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1.0	Notice & Quorum
1.1	The Chair welcomed the attendees and declared the meeting quorate.
2.0	Apologies for Absence
2.1	The Chair reported that there had been apologies for absence from K Gardner, M Taylor, R O'Farrell and D Lally.
3.0	Declarations of Interest
3.1	The Company Secretary stated that the Board's written declarations were recorded as a general notice.
4.0	Minutes of the Previous Meetings
4.1	<ul style="list-style-type: none"> The minutes of the previous meetings held on the 25th February 2022 were REVIEWED and AGREED.
4.2	Actions from the 25th February 2022 Board Meeting
4.2.1	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 following items were brought to the meeting under Matters Arising.
5.1.1	<p>Update on Bedlington to the Bedlington Councillors given earlier this week by R O'Farrell.</p> <p>Board decisions policy – the proposed amendments would be made and the policy issued on our internal website.</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>The inclusion of Covid absence figures within the HR report had now been completed and was included within the performance data.</p>

5.2	<p>S Bridgett informed the Board that an article had appeared in the Hexham Corrant which mentioned the Northumbria Police investigation into Advance Northumberland, and it had been brought up at this month's Audit Committee meeting again. This was not good publicity for the company and asked the NCC Executive Director of Finance whether she could give the Board an update on what was happening with this report.</p> <p>The NCC Executive Director of Finance commented that the report was commissioned by Alison Mitchel (NCC Chief Internal Auditor) as part of a follow up to the 2017 Audit of matters relating to Arch and it had been shared with Northumbria Police when questions were raised. Northumbria Police subsequently confirmed that there was nothing in the report that warranted any criminal investigation. The Internal Audit Committee commissioned the report and it was up to the Chief internal Auditor to report back to the Audit Committee.</p> <p>S Bridgett asked whether this could now be put to bed. The NCC Executive Director of Finance stated that she thought the answer to that would be yes.</p> <p>S Bridgett asked whether the Board would be able to see that report at some point as Directors of the Board. The NCC Executive Director of Finance stated that that was a matter for the Chief Internal Auditor to take a view about whether it could be shared more widely as it potentially wouldn't be a report that would be put into the public domain.</p>
6.0	Ratification of Virtual Board Decisions
6.1	The following virtual approval was ratified by the Board at this meeting.
6.1.1	<ul style="list-style-type: none"> • Order Authorisation for Ascent Homes <p>The Chief Operating Officer confirmed that Advance Northumberland's scheme of financial delegations required that purchase orders greater than £250k required approval by the Board. Two proposed orders had been circulated to the Board for their attention relating to the [REDACTED]</p> <p>[REDACTED] This was a project that had been fully approved by Board and had now been on-site for some months. The Chief Operating Officer informed the Board that their approval of the project was not being sought, merely their approval to issue those orders to enable the project to progress. Both orders followed a compliant procurement exercise carried out in conjunction with the NCC procurement team.</p> <ol style="list-style-type: none"> 1. [REDACTED]

	<p>2. [REDACTED]</p> <p>The Board APPROVED both Orders.</p>
6.2	<p>Following a question to the Board from the Chief Operating Officer on whether the financial delegation level on purchase orders should be raised the Group Company Secretary stated that a meeting was to be held with NCC's Monitoring Officer to revisit the financial delegations and, following a discussion with the NCC Executive Director of Finance, these would then be presented to the Board.</p> <p>Action: Item to be included on next month's Board agenda. WT</p>
7.0	Policies for Approval
7.1	<p>The following policies were presented by the HR Manager who informed the Board that all of the policies were covered in the summary report in terms of the rationale. The main emphasis was that they fitted the size and activities of the organisation.</p> <p>The HR Manager confirmed that the policies were in line with ACAS best practice and had been approved by Advance Northumberland's employment lawyers.</p> <ul style="list-style-type: none"> a. Agile Working b. Alternative Employment c. Dignity at Work d. Disciplinary Policy & Procedure e. Grievance Policy & Procedure f. Performance Improvement g. Recruitment & Selection h. Travel & Subsistence
7.2	<p>The Chair proposed for the Board to review the policies with the proviso that if anyone had a specific point they wanted to raise that those comments be received within 5 working days and if no correspondence was received by then they would be approved virtually.</p>
	The Board:
7.3	<ul style="list-style-type: none"> • NOTED the minor amends to the policies as detailed within section 9 of the summary report. • APPROVED the following policies subject to any specific comments being sent to the COO within 5 working days: <ul style="list-style-type: none"> a. Agile Working b. Dignity at Work c. Disciplinary Policy and Procedures

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	<div><div><div>[REDACTED]</div><div>[REDACTED]</div><div>[REDACTED]</div></div><div>[REDACTED]</div><div>[REDACTED] [REDACTED]</div><div>[REDACTED]</div><div>[REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED]</div><div>[REDACTED] [REDACTED] [REDACTED]</div><div>[REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED]</div><div>[REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED]</div><div>[REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED]</div><div>[REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED]</div><div>[REDACTED] [REDACTED] [REDACTED] [REDACTED]</div><div>[REDACTED] [REDACTED] [REDACTED]</div></div>
[REDACTED]	<div>[REDACTED] [REDACTED] <div><div>[REDACTED]</div><div>[REDACTED]</div></div></div>

	<ul style="list-style-type: none"> • [REDACTED] • [REDACTED] • [REDACTED] • [REDACTED] <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p>
	[REDACTED]
[REDACTED]	<ul style="list-style-type: none"> • [REDACTED] • [REDACTED] • [REDACTED] • [REDACTED] • [REDACTED]
[REDACTED]	[REDACTED]
[REDACTED]	<p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p>
[REDACTED]	<p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p>
	[REDACTED]
[REDACTED]	<ul style="list-style-type: none"> • [REDACTED]

10.0	Reports for Approval/Decision
	The Board:
10.1.2	<ul style="list-style-type: none"> • APPROVED • This is a Reserved Matter requiring Shareholder Approval.
10.2	
10.2.1	The Head of Finance presented the report which was discussed by the Board and the following points were raised.
10.2.2	<p>The Head of Finance commented that</p> <p>The Chief Operating Officer informed the Board that there were</p> <p>When Advance Northumberland went into the first Covid lockdown in 2020 and realised what the impact would be on the portfolio we were initially worried that</p> <p>The Head of Finance commented that this had been flagged over a number of months and this report was the formalisation of that for the 2022 accounts.</p> <p>J Riddle asked whether any of the properties were now vacant. The Head of Finance replied that so some of them and some were trying to put new tenancies in place.</p>
	The Board:
10.2.3	<ul style="list-style-type: none"> • ■
10.3	Medium Term Financial Plan – 2022-25
10.3.1	The Head of Finance presented the report which was discussed by the Board and the following questions were raised.
10.3.2	The Chief Operating Officer asked the Head of Finance to clarify whether this included one off transactions within these figures. The Head

	<p>of Finance confirmed that it did not as it was very difficult to forecast when [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED]</p> <p>The Chief Operating Officer asked whether the annual property revaluation was that accounted for. Head of Finance confirmed that this also wasn't accounted in the MTFP as it was not yet finalised.</p> <p>The Chair commented that we looked as though we were going to be [REDACTED] [REDACTED] The Head of Finance confirmed that the numbers were still being finalised.</p> <p>The Chair asked whether if we were [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED].</p> <p>[REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED]</p>
	<p>The Board:</p>
10.3.3	<ul style="list-style-type: none"> • APPROVED the detailed budget for 2022-23 • APPROVED the MTFP for 2022-25 • INSTRUCTED the Finance team update the financial system to allow reporting against the budget for 2022-23 • This is a Reserved Matter requiring Shareholder Approval.
10.4	<p>Draft Statutory Accounts 2020-21</p>
10.4.1	<p>The Head of Finance presented the report which was discussed at length by the Board and the following points were raised.</p>
10.4.2	<p>The Head of Finance informed the Board that the deadline for submitting the statutory accounts to Companies House was the 31st March 2022 but the external auditors were still asking questions this morning.</p> <p>The Chief Operating Officer reminded the Board that they saw an early draft of these accounts back in May 2021 then another set when the Auditor addressed</p>

[illegible]

	<p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p>
	The Board:
10.5.3	<ul style="list-style-type: none"> • [REDACTED]
10.6	Management Company Formation for Whinney Hill
10.6.1	The Development Director presented the report which was discussed by the Board and no questions were raised.
	The Board:
10.6.2	<ul style="list-style-type: none"> • APPROVED the setup of a Residents' Management Company to manage the un-adopted common areas at the Whinney Hill Farm development. • APPROVED the amendment of Directors of all existing Residents Management Companies. • This is a Reserved Matter requiring Shareholder Approval.
10.7	Ascent Homes [REDACTED]
10.7.1	The Development Director presented the report which was discussed by the Board and no questions were raised.
	The Board
10.7.2	<ul style="list-style-type: none"> • APPROVED the proposed [REDACTED] Ascent Homes. • This is a Reserved Matter requiring Shareholder Approval.
10.8	[REDACTED]
[REDACTED]	<p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p>
[REDACTED]	<p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p>

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being very unbalanced in terms of what was happening, it gave the impression that priority may be being given to other areas.

The Director of Economic Growth & Investments stated [REDACTED]

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED] Information was provided to Board recently on the services we provided such as the Business Northumberland Programme which covered the whole of the county, the Rural Design Centre Innovation Programme which particularly targeted rural areas and communities and the Rural Business Growth service which had a capital grant attached to it

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

S Bridgett commented that it also came back to politics and political will as well.

J Reid commented that if an opportunity could be put forward the Board would certainly look at it and went on to comment that there wasn't anywhere else in Northumberland where [REDACTED].

S Bridgett commented that he felt the work of Advance Northumberland didn't demonstrate equality across Northumberland in terms of the commercial aspect.

S Bridgett went on to comment that he felt it would be interesting to see where investment was taking place in terms of the rural/urban divide but also to look at which divisions across the whole of Northumberland development was taking place in as well.

J Riddle commented that both he and S Bridgett had rural divisions [REDACTED]

[REDACTED]
[REDACTED] J Riddle went on to state that he had wanted previously to know what Advance

	<p>Northumberland did for rural areas but now that he was a Board member he was looking at what Advance Northumberland could do for Northumberland. [REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>The Director of Economic Growth & Investments stated that Advance Northumberland were only one part of NCC's delivery mechanism for regeneration. There was Borderlands, funding streams and other parts of NCC which were also there to support rural areas.</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p>
11.2	<p>Following an initial request from J Reid the Chair asked the Board to consider whether Advance Northumberland could provide any help with regards to the Ukraine crisis particularly with regards to the empty voids within the Hirst area.</p> <p>The Chair read out to the Board an email from [REDACTED] concerning an update to the Ukraine Scheme.</p> <p>Following a discussion, the Board confirmed that they wished to help in some form and agreed to explore how Advance Northumberland could help and report back to the next Board meeting.</p> <p>Action: RE to write formally to NCC to make the offer of the homes being available and to conduct some research around charities that may have a coordinating role.</p>
11.3	<p>The Chair thanked the Board for their attendance and closed the meeting at 17:05. [REDACTED]</p> <p>..... CHAIR</p>

Summary of Actions		Action
Ratification of Virtual Approvals – Financial Delegation Levels	<ul style="list-style-type: none"> Financial Delegation levels to be included on next month's Board agenda. 	RE/WT
NEP1 Update	<ul style="list-style-type: none"> <div style="background-color: black; width: 100%; height: 1.2em; margin-bottom: 2px;"></div> <div style="background-color: black; width: 100%; height: 1.2em; margin-bottom: 2px;"></div> <div style="background-color: black; width: 100%; height: 1.2em; margin-bottom: 2px;"></div> <div style="background-color: black; width: 100%; height: 1.2em; margin-bottom: 2px;"></div> <div style="background-color: black; width: 100%; height: 1.2em; margin-bottom: 2px;"></div> <div style="background-color: black; width: 100%; height: 1.2em; margin-bottom: 2px;"></div> 	RE/AL RE/J Willis
HR Cost of Living Increase	<ul style="list-style-type: none"> <div style="background-color: black; width: 100%; height: 1.2em; margin-bottom: 2px;"></div> <div style="background-color: black; width: 100%; height: 1.2em; margin-bottom: 2px;"></div> <div style="background-color: black; width: 100%; height: 1.2em; margin-bottom: 2px;"></div> 	RE
AOB - Ukraine	<ul style="list-style-type: none"> RE to write formally to NCC to make the offer of the homes being available and to conduct some research around charities that may have a coordinating role. Summary report to be issued to the Board via email. 	RE