

ASHFIELD DISTRICT COUNCIL



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

Agenda

Annual Council

Date: **Thursday, 25th May, 2023**

Time: **6.30 pm**

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

For any further information please contact:

Lynn Cain

lynn.cain@ashfield.gov.uk

01623 457317

If you require an adjustment to enable you to participate or access the meeting, please contact the Democratic Services team at least 48 hours before the meeting.

Council

Membership

Chairman: Councillor David Walters

Vice-Chairman: Councillor Dale Grounds

Councillors:

Kier Barsby	Jamie Bell
Will Bostock	Ian Briggs
Jodine Cronshaw	Samantha Deakin
Anna Ellis	Andy Gascoyne
Paul Grafton	Julie Gregory
Arnie Hankin	Oliver Hay
Vicki Heslop	Tom Hollis
Christopher Huskinson	Dawn Justice
Sarah Lewsey	Trevor Locke
Rachel Madden	Sarah Madigan
Gordon Mann	Cathy Mason
Andy Meakin	Warren Nuttall
Nicholas Parvin	Matthew Relf
Phil Rostance	Dave Shaw
John Smallridge	Helen-Ann Smith
Lee Waters	John Wilmott
Jason Zadrozny	

FILMING/AUDIO RECORDING NOTICE

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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.



Theresa Hodgkinson
Chief Executive

AGENDA

Page

1. To receive apologies for absence, if any.
2. Declarations of Disclosable Pecuniary or Personal Interests and/or Non-Registrable 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 his 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 2 February and 2 March 2023. 7 - 24
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 – cream papers)
12. In accordance with Council Procedure Rule 1.3(i) to (iv), to determine the appointment of Committees for the ensuing year with Terms of Reference as set out in Part 3, 1.8 of the Constitution. 25 - 30

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

**Principal Select Committee
Inward Focus Select Committee
Outward Focus Select Committee
Planning Committee
Licensing Committee
Audit Committee
Local Joint Consultative Committee
Chief Officers' Employment Committee
Standards and Personnel Appeals Committee
Charities Committee
Local Plan Development Committee**

(Schedule of committee memberships to be circulated at the meeting – grey 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 |
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| 14. | Constitution Update. | 37 - 40 |
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| 15. | Political Assistants. | 41 - 46 |
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| 16. | In accordance with Council Procedure Rule 1.3(v), to approve appointments to outside bodies for the ensuing year.
<i>(Schedule of appointments to outside bodies to be circulated at the meeting – lilac papers)</i> | 47 - 52 |
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| 17. | Exclusion of the Press and Public. | |

A member of Council is asked to move:-

“That in accordance with the provisions of Section 100A of the Local Government Act 1972, the press and public be now excluded from the meeting during the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of part 1 of Schedule 12A of the Act and in respect of which the Proper Officer considers the public interest in maintaining the exemption outweighs the public interest in disclosing the information.”

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COUNCIL

Meeting held in the Council Chamber, Council Offices, Urban Road, Kirkby-in-Ashfield,
on Thursday, 2nd February, 2023 at 7.00 pm

Present: Councillor David Walters in the Chair;

Councillors Chris Baron, Kier Barsby, Jamie Bell,
Will Bostock, Christian Chapman,
Melanie Darrington, Samantha Deakin,
Dale Grounds, Arnie Hankin, David Hennigan,
Tom Hollis, Trevor Locke, Rachel Madden,
Sarah Madigan, David Martin, Andy Meakin,
Lauren Mitchell, Keir Morrison, Warren Nuttall,
Nicholas Parvin, Kevin Rostance, Phil Rostance,
Dave Shaw, John Smallridge, Helen-Ann Smith,
Lee Waters, Caroline Wilkinson, Daniel Williamson,
John Wilmott and Jason Zadrozny.

Apologies for Absence: Councillors John Baird, Andy Gascoyne and
Matthew Relf.

Officers Present: Lynn Cain, Ruth Dennis, Theresa Hodgkinson,
Peter Hudson, Mike Joy, Chris Stephenson and
Shane Wright.

**C.57 Declarations of Disclosable Pecuniary or Personal Interests
and/or Non-Registrable Interests**

No declarations of interest were made.

C.58 Minutes

RESOLVED

that the minutes of the meetings of the Council held on 1 December and 8
December 2022, as now submitted, be received and approved.

**C.59 Announcements from the Chairman, Leader, Members of the Cabinet
and the Head of Paid Service**

Leader of the Council

In relation to item 10 on the agenda and specifically Notice of Motion 1, the
Leader asked the Director of Legal and Governance (and Monitoring Officer)
to outline the procedure for referring a motion onto Cabinet without debate.

Following the explanation, the Leader commented that the Council always tried to appropriately remember fallen soldiers from Ashfield and advised that he was currently having conversations with a few local families regarding how best to honour and remember their loved ones who had served in the armed forces.

In relation to the Notice of Motion being referred to Cabinet, all Members were reassured that if they wished to attend the meeting and speak regarding remembrance of the two fallen soldiers mentioned in the motion, then they would be welcomed and listened to with a view to agreeing an appropriate way forward for honouring them accordingly.

Executive Lead Member for Council and Social Housing

Following the recent Housing Peer Review that had taken place, Members and officers were thanked for taking the time out to participate and contribute towards the process. Early feedback had been extremely positive which put the Council in a good place and once the final report had been received, Members would be updated accordingly.

C.60 Questions from the Public

No questions were received for consideration.

C.61 Petitions

No petitions were received for consideration.

C.62 Pay Policy Statement 2023/24

Council was requested to approve and adopt the Pay Policy Statement for 2023/24.

RESOLVED

that the Council's Pay Policy Statement for 2023/24, as presented, be received and approved.

C.63 Interim Review of a Single Polling Place

Council was requested to approve the relocation of one polling place in the Sutton Central & New Cross Ward, following a public consultation exercise where no representations or objections were received.

RESOLVED that

- a) the changes to the polling place location, as detailed in table 1 of this report, be approved;
- b) it be noted that the approved changes will take effect on 3 February 2023.

C.64 Recommendations from the Cabinet and the Council's Committees

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

Minute No. CA.38

Cabinet, 13 December 2022

2022/23 Forecast Outturn for General Fund, Housing Revenue Account (HRA) and Capital Programme as at September 2022

RESOLVED

that the amendments to the Capital Programme 2022/23 to 2023/24 and the funding of the Capital Programme as set out in Section 6 and Table 5 of the Cabinet report, be approved.

Minute No. CA.54

Cabinet, 24 January 2023

Public Spaces Protection Order 2023 – Proposal

RESOLVED

that the proposed Public Spaces Protection Order, as set out in the draft Order appended to the Cabinet report, be approved and come into force on 1st March 2023.

(During consideration of this item, Councillor Phil Rostance entered the meeting at 7.38pm.)

C.65 Updates from Members of the Cabinet on their Portfolio Activity

The following Cabinet Members gave updates in relation to their portfolio activity:

Councillor Samantha Deakin - Executive Lead Member for Parks, Town Centres and Environmental Services

Councillor John Wilmott – Executive Lead Member for Licensing, Environmental Health and Regulatory Services

Councillor Rachel Madden – Executive Lead Member for Leisure, Health and Wellbeing

Councillor Helen-Ann Smith – Deputy Leader and Executive Lead Member for Community Safety and Crime Reduction

Councillor Jason Zadrozny – Leader of the Council

Councillor David Martin – Deputy Leader and Executive Lead Member for Finance, Revenues and Benefits

Councillor David Hennigan, Executive Lead Member for Climate Action Strategy and Corporate Communications.

C.66 Notice of Motion 1

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

“Rifleman Adrian Sheldon sadly died in Afghanistan in May 2009, after 10 years of military service. Justifiably his family and his regiment will never forget him.

Equally Private Paul Sandford from Hucknall was tragically killed in Afghanistan after military service with the Worcester and Sherwood Foresters. He too is still sadly missed.

Paul was educated and lived in Hucknall all his life and followed the military route of joining the local regiment.

Adrian lived in Kirkby all his short life, and they both gave their lives to safeguard the future of others from tyranny and dictatorship. Adrian final resting place is at Kingsway cemetery, and Pauls final resting place is in Hucknall cemetery, with a plaque erected in St Mary’s Magdalene church in Hucknall.

As former Hucknall and Kirkby in Ashfield residents, isn’t it time to honour their lives through the naming of a street after them?”

Following an explanation from the Chairman in relation to Council Procedure Rule 14.4 and the process for considering a motion that is the responsibility of the Cabinet, the motion once moved and seconded was duly referred back to Cabinet for further discussion without debate.

C.67 Notice of Motion 2

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

“This council acknowledges Remembrance Sunday as a tribute to all members of the armed forces who gave their life for this country.

Over the past few years local councils with limited resources have struggled to assist with these events.

This council could erect the street poppies on lampposts, deal with road closures, and encourage traffic marshals, in allegiance with the Royal British Legion to make a professional privileged yearly event.

This council should have a budget heading solely for the organisational support and running of such events throughout the district.

This motion calls for the executive cabinet to ensure from now on that these events are something Ashfield can be proud of, with a budget to execute them.”

Councillor Lee Waters moved an amendment to the motion (indicated in red), seconded by Councillor David Martin, as circulated at the meeting as follows:

"This council acknowledges Remembrance Sunday as a tribute to all members of the armed forces who gave their life for this country.

This Council notes with regret that over the past few 13 years, local councils like Ashfield District Council have had limited resources and have struggled to assist with these events due to huge cuts from the Government but continue to support the Royal British Legion and other groups and residents in organising events for Remembrance Sunday.

~~This council could~~ Councillors will continue to support the Royal British Legion, community organisations and residents in erecting the street poppies on lampposts, continue to provide assistance to Nottinghamshire County Council who deal with road closures, and encourage traffic marshals, in allegiance with the Royal British Legion to continue to make a professional privileged yearly event. mark Remembrance Sunday.

This Council should have a budget heading solely for the will continue its significant organisational and financial support and running of such events throughout the district for Remembrance Sunday and recognises other occasions such as Armed Forces Day and Merchant Navy Day. Ashfield District Council will continue its excellent work in this area, including the installation of 13 illuminated poppies, annual grant funding to the main parades, the restoration and maintenance of War Memorials and being a Gold Standard Employer with the Armed Forces Covenant.

This motion calls for the executive cabinet Ashfield District Council to continue to ensure from now on that these events are something Ashfield can be proud of, with a continued budget to execute them and recognises that the parade in Hucknall in 2022 was possible with support from Hucknall's County Councillors working with the Royal British Legion Hucknall Branch and the Hucknall Tourism and Regeneration Group.

Events and acts of remembrance across the district are organised by fantastic, community minded volunteers and organisations, often working closely with Ashfield District Council.

This Council would like to formalise a vote of thanks to the amazing teams of volunteers from across the communities of our District that work so hard to ensure that Ashfield never forgets those who gave so much in conflict, to protect for the freedoms we enjoy today.

Across every town and village of Ashfield community organisations and teams of volunteers give their time and energy into these important and poignant commemoration events. Ashfield District Council thanks you for all you do and will continue to support these important acts of remembrance."

To enable Members to consider its content, the meeting was adjourned at 8.25pm and reconvened at 8.45pm.

(At this point in the proceedings and in accordance with Council Procedure Rule 23 [Conclusion of Proceedings], it was moved by Councillor Jason Zadrozny and seconded by Councillor Helen-Ann Smith that the conclusion of proceedings be extended to 9.30pm accordingly. Having been put to the vote, Council agreed with this course of action.)

Councillors Phil Rostance and Chris Baron (as the mover and seconder of the motion) having considered the amendment, duly agreed to its content subject to the deletion of two lines of text as follows:

“This council acknowledges Remembrance Sunday as a tribute to all members of the armed forces who gave their life for this country.

This Council notes with regret that over the past 13 years, local councils like Ashfield District Council have had limited resources ~~due to huge cuts from the Government~~ but continue to support the Royal British Legion and other groups and residents in organising events for Remembrance Sunday.

Councillors will continue to support the Royal British Legion, community organisations and residents in erecting street poppies on lampposts, continue to provide assistance to Nottinghamshire County Council who deal with road closures, and encourage traffic marshals, in allegiance with the Royal British Legion to continue to mark Remembrance Sunday.

This Council will continue its significant organisational and financial support for Remembrance Sunday and recognises other occasions such as Armed Forces Day and Merchant Navy Day. Ashfield District Council will continue its excellent work in this area, including the installation of 13 illuminated poppies, annual grant funding to the main parades, the restoration and maintenance of War Memorials and being a Gold Standard Employer with the Armed Forces Covenant.

This motion calls for Ashfield District Council to continue to ensure that these events are something Ashfield can be proud of, with a continued budget to execute them. ~~and recognises that the parade in Hucknall in 2022 was possible with support from Hucknall’s County Councillors working with the Royal British Legion Hucknall Branch and the Hucknall Tourism and Regeneration Group.~~

Events and acts of remembrance across the district are organised by fantastic, community minded volunteers and organisations, often working closely with Ashfield District Council.

This Council would like to formalise a vote of thanks to the amazing teams of volunteers from across the communities of our District that work so hard to ensure that Ashfield never forgets those who gave so much in conflict, to protect for the freedoms we enjoy today.

Across every town and village of Ashfield community organisations and teams of volunteers give their time and energy into these important and poignant commemoration events. Ashfield District Council thanks you for all you do and will continue to support these important acts of remembrance.”

Reverend Kevin Charles and Joel Meakin, as organisers of Remembrance Sunday events within the District, took the opportunity at the Chairman's discretion to address the Chamber.

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

RESOLVED that

- a) the Council continues to ensure that Remembrance Sunday events are something Ashfield can be proud of, with a continued budget to execute them;
- b) the Council formalises a vote of thanks to the amazing teams of volunteers, from across the communities of its District, that work so hard to ensure that Ashfield never forgets those who gave so much in conflict, to protect for the freedoms we enjoy today.

C.68 Notice of Motion 3

The Council received a notice of motion moved by Councillor Arnie Hankin and seconded by Councillor Dave Shaw as follows:-

"THE STATE OF ASHFIELD'S BROKEN ROADS AND PAVEMENTS

Ashfield District Council notes that Nottinghamshire County Council are responsible for our broken roads and pavements. This Council further notes that Nottinghamshire County Council gets 75% of the total raised in Council Tax in Ashfield. In comparison, Ashfield District Council gets 9%.

This Council believes that the state of Ashfield's broken roads and pavements is diabolical with complaints about pot-holes going through the roof. Roads are simply crumbling and many represent a clear and present danger of a serious accident or worse.

This Council further believes that the state of the broken roads and pavements has an adverse impact on house prices and puts off investors which impacts jobs.

This Council therefore resolves to:

- 1. Instruct the Chief Executive, in liaison with the Leader of Ashfield District Council to write to the Leader of Nottinghamshire County Council outlining this Council's dissatisfaction with the state of roads and pavements.*
- 2. Look for opportunities using our Communication Team and local media to outline who is responsible for fixing our broken roads and pavements and encourage residents to report highways defects to Nottinghamshire County Council.*
- 3. Create a prominent section on the council website that makes it clear that our Highways is Nottinghamshire County Council's responsibility. This will*

include how to report faults, how to claim against the County Council for damages caused to vehicles through defective roads and how to claim damages for pedestrians suffering personal injury through defective pavements.”

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

RESOLVED that

- a) the Chief Executive be instructed, in liaison with the Leader of Ashfield District Council, to write to the Leader of Nottinghamshire County Council outlining this Council's dissatisfaction with the state of roads and pavements;
- b) opportunities be sought using the Council's Communication Team and local media to outline who is responsible for fixing our broken roads and pavements and encourage residents to report highways defects to Nottinghamshire County Council;
- c) a prominent section on the Council's website be created that makes it clear that Highways is Nottinghamshire County Council's responsibility. This will include how to report faults, how to claim against the County Council for damages caused to vehicles through defective roads and how to claim damages for pedestrians suffering personal injury through defective pavements.

(Prior to consideration of the motion, Councillors Chris Baron and Melanie Darrington left the meeting at 9.15pm.)

C.69 Questions received in accordance with Council Procedure Rule 13

There were no questions submitted by Members.

C.70 Questions received in accordance with Council Procedure Rule 13.2 - In relation to Cabinet and Committee Meeting Minutes published since the last ordinary meeting of the Council

There were no questions submitted by Members.

The meeting closed at 9.30 pm

Chairman.

EXTRAORDINARY COUNCIL (TAX SETTING)

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

on Thursday, 2nd March, 2023 at 7.00 pm

Present: Councillor David Walters in the Chair;

Councillors John Baird, Jamie Bell, Will Bostock, Christian Chapman, Melanie Darrington, Samantha Deakin, Dale Grounds, Arnie Hankin, Andrew Harding, David Hennigan, Tom Hollis, Trevor Locke, Rachel Madden, David Martin, Andy Meakin, Lauren Mitchell, Keir Morrison, Warren Nuttall, Matthew Relf, Kevin Rostance, Phil Rostance, Helen-Ann Smith, Lee Waters, Daniel Williamson, John Wilmott and Jason Zadrozny.

Apologies for Absence: Councillors Chris Baron, Kier Barsby, Andy Gascoyne, Sarah Madigan, Nicholas Parvin, Dave Shaw, John Smallridge and Caroline Wilkinson.

Officers Present: Lynn Cain, Ruth Dennis, Theresa Hodgkinson, Peter Hudson, Mike Joy, Chris Stephenson and Shane Wright.

C.71 Declarations of Disclosable Pecuniary or Personal Interests and/or Non-Registrable Interests

The Leader of the Council and the Executive Director Governance and Monitoring Officer, on behalf of all Members and officers' present at the meeting, declared a general Non Registrable Interest in respect of items related to the setting of the Council Tax for 2023/2024.

C.72 Annual Budget and Council Tax 2022/23 and Medium Term Financial Strategy (MTFS) Update

Council was requested to approve the recommendations from the Cabinet meeting held on 21 February 2023 in relation to the Annual Budget and Council Tax Setting for 2023/24 and an update for the Medium Term Financial Strategy (MTFS).

(In accordance with Council Procedure Rule 30.1, it was moved by Councillor Jason Zadrozny and seconded by Councillor Helen-Ann Smith that Procedure Rule 16.4, in relation to the "Content and Length of Speeches", be suspended for this item only to enable Councillor David Martin (as mover) and Councillor David Hennigan (as seconder) to deliver their budget speeches for an allocated total time of 15 minutes each. Having been put to the vote, the Council agreed with this course of action.)

RESOLVED that

- a) a £5.75 annual increase in the level of the District's own Council Tax for 2023/24, setting the Band D equivalent at £201.21 (representing a 2.94% increase compared with 2022/23) be approved;
- b) the proposed 2023/24 Revenue (General Fund) and HRA Budgets as set out in this report (Sections 3 and 4), be approved;
- c) the proposed Capital Programme and associated borrowing 2022/23 to 2026/27 as set out in this report (Section 5 and Appendix 1), be approved;
- d) the 2022/23 Revised HRA and Capital Budgets as set out in the report (Sections 4 and 5), be approved;
- e) the estimated financial challenge in the Medium-Term Financial Strategy (MTFS) for 2024/2025 to 2026/27 and the planned approach to address the challenge (Section 8), be noted;
- f) the proposed use of reserves as set out in the report (Table 6 [General Fund] and Table 9 [HRA]), be approved;
- g) 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 2023/24 Budget and the adequacy of the reserves for which this budget provides (Section 9), be received and accepted;
- h) the proposed 2023/24 budgets reflecting the agreed changes to Fees and Charges as approved by Cabinet on 24th January 2023, be noted;
- i) the proposed 2023/24 Capital Strategy (Appendix 2), be noted and approved;
- j) the proposed 2023/24 Treasury Management Strategy (Appendix 3), be noted and approved;
- k) approval be given for the recently notified successful bid for funding of £2.012m from the Public Sector Decarbonisation Scheme (Phase 3b) being added to the Capital Programme. (Paragraph 5.6).

<u>Voting Results</u>			
Councillor:		Councillor:	
John Baird	For	Andy Meakin	For
Chris Baron	<i>Absent</i>	Lauren Mitchell	Against
Kier Barsby	<i>Absent</i>	Keir Morrison	Against
Jamie Bell	No Vote Cast	Warren Nuttall	For
Will Bostock	For	Nicholas Parvin	<i>Absent</i>
Christian Chapman	For	Matthew Relf	For
Melanie Darrington	For	Kevin Rostance	Abstain
Samantha Deakin	For	Phil Rostance	Abstain
Andy Gascoyne	<i>Absent</i>	Dave Shaw	<i>Absent</i>
Dale Grounds	For	John Smallridge	<i>Absent</i>
Arnie Hankin	For	Helen-Ann Smith	For
Andrew Harding	For	David Walters	For
David Hennigan	For	Lee Waters	For
Tom Hollis	For	Caroline Wilkinson	<i>Absent</i>
Trevor Locke	For	Daniel Williamson	No Vote Cast
Rachel Madden	For	John Wilmott	For
Sarah Madigan	<i>Absent</i>	Jason Zadrozny	For
David Martin	For		

C.73 Formal Setting of Council Tax 2023/24

RESOLVED

that the Council Tax levels for 2023/24 on the basis of a Band “D” tax level for the District Council’s own expenditure of £201.21 (2.94% increase), be approved as follows:-

1. That it be noted that on 13 December 2022 the Council calculated the Council Tax Base for 2023/24
 - a. for the whole Council area: **34,428.3**
 - b. for dwellings in those parts of its area to which a Parish precept relates –

The Parish of Annesley and Felley: **569.5**
 The Parish of Selston: **3,721.6**
2. That the calculation of the Council Tax requirement for the Council’s own purposes for 2023/24 (excluding Parish precepts) is **£6,927,318.**
3. That the following amounts be calculated for the year 2023/24 in accordance with Sections 31 to 36 of the Act:

(a)	£66,098,711	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)	£58,827,066	being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act.
(c)	£7,271,645	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)	£211.21	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)	£344,327	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)	£201.21	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 2023/24 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	34,428.3	2022/23 Band D Council Tax	£195.46
Council Tax Amount	£6,927,318	Percentage increase	2.94%

2023/24 Council Tax amounts by band:

A	B	C	D	E	F	G	H
£134.14	£156.50	£178.85	£201.21	£245.92	£290.64	£335.35	£402.42

Nottinghamshire County Council

Council Tax Base	34,428.3	2022/23 Band D Council Tax	£1,644.09
Council Tax Amount	£59,342,684	Percentage increase	4.84%

2023/24 Council Tax amounts by band:

A	B	C	D	E	F	G	H
£1,149.11	£1,340.62	£1,532.14	£1,723.66	£2,106.70	£2,489.73	£2,872.77	£3,447.32

Nottinghamshire Police and Crime Commissioner

Council Tax Base	34,428.3	2022/23 Band D Council Tax	£254.25
Council Tax Amount	£9,267,754	Percentage increase	5.88%

2023/24 Council Tax amounts by band:

A	B	C	D	E	F	G	H
£179.46	£209.37	£239.28	£269.19	£329.01	£388.83	£448.65	£538.38

Nottinghamshire Fire and Rescue Authority

Council Tax Base	34,428.3	2022/23 Band D Council Tax	£84.57
Council Tax Amount	£3,083,743	Percentage increase	5.91%

2023/24 Council Tax amounts by band:

A	B	C	D	E	F	G	H
£59.71	£69.67	£79.62	£89.57	£109.47	£129.38	£149.28	£179.14

Annesley and Felley Parish Council

Council Tax Base	569.5	2022/23 Band D Council Tax	£101.26
Council Tax Amount	£60,555	Percentage increase	5.01%

2023/24 Council Tax amounts by band:

A	B	C	D	E	F	G	H
£70.89	£82.70	£94.52	£106.33	£129.96	£153.59	£177.22	£212.66

Selston Parish Council

Council Tax Base	3,721.6	2022/23 Band D Council Tax	£69.32
Council Tax Amount	£283,772	Percentage increase	10.00%

2023/24 Council Tax amounts by band:

A	B	C	D	E	F	G	H
£50.83	£59.31	£67.78	£76.25	£93.19	£110.14	£127.08	£152.50

Aggregate of Council Tax Requirements for residents of Annesley and Felley

Equivalent Council Tax in 2022/23	£2,279.63
Percentage increase	4.84%

2023/24 Council Tax amounts by band:

A	B	C	D	E	F	G	H
£1,593.31	£1,858.86	£2,124.41	£2,389.96	£2,921.06	£3,452.17	£3,983.27	£4,779.92

Aggregate of Council Tax Requirements for residents of Selston

Equivalent Council Tax in 2022/23	£2,247.69
Percentage increase	4.99%

2023/24 Council Tax amounts by band:

A	B	C	D	E	F	G	H
£1,573.25	£1,835.47	£2,097.67	£2,359.88	£2,884.29	£3,408.72	£3,933.13	£4,719.76

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

Equivalent Council Tax in 2022/23	£2,178.37
Percentage increase	4.83%

2023/24 Council Tax amounts by band:

A	B	C	D	E	F	G	H
£1,522.42	£1,776.16	£2,029.89	£2,283.63	£2,791.10	£3,298.58	£3,806.05	£4,567.26

6. That the Council determine whether the Council's basic amount of Council Tax for 2023/24 is excessive in accordance with principles approved under Section 52ZB Local Government Finance Act 1992.

In the Department for Levelling Up, Housing and Communities report "The Referendums Relating To Council Tax Increases (Principles) (England) Report 2023/24" (published on 9 February 2023), 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 2023/24 state that:

Principles for 2023-24 for authorities belonging to the category of Shire district councils (Paragraphs 22 and 23)

22. For shire district councils their relevant basic amount of council tax in 22-23 will require a referendum if it is both

(a) 3%, or more than 3%, above its 2022-23 level; and

(b) more than £5 above its 2022-23 level.

23. This means the authority would need to exceed **both** the percentage and cash 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 £195.46 in 2022/23, and is proposed to be £201.21 in 2023/24, represents a £5.75 (2.94%) increase at Band D. Therefore, it can be determined that the Council would **not** be increasing the Council Tax by an excessive amount.

C.74 Elections Act 2022 - Voter Authority Certificates

Council received an update in respect of the new requirement for voters to take eligible photographic identification to polling stations to be able to vote and the process for obtaining Voter Authority Certificates by voters who do not have eligible photographic identification. Members were also asked to authorise nominated officers to act as Deputy Electoral Registration Officers for the purposes of signing Temporary Voter Authority Certificates.

RESOLVED that

- a) the new legal requirement introduced as part of the Elections Act 2022 for voters to produce photographic identification at polling stations in order to vote at future elections and the process for obtaining Voter Authority Certificates, be received and noted;
- b) the following officers be authorised to act as Deputy Electoral Registration Officers for the purposes of signing Temporary Voter Authority Certificates, in addition to the Electoral Registration Officer (Ruth Dennis):
 - Theresa Hodgkinson, Chief Executive
 - Michael Joy, Assistant Director – Democracy
 - Ian Dobson, Electoral Services (AEA) Consultant (for elections in May 2023)
 - Carla Benedetti, Electoral Services Officer
 - Louise Ellis, Assistant Director – Legal.

C.75 Recommendation from Cabinet: Council Tax Discounts and Premiums

Council considered a recommendation from a meeting of the Cabinet held on 21 February 2023.

Minute No. CA.

Cabinet, 21 February 2023

Council Tax Discounts and Premiums

RESOLVED that

- a) approval be given to the following:

Empty discounts –

- The current empty discount for Class C - Unoccupied/substantially unfurnished which is allowable for a maximum of 6 months remains at 100% discount for 1 month followed by 25% discount for 5 months;
- The current Class A - Second Homes, No one's sole or main residence/furnished – 28 days planning restriction remains at the current 0% discount;
- The current Class B – Second Homes, No one's sole or main residence/furnished – No planning restriction remains at the current 0% discount;
- The Class D Structural repairs (Unoccupied & substantially unfurnished) which is allowable for 12 months should be a 0% discount for the whole period;

Empty premiums -

- The Council continues to apply the maximum premiums allowable in legislation for Long Term empty properties as it currently does.

b) approval in principle be given to the following:

- That the following additional Council Tax premiums be applied from 1 April 2024, or as soon as possible thereafter, subject to the required legislation being in place:
 - 100% premium for properties which have been empty and unfurnished for a period of between 1 (previously 2) and 5 years
- c) **Council Tax Support Scheme** - The Council in accordance with Schedule 1A Section 13A of the Local Government Finance Act 1992 (Council Tax Reduction Schemes) approves an unchanged scheme for Council Tax Support for 2023/24.

The meeting closed at 8.35 pm

Chairman.

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Report To:	ANNUAL COUNCIL MEETING
Date:	25 MAY 2023
Heading:	CHANGES TO COMMITTEES, POLITICAL BALANCE, AND COMMITTEE MEMBERSHIP
Executive Lead Member:	NOT APPLICABLE
Ward/s:	NOT APPLICABLE
Key Decision:	NO
Subject to Call-In:	NO

Purpose of Report

This report presents the political balance of the Council's Committees following the District Elections held on the 4 May 2023. This report also sets out proposed changes to the Council's Committees for consideration by Council.

Recommendation(s)

Council is recommended to:

- a. Note the political balance of the Council's Committees following the District Elections held on the 4 May 2023.
- b. Approve the appointment of the Council's Committees as listed for the forthcoming year.
- c. Approve membership seats, including Chairs and Vice Chairs, for each of the Council's appointed Committees for the forthcoming year.

Reasons for Recommendation(s)

In accordance with the provisions of the Local Government and Housing Act 1989, the Council is required to allocate seats on its Committees in a politically proportionate way.

Alternative Options Considered

No other options are appropriate as the Council must comply with political proportionality as established in legislation.

Detailed Information

CHANGES TO COMMITTEES

Scrutiny

The following Committees will form the Council's scrutiny function, ensuring the function aligns more closely with the Cabinet structure:

- **Principal Select Committee** (*formerly Overview and Scrutiny Committee*)
- **Inward Focus Select Committee** (*formerly Scrutiny Panel A*)
- **Outward Focus Select Committee** (*formerly Scrutiny Panel B*)

Local Plan Development

The Local Plan Development Panel will now be known as the Local Plan Development Committee.

Licensing

Membership of the Licensing Committee has increased from 9 members to 10.

POLITICAL BALANCE

The Council is required by law to ensure that it allocates places on its Committees in a politically proportionate way based on the number of Councillors elected for each Political group. Following the District Elections Table A sets out the number of seats for each political group elected to Council. Table B sets out the number of seats allocated to each group on the 10 committees.

As a result of the Licensing Committee increasing from 9 to 10 seats, there are now 77 such places available in total across all committees. Council is asked to make amendments to these allocations during the course of the year as required to reflect any changes to its overall political composition.

In order to restore as far as possible political proportionality on the Council (for practical purposes some element of 'rounding up' of the figures is required). Councillors that are not members of political groups have no entitlement to an allocation of seats on Committees. Political groups are entitled to their proportion of seats and once their entitlement has been reached, the remaining seats may be filled by Councillors not belonging to a political group. There are no non-aligned Members on the Council.

Table A – Overall Allocation of Seats

Political Group	Seats on Council (35)	Allocation of 77 Places Subject to Political Proportionality
Ashfield Independents	32	71
Conservative	2	4
Labour	1	2

Table B – Allocation of Places on Committees

	Ashfield Independents	Conservative	Labour
Planning	9	0	0
Licensing	9	1	0
Standards and Personnel	6	1	0
Local Plan Development Committee	9	0	0
Principal Select Committee	6	1	0
Inward Focus Select Committee	6	0	1
Outward Focus Select Committee	7	0	0
Chief Officers Employment Committee	7	0	0
Charities	6	0	1
Audit	6	1	0
Total Seats	71	4	2

The table above demonstrates total number of seats available on each Committee for each group.

Implications

Corporate Plan:

There are no direct Corporate Plan implications resulting from the recommendations within this report.

Legal:

In accordance with the provisions of the Local Government and Housing Act 1989, the Council is required to allocate seats on its Committees in a politically proportionate way. **[RLD 17/05/2023]**

Finance:

There are no direct financial implications resulting from the recommendations within this report. **[PH 17/05/2023]**

Budget Area	Implication
General Fund – Revenue Budget	N/A
General Fund – Capital Programme	N/A

Housing Revenue Account – Revenue Budget	N/A
Housing Revenue Account – Capital Programme	N/A

Risk:

Risk	Mitigation
Failure to comply with the requirements set out within the Local Government and Housing Act 1989 in relating to allocating places to committees in a politically proportionate manner.	Committee membership to be allocated in accordance with the calculated political balance for the Council.

Human Resources:

There are no direct HR implications resulting from the recommendations within this report.

Environmental/Sustainability

There are no direct environmental/sustainability implications resulting from the recommendations within this report.

Equalities:

There are no direct equalities implications resulting from the recommendations within this report.

Other Implications:

None.

Reason(s) for Urgency

None.

Reason(s) for Exemption

None.

Background Papers

None.

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SCHEDULE OF MEETINGS 2023/2024

(all meetings commence at 10.00am or 6.30pm unless otherwise stated)

MAY 2023		JUNE 2023		JULY 2023	
1	BANK HOLIDAY			3	Local Plan Development Panel (10am)
2				4	
3				5	Standards and Personnel Appeals Committee (6.30pm)
4	DISTRICT COUNCIL ELECTIONS	1		6	
5		2		7	
8	BANK HOLIDAY (CORONATION)	5		10	Local Joint Consultative Committee (10am)
9		6		11	
10		7		12	
11		8	Overview and Scrutiny Committee (6.30pm)	13	Scrutiny Panel A (6.30pm)
12		9		14	
15		12		17	
16		13		18	
17		14	Planning Committee (10am)	19	
18		15		20	Scrutiny Panel B (6.30pm)
19		16		21	
22		19		24	Audit Committee (6.30pm)
23		20		25	
24		21	Chief Officers' Employment Committee (9.30am)	26	Planning Committee (10am)
25	Annual Council Meeting (6.30pm)	22		27	Council (6.30pm)
26		23		28	
29	BANK HOLIDAY	26	Cabinet (10am)	31	Cabinet (10am)
30		27			
31		28			
		29			
		30			

AUGUST 2023	SEPTEMBER 2023	OCTOBER 2023
1 2 3 4	1	2 3 4 5 6
7 8 9 10 11	4 5 6 Planning Committee (10am) 7 8	9 10 11 12 Scrutiny Panel A (6.30pm) 13
14 15 16 17 18	11 Local Plan Development Panel (10am) 12 13 14 Audit Committee (6.30pm) 15	16 17 18 19 Scrutiny Panel B (6.30pm) 20
21 22 23 24 25	18 Cabinet (10am) 19 20 Standards and Personnel Appeals Committee (6.30pm) 21 22	23 24 25 Planning Committee (10am) 26 27
28 BANK HOLIDAY 29 30 31	25 Council (6.30pm) 26 27 28 Overview and Scrutiny Committee (6.30pm) 29	30 31

NOVEMBER 2023		DECEMBER 2023	JANUARY 2024
1			1 NEW YEAR'S DAY
2			2
3			3
4			4
5		1	5
6 Cabinet (10am)	4		8
7	5		9
8	6	Planning Committee (10am)/Standards and Personnel Appeals Committee (6.30pm)	10
9	7	Scrutiny Panel B (6.30pm)	11
10	8		12
13 Local Plan Development Panel (10am)	11		15 Local Plan Development Panel (10am)/
14	12		16
15 Overview and Scrutiny Committee (6.30pm)	13		17
16	14		18
17	15		19
20	18		22
21	19		23
22	20		24 Planning Committee (10am)
23 Audit Committee (6.30pm)	21		25
24	22		26
27 Council (6.30pm)	25	CHRISTMAS DAY	29 Cabinet (10am)
28	26	BOXING DAY	30
29	27		31
30 Scrutiny Panel A (6.30pm)	28		
	29		

FEBRUARY 2024		MARCH 2024		APRIL 2024	
1	Audit Committee (6.30pm)			1	EASTER MONDAY
2				2	
				3	
4				4	Scrutiny Panel A (6.30pm)
5	Local Joint Consultative Committee (10am)	1		5	
6		4	Extraordinary Council (Tax) (6.30pm)	8	Cabinet (10am)
7		5		9	
8	Overview and Scrutiny Committee (Budget) (6.30pm)	6		10	Planning Committee (10am)
9		7		11	
		8		12	
12	Council (6.30pm)	11		15	
13		12		16	
14		13		17	
15		14	Overview and Scrutiny Committee (6.30pm)	18	Scrutiny Panel B (6.30pm)
16		15		19	
19	Cabinet (10am)	18		22	Council (6.30pm)
20		19		23	
21		20		24	
22		21	Audit Committee (6.30pm)	25	
23		22		26	
26	Local Plan Development Panel (10am)	25		29	
27		26		30	
28	Planning Committee (10am)	27	Standards and Personnel Appeals Committee (6.30pm)		
29		28			
		29	GOOD FRIDAY		

	MAY 2024
1	
2	
3	
6	BANK HOLIDAY
7	
8	
9	
10	
13	Annual Council Meeting (6.30pm)
14	
15	
16	
17	
20	
21	
22	
23	
24	
27	BANK HOLIDAY
28	
29	
30	
31	

To Note:

Ad Hoc Committees (scheduled as and when required)

Charities Committee
 Chief Officers' Employment Committee
 Licensing Committee
 Licensing Sub Committee
 State of Ashfield Debate

August Recess

August is usually a recess month and the only meetings that may be held are Planning Committee and Local Plan Development Panel .

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Report To:	ANNUAL COUNCIL MEETING
Date:	25 MAY 2023
Heading:	CONSTITUTION UPDATE
Executive Lead Member:	NOT APPLICABLE
Ward/s:	NOT APPLICABLE
Key Decision:	NO
Subject to Call-In:	NO

Purpose of Report

The purpose of this report is to present proposed updates to the Constitution for consideration and approval by Council.

Recommendation(s)

Council is recommended to:

- a. Consider and approve the proposed changes to the Council's Constitution.

Reasons for Recommendation(s)

The Council's Constitution is reviewed and updated throughout each year to ensure it remains fit for purpose.

Alternative Options Considered

The Council could choose not to review and update the Constitution regularly. However, this would be contrary to best practice and reduce the value of the document as an authoritative guide on how the Council operates.

Detailed Information

CONSTITUTION UPDATE

The Council's Constitution is reviewed and updated throughout the year to ensure it remains fit for purpose. Changes are made primarily to ensure the Constitution is in line with policy changes within

the Council and any changes to legislation that may impact the provisions set out within each section.

The table below sets out changes proposed as part of the most recent update exercise.

Constitution Section	Proposed Updates
Part 4 – Rules of Procedure	Contract Procedure Rules – Procurement thresholds changed. Streamlining of decision making process. Quick Reference Guide updated to reflect the above changes. Definitions list updated. Minor formatting changes throughout.
Part 7 – Allowances	Figures relating to councillor basic pay and special responsibility allowances have been updated to reflect the latest pay award. References to the National Living Wage have been updated following changes introduced in April 2023.
Part 8 – Management Structure	The Senior Management Structure chart has been updated to the most current version.

FURTHER CONSTITUTION UPDATES

A further report detailing review and updates for the Constitution will be presented to Council for consideration in July 2023.

Implications

Corporate Plan:

The Council strives to ensure effective community leadership through good governance, transparency, accountability, and appropriate behaviours. The Constitution underpins these aims.

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 amendments to the Constitution or make amendments to reflect in year changes. Substantive changes to the Constitution must be approved by the Council. [RLD 17/05/2023]

Finance:

There are no direct financial implications resulting from the recommendations within this report.

Budget Area	Implication
General Fund – Revenue Budget	
General Fund – Capital Programme	
Housing Revenue Account – Revenue Budget	
Housing Revenue Account – Capital Programme	

Risk:

Risk	Mitigation
Failing to regularly review and update the Constitution would increase the risk of failing to adhere to legislation, policy, and practices, and could negatively impact the Council's decision-making.	The Constitution is reviewed and updated regularly to ensure it remains fit for purpose.

Human Resources:

There are no direct HR implications resulting from the recommendations within this report. Sections within the Constitution such as the Code of Conduct for Employees and Member/Officer Protocol are regularly reviewed to ensure they remain fit for purpose, with consideration to any HR implications.

Environmental/Sustainability

There are no direct environmental/sustainability implications resulting from the recommendations within this report.

Equalities:

There are no direct equalities implications resulting from the recommendations within this report.

Other Implications:

None.

Reason(s) for Urgency

None.

Reason(s) for Exemption

None.

Background Papers

None.

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Report To:	COUNCIL
Date:	25 MAY 2023
Heading:	POLITICAL ASSISTANTS
Executive Lead Member:	N/A
Ward/s:	N/A
Key Decision:	NO
Subject to Call-In:	NO

Purpose of Report

The role of Political Assistant was established following the LGA Peer Challenge feedback report which was presented to Council in 2020. The recommendation was to ensure that the Council provides long-term political support to the political leadership.

Following the approval by Council for Political Assistants that reach the required criteria the post was established. This report sets out the criteria for the appointment of Political Assistants.

Recommendation(s)

- a) To note the information contained in the report
- b) That the Leaders of the Ashfield Independents and the Conservatives advise the Assistant Director - Democracy of their wishes concerning the filling of the posts.
- c) That the 2023/24 budget and Medium Term Financial Strategy (MTFS) reflect the cost of these posts.

Reasons for Recommendation(s)

The establishment of Political Assistants would enable the Council to implement a recommendation of the Corporate Peer Challenge. To comply with legislative provisions in respect of the establishment of Political Assistants. To ensure appropriate budgetary provisions are in place.

Alternative Options Considered

(with reasons why not adopted)

The Council could decide not to establish Political Assistants, however, there is no alternative way for the Council to resource political support to the political leadership and, therefore, the recommendation of the Corporate Peer Challenge would not be met.

Detailed Information

The role of Political Assistant was established in 2020 following a recommendation from the LGA Peer Challenge Group. With the current Political balance of the Council following the District Elections in 2023, and in accordance with the Local Government and Housing Act 1989 (LGHA) and Council's own agreed procedures, entitlement for political support is as follows;

- Ashfield Independents – 37 hours per week
- Conservatives – 7.4 hours per week

The Local Government and Housing Act 1989 (LGHA) governs the appointment of Political Assistants to provide assistance to political groups represented on the Council.

Under section 9 of LGHA, the Council may appoint staff for the purposes of providing assistance to the Members of any political group to which the Members of the authority belong. The terms of the appointment must comply with some qualifying criteria (see below).

As specified in the Local Government (Assistants for Political Groups) (Remuneration) (England) Order 2006, the general role of political assistants is to undertake research and provide administrative support for political groups.

Political assistants are local government employees and, with two exceptions, the regime restricting the political activities of local government employees applies to them. The two exceptions being:

- a) Able to speak to the public with the intention of affecting support for a political party.
- b) Able to publish or cause to be published written work or other material intended to affect public support for a political party.

The appointment of a political assistant is at the selection of the political group to which the post has been allocated.

There is no single job description for a political assistant, since relevant authorities and political groups vary greatly in their approach to the support they seek from an assistant. Common roles for a political assistant can include:

- Researching and analysing information on behalf of the group
- Preparing reports and attending meetings of the political group and undertaking follow-up action
- Drafting briefing notes/policies for the group leader on new and emerging initiatives
- Liaising with national party and party leadership
- Liaising with national bodies, other Councils and their political groups, government bodies, other networks
- Liaising with local MPs
- Liaising with Council Officers
- Representing the group or group leader at relevant meetings

Legislative Criteria

To fall within section 9 of the LGHA a political assistant appointment must fulfil the following criteria:

- a) The purpose of the appointment must be to provide assistance in the discharge of functions of Members of any political group as Members of the authority
- b) The appointment must be at an annual rate of remuneration of less than the relevant amount if the annual rate of remuneration which is currently £34,986 excluding on-costs (for a fulltime post) by virtue of the Local Government (Assistants for Political Groups) (Remuneration) (England) Order 2006
- c) The appointment must terminate before the end of the day on which the authority hold their Annual Council meeting following the District Council Elections; for the current Political Assistant this the appointment would terminate in May 2023. Future recruited positions would be in post until May 2027.
- d) Be no more than three posts throughout the authority
- e) Be selected by the political group to whom the post is to be appointed

The standing orders of a relevant authority the Members of which are divided into different political groups shall:

- a) Prohibit the making of an appointment to any post allocated to a political group until the authority have allocated a post to each of the groups which qualify for one
- b) Prohibit the allocation of a post to a political group which does not qualify for one
- c) Prohibit the allocation of more than one post to any one political group

Qualifying measures:

A political group shall qualify for a political assistant post if:

- a) The membership of the group comprises at least one-tenth of the membership of the authority – which equates to 4+ members for political groups within Ashfield District Council
- b) The number of the other groups (if any) which are larger than that group does not exceed two
- c) Where the number of the other groups which are the same size as or larger than that group exceeds two, the authority has determined that that group should be a group to which a post is allocated.

Where the Members of a relevant authority are divided into political groups only one of which has a membership that comprises one-tenth or more of the membership of the authority:

- a) The groups qualifying for a post shall be that group and one other group
- b) The other group shall be the one with the next largest membership

Applying the qualifying criteria to the current political position at the Council would mean:

- a) The Ashfield Independents political group comprises one-tenth or more of the Council's membership and would qualify for one political assistant post
- b) As the Ashfield Independents political group is the only group to comprise one-tenth or more of the Council's membership, under section 9(7) of the LGHA, the next largest political group would also qualify for a political assistant, which would be the Conservative political group
- c) The Labour political group would not qualify for a political assistant post.

It is suggested it would be reasonable to pro rata the level of political assistant support to those groups qualifying in order to proportionally reflect the comparative political group sizes. It is suggested that the allocation reflects the following proportions:

NUMBER OF MEMBERS IN A POLITICAL GROUP	NUMBER OF DAYS/HOURS
2 - 5	1 day / 7.4 hours
6 - 9	2 days / 14.8 hours
10 - 13	3 days / 22.2 hours
14 - 17	4 days / 29.6 hours
18 – 35	5 days / 37 hours

A Political Assistant cannot exercise the powers of delegation conferred on officers by section 101 Local Government Act 1972 or sections 14 to 18 Local Government Act 2000.

Implications

Corporate Plan:

The Corporate Plan sets the strategic direction of the Council.

Legal:

The Local Government and Housing Act 1989 (LGHA), section 9, governs the appointment of Political Assistants to provide assistance to political groups represented on the Council. The Local Government (Assistants for Political Groups) (Remuneration) (England) Order 2006) - the amount specified for the purposes of section 9(3) of the LGHA is £34,986. **[RLD 17/05/2023]**.

Finance: [PH 17/05/2023].

Budget Area	Implication
General Fund – Revenue Budget	To be funded from the 2023/24 budget set for this purpose. Potential future costs are factored into the MTFS. The post has been job evaluated to Grade F.
General Fund – Capital Programme	N/A
Housing Revenue Account – Revenue Budget	N/A
Housing Revenue Account – Capital Programme	N/A

Risk:

Risk	Mitigation
<p>Failing to establish the role of Political Assistant could see the Council fail to implement a recommendation of the Corporate Peer Challenge. The Peer Challenge stated that the political leadership's ability to horizon scan and develop and direct strategic policy would be seriously hampered if the Council did not provide political support.</p> <p>In the event that the political make up of the Council were to change in the future, it is possible that other political groups may also become legally entitled to a Political Assistant which would see the costs of such provision increase.</p>	<p>To establish the role of Political Assistant in accordance with the legislation.</p> <p>The Council is legally required to keep the establishment of Political Assistants under review.</p>

Human Resources:

If approved, recruitment processes will be carried out in accordance with the relevant regulations and reflect the Council's recruitment processes.

Environmental/Sustainability

(to be completed by the author)

There are no environmental/sustainability issues identified relating to the recommendations in the report.

Equalities:

(to be completed by the author)

There are no equalities issues identified relating to the recommendations in the report. Recruitment processes for the role of Political Assistant will comply with equalities legislation.

Other Implications:

(if applicable)

None

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APPOINTMENTS TO OUTSIDE BODIES
ANNUAL COUNCIL
25 MAY 2023

<u>No.</u>	<u>Body</u>	<u>Representatives</u>	<u>New Term Ending</u>
1.	<p>Ashfield Citizens' Advice Bureau Management Committee</p> <p><i><u>Term Ending For:</u></i> <i>Ms. Christine Dixon</i></p>	one appointment	<p>31 May 2026</p> <p>(3 year term)</p>
2.	<p>Ashfield Community Safety Partnership Joint Strategic Group</p> <p><i><u>Term Ending For:</u></i> <i>Cllr. Helen-Ann Smith</i> <i>Cllr. Jason Zadrozny</i></p> <p><i>(The representatives must be the Leader and the Portfolio Holder responsible for Community Safety)</i></p>	two appointments	<p>31 May 2024</p>
3.	<p>Association for Public Service Excellence</p> <p><i><u>Term Ending For:</u></i> <i>Cllr. Jason Zadrozny</i></p> <p><i>(The representative must be the Leader of the Council)</i></p>	one appointment	<p>31 May 2027</p> <p>(4 year term)</p>
4.	<p>Beauvale Charity</p> <p><i><u>Term Ending For:</u></i> <i>Former Cllr. Chris Baron</i></p> <p><i>(Representative will be a trustee)</i></p>	one appointment	<p>30 June 2027</p> <p>(4 year term)</p>

<u>No.</u>	<u>Body</u>	<u>Representatives</u>	<u>New Term Ending</u>
5.	<p>Byron Charity</p> <p><i><u>Term Continuing For:</u></i> Former Cllr. Chris Baron Cllr. Trevor Locke Former Cllr. Kevin Rostance Cllr. Phil Rostance Cllr. Dave Shaw Cllr. Lee Waters Cllr. John Wilmott</p>	seven appointments	<p>31 May 2024</p> <p>(part way through a 3 year term)</p>
6.	<p>D2N2 Local Enterprise Partnership Board</p> <p><i><u>Term Ending For:</u></i> Cllr. Jason Zadrozny</p> <p><i>(The representative must be the Leader of the Council)</i></p>	one appointment	<p>31 May 2027</p> <p>(4 year term)</p>
7.	<p>Discover Ashfield Board</p> <p><i><u>Term Ending For:</u></i> Cllr. Matthew Relf Cllr. Helen-Ann Smith Former Cllr. Christian Chapman (Scrutiny Member)</p>	three appointments (one to be a Scrutiny Member)	<p>31 May 2024</p>
8.	<p>East Midlands Councils</p> <p><i><u>Term Ending For:</u></i> Cllr. Tom Hollis Cllr. Jason Zadrozny</p> <p><i>(Representatives are required to be the current Leader and Deputy Leader)</i></p>	two appointments	<p>31 May 2027</p> <p>(4 year term)</p>
9.	<p>Economic Prosperity Committee</p> <p><i><u>Term Ending For:</u></i> Cllr. Matthew Relf Cllr. Jason Zadrozny</p> <p><i>(Representatives to be the Leader of the Council and the Portfolio Holder for Prosperity as substitute)</i></p>	two appointments	<p>31 May 2027</p> <p>(4 year term)</p>

<u>No.</u>	<u>Body</u>	<u>Representatives</u>	<u>New Term Ending</u>
10.	<p>Greater Nottingham Joint Planning Advisory Board</p> <p><i><u>Term Ending For:</u></i> Cllr. Sarah Madigan</p> <p><i>(Representative to be the Portfolio Holder responsible for Economic Growth)</i></p>	one appointment	31 May 2024
11.	<p>Greenwood Community Forest Steering Group</p> <p><i><u>Term Ending For:</u></i> Cllr. Matthew Relf</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	31 May 2024
12.	<p>Health and Wellbeing Board (County Council)</p> <p><i><u>Term Ending For:</u></i> Cllr. David Walters Cllr. Keir Barsby (substitute) Cllr. John Wilmott (substitute)</p> <p><i>(Representative must be the Portfolio Holder responsible for the Health and Wellbeing Agenda)</i></p>	one appointment and two substitutes	31 May 2024
13.	<p>Historic England</p> <p><i><u>Term Ending For:</u></i> Cllr. Jason Zadrozny</p> <p><i>(The representative must be the Leader of the Council)</i></p>	one appointment	31 May 2027 (4 year term)
14.	<p>Hucknall & District Voluntary Partnership (Under One Roof Project)</p> <p><i><u>Term Ending For:</u></i> Former Cllr. Kevin Rostance</p>	one appointment	31 May 2024

<u>No.</u>	<u>Body</u>	<u>Representatives</u>	<u>New Term Ending</u>
15.	<p>Hucknall Relief in Need Charity</p> <p><i><u>Term Continuing For:</u></i> Former Cllr. Chris Baron Cllr. Lee Waters</p>	two appointments	<p>30 November 2024</p> <p>(part way through a 3 year term)</p>
16.	<p>LGA District Council's Network</p> <p><i><u>Term Ending For:</u></i> Cllr. Jason Zadrozny</p> <p><i>(The representative must be the Leader of the Council)</i></p>	one appointment	<p>31 May 2027</p> <p>(4 year term)</p>
17.	<p>Mansfield & District Crematorium Joint Committee</p> <p><i><u>Term Ending For:</u></i> Cllr. Tom Hollis Former Cllr. David Martin Cllr. Helen-Ann Smith</p> <p><i>(Representatives must be Cabinet Members)</i></p>	three appointments	<p>31 May 2024</p>
18.	<p>Nottinghamshire Building Preservation Trust</p> <p><i><u>Term Ending For:</u></i> Cllr. Andy Gascoyne</p> <p><i>(Desirable for the representative to have a keen interest in heritage)</i></p>	one appointment	<p>31 May 2024</p>
19.	<p>Nottinghamshire Joint Waste Management Committee</p> <p><i><u>Term Ending For:</u></i> Cllr. Samantha Deakin</p> <p><i>(Representative must be the Portfolio Holder responsible for Waste Management)</i></p>	one appointment	<p>31 May 2024</p>
20.	<p>Nottinghamshire Local Government Leaders' Group</p> <p><i><u>Term Ending For:</u></i> Cllr. Jason Zadrozny</p> <p><i>(The representative must be the Leader of the Council)</i></p>	one appointment	<p>31 May 2027</p> <p>(4 year term)</p>

<u>No.</u>	<u>Body</u>	<u>Representatives</u>	<u>New Term Ending</u>
21.	<p>Nottinghamshire Wildlife Trust</p> <p><u>Term Ending For:</u> Cllr. David Walters</p> <p><i>(Representative must be the Chairman of the Council)</i></p>	one appointment	31 May 2024
22.	<p>Our Centre</p> <p><u>Term Ending For:</u> Cllr. Warren Nuttall</p>	one appointment	31 May 2027 (4 year term)
23.	<p>PATROL Adjudication Joint Committee</p> <p><u>Term Ending For:</u> Cllr. John Wilmott</p> <p><i>(Representative to be the Portfolio Holder responsible for Asset Management)</i></p>	one appointment	31 May 2024
24.	<p>Police and Crime Commissioner Panel</p> <p><u>Term Ending For:</u> Cllr. Helen-Ann Smith Cllr. Jason Zadrozny (Substitute)</p> <p><i>(Representatives must be the Leader and Portfolio Holder responsible for Community Safety)</i></p>	one appointment and one substitute	31 May 2027 (4 year term)
25.	<p>Rural Community Action Nottinghamshire</p> <p><u>Term Ending For:</u> Cllr. Arnie Hankin</p>	one appointment	31 May 2024
26.	<p>Sherwood Forest Hospitals NHS Foundation Trust</p> <p><u>Term Ending For:</u> Cllr. David Walters</p>	one appointment	31 May 2024

<u>No.</u>	<u>Body</u>	<u>Representatives</u>	<u>New Term Ending</u>
27.	<p>Teversal Grange Advisory Committee</p> <p><i><u>Term Ending For:</u></i> <i>Cllr. Will Bostock</i> <i>Cllr. Tom Hollis</i> <i>Cllr. Helen-Ann Smith</i></p> <p><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></p>	three appointments	31 May 2024

FOR INFORMATION:
Bodies no longer appointed to:

Hucknall Partnership Group
NET Partnership Group
NIDAS

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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