

Date/Time 10 th September 2021 13:00 – 16:10	Venue Wansbeck Business Space and By Teams/Telephone Link
In attendance:	* means in attendance by Teams link
Directors: Jeff Watson Maureen Taylor Kelly Gardner Lynne Grimshaw* John Riddle	Chair
Present:	
Robin Earl	Advance Northumberland Chief Operating
Colin Dixon	Officer Advance Northumberland Chief Finance
Jan Willis*	Officer NCC Executive Director of Finance (s151
Rick O'Farrell	Officer) NCC Executive Director, Planning &
William Thompson Kim Grant (Minutes)	Economy Group Company Secretary Advance Northumberland Personal
Part:	Assistant
Andrew Lovatt	Advance Northumberland Director of Developments (Commercial &
Michael Black	Infrastructure) Advance Northumberland Director of
Duncan Bowman	Economic Growth & Investments Advance Northumberland Director of Developments
John Hildreth	Advance Northumberland Head of Economic Growth
Neil Turnbull	Advance Northumberland Head of Land Acquisition
Rob Murphy	Advance Northumberland Senior Land Manager
Kathryn Hutchinson	Advance Northumberland Senior Investment Manager
Andrew Mowbray	Advance Northumberland Head of Project
Apologies: Jeff Reid	Management
Guy Renner-Thompson Steven Bridgett	
Daljit Lally Pat Walker	NCC Chief Executive Advance Northumberland Governance & Performance Manager



1.0 Notice & Quorum		
1.1	The Chair welcomed the attendees and declared the meeting quorate.	
1.2	The Board felt that the requirement for 2 Board members in order to be quorate wasn't adequate. The Chief Operating Officer confirmed that this was being discussed with the Group Company Secretary within the revised Articles of Association.	
2.0	Apologies for Absence	
2.1	The Chair reported that there had been apologies for absence from J Reid, G Renner-Thompson, S Bridgett, D Lally and P Walker	
3.0	Declarations of Interest	
3.1	The Company Secretary stated that the Board's written declarations were recorded as a general notice. There were no individual declarations of interest for this meeting.	
3.2	The Chair informed the Board that following the pre-Board meeting between the Shareholder Representative, J Willis, NCC's Executive Director, Planning & Economy (R O'Farrell) and the Directors, which was convened by the Shareholder Representative to discuss the interim management structure of Advance Northumberland, it was agreed by the Board that NCC's Executive Director, Planning & Economy (R O'Farrell) would become NCC's lead officer for Advance Northumberland.	
	NCC's Executive Director, Planning & Economy confirmed that following the Shareholder Assurance Group meeting where Advance Northumberland's Chief Operating Officer had raised concerns regarding the interim management arrangements at Advance Northumberland this had been discussed within NCC and a proposal had been put to the Board this morning that NCC's Executive Director, Planning & Economy would drop his responsibility for local services and focus on regeneration and become the accountable officer for Advance Northumberland with some line management responsibility within Advance Northumberland in order to assist the Chief Operating Officer.	
	NCC's Executive Director, Planning & Economy confirmed that he would meet with the Chief Operating Officer and bring forward a proposal to Board.	
	NCC's Executive Director of Finance would become the link officer into Advance Northumberland and would lead on the financial restructuring proposals for Advance Northumberland.	
	NCC's Executive Director of Finance confirmed that she would continue to support the NCC Chief Executive in her role as Shareholder Representative but would retain particular interest in the financial side of Advance Northumberland	



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	through her S151 Officer role, working closely together on big strategic issues and how we take things forward.	
	NCC's Executive Director of Finance went on to confirm that we would continue to work as we had been doing in recent months and this was very much about bolstering Advance Northumberland's management capacity on the big strategic issues. It would be important to flesh out what the big programme of work looked like before any decisions could be taken.	
	NCC's Executive Director, Planning & Economy confirmed that extra resources would be provided at NCC to help with this new role and that himself, the Chief Executive Officer and the Group Company Secretary would meet to discuss the scheme of approval delegations.	
4.0	Minutes of the Previous Meetings	
4.1	The minutes of the previous meetings held on the 30 th July 2021 were REVIEWED and AGREED .	
4.2	Actions from the 30 th July 2021 Board Meeting	
4.2.1	The Chief Operating Officer confirmed that all actions to report back on from the previous Board meeting would be picked up under Matters Arising or elsewhere on the Agenda for this meeting.	
5.0	Matters Arising	
5.1	The Chief Operating Officer discussed the summary of actions detailed in the minutes with the Board as follows. Internal Audit Plan – private company or public body. Work in progress with the Internal Audit team and will be brought back to Board. Thropton – on the meeting agenda.	
	 Review of Articles of Association & Delegations – Delegations Policy currently with NCC Section 151 Officer for final sign off. Ascent Homes Business Plan – available on the Board SharePoint folder. Cautious for-profit investment within North of Tyne and the policy of cross subsidy whereby we produce affordable home in excess of those required by the planning system – Verbal agreement received from both the Shareholder and NCC Cabinet. To be discussed at the next Shareholder Assurance Group meeting on September 17th, 2021 for formal agreement. Shareholder Group Minutes - Chief Operating Officer/M Taylor to discuss how actions are pulled through to the Board from the Shareholder Group. 	

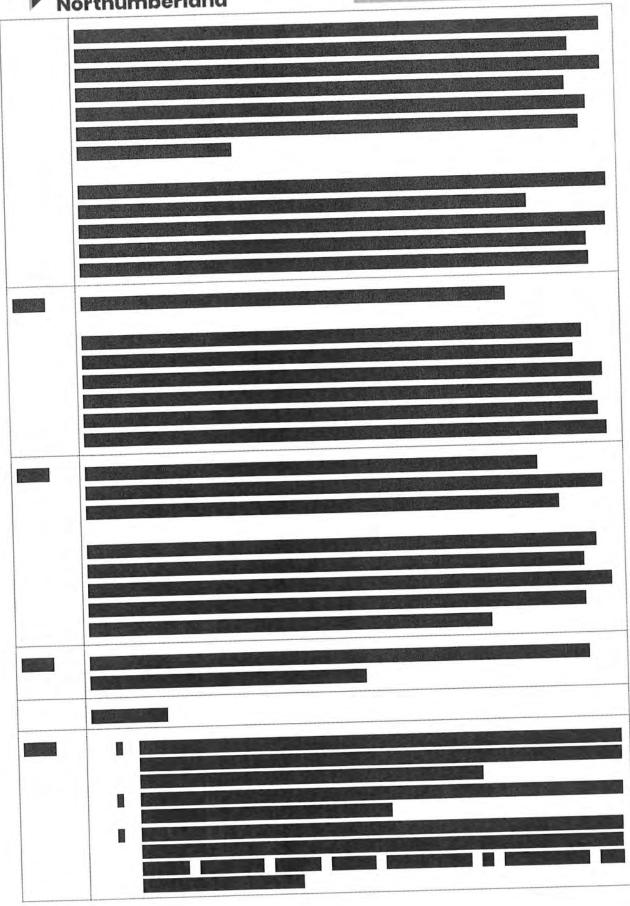


	Amble Links Caravan Park Disposal –
	Northumberland Covid Recovery Grant –
	Board Directors site tour arranged for Monday 4 th October 2021.
5.2	J Riddle asked that NCC's Executive Director, Planning & Economy liaise with NCC in order for the Board to understand why we were being charged
	The Chief Operating Officer commented that the financial restructuring needed to be agreed that if we were doing something that was commercial and for profit that was fine but if not, we would need to have some compensation or at least some way of recognising that that expenditure was being put in on behalf of NCC. It was about whose books the expenditure sat on i.e. it was the right thing to do but not the right commercial thing to do.
	L Grimshaw commented that, depending on how long NCC expected Advance Northumberland to hold these could Advance Northumberland look at a different route e.g. the care sector or short term rents for the homeless.
	The Chief Operating Officer confirmed that the properties had been offered to the housing team at NCC for that purpose, with NCC taking up 3 at nil rent and NCC paid the Council Tax. The void properties would now require some work to make them habitable. Advance Northumberland would be ready and willing to support but in terms of relief for the homeless etc that would have to be taken up by NCC.
	K Gardner confirmed that the Board required clarity as they were not happy with the situation at present.
	The NCC Executive Director of Finance commented that there were some complex issues around and it would need a joined up approach to develop a comprehensive plan to deal with those issues. If there was something that could be done on a short term basis, she would be happy to support but this was one of those quite big and complex issues that would require a discussion and was not something that Advance Northumberland could tackle on its own, as The NCC Executive Director of Finance went on to confirm that she was very open to having those discussions.

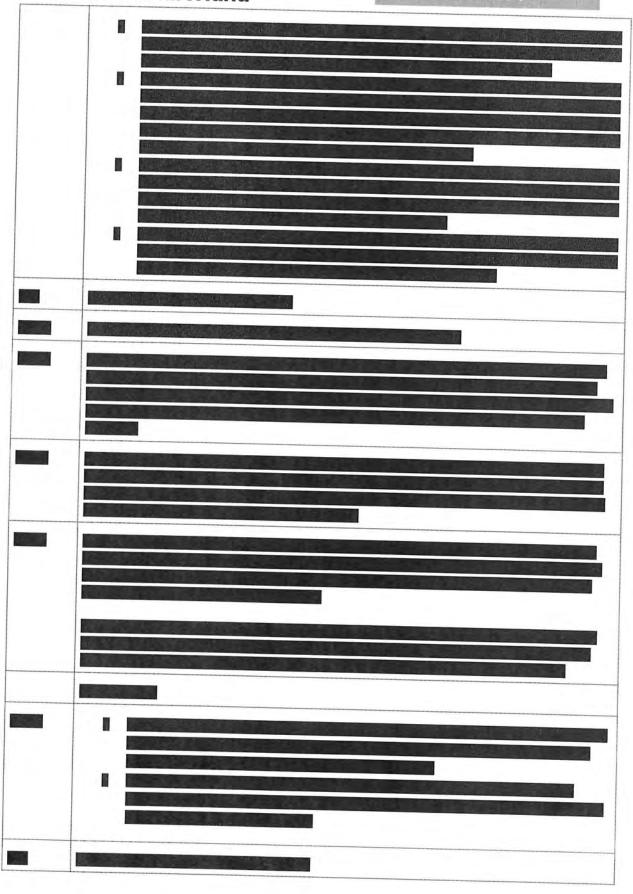


Ratification of Virtual Board Decisions	
The Chief Operating Officer confirmed that there had been no virtual board decisions required since the previous Board meeting but, for completeness, the Board was asked to note the following;	
Ascent Homes Purchase Order for Groundworks – Whinney Hill Policies	
There were no policies brought to the meeting.	
CONFIDENTIAL ITEMS FOR INFORMATION	

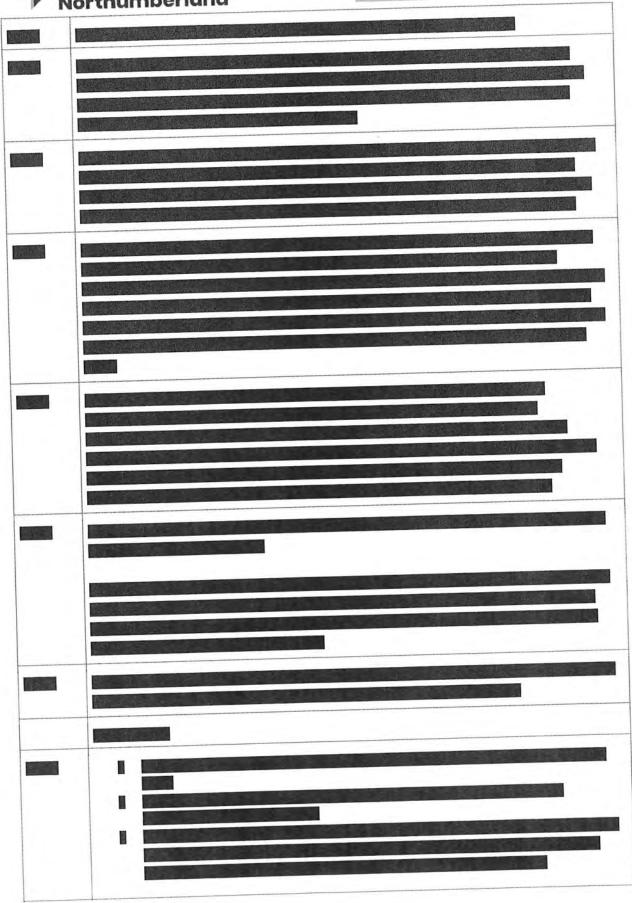




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8.4	Thropton			
8.4.1	The report and appendices were discussed by the Board and the following questions were raised.			
8.4.2	The Chair asked what the quality was of the affordable housing - the Head of Land Acquisition confirmed that the specification would meet NHBC standard. The differential between affordable housing and our standard house type was mainly to do with the internal specification where this was driven by the Registered Provider of Affordable Homes, which in this instance was NCC. Thei specification to be focused on standardised products which were available long term from a maintenance perspective, Following a comment from M Taylor the Development Director confirmed that the Home for Life concept could be incorporated into the affordable units subject to			
	NCC Affordable team confirmation. L Grimshaw raised a concern regarding whether the affordable units were going to be different from the rest of the housing - the Head of Land Acquisition confirmed that aesthetically they would not look any different the only difference would be the internal specification. L Grimshaw questioned the cost of the rents - the Head of Land Acquisition confirmed that the rent would be tied to affordable rents and the DMV units would be tied to a discount from current market value governed by NCC.			
3,4,3	L Grimshaw asked whether there would be any covenants over second homes or holiday lets? The Head of Planning stated that this hadn't been discussed with the planner but if they put that forward it would be given consideration.			
3.4.4	J Riddle commented that it was quite a good scheme and the fact that affordable housing wasn't pushed to the back of the site was good. The fact that this was quite a large number of houses in that community would ease the pressure of other houses in the area. It was a positive that you were getting a bigger number of houses there and would reduce the cost of the more traditional houses in the area. The only negative comment was that J Riddle would have liked to have seen more bungalows as there were a shortage of these.			
	The Head of Land Acquisition confirmed that there were a good proportion of bungalows on a scheme of 79 units.			



- 8.4.5 The Chief Operating Officer informed the Board that he had received the following questions from S Bridgett who was unable to attend the meeting in person.
 - 1. Why has the number of homes increased from the number granted outline planning permission?

The Head of Land Acquisition explained that the outline planning permission mentioned 'approximately' and equally the layout wasn't fixed at the outline stage, there would always be a detailed layout to follow which gave us flexibility to increase numbers. The original layout for 60 homes were large executive houses but we had modified this to provide a range which allowed for some smaller footprints. This had been agreed with NCC (R Murfin) and the delegation report was appended showing NCC's agreement.

The Director of Developments reminded the Board that Ascent Homes had been instructed by the Board in the past not to build large executive homes.

Could Ascent build fewer, more expensive homes to make the same level of financial return?

The Director of Developments stated that that did not necessarily follow and confirmed that there was a ceiling on values in any given location. If we independently reduced the number of units that didn't necessarily affect the land value, land value was spread across the number of units. If the planners reduced the number of units we could go back to the owners and renegotiate.

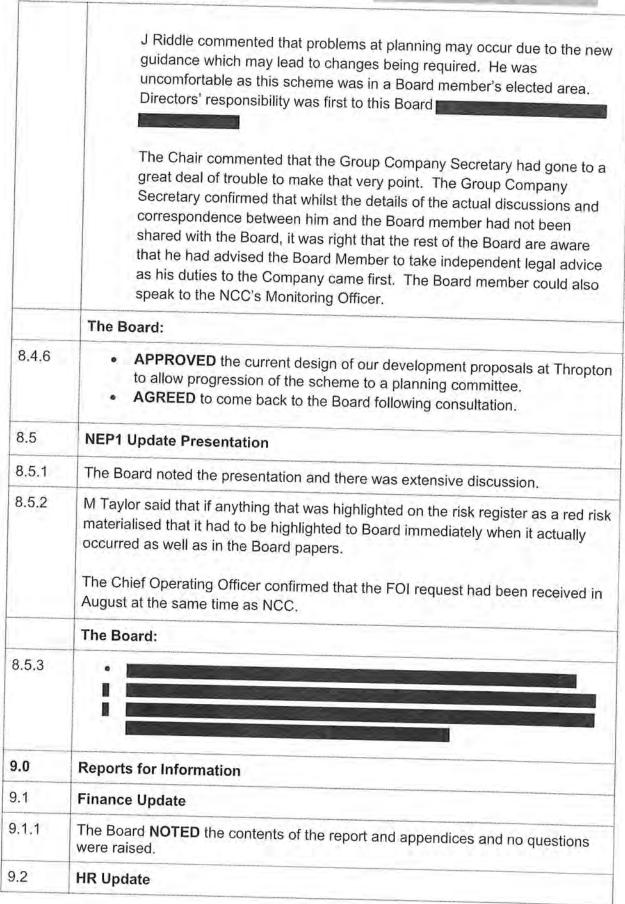
M Taylor asked whether the Board had previously given approval for the purchase of the land? The Director of Developments confirmed that he would be going back to Board to seek approval for the cost of the land opportunity as stated within the paper. Today's paper was to address some questions by a Board member.

3. Is the proposal in line with recent Government planning guidance concerning street scenes?

The Senior Land Manager confirmed that the bus turning circle incorporated into the layout was required by NCC. The new NPPF had raised the bar in terms of design quality and schemes were judged around that. The Senior Land Manager went on to state that Ascent Homes believed that this proposal met the criteria it was now up to the Planning Committee.



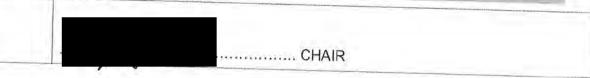






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9.2.1	The Board NOTED the contents of the report and no questions were raised.	
9.3	H&S Update	
9.3.1	The Board NOTED the contents of the report and no questions were raised.	
9.4	Advance Northumberland Board Forward Plan	
9.4.1	The Board NOTED the contents of the report and no questions were raised.	
9.5	Advance Northumberland Board Actions Tracker	
9.5.1	The Board NOTED the contents of the report and no questions were raised.	
9.6	Performance Updates	
9.6.1	The Board NOTED the contents of the report and appendices and no questions were raised.	
9.7	PID Summary	
9.7.1	The Board NOTED the contents of the report and appendix and no questions were raised.	
9.8	Data Governance	
9.8.1	The Board NOTED the contents of the report and no questions were raised.	
9.9	Power of Attorney inc. Ward Hadaway Schedule	
9.9.1	The Board NOTED the contents of the report and appendix and no questions were raised.	
10.0	Any Other Business	
10.1	K Gardner asked whether we would be revisiting Internal Audit's recommendations and opinion? The Chief Operating Officer confirmed that a paper would be brought to the next Board meeting regarding reconstituting Advance Northumberland's Audit Committee in order to handle this process.	
10.2	the Efficiency Strategy was being progressed in the background and an up would be provided to a future Board meeting.	
10.3	The NCC Executive Director, Planning & Economy confirmed that he would discuss with the Shareholder the requirement for a Board Deputy Chair and bring back to a future Board meeting.	
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Summary of Actions	
	 NCC's Executive Director, Planning & Economy confirmed that he would mee with the Chief Operating Officer and bring forward a proposal to Board. NCC's Executive Director, Planning & Economy confirmed that extra resources would be provided at NCC to help with this new role and that himself, the Chief Operating Officer and the Group Company Secretary would meet to discuss the scheme of approval delegations.
Matters Arising	 Internal Audit Plan – private company or public body. Work in progress with the Internal Audit team and will be brought back to Board. R O'Farrell to take up the discussions with NCC on behalf of the Board as this was a matter of concern for the Board. Review of Articles of Association & Delegations – Delegations currently with NCC Section 151 Officer for final sign off. For Profit Investment within North of Tyne - To be discussed at the next Shareholder Assurance Group meeting on September 17th, 2021 for formal agreement. Shareholder Group Minutes - Chief Operating Officer/M Taylor to discuss how actions are pulled through to the Board from the Shareholder Group. Amble Links Caravan Park Disposal – Advance Northumberland Director of Economic Growth & Investments to

Advance Northumberland

Northumberland	provide a summary of current position, lawyers currently preparing documentation.
NEP1 Update Presentation	 If anything that was highlighted on the risk register as a red risk materialised, then it is to be highlighted to Board immediately as well as in the Board papers.
AOB	 Paper would be brought to the next Board meeting regarding reconstituting Advance Northumberland's Audit Committee. Efficiency Strategy update to be provided to a future Board meeting. The NCC Executive Director, Planning & Economy confirmed that he would discuss with the Shareholder the requirement for a Board Deputy Chair and bring back to a future Board meeting.