

**MINUTES OF ANNUAL COUNCIL MEETING HELD ON 9 MAY 2016****I N D E X**

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**NORTH EAST DERBYSHIRE DISTRICT COUNCIL**  
**MINUTES OF THE MEETING OF ANNUAL COUNCIL**  
**HELD ON 9 MAY 2016**

**Present:**

Councillor A Holmes ..... (Outgoing Chair)  
Councillor S Peters ..... (Incoming Chair)

Councillor Mrs P Antcliff

“ W Armitage  
“ Mrs J Austen  
“ N Barker  
“ Mrs J Barry  
“ G Baxter MBE  
“ Mrs L Blanshard  
“ S Boyle  
“ G Butler  
“ A Cooper  
“ Miss C Cupit  
“ A Dale  
“ S Ellis  
“ Miss M Emmens  
“ Mrs A Foster  
“ M Foster  
“ A D Garrett  
“ M Gordon  
“ R Hall  
“ G Hopkinson  
“ C Hunt

Councillor P R Kerry

“ H Laws  
“ J Lilley  
“ T Mansbridge  
“ G Morley  
“ A Powell  
“ Mrs T Reader  
“ B Rice  
“ B Ridgway  
“ Mrs J Ridgway  
“ Mrs L Robinson  
“ D Skinner  
“ Mrs C A Smith  
“ Miss R Smith  
“ L Stone  
“ K Tait  
“ M E Thacker MBE  
“ Mrs C Tite  
“ R Welton  
“ J Windle  
“ B Wright

**1     Election of Chair of the Council for the Municipal Year 2016/17**

Two nominations were received for the position of Chair of the Council for the 2016/17 Municipal Year.

**RESOLVED** – That Councillor S Peters be elected Chair of the Council for the 2016/17 Municipal Year.

*Councillor Mrs A Holmes handed over the Chains of Office to Councillor S Peters, who signed the Declaration of Acceptance of Office and took the Chair's position. Councillor Mrs A Holmes returned to the back benches.*

**2     Appointment of Vice-Chair of the Council for the Municipal Year 2016/17**

Two nominations were received for the position of Vice-Chair of the Council for the 2016/17 Municipal Year.

**RESOLVED** – That Councillor Miss R Smith be appointed Vice-Chair of the Council for the 2016/17 Municipal Year.

*Councillor Miss R Smith took the Vice Chair's Medallion, signed the Declaration of Acceptance of Office and took the Vice-Chair's position.*

**3     Apologies for Absence**

Apologies for absence had been received from Councillors B Barnes, P Elliott, Mrs E A Hill, Mrs J Hill, Mrs C D Huckerby, B Lewis and Mrs K Rouse.

**4     Declarations of Interest**

Members were requested to declare the existence and nature of any disclosable pecuniary interest and/or other interest, not already on their register of interests, in any item on the agenda and withdraw from the meeting at the appropriate time.

There were no interests declared at this meeting.

**5     Chair's Announcements**

The Chair began his announcements by thanking all members for electing him. He undertook to be a fair and even handed Chair and to serve the Council to the best of his ability.

The Chair had nominated Weston Park as his appeal charity for 2016/17. Sarah Cross, a representative from the charity attended the meeting to explain more about their work.

To get the appeal off and running, the Chair would be auctioning off the plants around the Council Chamber supplied by the Parks Department. Later in the year he would be putting together a 2017 calendar featuring landscapes of North East Derbyshire. Members were encouraged to contribute to the calendar by sending in photos of their favourite North East Derbyshire scenes.

**6     Chief Executive's Announcements**

The Chief Executive congratulated the Chair and Vice-Chair on their appointments and looked forward to working with them.

**7     Cabinet 2016/17**

**RESOLVED** – That Council notes the Cabinet for 2016/17, attached as **Appendix A** to these minutes.

**8     Appointment to Committees and Advisory Groups 2016/17**

**RESOLVED** – That Council approves the appointments of members to committees and advisory groups for 2016/17, attached as **Appendix B** to these minutes.

**9 Appointment of Chairs and Vice-Chairs of Committees 2016/17**

**RESOLVED** - That the chairs and vice-chairs of committees for 2016/17, attached as **Appendix C** to these minutes be approved.

**10 Review of the Council's Constitution**

Council considered a report of the Governance Manager which sought approval of proposed changes to the Council's Constitution and set out the delegation scheme for officers and member bodies for 2016/17.

The Constitution was the Council's rule book and set out how the Council operated, how decisions were made and the procedures that were followed to ensure that these were efficient, transparent and effective to local people. These processes were required by law while others were a matter of the Council to choose. The Council was constitutionally and legally obliged to keep its Constitution under regular review and submit any proposals for change to the Standards Committee for recommendation to Council. Changes were approved at the annual meeting when the Council was required to set its delegation scheme for the new municipal year.

Contained within the report were details of proposed changes to the Constitution, which had been considered and recommended by Standards Committee. These were in addition to minor changes required to bring the document up-to-date.

**RESOLVED** That:-

- (1) The revised Constitution, including the terms of reference for committees and the scheme of delegation, attached as Appendix A to the report, be approved.
- (2) Delegated power be given to the Monitoring Officer to make changes to the Constitution arising from any new legislation, administrative errors or conflicts in interpretation.

(Governance Manager)

**11 Appointment of Members to Outside Bodies**

**RESOLVED** That:-

- (1) Councillor J Lilley be appointed to the following vacancies:-

- NEDCSP
- Derbyshire Safer Communities Board
- Adult Care Board
- Children's Trust
- Links
- Age Concern
- Derbyshire Police and Crime Panel

- (2) Councillor R Welton be appointed to the vacancy on the Rykneld Homes Board.

(Governance Manager)

## **12 Operation of Urgency Rules and Financial Limit for Key Decisions**

Council considered a report of the Leader of the Council which sought to advise members of the Key Decisions taken under Special Urgency Rules in the past 12 months, of the decisions taken under Urgency Rules within the Council's Scrutiny Rules and to set the Key Decisions threshold for the forthcoming year.

The Council was required under legislation to report instances where Special Urgency Rules had been utilised in respect of Key Decisions. This was where it was impracticable to give the requisite notice of the Key Decisions before they were made. The Council had taken four such decisions in the previous year that were set out in the report.

At the same time, the Council had a constitutional requirement to advise of those occasions when it had taken decisions where call-in provisions had been waived. The Council had taken two such decisions in the previous 12 months and details were given in the report.

Finally, the report proposed to set the threshold for Key Decisions at £50,000. Whilst this was considered an appropriate level at the present time, it was acknowledged that it had remained at this level for a number of years and therefore it was timely to review it following comparison with best practice at similar sized authorities.

**RESOLVED** - That Council:-

- (1) Notes the decisions taken over the past 12 months under Special Urgency Rules, attached as Appendix A to the report.
- (2) Notes the decisions taken over the past 12 months under Urgency provisions in the Council's Scrutiny Rules, attached as Appendix B to the report.
- (3) Agrees that the threshold for Key Decisions be maintained at £50,000 but notes the proposals for review in 2016/17.

(Governance Manager)

## **13 Chair's Urgent Business**

There was no Chair's urgent business to be considered at this Annual Council Meeting.

# **Appendix A**

## **NORTH EAST DERBYSHIRE DISTRICT COUNCIL**

### **CABINET 2016/17**

#### **Portfolios**

#### **Members**

Community Safety, Equality & Diversity and Health  
(including Anti-Social Behaviour)

Councillor J Lilley

Building a Better Council  
(including delivering a healthier, safer, cleaner community, Agenda 21, IT, e-information, asset management, HR and Training, leisure, planning policy, economic growth and licensing)

Councillor G Baxter MBE  
(Leader)  
supported by Cllrs J Austen,  
N Barker and M Gordon

Economy, Finance and Regeneration

Councillor P R Kerry

Housing Strategy and Social Inclusion  
(including adaptations, affordable housing and Decent Homes; Supporting People, older people, people with disabilities and young persons)

Councillor B Hill  
(Deputy Leader)

Environment  
(including licensing and sustainable waste management, planning policy and economic growth)

Councillor M Gordon

Information Technology, E-Information and Asset Management

Councillor J Austen

Human Resources, Training and Member Development

Councillor N Barker

**NORTH EAST DERBYSHIRE DISTRICT COUNCIL**

**9 MAY 2016**

**APPOINTMENT TO COMMITTEES AND ADVISORY GROUPS**

- 1.1 Political Groups are requested to nominate members to serve on the following Committees and Advisory Groups with effect from 9 May 2016 for the 2016/17 Council year.
- 1.2 The Committees are subject to the political balance requirements of the Local Government and Housing Act 1989.
- 1.3 The Advisory Groups are not subject to the political balance requirements.

**COMMITTEES**

COMMITTEE	LABOUR GROUP	CONSERVATIVE GROUP	INDEPENDENT MEMBER	TOTAL SEATS
<b>Audit and Corporate Governance Scrutiny</b>	(6) Cllrs B Barnes, G Butler, A Garrett, W Lilleyman, G Morley and D Skinner	(3) Cllrs S J Ellis, G Hopkinson and M E Thacker		<b>9</b>
<b>Communities Scrutiny</b>	(6) Cllr B Barnes, J Hill, C Hunt, T Reader, L Robinson and C Tite	(3) Cllrs W Armitage, L Blanshard and M Foster		<b>9</b>
<b>Growth Scrutiny</b>	(6) Cllrs S Boyle, W Lilleyman, B Rice, R Smith, C Smith and J Windle	(3) Cllrs C Cupit, A Powell and K Tait		<b>9</b>
<b>Licensing</b>	(9) Cllrs J Austen, G Butler, M Gordon, P Kerry, H Laws, W Lilleyman, T Reader, B Ridgway and J Windle	(5) Cllrs P Antcliff, M Emmens, C D Huckerby, M E Thacker and R Welton	(1) Cllr A Cooper	<b>15</b>

<b>Organisation Scrutiny</b>	(6) Cllrs J Barry, T Mansbridge, L Robinson, B Ridgway, J Windle and B Wright	(3) Cllrs A Dale, B Lewis and R Welton		<b>9</b>
<b>Planning</b>	(10) Cllrs B Barnes, J Barry, S Boyle, G Butler, J Hill, A Holmes, H Laws, S Peters, B Ridgway and C Smith	(7) Cllrs P Antcliff, W Armitage, P Elliott, A Foster, R Hall, C D Huckerby and A Powell	(1) Cllr A Cooper	<b>18</b> <b>All remaining non- executive members are substitutes</b>
<b>Standards</b>	(6) Cllrs G Butler, S Boyle, A Garrett, S Peters, B Ridgway and K Rouse	(3) Cllrs A Powell, M Foster and R Welton		<b>9 plus two parish representatives</b>

### **JOINT COMMITTEES**

<b>COMMITTEE</b>	<b>LABOUR GROUP</b>	<b>CONSERVATIVE GROUP</b>	<b>INDEPENDENT MEMBER</b>	<b>TOTAL SEATS</b>
<b>ICT Shared Services</b>	(2) Cllrs J Austen and P R Kerry	(1) Cllr W Armitage		<b>3</b>
<b>Shared Services Scrutiny</b>	(2) Cllrs D Skinner and W Lilleyman	(1) Cllr K Tait		<b>3</b>
<b>Strategic Alliance Joint Committee</b>	(6) Cllrs G Baxter MBE, G Butler, M Gordon, E Hill, P Kerry and J Windle	(3) Cllrs A Dale, S J Ellis and A Powell		<b>9 from NEDDC and 9 from Bolsover</b>



## **ADVISORY GROUPS**

<b>COMMITTEE</b>	<b>LABOUR GROUP</b>	<b>CONSERVATIVE GROUP</b>	<b>INDEPENDENT MEMBER</b>	<b>TOTAL SEATS</b>
<b>Council Joint Consultative Group (plus named substitutes)</b>	(3) The Leader, Deputy Leader and relevant Portfolio Member			<b>3 plus 6 representatives of employees and officers</b>
<b>Disabled People's Consultative Group (plus named substitutes)</b>	(4) Cllrs L Robinson, C A Smith, D Skinner and J Lilley  (Subs – Cllrs G Butler and E A Hill)	(2) Cllrs L Blanshard and R Hall  (Sub – Cllr M Emmens)		<b>6 plus representatives from Disabled People's Organisations</b>
<b>Member Development Working Group</b>	(5) Cllrs J Austen, N Barker, G Baxter MBE, M Gordon and J Windle	(1) <i>To Be Confirmed</i>	(1) Cllr A Cooper	<b>7 members</b>
<b>Local Plan Steering Group</b>	(5) Vice Chair of Planning Committee, Cllrs J Austen, N Barker, M Gordon, and J Windle	(2) Cllrs W Armitage and A Foster	(1) Cllr A Cooper	<b>8 plus officers</b>
<b>Site Inspection Group (plus named substitutes)</b>	(2) Chair & Vice-Chair of Planning Committee  (Two subs - Cllr J Barry and J Hill)	(1) Cllr P Antcliff		<b>3 plus local Members and appropriate Officers</b>
<b>Urban Design Best Practice Group</b>	(4) The Leader, Deputy Leader and Portfolio Holders for Economy and Environment	(1) Cllr C Cupit		<b>5 plus officers</b>

# Appendix C

## CHAIRS AND VICE-CHAIRS OF COMMITTEES 2016/17

<u>Council</u>	<u>Chair</u>	<u>Vice-Chair</u>
	Councillor S Peters	Councillor Miss R Smith
<u>Licensing Committee</u>	<u>Chair</u>	
	Councillor M Gordon	
<u>Planning</u>	<u>Chair</u>	<u>Vice-Chair</u>
	Councillor H Laws	Councillor B Barnes
<u>Growth Scrutiny Committee</u>	<u>Chair</u>	<u>Vice-Chair</u>
	Councillor C Smith	Councillor J Windle
<u>Communities Scrutiny Committee</u>	<u>Chair</u>	<u>Vice-Chair</u>
	Councillor T Reader	Councillor C Tite
<u>Organisation Scrutiny Committee</u>	<u>Chair</u>	<u>Vice-Chair</u>
	Councillor B Wright	Councillor T Mansbridge
<u>Audit &amp; Corporate Governance Scrutiny Committee</u>	<u>Chair</u>	<u>Vice-Chair</u>
	Councillor D Skinner	Councillor W Lilleyman
<u>Standards Committee</u>	<u>Chair</u>	<u>Vice-Chair</u>
	Councillor B Ridgway	Councillor G Butler

### **Note:**

- The Chair of the Licensing Sub-Committees will be appointed at each individual meeting of this body.
- The Vice-Chair of Licensing Committee will be appointed in the absence of the Chair for a specific meeting.