, 1 LD)

3 Parish Council representatives (Only one member of the Committee can be a member of the Cabinet).

Independent Person – Mrs K. Milner

Quorum - 4

Chair: Mr J. Jackson

Vice Chair: B. Flux

Conservative	Labour	Independent Group	Liberal Democrats	Green Party	Ind Non-Grouped
T. Cessford	L. Dunn	S. Bridgett	J. Reid		
B. Flux	L. Grimshaw				
G. Stewart	R. Wilczek				
D. Towns					

Terms of Reference

- (1) Promoting and maintaining high standards of conduct by councillors, town and parish councillors, co-opted members and church and parent governor representatives.
- (2) Assisting the councillors, town and parish councillors, co-opted members and church and parent governor representatives to observe the Members' Code of Conduct.
- (3) Advising the Council on the adoption or revision of the Members' Code of Conduct.
- (4) Monitoring the operation of the Members' Code of Conduct.
- (5) Advising, training or arranging to train councillors, town and parish councillors, co-opted members and church and parent governor representatives on matters relating to the Members' Code of Conduct.
- (6) Granting dispensations to councillors, co-opted members, church and parent governor representatives from requirements relating to Disclosable Pecuniary Interests set out in the Members' Code of Conduct.
- (7) Assessing and reviewing complaints about councillors and conducting determinations' hearings.
- (8) Granting exemptions for politically restricted posts.
- (9) Such other roles as may be given by the Council.

22. Standing Advisory Council on Religious Education

Membership and Terms of Reference

4 members
(2:1:1 Min Gp)

Quorum: 1 Member from each Group (Committee A, B, C & D)

Chair: G. Renner Thompson

Vice Chair: A religious representative

Conservative	Labour	Independent Group	Liberal Democrats	Green Party	Ind Non-Grouped
G. Renner Thompson	L. Bowman			N. Morphet	
T. Thorne					

(In addition, there are 19 other members who have an education background and an interest in religious education).

Terms of Reference

To advise the Authority upon such matters connected with religious worship in County schools, and the religious education to be given in accordance with an agreed syllabus as the Authority may refer to the Council, or as the Council may see fit.

23. Strategic Planning Committee

Membership and Terms of Reference

16 members (8:5:1 Ind Gp, 1 LD, 1 Min Gp) (1 Con place given to ING)

Quorum - 4

Chair: T. Thorne

Vice Chair: M. Robinson

Conservative	Labour	Independent Group	Liberal Democrats	Green Party	Ind Non-Grouped
L. Darwin	C. Ball	G. Hill	J. Reid	M. Swinbank	M. Robinson
R. Dodd	J. Foster				
B. Flux	J. Lang				
I. Hutchinson	A. Wallace				
G. Renner Thompson	A. Watson				

G. Stewart					
T. Thorne					

Terms of Reference and Powers

- (1) To exercise the powers and duties of the Council as Planning Authority in relation to development management under the Town and Country Planning Acts and other associated/related legislation and in particular, but not limited to, those functions listed in Schedule 1 to the Local Authorities (Functions and Responsibilities) (England) Regulations 2000, including the following matters which specifically require a decision by the Strategic Planning Committee:
- minerals and waste planning;
 - development concerning major energy and physical infrastructure proposals such as wind farms;
 - planning applications involving more than 100 houses and/or more than 1,000 sq metres of commercial floorspace;
 - planning applications involving less than 100 houses and/or less than 1,000 sq metres of commercial floorspace which raise significant strategic planning policy issues;
 - planning applications linked to the Council's statutory duties under separate legislation where issues of strategic importance are raised in terms of allowing the Council to fulfil its statutory duties; and
 - any other planning applications which represent a significant departure from the Development Plan.

Functions of the Planning Committee should include all decisions involving formal enforcement action.

All applications are to be determined by the Chief Planning Officer in accordance with the powers set out in the internal scheme of delegation except for the following which fall to the Local Area Council Planning Committee to be determined:

- Applications submitted by or on behalf of elected members of the Council or by their spouses/partners;
- Applications involving land and/or premises in the ownership or under the control of elected members of the Council or their spouses/partners;
- Applications in which any senior officer* of the Council has a personal and prejudicial interest;
- Determination of applications submitted by or on behalf of the Council (or by or on behalf of companies controlled by the Council); or of applications relating to

land in which the Council (or company) has a significant interest (NB council to refuse such applications is delegated);

- Approval of applications where, in the opinion of the Relevant Officer, such an approval would constitute a departure from the approved Development Plan and would require a reference to the Secretary of State;
- Any application which an elected member of the Council requests should be considered by the Committee, provided the request is in writing, is received within 21 days of the application appearing on the weekly list, and is supported by bona fide planning reasons (which will be reported to the Committee together with the Councillor's name);
- Any application which the Relevant Officer considers should be determined by the Committee because of special planning issues or considerations it raises including significant local interest; and
- Determination of applications where there are contrary comments received within the consultation period given raising bona fide planning issues from statutory consultees as defined in National Planning Practice Guidance.

* For the purposes of the Scheme of Delegation, Senior Officer is defined as Director or Head of Service (or equivalent title)

- (2) Those functions prescribed by the Local Authorities (Functions and Responsibilities) (England) Regulations 2000 as not being executive functions and not elsewhere allocated by the Constitution.

SECTION B – WORKING/LIAISON GROUPS

1. Climate Change Working Group

Membership and Terms of Reference

9 members: (4:3:1 Ind Gp, 1 LD) (1 Con place gifted to GP)

Chair: G. Sanderson

Vice Chair: N. Morphet

Conservative	Labour	Independent Group	Liberal Democrats	Green Party	Ind Non-Grouped
C. Dunbar	L. Bowman	S. Bridgett	S. Fairless Aitken	N. Morphet	
C. Hardy	B. Gallacher				
G. Sanderson	M. Murphy				

Terms of Reference:

To provide Member oversight and direction to the Climate Change Programme and to ensure that cross-party support for the long term aspirations of the Council is maintained. There will be two key strands to the work; reducing the Council's carbon footprint and promoting County-wide carbon reduction.

The Working Group will:

- consider the strategic advice of the Climate Change Steering Group;
- provide informed knowledge and insight aimed at enhancing the Council's Climate Change programme; and
- make recommendations to Cabinet and the Council accordingly.

2. Constitution Working Group

Membership and Terms of Reference

9 members: (4:3:1 Ind Gp, 1 LD)

Chair: B. Flux

Vice Chair: vacant

Conservative	Labour	Independent Group	Liberal Democrats	Green Party	Ind Non-Grouped
D. Bawn	S. Dickinson	G. Hill	A. Sharp		
R. Dodd	E. Simpson				
B. Flux	A. Watson				
N. Oliver					

To review the Council's constitution and make recommendations to Council on any revisions which are felt to be appropriate or necessary in conjunction with the Monitoring Officer.

3. Food Poverty Working Group

Membership and Terms of Reference

9 members: (4:3:1 Ind Gp, 1 LD)

Chair: W. Pattison

Vice Chair: W. Daley

Conservative	Labour	Independent Group	Liberal Democrats	Green Party	Ind Non-Grouped
W. Daley	L. Grimshaw	D. Kennedy	J. Reid		
C. Dunbar	K. Nisbet				
W. Pattison	E. Simpson				
G. Renner Thompson					

Objective:

To examine the level and implications of food poverty across Northumberland and how the interventions and priorities of various stakeholders can help address the issues.

Terms of Reference:

1. To identify and gain an understanding of the level and geographical spread of food poverty across the whole of Northumberland.
2. To examine and assess the national and local interventions currently in place across the County for reducing food poverty. To include:
 - Provision and distribution of food aid;
 - Accessibility and reach of food offers;
 - Identification of any key gaps or shortfalls;
 - Continued assessment of access to food.

and to consider ways that coordinated efforts can minimise dependency of food aid in the longer term.
3. To consider examples of best practice and innovative service provision from the local authority, VCS and other stakeholder groups across the country and any barriers or challenges.
4. To report findings and recommendations to Council

4. Local Area Councils' Chairs Briefing

Membership and Terms of Reference

Chairs and Vice-Chairs of Local Area Councils

(Business Chair and Deputy Business Chair invited to attend)

*Portfolio holder attends in voting capacity when considering countywide Community Chest applications.

Chair: G. Castle

Vice-Chair: vacant

Conservative	Labour	Independent Group	Liberal Democrats	Green Party	Ind Non-Grouped
G. Castle	A. Scott	S. Bridgett			S. Lee
C. Hardy	J. Foster				
T. Cessford	R. Wilczek				
D. Kennedy	L. Grimshaw				
J. Beynon	B. Gallacher				
D. Towns					
M. Swinburn					
D. Carr					

Terms of Reference:

- (1) To confirm the content of forthcoming local area council agendas and discuss other local area council related issues which may be of interest to the chairs/vice-chairs
- (2) to consider county-wide Community Chest applications (such decisions will also involve the Cabinet Member).

5. Local Plan Working Group

Membership and Terms of Reference

6 Members (3:2:1 Ind Gp) (1 Ind Gp place gifted to GP)

Chair: L. Darwin

Vice Chair: A. Wallace

Conservative	Labour	Independent Group	Liberal Democrats	Green Party	Ind Non-Grouped
L. Darwin	L. Grimshaw			M. Swinbank	
I. Hutchinson	A. Wallace				
T. Thorne					

Terms of Reference

- (1) To consider and make recommendations to Cabinet on the preparation of the Northumberland Local Plan and related planning strategy matters.
- (2) To allow an opportunity for members to discuss issues and opportunities with key officers in relation to the preparation of the Northumberland Local Plan.
- (3) The Local Plan Working Group will operate on a ‘task and finish’ basis in relation to statutory stages of the Northumberland Local Plan adoption and initial Five Year Review. It will operate on a “steering group” basis for the identification and scoping of all matters in relation to review, supplementary specialist studies, preparation of supplementary planning documents and guidance considered necessary and monitoring of the delivery of the Northumberland Local Plan

6. Member Services Working Group

Membership and Terms of Reference

9 Members (4:3:1 Ind Gp, 1 LD)

Chair: A. Sharp

Vice Chair: P. Ezhilchelvan

Conservative	Labour	Independent Group	Liberal Democrats	Green Party	Ind Non-Grouped
P. Ezhilchelvan	S. Dickinson	G. Hill	A. Sharp		
B. Flux	E. Simpson				
V. Jones	A. Watson				
C. Seymour					

Terms of Reference

- (1) To consider and make recommendations on the content and process of training and development and the support needed for elected members.
- (2) To allow an opportunity for members to discuss member training and development and provide input into its content, and to provide a forum to raise and consider issues around the support needed for elected members.

7. Northumberland Cycling and Walking Board

Membership and Terms of Reference

10 members

2 Elected members

Chair: J Riddle

Conservative	Labour	Independent Group	Liberal Democrats	Green Party	Ind Non-Grouped
J Riddle				N. Morphet	

Terms of Reference

- (1) To drive forward plans and initiatives and create the right conditions to achieve the vision for cycling and walking in Northumberland as set out in Geared Up!.
- (2) To develop an implementation plan to deliver priorities set out in Geared Up!, that will have the greatest impact on health, wellbeing and the local economy, influencing the realignment of work streams and resources.
- (3) To contribute to policy formulation and influence partners' plans relating to cycling and walking in Northumberland.
- (4) To develop strong partnership links between transport, health, education, planning, leisure and tourism to add value to plans and initiatives.
- (5) To act as a champion for active travel in Northumberland, providing a combined voice to influence the profile of, and investment in cycling and walking.
- (6) To regularly review the work of the Board and identify issues which may need a collective approach to resolve.
- (7) To seek out and learn from examples of best practice elsewhere.
- (8) To collect evidence of the benefits of cycling and walking and share this with partners and stakeholders.

8. Risk Appraisal Panel

Membership

Business Chair of the Council (**Chair**)
Leader of the Council (**Vice-Chair**)
Deputy Leader of the Council
Leaders of the Opposition Groups
Chief Executive
Monitoring Officer
Executive Director of Finance & Section 151 Officer

Plus relevant Cabinet Member dependent upon the project under discussion.

Terms of Reference

To consider the risks to the County Council associated with a project.

The Risk Appraisal Panel will make a recommendation as to whether the Council's involvement in a project or the proposal is an acceptable risk or not, and may recommend conditions or further action. The Risk Appraisal Panel is not a decision-making body. The decision on the project, following its appraisal and once potential costs have been

assessed, will be made in accordance with the Scheme of Delegation within the Constitution and as amplified in the Finance and Contract Regulations.

9. Safeguarding and Corporate Parenting Group

Membership and Terms of Reference

9 members (4:3:1 Ind Gp, 1 LD)

Quorum - 3

Chair: R. Dodd

Vice Chair: C. Ball

Conservative	Labour	Independent Group	Liberal Democrats	Green Party	Ind Non-Grouped
W. Daley	C. Ball	C. Taylor	S. Fairless Aitken		
R. Dodd	E. Cartie				
C. Dunbar	J. Foster				
T. Thorne					

Terms of Reference

- (1) To champion the corporate parenting responsibilities of the council with all elected members and across the wider council and partners
- (2) To oversee, scrutinise, challenge and support the ways in which the council is discharging its responsibilities as a corporate parent of the children whom it looks after and for care leavers.
- (3) To consider and, where necessary, commission reports providing evidence about the arrangements being made for children who are looked after, the quality of the support being provided and the outcomes being achieved to ensure the council discharges its duties as a corporate parent as effectively as possible and in line with Children and Social Work Act 2017.
- (4) To ensure that the voices, views and experiences of children who are looked after and care leavers are heard and gained both directly and through commissioned reports and feedback.
- (5) To consider reports about significant issues relating to children who are looked after which arise from court hearings, complaints, inspections and similar sources.
- (6) To consider changes in legislation and guidance affecting children who are looked after and care leavers.
- (7) To report to the cabinet on any issues about the council's discharge of its responsibilities as a corporate parent which the panel believes require its attention.
- (8) To oversee the implementation of the corporate parenting strategy and other associated strategies for children who are looked after and care leavers.

10. Town and Parish Council Liaison Working Group

4 Members (2:1:1 Min Gp)

Chair: I. Hunter

Vice Chair: K. Parry

Conservative	Labour	Independent Group	Liberal Democrats	Green Party	Ind Non-Grouped
G. Castle	K. Parry		I. Hunter		
M. Mather					

Terms of Reference

- (1) To consider and make recommendations to Council of the working arrangements with town and parish councils, including the parish charter.
- (2) To allow an opportunity for members to discuss working arrangements with Town and Parish Councils, to include the current and future arrangements for the transfer of assets to Town and Parish Councils and to review and update the Parish Charter.
- (3) The work of the Group will complement more formal decision making meetings and committees and will make recommendations to, and offer comment on, the respective rights, roles and responsibilities of each tier or local government and the expectations that they may have of each other. Such recommendations being made to Full Council.

11. VCS Liaison Group

Membership and Terms of Reference

9 Members (4:3:1 Ind Gp, 1 LD)

Chair: D. Ferguson

Vice Chair: V. Jones

Conservative	Labour	Independent Group	Liberal Democrats	Green Party	Ind Non-Grouped
D. Ferguson	L. Bowman	D. Kennedy	A. Sharp		
V. Jones	L. Dunn				
C. Humphrey	M. Purvis				
W. Pattison					

Terms of Reference

To identify mutual opportunities and share common concerns. These will help to support the production of a Policy Statement which will provide clarity about the Council's corporate approach to working with and supporting the sector.