

ASHFIELD DISTRICT COUNCIL



Council Offices,
Urban Road,
Kirkby in Ashfield
Nottingham
NG17 8DA

Agenda

Annual Council

Date: **Thursday, 16th May, 2019**

Time: **7.00 pm**

Venue: **Council Chamber, Council Offices, Urban Road,
Kirkby-in-Ashfield**

For any further information please contact:

Lynn Cain

l.cain@ashfield.gov.uk

01623 457317

COUNCIL

Membership

Chairman: Former Councillor Glenys Maxwell

Vice-Chairman: Councillor Tony Brewer

Councillors:

John Baird	Chris Baron
Kier Barsby	Jim Blagden
Ciaran Brown	Christian Chapman
Melanie Darrington	Samantha Deakin
Andy Gascoyne	Dale Grounds
Arnie Hankin	Andrew Harding
David Hennigan	Tom Hollis
Trevor Locke	Rachel Madden
Sarah Jayne Madigan	David Martin
Andy Meakin	Lauren Mitchell
Keir Morrison	Warren Nuttall
Matthew Relf	Kevin Rostance
Phil Rostance	Dave Shaw
John Smallridge	Helen-Ann Smith
David Walters	Lee Waters
Caroline Wilkinson	Daniel Williamson
John Wilmott	Jason Zadrozny

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SUMMONS

You are hereby requested to attend a meeting of the Council to be held at the time/place and on the date mentioned above for the purpose of transacting the business set out below.



R. Mitchell
Chief Executive

AGENDA

Page

1. To receive apologies for absence, if any.
2. **Declarations of Disclosable Pecuniary or Personal Interests and Non Disclosable Pecuniary/Other Interests.**
3. To elect the Chairman for the ensuing year.
4. The newly elected Chairman to make the Declaration of Acceptance of Office.
5. Vote of thanks to the retiring Chairman and her response.
6. To elect the Vice Chairman for the ensuing year.
7. The newly elected Vice Chairman to make the Declaration of Acceptance of Office.
8. To receive and approve as a correct record the minutes of the meetings of the Council held on 13th February and 14th March, 2019. 5 - 26
9. To receive any announcements from the Chairman or Head of Paid Service.
10. To elect the Leader of the Council for a term of four years in accordance with Council Procedure Rule 1.1(vii).
11. In accordance with Council Procedure Rule 1.1(viii) and (ix), to be told by the Leader of the composition of the Executive for the coming year and the names of Members appointed to the Cabinet and the Scheme of Delegation for the Discharge of Executive Functions.
(Scheme of Delegation to be circulated at the meeting – gray papers)

12. In accordance with Council Procedure Rule 1.3(i) to (iv), to determine the appointment of Committees, Panels and Working Groups etc. for the ensuing year with Terms of Reference as set out in Part 3, 1.8 of the Constitution. 27 - 30

Accordingly, the Council is requested to appoint the following Committees, Panels and Working Groups (including appointment of Chairmen, Vice Chairmen and membership seats):-

Overview and Scrutiny Committee

Scrutiny Panel A

Scrutiny Panel B

Planning Committee

Licensing Committee

Audit Committee

Local Joint Consultative Committee

Chief Officers' Employment Committee

Standards and Personnel Appeals Committee

Charities Committee

Local Plan Working Group

(Schedule of committee memberships to be circulated at the meeting – blue papers)

13. In accordance with Council Procedure Rule 1.1(x), to approve a programme of ordinary meetings of the Council for the ensuing year. 31 - 36

14. Annual Constitution Review. 37 - 44

15. Aldermen and Alderwomen Policy. 45 - 54

16. In accordance with Council Procedure Rule 1.3(v), to approve appointments to outside bodies for the ensuing year. 55 - 60
(Schedule of appointments to outside bodies to be circulated at the meeting – pink papers)

COUNCIL

**Meeting held in the Council Chamber, Council Offices, Urban Road, Kirkby-in-Ashfield,
on Wednesday, 13th February, 2019 at 7.00 pm**

Present: Councillor Glenys Maxwell in the Chair;

Councillors Lee Anderson, Chris Baron, Rachel Bissett, Tony Brewer, Amanda Brown, Tim Brown, Cheryl Butler, Christian Chapman, Don Davis, David Griffiths, Helen Hollis, Tom Hollis, Jackie James, John Knight, Rachel Madden, Cathy Mason, Lauren Mitchell, Keir Morrison, Lachlan Morrison, Mick Murphy, Nicolle Ndiweni, Christine Quinn-Wilcox, Matthew Relf, Paul Roberts, Kevin Rostance, Phil Rostance, Robert Sears-Piccavey, Helen-Ann Smith, Mike Smith, John Wilmott and Jason Zadrozny.

Apologies for Absence: Councillors Jim Aspinall, Joanne Donnelly and Sam Wilson.

Officers Present: Millie Broome, Lynn Cain, Carol Cooper-Smith, Ruth Dennis, Katherine Green, Peter Hudson, Mike Joy, Robert Mitchell, Paul Parkinson and Shane Wright.

C.61 Declarations of Disclosable Pecuniary or Personal Interests and Non Disclosable Pecuniary/Other Interests

No declarations of interest were made.

C.62 Minutes

RESOLVED

that the minutes of the meeting of the Council held on 29th November, 2018, as now submitted, be received and approved.

C.63 Announcements from the Chairman, Leader, Members of the Cabinet and the Head of Paid Service

Leader of the Council

“Thank you Chair, I do have a brief update for Members. First in Place Enhancement, the Discover Ashfield, which everybody I hope is recognising, the private sector led Board for the District continues to work proactively for the good of the area. We are recruiting Discover Ashfield Ambassadors from businesses, the community and/or the visitor sectors who will promote the District.

Where we lead, others are now following. The Discover Ashfield Action Plan has been reviewed and a delivery group has been set up to deliver the plan. The new branding has been successfully used on an empty shop unit in Central Walk in Hucknall Town Centre and will be rolled out to partners in February.

I'm delighted to report that Kirkby is getting its town clock back. The clock is currently being restored and will be put near to the Nags Head with a celebration and unveiling due to take place by the end of March.

With economic growth we are pleased to announce the following new business units that have been approved recently which will continue to grow the local economy. We've approved three new units at Castlewood off the A38, measuring approximately 23,000 square metres, 19,000 square metres and 7,000 square metres respectively.

Five new units at Aerial Way, Hucknall measuring 155 square metres, 230 square metres, 240 square metres, 590 square metres and 740 square metres. Therefore, Madam Chairman that is a total of 8 new units with total approximate floor space of 51,000 square metres of industrial and warehousing floor space new to this District.

I continue to work with potential inward investment and investors whose interests necessarily must remain confidential, but I am pleased to see that the Byron Cinema in Hucknall has now been bought by a private sector cinema operator who intends to bring it back into use as a four-screen cinema. We've held early discussions with the company whose intentions are to blend commercialism with heritage and I hope they are able to open by the end of 2019. I wish them every success in their venture, it's a piece of great news for Hucknall Town Centre.

While we are talking about town centres the Future High Street's fund; officers are currently pulling together a list of potential projects that might benefit from the Future High Street's funding. As a District we are only permitted to submit one bid, we will therefore focus this time on Sutton Town Centre in order to improve the local economy and make it a destination for retail, leisure and residential.

In pulling together a bid we have been helped greatly by the positive support of the Discover Ashfield Board, in particular the private and voluntary sector members.

Town Centres and Markets - Working in partnership with the town teams we will be running regular promotions in the town centres to support local retailers in order to increase awareness and footfall. In April and May, Café Culture Week will be running across our three town centres and there will be several "Love Your Market" and "Shop Local" weeks throughout the year. "Micro Pub" week and "Ashfield Ale Trail" are now planned for August with crafting in October, followed of course by our ever popular shop window competitions at Christmas.

Idlewells Indoor Market is now....well actually Madam Chairman, my report says that 78% were occupied as at the end of January. I can confirm today we've taken on another stall in the indoor market and we are miles ahead of our funder's target which was 75% occupancy by the end of March this year. Members will know that the indoor market is now going from strength to strength.

With the Planning portfolio, we published our new Local Development Scheme in November, which sets out the timeline for producing the new Local Plan. Our next step was to issue a call for landowners to put forward sites that they wish to be considered for inclusion in the new plan. This took place throughout January with a mid-March deadline. Officers are working up a detailed timetable to work with Members to develop the new vision and options for future development and build a revised evidence base for the new Plan.

The new design guide for conversion of retail premises into residential was approved at Cabinet in January and we now start work with proprietors of long-term vacant properties in our more unpopular or secondary retail areas. The Hucknall Town Centre Conservation Area consultation closed on the 7th January and will be reported through Cabinet in March.

We launched the Sutton Spatial Master Plan in January to great enthusiasm within the business community and we will bring the results back to the Cabinet in March. This Master Plan once approved will provide a lasting blueprint for the future of Sutton as a 21st Century Town Centre, offering a wide range of goods and services, employment and residential.

We continue to work hard to influence how HS2 responds to concerns of those Ashfield residents who are likely to be impacted by the development, and also to help Ashfield capitalise on the available economic opportunities.

We continue to work to ensure that empty buildings are safe and secure and owners are being actively encouraged to bring buildings back into use. Where owners refuse to work with us we have begun to issue the appropriate legal notices to enforce co-operation.

As I regularly say, we would much rather work with owners on a voluntary basis, however we will not hesitate to take enforcement action where buildings are in a dilapidated or dangerous state. Thank you Madam Chairman."

Cabinet Member (Outward)

"Thank you Madam Chairman. I'd just like to give you a few bits of information on my portfolio, the Housing and Asset success stories of February 2019.

Over the last quarter Housing's Money, Advice and Tenancy Sustainment Teams have secured nearly £75,000 of additional income for tenants. The Team have also supported 126 new tenants to sustain their tenancy beyond the crucial first six months' point.

Members of our Tenants Gateway have successfully attended a TEPAS Training Course on complaints handling, which will enable them to adjudicate pre-ombudsman enquiries. This demonstrates Ashfield's commitment to housing co-regulation and forms a critical part in the Housing Team's compliance with the regulatory standards.

The Strategic Housing Section, along with Mansfield District Council, have been successful in securing sufficient funding from the Government to fund the provision of a winter shelter for homeless people open seven nights a week, through to the end of March. This is an incredible improvement on last year's provision which was open for five days a week until the end of February.

Our apprentice joiner, Jeremiah Reed, has been selected via an interview process to take part in a two-week educational work place visit to Estonia, whilst the plumbing apprentice Keaton Pearce has been nominated for the Efficiency East Midlands Apprentice of the Year award, which will be held on the 15th of February.

The Private Sector Enforcement Team have successfully prosecuted a rogue landlord in Hucknall who failed to deal with multiple hazards, including inadequate fire protection equipment in the home he was renting out to a young family. The landlord was fined a total of £10,000 and demonstrates this Council is not prepared to tolerate the renting out of poor quality housing in our District.

The Private Sector Enforcement Team have also been undertaking an awareness campaign of the new "House in Multiple Occupation" rules which came into force at the end of 2018. The new rules mean a number of additional properties will require licenses to continue to operate as rental properties.

In addition to Cabinet approving the provisional go-ahead for 26 new social housing units in Sutton, the Housing Department has also utilised a proportion of right-to-buy receipts to purchase and negotiate eleven additional units for the housing stock this year and hopes to negotiate on a twelfth and final property before the financial year ends.

Following completion of the Insulation Project in Hucknall, we are pleased to announce that all non-traditionally built properties within this Council stock now benefit from solid wall installation, which significantly increases the thermal insulation of the properties.

The completion of the Meden Bank Gas Infrastructure and Central Heating Project means that now all Council homes have access to a gas supply and gas heating. Recent projects in George Street, Hucknall, and Meden Bank, Stanton Hill, have seen the installation of free gas infrastructure with £350,000 benefiting both the Council and privately owned properties. Thank you Chairman."

Deputy Leader of the Council (Inward Focus)

“Thank you Chair. Just a couple of brief announcements. I’d just like to confirm that the Selston Leisure Centre transfer now is fully complete to the Two Counties Trust and not to overshadow that one in any way, on the 22nd of January, Cabinet agreed the new site of the Festival Hall for the new Leisure Centre, along with a Leisure mix, a four-lane 25 metre swimming pool and leisure water space.

A press briefing took place involving Ollie Hynd the Paralympian and artist impressions on Facebook have now been seen 11,500 times by members of the public in Ashfield. I think all Members in the Council will agree that this is a fantastic project, one that includes the pool for Kirkby the residents have been promised for a long time.”

Deputy Leader of the Council (Outward Focus)

“Thank you Madam Chairman, just a few announcements. On Green Space Improvements, good progress continues to be made on developing and implementing a wide range of improvement projects. An opening event to celebrate the new play area at Brierley Forest Park incorporating the raising of the green flag and launch of the new café took place in January.

The outdoor gym at Friezeland Recreation Ground, Underwood, has been installed, with a scooter park due to be completed by the end of May. The multi-use games area at Jacksdale Recreation Ground is due to be installed during late spring. The new children’s play area at Broomhill Park in Hucknall is currently being installed with completion due in late March including an opening event taking place during the Easter Holidays.

Design for the improvement of Wharf Road open space in Stanton Hill is now complete and the works are out to tender. Improvement works at Titchfield Park in Hucknall will be starting week commencing the 11th March and this will include new play equipment, picnic benches, a community noticeboard and tree and shrub planting. This work builds on the bulb planting which was carried out in the autumn and in support of the new café.

Feasibility work is under way on works to naturalise a section of the Titchfield Park brook. The project is a joint project between Ashfield and Nottinghamshire County Council. The memorial mosaic for Top Pit One, Hucknall Colliery, along Watnall Road, is being carefully restored by a local artist. The new panels will be installed in late March.

At the Hucknall gateway, over 10,000 bulbs were planted last autumn on the green space between the High Street and the train/tram station. The bulbs will begin to appear on mass in late spring and are set to make a spectacular entrance into the town. Work to replace old play equipment at Sutton Lawn is due to be completed by the end of March and will include inclusive play equipment.

Works to replace play equipment at Morven Park and West Park in Kirkby are due to be completed in the spring. The Council is working with the Sutton Junction Residents' Association to complete the replacement of the play area at Roundhills Recreation ground which is due for completion by May.

£875,000 of funding has been secured from the Heritage Lottery Fund to support the Kings Mill Reservoir Heritage Project. Work has started on the project including the development of a new website and developing the delivery programme. An art project has been secured through the installation of a new bridal way bridge by Network Rail, linking Kings Mill Reservoir with the Timberland Trail. The artwork will be located on the inside of the bridge and will be based around the theme of Heritage Memories. The work is due to be completed by the end of March.

In relation to the Annesley Public Art, final proposals have been submitted by the artist. Detailed structural design is taking place as the project enters the fabrication stage, providing opportunities for the local community to take part in metal work casting workshops.

With regards to future projects we are supporting a number of community groups to submit local improvement funding bids to the County Council for around £130k, as well as preparing a funding bid to WREN for Landfill Tax funding for Titchfield Park later in the year. Existing 106 allocations have been reviewed and will be allocating £15k to Nabbs Lane Park and £35k to Portland Park for signage and access improvements to the garden area, including low level play equipment.

Tackling fly-tipping remains a priority for the Council. Our Environmental Enforcement Officer is investigating all reports of fly-tipping and working hard to gather evidence for prosecution. We urge residents to report any fly-tipping they see to environment@ashfield.gov.uk including details of vehicles or perpetrators. Our mobile CCTV cameras are in use across the District and a number of fixed penalty notices have been issued for fly-tipping offences over the last few months. Enforcement Officers continue through the Spring Clean.

Brierley Visitor Centre has a new operator and you will see the site open for traditional breakfast, a lunchtime offer, an afternoon tea offer and a new evening offer.

The Big Ashfield Spring Clean commenced in Sutton on the 11th of February, and has so far gone extremely well. We asked residents to put additional waste in black bin liners and these were picked up as part of the usual bin round. Staff followed on with flat-bed trucks to provide additional capacity.

The Kirkby and Rural areas Spring Clean will be week commencing the 18th February and Hucknall week commencing the 25th of February. We are also supplementing this with a weekend flying skip and dates and times are published on the Council's website. Community groups are being encouraged to deliver their own clean-ups in the areas and our Community Safety Team will be out in the District ensuring residents and visitors of Ashfield support the clean-up by disposing of their litter and dog-fouling properly.

We are delighted to announce that the Kirkby Rotary Club will be joining us in Kirkby on the 18th to encourage businesses to get involved and if all this wasn't enough, we are also offering free bulky waste collections for the three weeks of the Spring Clean. This has already been enormously successful.

On Monday staff processed 451 bulky request jobs from phone calls. The Team have continued to process requests from resident emails and the amount of requests by lunch-time today totalling 984. Some highlights are:

- 212 mattresses;
- 203 sofas;
- 127 fridge-freezers;
- 96 fridges;
- 77 televisions.

In other news we are gearing up for seasonal demands by servicing the mowing fleet, re-procuring traffic management services and seasonal resource. Our Waste Advisor has begun working with Nottinghamshire County Council and Veolia to deliver educational sessions in Ashfield Schools as part of the wider strategy around increasing recycling and making sure materials are put in the right bins.

Lastly, our Pest Control service remains in a profitable position and has won service delivery contracts at many locations outside of the Ashfield District. Thank you Madam Chair.”

Cabinet Member (Joint Focus)

“Apologies for my lateness of arrival. So from the Community Safety briefing, just a few things I want to bring out, obviously we now have our full complement of Community Protection Officers in post who are continuing to tackle street and public ASB.

New patrols have been planned and commenced in January to ensure good balance of School Patrols, Park Patrols, Town Centre Patrols and Estate Patrols.

The CPOs have been problem solving a wide variety of issues over the last three months:

- *Horses creating havoc on roads;*
- *Dog-fouling remains a key issue at the moment;*
- *Patrolling hotspots in conjunction with the police;*
- *Taking action to support the removal of off-road motorbikes off our streets;*
- *Gathering intelligence to be used by the Police and the ASB officers, so they've been doing that a great service recently.*

One of the things I'd particularly like to highlight is that the CPOs have been instrumental in removing seven stolen motorcycles from the Coxmoor Estate over the recent weeks and they have undertaken six weeks of proactive daily foot patrols with Police colleagues to reassure residents to tackle the offenders.

We've also had a situation where positive action has continued; a 19 year old man jailed after pleading guilty to charges following incidents around the Coxmoor Estate within Kirkby-in-Ashfield, on Monday 11th February 2019. This man was jailed for one year for offences and banned from driving for six months. ASB and Nuisance Officers and Caseworkers have been tireless on this issue to ensure the residents were supported and action was taken in partnership with the Police.

We've also taken repossession of a Council property looking at making sure that our residents are not causing problems and anti-social behaviour. The tenant was ordered to pay the rent arrears and also ordered to pay £650 in costs.

One of the main things I want to go onto is obviously our Community Safety Team who have been supporting the Big Spring Clean by contacting residents around waste issues to help the clean-up of gardens and offering wider support. Stencils are being used in hot spots to highlight issues of dog-fouling and targeted patrols are taking place to catch people littering and dog-fouling.

From Environmental Health, since early December through to February 2019 the Team has completed 28 Animal Welfare Act licensing inspections. These inspections are part of a new regulatory license regime. The inspections range from horse-riding establishments, pet shops, dog breeders, dog kennels and catteries, to home-boarding for dogs and doggy day care.

The license holders will now be part of a new star rating similar to the food hygiene premises so that consumers of these services can make informed decisions when purchasing or boarding their beloved pets.

Since January 2019 we've inspected eight premises that require special treatment licenses, tattoo, acupuncture, registrations and sun-bed licensing. Looking to healthy options take-away, we've successfully prosecuted a hot food take-away in relation to food hygiene offences and sentencing will take place on the 15th February and also we held a healthy options day on the Thursday 31st January.

It was a wonderful success increasing awareness to our members of the public and businesses for healthy lifestyles. I was there to present a number of the hot food establishments with their certificates for their healthy menus and I was pleased to see a good range of partners and businesses at the event. That's just a few of the things I just wanted to highlight those. Thank you for your time."

(During the announcements, Councillors Nicolle Ndiweni and Christian Chapman entered the meeting at 7.07 p.m and 7.17 p.m. Councillors Lachlan Morrison and Cathy Mason left the room at 7.13 p.m. and 7.24 p.m. and returned to the meeting at 7.15 p.m. and 7.25 p.m. respectively.)

C.64 Questions from the Public

No questions were received from the public.

C.65 Petitions

No petitions were submitted for consideration.

C.66 Pay Policy Statement 2019-20

Council was requested to approve and adopt the Pay Policy Statement for 2019-20.

RESOLVED

that the Council's Pay Policy Statement for 2019-20, as presented, be received and approved.

Reason:

To ensure that the Council complies with legislative requirements.

C.67 Changes to Political Balance and Committee Membership

Council was requested to consider the impact of political proportionality on seats of the Council's committees, for the remainder of the 2018/19 municipal year, following the By-Election for the Sutton Junction & Harlow Wood Ward held on 12th December, 2018.

RESOLVED that

- a) the number of places on each Committee of the Council and the revised politically proportional allocation of seats as a result of the By Election for the Sutton Junction & Harlow Wood Ward held on 12th December, 2018, be received and duly noted;
- b) the following changes to committee memberships, as outlined in the report, be approved:-

Committee:	Member to be Removed:	Member to be Added:
Scrutiny Panel B	Cllr. Christine Quinn-Wilcox	Cllr. Matthew Relf
Overview and Scrutiny Committee	Cllr. Glenys Maxwell	Cllr. Matthew Relf
Licensing Committee	Vacancy	Cllr. Glenys Maxwell
Audit Committee	Vacancy	Cllr. Christine Quinn-Wilcox

Reason:

To comply with the provisions of the Local Government & Housing Act 1989, requiring the Council to allocate places on its committees in a politically proportional way.

C.68 Overview and Scrutiny Annual Report 2017/18

Council was presented with the Annual Overview and Scrutiny Report for 2017/18 by Councillor Lee Anderson, Chairman of the Overview and Scrutiny Committee.

RESOLVED

that the Annual Overview and Scrutiny Report for 2017/18, be received and noted.

Reason:

Scrutiny has a statutory responsibility to produce an annual report on the work undertaken by Overview and Scrutiny.

C.69 Recommendations from the Cabinet and the Council's Committees

In accordance with the Council Procedure Rule 2(ix), Council considered three recommendations from the following:-

Minute No. SP.13

Standards and Personnel Appeals Committee – 10th December, 2018
Disclosure and Barring Service Checks for Members – Review of Policy

RESOLVED

that the amended Policy on Disclosure and Barring Service for Members, as appended to the Committee report, be approved;

Minute No. CA.66

Cabinet – 21st January, 2019
Housing Project, Davies Avenue, Sutton in Ashfield

RESOLVED that

- a) an application be made to the Secretary of State for Housing, Communities and Local Government for consent under Section 32 of the 1985 Act, to dispose of the land incorporating a pre-emption clause in the sale contract (as required under Schedule A8 of Section 32 of the Housing Act 1985) which will grant the Council the right of first refusal when the land and buildings are subsequently sold;
- b) the use of Housing Revenue Account reserves to fund the purchase of approximately 26 new affordable homes up to a total value of £2.87m in the event that the Council decides to exercise the right of first refusal, be approved.

Minute No. CA.68

Cabinet – 21st January, 2019
Digital and Service Transformation Programme

RESOLVED that

- a) an allocation of Housing Revenue Account funding, to a maximum of £250,000 for upfront implementation costs associated with the project, be approved;

- b) approval be given for £30,000 of Housing Revenue Account funding for annual costs, including support and maintenance and support to award a contract for the Housing Repairs solutions as outlined in the Cabinet report.

(During consideration of the recommendations, Councillor Lachlan Morrison left the room at 7.51 p.m. and returned to the meeting at 7.52 p.m.)

C.70 Notice of Motion

The Council received a notice of motion moved by Councillor Lee Anderson and seconded by Councillor Chris Baron as follows:-

“This Council to review its housing policy by the formation of a Working Group to ensure there is accommodation available, solely for the over 55’s. This will ensure a reduced risk of ASB towards our elderly tenants and therefore improve their health and wellbeing.”

Councillor Cathy Mason moved an amendment to the motion, seconded by Councillor Lauren Mitchell with the meeting being adjourned at 8.25 p.m. and reconvened at 8.34 p.m. to enable due discussion to take place. The amendment was then put to the vote and duly carried.

Having been fully considered, the substantive motion was then put to the vote and it was

RESOLVED that

- a) this Council agrees to review its age designation of housing, by the formation of a Cross Party Working Group, preferably to work in conjunction with the Scrutiny Panel review into the Lettings and Tenancy Agreement reviews already added to the 2019/20 Work Plan as of the meeting held on Tuesday, 5th January;
- b) the review to prevent duplication as the various policies are intrinsically linked, therefore doing everything possible to ensure there is accommodation available solely for the over 55’s which should ensure a reduced risk of ASB towards the Council’s vulnerable residents going a long way to reducing their stress and anxiety.

(During consideration of the motion, Councillors Helen-Ann Smith and Keir Morrison left the room at 8.17 p.m. and 8.55 p.m. and returned to the meeting at 8.20 p.m. and 8.57 p.m. respectively.)

C.71 Questions received in accordance with Council Procedure Rule 13

Due to the fact that the meeting closed at 9.00 p.m. and there was insufficient time for any questions to be asked, all responses would be duly provided to Members in writing.

The meeting closed at 9.00 pm

Chairman.

COUNCIL

Meeting held in the Council Chamber, Council Offices, Urban Road, Kirkby-in-Ashfield,

on Monday, 4th March, 2019 at 7.00 pm

Present: Councillor Tony Brewer in the Chair;

Councillors Lee Anderson, Chris Baron, Rachel Bissett, Amanda Brown, Tim Brown, Cheryl Butler, Christian Chapman, Don Davis, David Griffiths, Helen Hollis, Tom Hollis, Jackie James, John Knight, Rachel Madden, Cathy Mason, Lauren Mitchell, Keir Morrison, Lachlan Morrison, Nicolle Ndiweni, Christine Quinn-Wilcox, Matthew Relf, Kevin Rostance, Phil Rostance, Robert Sears-Piccavey, Helen-Ann Smith, Mike Smith, John Wilmott, Sam Wilson and Jason Zadrozny.

Apologies for Absence: Councillors Jim Aspinall, Joanne Donnelly, Glenys Maxwell, Mick Murphy and Paul Roberts.

Officers Present: Lynn Cain, Ruth Dennis, Peter Hudson, Mike Joy, Robert Mitchell, Paul Parkinson and Shane Wright.

C.72 Declarations of Disclosable Pecuniary or Personal Interests and Non Disclosable Pecuniary/Other Interests

1. Councillor Don Davis declared a Disclosable Pecuniary Interest in relation to agenda item 5a (Annual Budget & Council Tax 2019/20 and Medium Term Financial Strategy (MTFS) Update). His interest arose due to his current employment with the Citizens' Advice Bureau, a recipient of ongoing grant funding from the Council.
2. The Director of Legal and Governance (and Monitoring Officer), on behalf of Members and Officers present at the meeting, declared a general Non Disclosable Pecuniary/Other Interest in respect of items related to the setting of the Council Tax for 2019/2020.

At this point in the proceedings and in accordance with Council Procedure Rule 30.1, Councillor Matthew Relf moved suspension of Council Procedure Rule 16.4, in relation to the "Content and Length of Speeches", to enable the Portfolio Holder for Finance to deliver his budget speech for his allocated total of 15 minutes in one slot rather than over the 3 budget agenda items in 5 minute slots.

Agenda items 3, 4 and 5a would still be taken separately and the Portfolio Holder for Finance would still exercise his right of reply on each motion if required. All other Members wishing to speak would still utilise the five-minute

allocation as prescribed. Having been seconded by Councillor Rachel Madden, the motion was duly carried.

C.73 Capital Strategy

Council was requested to approve the recommendations from the Cabinet meeting held on 18th February, 2019 in relation to the Capital Strategy.

RESOLVED that

- a) the proposed Capital Strategy, as appended to the Cabinet report, be approved;
- b) the proposed non treasury Investment Strategy contained within Appendix 1 to the Cabinet report and the annex which documents the process and responsibilities in respect of Commercial Property Investment, be approved;
- c) it be noted that subject to the receipt and evaluation of expected CIPFA guidance in respect of Commercial Investment Property acquisitions, it may be necessary to submit a revised Capital Strategy for Council approval (Capital Strategy paragraph 6.2 refers).

Reason:

The Capital Strategy provides an overarching framework on how capital investment decisions should be undertaken by the Authority. It is a statutory requirement to produce a Capital Strategy from 2019/20.

(During consideration of this item, Councillor Cathy Mason left the room at 7.45 p.m. and returned to the meeting at 7.46 p.m.)

<u>Voting Results</u>			
Councillor:		Councillor:	
Lee Anderson	For	Glenys Maxwell	<i>Absent</i>
Jim Aspinall	<i>Absent</i>	Lauren Mitchell	Abstain
Chris Baron	For	Keir Morrison	Abstain
Rachel Bissett	Abstain	Lachlan Morrison	Abstain
Tony Brewer	For	Mick Murphy	<i>Absent</i>
Amanda Brown	Abstain	Nicolle Ndiweni	Abstain
Tim Brown	Abstain	Christine Quinn-Wilcox	For
Cheryl Butler	Abstain	Matthew Relf	For
Christian Chapman	For	Paul Roberts	<i>Absent</i>
Don Davis	Abstain	Kevin Rostance	For
Joanne Donnelly	<i>Absent</i>	Phil Rostance	For
David Griffiths	Abstain	Robert Sears-Piccavey	For
Helen Hollis	For	Helen-Ann Smith	For
Tom Hollis	For	Mike Smith	Abstain
Jackie James	Abstain	John Wilmott	For
John Knight	Abstain	Sam Wilson	For
Rachel Madden	For	Jason Zadrozny	For
Cathy Mason	Abstain		

C.74 Treasury Management Strategy Statement, Minimum Revenue Policy and Prudential Indicators

Council was requested to approve the recommendations from the Cabinet meeting held on 18th February, 2019 in relation to the Treasury Management Strategy Statement, Minimum Revenue Policy and Prudential Indicators.

RESOLVED that

- a) the Annual Investment Strategy, be approved;
- b) the revised Minimum Revenue Provision (MRP) Policy, be approved;
- c) the proposed Prudential Indicators, as outlined in the report, be adopted;
- d) the remaining contents of the Cabinet report, as presented, be noted.

Reasons:

The Treasury Management Strategy Statement recommendations will allow for effective Treasury Management operations within the Authority and the revised Minimum Revenue Provision Policy will ensure that Minimum Revenue Provision (MRP) charges will be applied more effectively.

The Prudential Indicator ratios offer a benchmark by which any future capital expenditure decisions should be made and the Treasury Management Code of Practice requires Council approval of these Policies.

(During consideration of this item, Councillor Lachlan Morrison left the room at 7.49 p.m. and returned to the meeting at 7.51 p.m.)

<u>Voting Results</u>			
Councillor:		Councillor:	
Lee Anderson	For	Glenys Maxwell	<i>Absent</i>
Jim Aspinall	<i>Absent</i>	Lauren Mitchell	Abstain
Chris Baron	For	Keir Morrison	Abstain
Rachel Bissett	Abstain	Lachlan Morrison	Abstain
Tony Brewer	For	Mick Murphy	<i>Absent</i>
Amanda Brown	Abstain	Nicolle Ndiweni	Abstain
Tim Brown	Abstain	Christine Quinn-Wilcox	For
Cheryl Butler	Abstain	Matthew Relf	For
Christian Chapman	For	Paul Roberts	<i>Absent</i>
Don Davis	Abstain	Kevin Rostance	For
Joanne Donnelly	<i>Absent</i>	Phil Rostance	For
David Griffiths	Abstain	Robert Sears-Piccavey	For
Helen Hollis	For	Helen-Ann Smith	For
Tom Hollis	For	Mike Smith	Abstain
Jackie James	Abstain	John Wilmott	For
John Knight	Abstain	Sam Wilson	For
Rachel Madden	For	Jason Zadrozny	For
Cathy Mason	Abstain		

C.75 Annual Budget and Council Tax 2019/20 and Medium Term Financial Strategy (MTFS) Update

Council was requested to approve the recommendations from the Cabinet meeting held on 18th February, 2019 in relation to the Annual Budget and Council Tax Setting for 2019/20 and an update for the Medium Term Financial Strategy (MTFS).

(Councillor Don Davis had previously declared a Disclosable Pecuniary Interest in respect of this item. His interest was such that he left the meeting at 7.52 p.m. and took no part in the discussion or voting thereon).

During consideration of the item, the Chief Executive took the opportunity to clarify the reasons for incorporating the suite of recommendations into the report thus ensuring Members could consider the various different financial aspects of the process as part of the Council's overall budget package.

The meeting was adjourned at 8.30 p.m. and reconvened at 8.39 p.m.

(In accordance with Council Procedure Rule 30.1, Councillor Helen-Ann Smith moved suspension of Council Procedure Rule 23 [Conclusion of Proceedings] to enable the meeting to continue until 9.30 p.m. should this be necessary in order for the Council to give proper consideration to the determination of its budget. Having been duly seconded and voted upon, Council agreed with this course of action.)

RESOLVED that

- a) a freeze in the level of the District's own Council Tax for 2019/20, setting the Band D equivalent at £185.46; the same as in 2018/19, be approved;
- b) the proposed Revenue (General Fund) and HRA 2019/20 Budgets as set out in the Cabinet report (Sections 3 and 4), be approved;
- c) the proposed Capital Programme and associated borrowing 2018/19 to 2022/23 as set out in the Cabinet report (Section 5), be approved;
- d) the 2018/19 Revised HRA and Capital Budgets as set out in the Cabinet report (Sections 4 and 5), be approved;
- e) it be noted that the precept figures from Nottinghamshire County Council, Nottinghamshire Fire and Rescue Authority, Police and Crime Commissioner and the two Parish Council's within the District have been incorporated into the Council Tax recommendation to Council;
- f) the estimated financial challenge in the Medium Term Financial Strategy (MTFS) for 2020/2021 and 2021/22, and the planned approach to address the challenge, as outlined in Section 6 of the Cabinet report, be noted;
- g) an updated MTFS be brought back to Cabinet after the 2018/19 Accounts have been closed and audited;

- h) the proposed use of reserves as set out in the Cabinet report (Table 6 (Revenue) and Table 11 (HRA), be approved;
- i) the comments and advice of the Corporate Finance Manager (Section 151 Officer), provided in compliance with Section 25 of the Local Government Act 2003, as to the robustness of the estimates included in the 2019/20 Budget and the adequacy of the reserves for which this budget provides, as outlined in Section 7 of the Cabinet report, be noted and accepted;
- j) the Fees and Charges set out in this report which were not available for inclusion in the Fees and Charges report to Cabinet on 26th November 2018, as outlined in Sections 3.10 to 3.13 of the Cabinet report, be approved;
- k) the use of in-year Capital Receipts up to 2020/21 to maximise capitalisation opportunities arising from service transformation to deliver efficiencies and improved services to residents and clients, thereby minimising the impact of costs on the Revenue Budget as included in the Flexible Use of Capital Receipts Strategy 2018/19 (approved by Council on 11th October 2018), be approved.

Reason:

To approve the recommendations in accordance with the Local Government Finance Act 1992, thus ensuring the Council sets its annual budget by 10th March in the preceding financial year.

During consideration of the item, Councillors temporarily left the Chamber as follows:-

Cllr. Rachel Madden	8.01 p.m. until 8.03 p.m.
Cllr. Keir Morrison	8.02 p.m. until 8.06 p.m.
Cllr. John Knight	8.12 p.m. until 8.14 p.m.
Cllr. Helen-Ann Smith	8.26 p.m. until 8.29 p.m.
Cllr. Christian Chapman	8.59 p.m. until 9.01 p.m.
Cllr. Jackie James	9.06 p.m. until 9.08 p.m.
Cllr. Lachlan Morrison	9.06 p.m. until 9.09 p.m.

Voting Results			
Councillor:		Councillor:	
Lee Anderson	For	Glenys Maxwell	<i>Absent</i>
Jim Aspinall	<i>Absent</i>	Lauren Mitchell	Abstain
Chris Baron	For	Keir Morrison	Abstain
Rachel Bissett	Abstain	Lachlan Morrison	Abstain
Tony Brewer	For	Mick Murphy	<i>Absent</i>
Amanda Brown	Abstain	Nicolle Ndiweni	Abstain
Tim Brown	Abstain	Christine Quinn-Wilcox	For
Cheryl Butler	Abstain	Matthew Relf	For
Christian Chapman	For	Paul Roberts	<i>Absent</i>
Don Davis	<i>Absent</i>	Kevin Rostance	For
Joanne Donnelly	<i>Absent</i>	Phil Rostance	For
David Griffiths	Abstain	Robert Sears-Piccavey	For

Helen Hollis	For	Helen-Ann Smith	For
Tom Hollis	For	Mike Smith	Abstain
Jackie James	Abstain	John Wilmott	For
John Knight	Abstain	Sam Wilson	For
Rachel Madden	For	Jason Zadrozny	For
Cathy Mason	Abstain		

C.76 Formal Setting of Council Tax 2019/20

RESOLVED

that the Council Tax levels for 2019/20 on the basis of a Band “D” tax level for the District Council’s own expenditure of £185.46 (nil increase), be approved as follows:-

1. That it be noted that on 17th January 2019 the Council calculated the Council Tax Base for 2019/20
 - a. for the whole Council area: **33,542.5**
 - b. for dwellings in those parts of its area to which a Parish precept relates –

The Parish of Annesley and Felley: **548.0**
The Parish of Selston: **3,710.9**
2. That the calculation of the Council Tax requirement for the Council’s own purposes for 2018/19 (excluding Parish precepts) is **£6,220,792.**
3. That the following amounts be calculated for the year 2019/20 in accordance with Sections 31 to 36 of the Act:

(a) **£64,029,483** being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act taking into account all precepts issued to it by Parish Councils.

(b) **£57,519,340** being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act.

(c) **£6,510,143** being the amount by which the aggregate at 3(a) above exceeds the aggregate at 3(b) above, calculated by the Council in accordance with Section 31A(4) of the Act as its Council Tax requirement for the year.

(d) **£194.09** being the amount at 3(c) above, divided by 1(a) above, calculated by the Council, in accordance with Section 31B of the Act, as the basic amount of its Council Tax for the year (including Parish precepts).

(e) **£289,351** being the aggregate amount of all special items (Parish precepts) referred to in Section 34(1) of the Act (as per the tables below).

(f) **£185.46** being the amount at 3(d) above less the result given by dividing the amount at 3(e) above 1(a) above), calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no Parish precept relates.

To note that Nottinghamshire County Council, the Nottinghamshire Police & Crime Commissioner and the Nottinghamshire Fire and Rescue Authority have issued precepts to the Council in accordance with Section 40 of the Local Government Finance Act 1992 for each category of dwellings in the Council's area as indicated in the table below.

5. That the Council, in accordance with Sections 30 and 36 of the Local Government Finance Act 1992, hereby sets the aggregate amounts shown in the tables below as the amounts of Council Tax for 2019/20 for each part of its area and for each of the categories of dwellings.

DETAILS OF INDIVIDUAL COUNCIL TAX AMOUNTS BY PRECEPTOR AND VALUATION BAND

Ashfield District Council

Council Tax Base	33,542.5	2018/19 Band D Council Tax	£185.46
Council Tax Amount	£6,220,792	Percentage increase	0.00%

2019/20 Council Tax amounts by band:

A	B	C	D	E	F	G	H
£123.64	£144.25	£164.85	£185.46	£226.67	£267.89	£309.10	£370.92

Nottinghamshire County Council

Council Tax Base	33,542.5	2018/19 Band D Council Tax	£1,419.43
Council Tax Amount	£49,510,743	Percentage increase	3.99%

2019/20 Council Tax amounts by band:

A	B	C	D	E	F	G	H
£984.04	£1,148.05	£1,312.05	£1,476.06	£1,804.07	£2,132.09	£2,460.10	£2,952.12

Nottinghamshire Police and Crime Commissioner

Council Tax Base	33,542.5	2018/19 Band D Council Tax	£195.39
Council Tax Amount	£7,356,877	Percentage increase	12.25%

2019/20 Council Tax amounts by band:

A	B	C	D	E	F	G	H
£146.22	£170.59	£194.96	£219.33	£268.07	£316.81	£365.55	£438.66

Nottinghamshire Fire and Rescue Authority

Council Tax Base	33,542.5	2018/19 Band D Council Tax	£77.51
Council Tax Amount	£2,676,692	Percentage increase	2.95%

2019/20 Council Tax amounts by band:

A	B	C	D	E	F	G	H
£53.20	£62.07	£70.93	£79.80	£97.53	£115.27	£133.00	£159.60

Annesley and Felley Parish Council

Council Tax Base	548.0	2018/19 Band D Council Tax	£101.26
Council Tax Amount	£55,490	Percentage increase	0.00%

2019/20 Council Tax amounts by band:

A	B	C	D	E	F	G	H
£67.51	£78.76	£90.01	£101.26	£123.76	£146.26	£168.77	£202.52

Selston Parish Council

Council Tax Base	3,710.9	2018/19 Band D Council Tax	£63.02
Council Tax Amount	£233,861	Percentage increase	0.00%

2019/20 Council Tax amounts by band:

A	B	C	D	E	F	G	H
£42.01	£49.02	£56.02	£63.02	£77.02	£91.03	£105.03	£126.04

Aggregate of Council Tax Requirements for residents of Annesley and Felley

Equivalent Council Tax in 2018/19	£1,979.05
Percentage increase	4.19%

A	B	C	D	E	F	G	H
£1,374.61	£1,603.72	£1,832.80	£2,061.91	£2,520.10	£2,978.32	£3,436.52	£4,123.82

Aggregate of Council Tax Requirements for residents of Selston

Equivalent Council Tax in 2018/19	£1,940.81
Percentage increase	4.27%

A	B	C	D	E	F	G	H
£1,349.11	£1,573.98	£1,798.81	£2,023.67	£2,473.36	£2,923.09	£3,372.78	£4,047.34

Aggregate of Council Tax Requirements for residents of all other parts of the Council's area

Equivalent Council Tax in 2018/19	£1,877.79
Percentage increase	4.41%

A	B	C	D	E	F	G	H
£1,307.10	£1,524.96	£1,742.79	£1,960.65	£2,396.34	£2,832.06	£3,267.75	£3,921.30

6. That the Council determine whether the Council's basic amount of Council Tax for 2019/20 is excessive in accordance with principles approved under Section 52ZB Local Government Finance Act 1992.

In the Ministry for Housing, Communities and Local Government's report "The Referendums Relating To Council Tax Increases (Principles) (England) Report 2019/20" (published on 29 January 2019), it sets out the circumstances under which a council's Council Tax increase might be regarded as excessive, which would trigger a referendum. These principles have been approved under section 52ZB of the amended Local Government Finance Act 1992.

The principles relating to 2019/20 (Annexe A, Paragraph 5) state that:

Principles for 2019-20 for authorities belonging to the category mentioned in paragraph 2(c) [Shire district councils]

5. For 2019-20 the relevant basic amount of council tax of an authority which belongs to the category mentioned in paragraph 2(c) is excessive if the authority's relevant basic amount of council tax for 2019-20 is

(a) 3%, or more than 3%, greater than its relevant basic amount of council tax for 2018-19; and

(b) more than £5 greater than its relevant basic amount of council tax for 2018-19.

This means the authority would need to exceed **both** referendum principles in order to be subject to a referendum; exceeding one principle but not the other would not require a referendum.

Ashfield District Council's basic (Band D) level of Council Tax was £185.46 in 2018/19, and is proposed to be £185.46 in 2019/20, a 0% increase (freeze) at Band D. Therefore it can be determined that the Council would **not** be increasing the Council Tax by an excessive amount.

Voting Results			
Councillor:		Councillor:	
Lee Anderson	For	Glenys Maxwell	<i>Absent</i>
Jim Aspinall	<i>Absent</i>	Lauren Mitchell	Abstain
Chris Baron	For	Keir Morrison	Abstain
Rachel Bissett	Abstain	Lachlan Morrison	Abstain
Tony Brewer	For	Mick Murphy	<i>Absent</i>
Amanda Brown	Abstain	Nicolle Ndiweni	Abstain
Tim Brown	Abstain	Christine Quinn-Wilcox	For
Cheryl Butler	Abstain	Matthew Relf	For
Christian Chapman	For	Paul Roberts	<i>Absent</i>
Don Davis	<i>Absent</i>	Kevin Rostance	For
Joanne Donnelly	<i>Absent</i>	Phil Rostance	For
David Griffiths	Abstain	Robert Sears-Piccavey	For
Helen Hollis	For	Helen-Ann Smith	For
Tom Hollis	For	Mike Smith	Abstain
Jackie James	Abstain	John Wilmott	For
John Knight	Abstain	Sam Wilson	For
Rachel Madden	For	Jason Zadrozny	For
Cathy Mason	Abstain		

The meeting closed at 9.30 pm

Chairman.

Report To:	COUNCIL	Date:	16 MAY 2019
Heading:	POLITICAL BALANCE AND COMMITTEE MEMBERSHIP - APPOINTMENT OF COMMITTEES, PANELS AND WORKING GROUPS		
Portfolio Holder:			
Ward/s:	ALL		
Key Decision:	NO		
Subject to Call-In:	NO		

Purpose of Report

This report sets out the proposed political balance of the Council's Committees and Panels following the District Elections held on the 2 May 2019.

Recommendation(s)

The Council is requested to **NOTE** that the political balance of the Committees of the Council are set out below;

- **Ashfield Independents – 70 Seats**
- **Conservative – 7 Seats**
- **Labour – 5 Seats**

Reasons for Recommendation(s)

To comply with the provisions of the Local Government & Housing Act 1989, requiring the Council to allocate seats on its Committees in a politically proportional way.

Alternative Options Considered

No other options are appropriate as the Council has to comply with the need for political proportionality in the distribution of seats on Council Committees.

Detailed Information

POLITICAL PROPORTIONALITY

The Council is required by law to ensure that it allocates places on its Committees in a politically proportionate way. It does not apply to the Council's Executive, the Cabinet.

At the start of the year the Council is asked to allocate places on the relevant Committees in a politically proportionate way. There are **82** such places in total.

In order to reflect political proportionality on the Council (for practical purposes some element of 'rounding up' of the figures is required) the following number of places are therefore allocated to each group;

Group	Seats on Council	Allocation of the '82' places subject to political proportionality
Ashfield Independents	30	70
Conservative	3	7
Labour	2	5

Implications

Corporate Plan:

There are no implications in respect of the Corporate Plan

Legal:

The Local Government & Housing Act 1989 requires local authorities to allocate places on its committees in a politically proportional way.

Finance:

Budget Area	Implication
General Fund – Revenue Budget	None
General Fund – Capital Programme	None
Housing Revenue Account – Revenue Budget	None
Housing Revenue Account – Capital Programme	None

Risk:

Risk	Mitigation
Should the seats not be allocated in accordance with political proportionality, the Council would be contravening the Local Government & Housing Act 1989 (which requires local authorities to allocate places on their committees in a politically proportionate way).	Committee Membership and Political Balance be allocated accordingly.

Human Resources:

There are no Human Resources implications arising from this report.

Equalities:

There are no Equality implications arising from this report.

Other Implications:

None

Reason(s) for Urgency

None

Reason(s) for Exemption

None

Background Papers

None

Report Author and Contact Officer

Ruth Dennis

DIRECTOR OF LEGAL AND GOVERNANCE (MONITORING OFFICER)

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DRAFT SCHEDULE OF MEETINGS 2019/2020

(all meetings commence at 10.00 am or 7.00 pm unless otherwise stated)

	MAY 2019	JUNE 2019	JULY 2019
1		3	1 Local Plan Working Group (10am)
2	DISTRICT COUNCIL ELECTIONS	4	2
3		5	3
4		6 Overview and Scrutiny Committee (10am)	4 Scrutiny Panel A (10am)
5		7	5
6	BANK HOLIDAY	10 Local Plan Working Group (10am)	8 Licensing Committee (10am)
7		11	9
8		12	10 Standards and Personnel Appeals Committee (10am)
9		13	11
10		14	12
11		17	15 Local Joint Consultative Committee (10am)
12		18	16
13		19 Charities Committee (10am)	17
14		20	18 Overview and Scrutiny Committee (10am)
15		21	19
16	Annual Council (7pm)	24 Cabinet (10am)	22 Cabinet (10am)/Audit Committee (2pm)
17		25	23
18		26 Planning Committee (10am)	24 Planning Committee (10am)
19		27 Scrutiny Panel B (7pm)	25 Council (7pm)
20		28	26
21			29 Local Plan Working Group (10am)
22	BANK HOLIDAY		30
23			31
24			
25			
26			
27			
28			
29			
30			
31			

AUGUST 2019	SEPTEMBER 2019	OCTOBER 2019
1 2	2 Local Plan Working Group (10am) 3 4 5 Overview and Scrutiny Committee (10am) 6	1 2 Standards and Personnel Appeals Committee (10am) 3 4
5 6 7 8 9	9 10 11 12 Scrutiny Panel A (10am) 13	7 Cabinet (10am) 8 9 10 Council (7pm) 11
12 13 14 15 16	16 Cabinet (10am) 17 18 19 Scrutiny Panel B (7pm) 20	14 15 16 17 18
19 20 21 Planning Committee (10am) 22 23	23 Local Plan Working Group (10am) 24 25 Planning Committee (10am) 26 27	21 22 23 Planning Committee (10am) 24 State of Ashfield Debate (7pm) 25
26 BANK HOLIDAY 27 28 29 30	30 Audit Committee (10am)	28 29 30 31

NOVEMBER 2019	DECEMBER 2019	JANUARY 2020
1	2 Audit Committee (10am) 3 4 5 Council (7pm) 6	1 NEW YEAR'S DAY 2 3
4 5 6 Charities Committee (10am) 7 Overview and Scrutiny Committee (10am) 8	9 10 11 Standards and Personnel Appeals Committee (10am) 12 13	6 7 8 9 10
11 12 13 14 Scrutiny Panel A (10am) 15	16 17 18 Planning Committee (10am) 19 20	13 Local Plan Working Group (10am) 14 15 16 Overview and Scrutiny Committee (10am) 17
18 Local Plan Working Group (10am) 19 Scrutiny Panel B (7pm) 20 Planning Committee (10am) 21 22	23 24 25 CHRISTMAS DAY 26 BOXING DAY 27	20 Local Joint Consultative Committee (10am) 21 22 Planning Committee (10am) 23 Scrutiny Panel A (10am) 24
25 Cabinet (10am) 26 27 28 29	30 31	27 Cabinet (10am) 28 29 30 Scrutiny Panel B (7pm) 31

FEBRUARY 2020		MARCH 2020		APRIL 2020	
3		2			
4		3			
5		4		1	
6		5	Extraordinary Council (Tax) (7pm)	2	Council (7pm)
7		6		3	
10	Audit Committee (10am)	9		6	
11		10	Scrutiny Panel B (7pm)	7	
12		11		8	
13	Council (7pm)	12	Scrutiny Panel A (10am)	9	
14		13		10	GOOD FRIDAY
17		16	Local Plan Working Group (10am)	13	EASTER MONDAY
18		17		14	
19	Charities Committee (10am)	18	Standards and Personnel Appeals Committee (10am)	15	Planning Committee (10am)
20		19		16	
21		20		17	
24	Cabinet (10am)	23	Cabinet (10am)	20	
25		24		21	
26	Planning Committee (10am)	25	Planning Committee (10am)	22	
27		26	Overview and Scrutiny Committee (10am)	23	
28		27		24	
		30		27	
		31		28	
				29	
				30	

MAY 2020

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4 **BANK HOLIDAY**

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7 ***PCC ELECTIONS***

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21 Annual Council Meeting (7pm)

22

25 **BANK HOLIDAY**

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To Note:

Ad Hoc Committees (scheduled as and when required)

Chief Officers' Employment Committee

Licensing Committee

Licensing Sub Committee

August Recess

August is usually a recess month and the only scheduled meeting is Planning Committee.

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Report To:	COUNCIL	Date:	16 MAY 2019
Heading:	ANNUAL CONSTITUTION REVIEW		
Portfolio Holder:	LEADER		
Ward/s:	N/A		
Key Decision:	NO		
Subject to Call-In:	NO		

Purpose of Report

To report proposed changes to the Constitution and supporting documents.

Recommendation(s)

To consider and approve the proposed changes to the Constitution.

Reasons for Recommendation(s)

To ensure that the Council's Constitution remains up to date and fit for purpose, it is reviewed annually.

Alternative Options Considered

Do not update the Constitution. However, this would not be best practice and would reduce the value of the document, both to the Council and the wider Community as an authoritative guide to how the Council works.

Detailed Information

Constitution Review 2019

It is good practice to review the Constitution regularly and it is the Council's practice to carry out a review annually.

The proposed changes were presented to the Standards and Personnel Appeals Committee on 18 March 2019. The comments of the Committee (and any subsequent changes which have been made) are set out below:

Members of the committee considered the proposed changes to the Constitution and made the following suggestions:

- That questions submitted by the public to be answered at Council by a Portfolio Holder should be answered by the relevant Portfolio Holder for the subject matter, and not by another nominated Portfolio Holder (included in the report)
- That a Councillor who is not part of a political group may be substituted by another ungrouped Councillor at Committee meetings (included in the report)
- That if alternative arrangements are proposed and approved for tenant participation and scrutiny that tenant activity with regard to scrutiny of housing matters be reported to the Overview and Scrutiny Committee (included in the report)

Not all Members of the Committee were supportive of changing deadlines for Member Questions to 7 clear working day timeframe.

Members of the Committee were also supportive of the proposal to bring the public speaking procedure for Planning Committee into the Constitution and for the procedure to be amended to enable members of the Planning Committee to ask questions of speakers. Members were however in agreement that it was essential that any questioning of speakers was tightly controlled with regards to time and the number and relevance of questions asked by members of the Planning Committee.

The proposed changes to the Constitution are outlined below:

Part of the Constitution	Proposed Amendments
Part 1 – Summary	No changes.
Part 2 – Articles	No changes.
Part 3 – Functions and Delegations	<p>Licensing – Minor amendments made to the wording of the delegation of Licensing functions to the Chief Executive/Interim Director of Place and Communities to remove duplication and delegations that are not relevant for Ashfield i.e. for London Boroughs only.</p> <p>Planning – The delegations from Planning Committee to the Chief Executive/Interim Director of Place and Communities have been amended so that the delegated authority for these functions is given to the Chief Executive/Assistant Director Planning and Regulative Services to reflect the Assistant Director Planning and Regulative Services’ position as the Council’s most senior planning professional.</p> <p>Audit Committee Terms of Reference – in accordance with Financial Regulation requirements and as a result of an audit report recommendation, to include the “<i>responsibility for ensuring effective scrutiny of the Treasury Management Strategy and policies</i>”</p>

	<p>Local Plan Working Group – terms of reference have been included.</p>
<p>Part 4 – Rules of Procedure</p>	<p>Council Procedure Rules</p> <p>Ordinary Meetings - Insert an item of business for Ordinary Meetings: <i>“(x) Receive updates from Members of the Cabinet on their Portfolio activity within a maximum time allocation of 30 minutes;”</i></p> <p>Questions by the Public – insert “11.9 – Response – <i>A response may be given by the Member to whom it has been put, or by the relevant portfolio holder.”</i></p> <p>Questions by the Public and Questions by Members – amend the deadline for receipt of questions from 11.3 <i>“noon 7 clear working days before the day of the meeting”</i> and 13.4 <i>“4pm, 2 clear working days before the meetings”</i> to <i>“noon, 7 clear working days before the meeting”</i>. This amendment is proposed in order to that all deadlines for questions and motions are the same, thus avoiding confusion.</p> <p>Substitution of Members at Meetings – it has been proposed to amend 27.6 to include <i>“Substitute Members shall be from the same political group as the ordinary Member they are substituting for.”</i> This has been suggested to ensure the political balance of the Committee is maintained which is not the case if a member of a different political group attends as a substitute.</p> <p>Access to Information Procedure Rules No changes.</p> <p>Budget and Policy Framework Procedure Rules No changes.</p> <p>Executive Procedure Rules No changes.</p> <p>Overview and Scrutiny Procedure Rules -</p> <p>Removal of the requirement to appoint two non-voting tenant representatives to the Overview and Scrutiny Committee for the consideration of housing related issues (subject to confirmation by the Director of Housing and Assets). This is subject to introducing alternative, more suitable arrangements for tenant participation and scrutiny as part of the Housing Green Paper proposals.</p> <p><i>Insert – “Any tenant activity with regard to scrutiny of housing matters will be carried out by the existing Tenants Gateway and reported to the Overview and Scrutiny Committee as required”.</i></p> <p>Minor wording amendments to add clarity regarding the process of setting the scrutiny work plan.</p>

Amendments to the pre-call in procedure to add clarity, ease of understanding and to confirm that only call in requests that have followed all of the steps required by the procedure would be accepted.

Minor amendments to the order of business/meeting procedure for the Overview and Scrutiny Committee to ensure consistency with the procedures of other committees.

Financial Regulations

Additional paragraph briefly explaining the role of the Audit Committee.

A.26 – Accounting Policies - additional wording – *“These are considered annually by the Audit Committee.”*

A.28 – Annual Statement of Accounts – additional wording – *“... in accordance with the current Chartered Institute of Public Finance and Accountancy (CIPFA) Code of Practice...”*

B.8iv. – Budget Monitoring and Control – additional wording to explain what a Supplementary Estimate is – *“A Supplementary Estimate is a budget increase greater than that already approved by Council at the annual budget setting meeting.”*

B.10 – Virement – additional wording – *“Re-allocation of budgets following service reviews does not constitute virement.”*

B.12 – Use of Reserves – additional wording – *“Where external funding/contributions are made available to support specific projects/schemes, regardless of value, these funds can be accessed without consideration of the above financial limits. In these instances an Officer Decision Record (ODR) will be completed.”*

C.24 – Banking Arrangements – additional wording – *“No payment is to be made by the Council via Direct Debit without the relevant mandate having first been authorised by the Corporate Finance Manager.”*

Code of Procedures Relating to the Disposal of Land and Buildings –

Amendments made to reflect new job titles and management structure.

Amendments also added to provide clarity and remove any potential area for doubt in the application of the procedure.

Contract Procedures Rules

No changes.

Employment Procedure Rules

No changes.

Part 5 – Members’ Code of Conduct	Minor amendment clarifying that attendance at, or completion of, any identified mandatory training will contribute towards the performance element of Members basic allowance.
Part 6 – Member/Officer Protocol	No changes.
Part 7 – Allowances	References to the minimum wage have been amended to living/minimum wage and amounts amended to April 2019 figures. The Members Basic Allowance and Schedule 1 detailing the amounts of Special Responsibility Allowances payable to be amended to reflect the annual salary increase for local government staff.
Part 8 – Management Structure	Revised Management Structure Chart as of July 2018 inserted.
Part 9 – Employees Code	Additional guidance added on interactions between staff and customers/service users. Additional guidance added regarding photographs of employees and how these photographs will be used.
Part 10 – Planning Code	Minor amendments to text to reflect the new management structure with references to Service Manager being replaced with Assistant Director Planning and Regulative Services. Minor textual and formatting amendments to improve clarity and readability. It is also proposed that the Code be amended to enable speakers to be the questioned by Members to clarify points raised by speakers. The “Have your say on Planning applications” document has been brought into the Constitution as an appendix.

A copy of the amended Constitution (with track changes) can be accessed [here](#).

Implications

Corporate Plan:

The Council will strive to ensure effective community leadership, through good governance, transparency, accountability and appropriate behaviours.

Legal:

In accordance with Article 13 of the Constitution, the Monitoring Officer is responsible for keeping the Constitution under review. The Monitoring Officer is delegated the authority to make minor

alterations to the Constitution or make amendments to reflect in year changes. Substantive changes to the Constitution must be approved by the Council.

Finance:

Budget Area	Implication
General Fund – Revenue Budget	None
General Fund – Capital Programme	None
Housing Revenue Account – Revenue Budget	None
Housing Revenue Account – Capital Programme	None

Risk:

Risk	Mitigation
Not updating the Constitution on a regular basis would increase the risk of failing to reflect current legislation and practices which would negatively impact decision-making.	Ensuring the Council’s Constitution remains up to date and fit for purpose it is reviewed annually.

Human Resources:

There are minimal HR implications as outlined in the body of the report with regard to minor changes to the Code of Conduct for Employees.

Equalities:

There are no specific equalities issues highlighted in the report or apparent at this stage in relation to proposed changes.

Other Implications:

None

Reason(s) for Urgency

Not Applicable

Reason(s) for Exemption

Not Applicable

Background Papers

None

Report Author and Contact Officer

Ruth Dennis
DIRECTOR OF LEGAL AND GOVERNANCE (MONITORING OFFICER)
r.dennis@ashfield.gov.uk
01623 457009

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Report To:	COUNCIL	Date:	16 MAY 2019
Heading:	ALDERMEN AND ALDERWOMEN POLICY		
Portfolio Holder:	LEADER OF THE COUNCIL		
Ward/s:	N/A		
Key Decision:	NO		
Subject to Call-In:	NO		

Purpose of Report

To seek approval for the introduction of a policy to appoint Honorary Aldermen and Alderwomen.

Recommendation(s)

To approve the Policy for the Appointment of Honorary Aldermen and Alderwomen as attached to this report.

Reasons for Recommendation(s)

The appointment of Honorary Aldermen/Alderwomen is a means of giving recognition to former Councillors of Ashfield District Council who in the opinion of the Council have rendered eminent service to the Council and the District.

Alternative Options Considered

(with reasons why not adopted)

The Council may choose not to introduce such a policy.

Detailed Information

Section 249 of the Local Government Act 1972 provides that the title of Honorary Alderman/Alderwoman can be conferred on persons who have, in the opinion of the Council, rendered eminent services to the Council as past members of the Council, but who are no longer members of the Council.

In order to confer the title of Honorary Alderman/Alderwoman a meeting of the whole Council needs to be convened specifically for this purpose and the resolution passed by not less than two thirds of the voting Members present at that meeting.

The legislation does not define “eminent service”. It is proposed that the award should not be bestowed on a former member unless they served as a Member of Ashfield District Council for a minimum of 8 years and made a significant contribution to the Council and the District of Ashfield.

It is proposed that Honorary Aldermen/Alderwomen will be presented with:

- A Framed Certificate of Conferral of the Status of Honorary Alderman/Alderwoman which will carry the Common Seal of the Council and be witnessed by the Chairman of the Council and the Chief Executive;
- A Badge of Office including the title ‘Honorary Alderman/Alderwoman’.

Following the presentation the Honorary Alderman/Alderwoman will be asked to sign the “Book of Honorary Aldermen/Alderwomen” and will be afforded the opportunity to address the Council meeting.

It is proposed that Honorary Aldermen/Alderwomen:

- May be invited to attend and take part in civic events, including the Annual General Meeting, organised by the Council;
- Be entitled to wear the badge of ‘Honorary Alderman/Alderwoman’ at such civic events within the District. The badge of Honorary Alderman/Alderwoman must only be worn at civic events outside the District at the specific request of the organisers of the event;
- Are entitled to use the title ‘Honorary Alderman/Alderwoman of the District of Ashfield’;
- Have no special right to attend meetings of the Council or its Committees or to receive any allowances payable under the Members’ Allowances Scheme.

It is proposed that any Political Group may nominate a past Member of the Council for the role of Honorary Alderman/Alderwoman.

The proposed policy and nomination form is attached to the report for consideration by Council for adoption.

Implications

Corporate Plan:

We value the democratic role that Councillors have in representing the people of Ashfield. The Aldermen/Alderwomen Policy recognises the contributions of past Councillors to the Council and the District.

Legal:

The legal provisions are set out in the body of the report.

Finance:

Budget Area	Implication
General Fund – Revenue Budget	Costs incurred are expected to be minimal and exceptional in nature. As such any costs incurred should be contained within the annual Civic Budget for that year.
General Fund – Capital Programme	None
Housing Revenue Account – Revenue Budget	None
Housing Revenue Account – Capital Programme	None

Risk:

Risk	Mitigation
There are no significant risks associated with the adoption of the policy.	

Human Resources:

There are no significant HR issues as the policy relates to former members of the Council and not employees.

Equalities:

The policy does not have a negative or positive impact in relation to any group of people with protected characteristics. The proposed criteria as set out in the policy will be applied to each past member nominated and considered by Council for approval on an individual basis.

Other Implications:

None

Reason(s) for Urgency

None

Reason(s) for Exemption

None

Background Papers

None

Report Author and Contact Officer

Ruth Dennis
DIRECTOR OF LEGAL AND GOVERNANCE (MONITORING OFFICER)
r.dennis@ashfield.gov.uk
01623 457009



Ashfield

DISTRICT COUNCIL

Protocol for the Appointment of Honorary Aldermen and Honorary Aldermwomen

Version 1

Approved at Council

Date XXXX

Protocol for the Appointment of Honorary Aldermen and Honorary Alderwomen of Ashfield District Council

1. Background

- a. **Section 249 of the Local Government Act 1972** provides that the title of Honorary Alderman/Alderwoman can be conferred **on persons who have, in the opinion of the council, rendered eminent services to the council as past members of that council, but who are no longer members of the council.**
- b. In order to confer the title of Honorary Alderman/Alderwoman a meeting of the whole Council needs to be convened specifically for this purpose and the resolution passed by not less than two thirds of the voting Members present at that meeting.

2. Role of Honorary Alderman/Alderwoman

- a. An Honorary Alderman/Alderwoman may attend and take part in civic events organised by Ashfield District Council and is entitled to wear the badge of 'Honorary Alderman/Alderwoman' at such events. An Honorary Alderman/Alderwoman will receive invitations to civic events to which Members of the Council are also invited, including the Annual Council Meeting and any future appointment of Honorary Aldermen/Alderwomen.
- b. The badge of Honorary Alderman/Alderwoman must only be worn at civic events outside the District at the specific request of the organisers of the event.
- c. Those elected to the roll of Honorary Alderman/Alderwoman are entitled to use the title 'Honorary Alderman/Alderwoman of the District of Ashfield'.
- d. The status of Honorary Alderman/Alderwoman carries no special right to attend meetings of the Council or its Committees or to receive any allowances payable under the Members' Allowances Scheme.

3. Criteria for Appointment

- a. Any Political Group may nominate a past Member of the Council for the role of Honorary Alderman/Alderwoman. A nomination form, as set out in Appendix A to the Protocol, must be completed and sent to Democratic Services.
- b. The appointment of Honorary Alderman/Alderwoman is to confer recognition on past Members who, over a period of time, have made a significant contribution to the Council in particular and public service.
- c. Any person nominated must meet all of the following criteria:

- i. No longer holds the position of Councillor;
- ii. Must have served for a minimum of 8 years on the District Council;
- iii. Must have rendered eminent services during their time on the District Council;
- iv. Must have made a significant contribution to the Council and the people it represents.

4. Presentation Ceremony

- a. The award of Honorary Alderman/Alderwoman shall take place during an extraordinary meeting of the Council, called for this specific purpose. The Chairman of the Council shall preside at this meeting.
- b. During the meeting a Notice of Motion will be put forward to confer the title of Honorary Alderman/Alderwoman on the Nominee(s) to recognise their services to the Council and the community.
- c. The Motion shall be seconded, and Members will then have the opportunity to speak to the Motion in accordance with the speaking rights set out in the Constitution.
- d. The resolution needs to be passed by not less than two thirds of the Members present at the meeting.
- e. If the resolution is passed, the person being awarded the title of Honorary Alderman/Alderwoman will be presented with:
 - i. A Framed Certificate of Conferral of the Status of Honorary Alderman/Alderwoman which will carry the Common Seal of the Council and be witnessed by the Chairman of the Council and the Chief Executive;
 - ii. A Badge of Office including the title 'Honorary Alderman/Alderwoman'.
- f. Following the presentation the person appointed Honorary Alderman/Alderwoman will be asked to sign the "Book of Honorary Aldermen/Alderwoman" and will be afforded the opportunity to address the Council meeting.

5 The Roll of Honorary Aldermen and Alderwomen

- a. The Roll of Honorary Aldermen and Alderwomen, which will include date of election to the Roll, will be held and maintained by Democratic Services. Those awarded the status of Honorary Alderman and Alderwoman will be included on an honours board.

Appendix A

**NOMINATION FORM FOR THE ROLE OF
HONORARY ALDERMAN AND HONORARY ALDERWOMAN
OF ASHFIELD DISTRICT COUNCIL**

Please complete the following using either black ink or type (and/or continue on separate A4 sheet, if necessary):-

Name of Person being nominated:	
Address:	
Tel No:	
E-Mail Address:	

Please explain how the nominee meets the following criteria for appointment:

1	How long has the nominee served on Ashfield District Council? <i>The person being nominated must have served for a minimum of 8 years on the District Council.</i>
2	What eminent services has the nominee rendered during their time on Ashfield District Council?

3	What significant contribution has the nominee made to Ashfield District Council and the District's residents?
4	Why do you believe that this person should be conferred the appointment of Honorary Alderman/Alderwoman?

Signed	
Print name	
Date	

Please return this form to:

Mike Joy - Service Manager Democratic and Scrutiny Services

Ashfield District Council, Council Offices, Urban Road, Kirkby-in-Ashfield,
Nottinghamshire, NG17 8DA

m.joy@ashfield.gov.uk

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APPOINTMENTS TO OUTSIDE BODIES
ANNUAL COUNCIL
16TH MAY, 2019

<u>No.</u>	<u>Body</u>	<u>Representatives</u>	<u>New Term Ending</u>
1.	Ageing Well Network <i><u>Term Ending For:</u></i> <i>Former Cllr. Helen Hollis</i>	one appointment	31st May, 2020
2.	Ashfield Citizens' Advice Bureau Management Committee <i><u>Current Representative:</u></i> <i>Former Cllr. Christine Quinn-Wilcox</i>	one appointment	31st May, 2020 (part way through a 3 year term)
3.	Ashfield Community Safety Partnership Joint Strategic Group <i><u>Term Ending For:</u></i> <i>Cllr. Christian Chapman</i> <i>Cllr. Jason Zadrozny</i> <i>(The representatives must be the Leader and the Portfolio Holder responsible for Community Safety)</i>	two appointments	31st May, 2020
4.	Association for Public Service Excellence <i><u>Term Ending For:</u></i> <i>Cllr. Jason Zadrozny</i> <i>(The representative must be the Leader of the Council)</i>	one appointment	31 st May, 2023 (4 year term)
5.	Beauvale Charity – Hucknall <i><u>Term Ending For:</u></i> <i>Cllr. Chris Baron</i>	one appointment	30 th June, 2023 (4 year term)

No.	Body	Representatives	New Term Ending
6.	Byron Charity – Hucknall <i><u>Current Representative to be replaced:</u></i> <i>Former Cllr. Mick Murphy</i>	one appointment	31 st March, 2021 (part way through a 3 year term)
7.	D2N2 Local Enterprise Partnership Board <i><u>Term Ending For:</u></i> <i>Cllr. Jason Zadrozny</i> <i>(The representative must be the Leader of the Council)</i>	one appointment	31 st May, 2023 (4 year term)
8.	East Midlands Councils <i><u>Term Ending For:</u></i> <i>Cllr. Tom Hollis</i> <i>Cllr. Jason Zadrozny</i> <i>(Representatives must be the current Leader and Deputy Leader of the Council)</i>	two appointments	31 st May, 2023 (4 year term)
9.	Economic Prosperity Committee <i><u>Term Ending For:</u></i> <i>Cllr. Jason Zadrozny</i> <i>Cllr. Tom Hollis (substitute)</i> <i>(Representatives to be the Leader of the Council and the Portfolio Holder for Prosperity as substitute)</i>	one appointment/one substitute	31 st May, 2023 (4 year term)
10.	Greater Nottingham Joint Planning Advisory Board <i><u>Term Ending For:</u></i> <i>Cllr. Jason Zadrozny</i> <i>(Representatives to be the Portfolio Holder responsible for Economic Growth)</i>	one appointment	31 st May, 2020
11.	Greenwood Community Forest Steering Group <i><u>Term Ending For:</u></i> <i>Cllr. Chris Baron</i> <i>(It is desirable for the representative to be either the current Chairman of the Planning Committee or the Portfolio Holder responsible for the planning function)</i>	one appointment	31 st May, 2020

No.	Body	Representatives	New Term Ending
12.	<p>Groundwork Cresswell, Ashfield & Mansfield</p> <p><u>Term Ending For:</u> Cllr. Chris Baron</p> <p><i>(It is desirable for the representative to be either the current Chairman of the Planning Committee or the Portfolio Holder responsible for the planning function)</i></p>	one appointment	31st May, 2020
13.	<p>Health and Wellbeing Board (County Council)</p> <p><u>Term Ending For:</u> Cllr. Tom Hollis</p> <p><i>(Representative must be the Portfolio Holder responsible for the Health and Wellbeing Agenda)</i></p>	one appointment	31 st May, 2020
14.	<p>Historic England</p> <p><u>Current Representative:</u> Cllr. Jason Zadrozny</p> <p><i>(The representative must be the Leader of the Council)</i></p>	one appointment	31 st May, 2023 (4 year term)
15.	<p>Hucknall & District Voluntary Partnership (Under One Roof Project)</p> <p><u>Term Ending For:</u> Cllr. Kevin Rostance</p>	one appointment	31st May, 2020
16.	<p>Hucknall Partnership Group</p> <p><u>Term Ending For:</u> Cllr. Chris Baron Cllr. Kevin Rostance Cllr. John Wilmott</p>	three appointments	31st May, 2020
17.	<p>LGA District Council's Network</p> <p><u>Term Ending For:</u> Cllr. Jason Zadrozny</p> <p><i>(The representative must be the Leader of the Council)</i></p>	one appointment	31 st May, 2023 (4 year term)

No.	Body	Representatives	New Term Ending
18.	<p>Mansfield & Ashfield Economic Development Partnership (MAEDP)</p> <p><i><u>Term Ending For:</u></i> Cllr. Helen-Ann Smith Cllr. Jason Zadrozny</p> <p><i>(Representatives must be the Leader of the Council and the Portfolio Holder responsible for Sustainability)</i></p>	two appointments	31st May, 2020
19.	<p>Mansfield & District Crematorium Joint Committee</p> <p><i><u>Term Ending For:</u></i> Cllr. Tom Hollis Former Cllr. Robert Sears-Piccavey Cllr. Helen-Ann Smith</p> <p><i>(Representatives must be Cabinet Members)</i></p>	three appointments	31st May, 2020
20.	<p>Memorandum of Understanding between Ashfield District Council, Mansfield District Council, Newark and Sherwood District Council and Nottingham County Council Sponsor's Board</p> <p><i><u>Term Ending For:</u></i> Cllr. Jason Zadrozny</p> <p><i>(Representative to be the Portfolio Holder responsible for the Planning Function)</i></p>	one appointment	31st May, 2020
21.	<p>NET Partnership Group</p> <p><i><u>Term Ending For:</u></i> Cllr. Matthew Relf</p> <p><i>(Representative does not have to be an Elected Member)</i></p>	one appointment	31st May, 2020
22.	<p>N.I.D.A.S</p> <p><i><u>Term Ending For:</u></i> Former Cllr. Helen Hollis</p>	one appointment	31st May, 2020

No.	Body	Representatives	New Term Ending
23.	<p>Nottinghamshire Building Preservation Trust</p> <p><u>Term Ending For:</u> Cllr. Paul Roberts</p> <p><i>(Desirable for the representative to have a keen interest in heritage)</i></p>	one appointment	31 st May, 2020
24.	<p>Nottinghamshire Joint Waste Management Committee</p> <p><u>Term Ending For:</u> Cllr. Helen-Ann Smith</p> <p><i>(Representative must be the Portfolio Holder responsible for Waste Management)</i></p>	one appointment	31 st May, 2020
25.	<p>Nottinghamshire Local Government Leaders' Group</p> <p><u>Current Representative:</u> Cllr. Jason Zadrozny</p> <p><i>(The representative must be the Leader of the Council)</i></p>	one appointment	31 st May, 2023 (4 year term)
26.	<p>Nottinghamshire Wildlife Trust</p> <p><u>Term Ending For:</u> Former Cllr. Glenys Maxwell</p> <p><i>(Representative must be the Chairman of the Council)</i></p>	one appointment	31 st May, 2020
27.	<p>Our Centre</p> <p><u>Term Ending For:</u> Former Cllr. John Knight</p>	one appointment	31 st May, 2023 (4 year term)
28.	<p>Patient and Public Engagement Committee (PPEC)</p> <p><u>Term Ending For:</u> Former Cllr. Helen Hollis</p>	one appointment	31 st May, 2020

No.	Body	Representatives	New Term Ending
29.	PATROL Adjudication Joint Committee <i>Term Ending For:</i> <i>Cllr. John Wilmott</i> <i>(Representative to be the Portfolio Holder responsible for Asset Management)</i>	one appointment	31st July, 2020
30.	Police and Crime Commissioner Panel <i>Current Representative:</i> <i>Cllr. Jason Zadrozny</i> <i>(The representative must be the Leader of the Council)</i>	one appointment	31 st May, 2023 (4 year term)
31.	Rural Community Action Nottinghamshire <i>Term Ending For:</i> <i>Former Cllr. Sam Wilson</i>	one appointment	31st May, 2020
32.	Sherwood Forest Hospitals NHS Foundation Trust <i>Term Ending For:</i> <i>Former Cllr. Helen Hollis</i>	one appointment	31st May, 2020
33.	Teversal Grange Advisory Committee <i>Term Ending For:</i> <i>Former Cllr. Glenys Maxwell</i> <i>Cllr. Helen-Ann Smith</i> <i>Mr. Clive Bostock</i> <i>(Appointed Members are advised not to also sit on the Charities Committee due to potential ongoing conflicts of interest – Minute No. CC4.3 refers)</i>	three appointments	31st May, 2020

FOR INFORMATION (OUTSIDE BODIES TO CEASE)

Campaign to Protect Rural England (CPRE) (Nottinghamshire Branch)	Representative no longer required
The Industrial Communities Alliance	Subscription to lapse