

MINUTES of the ANNUAL MEETING of the
SOUTH DERBYSHIRE DISTRICT COUNCIL
held at Civic Offices, Civic Way, Swadlincote
on 19th May 2011
at 6.00 p.m.

PRESENT:-

Conservative Group

Councillor Atkin (Chairman), Councillor Stanton (Vice-Chairman) and Councillors Bale, Mrs. Brown, Ford, Mrs. Hall, Harrison, Hewlett, Mrs. Hood, Jones, Lemmon, Murray, Mrs. Patten, Mrs. Plenderleith, Roberts, Smith, Mrs. Watson, Watson and Wheeler.

Labour Group

Councillors Bambrick, Chahal, Dunn, Frost, Mrs. Heath, Mrs. Mead, Mulgrew, Rhind, Richards, Shepherd, Southerd, Stuart, Taylor, Tilley and Wilkins.

APOLOGIES

Apologies for absence from the Meeting were received from Councillors Bell and Pearson (Labour Group).

CL/1. **DISTRICT COUNCIL ELECTIONS – 5TH MAY 2011**

The election of the following Members at the District Council Elections held on 5th May 2011 was noted:-

Aston Ward

Neil Kenneth Atkin
Ann Watson
Selby Peter Watson

Church Gresley Ward

Gordon Edgar Rhind
Trevor Southerd
Benjamin Stuart

Etwall Ward

Lisa Brown
John Lawrence Lemmon

Hatton Ward

Andrew Roberts

Hilton Ward

Michael John Palmer Bale
Julie Elizabeth Patten
Amy Claire Plenderleith

Linton Ward

Charles William Jones
Robert James Wheeler

Melbourne Ward

John Patrick Harrison
James Neil Hewlett

Midway Ward

Paul Dunn
Robert William Pearson
Peter John Wilkins

Newhall and Stanton Ward

Repton Ward

Sean Andrew Bambrick
Jean Mead
Kevin John Richards

Peter Henry Smith
Michael Anthony Stanton

Seales Ward

Steven James Frost
Margaret Elizabeth Hall

Stenson Ward

Manjit Kumar Chahal
David Geoffrey Shepherd

Swadlincote Ward

Nora Yvonne Heath
Michael Edward Mulgrew
Neil Anthony Tilley

Willington and Findern Ward

Martyn Ford
Ann Hood

Woodville Ward

Roy Leonard Bell
Patrick Murray
Stephen Taylor

CL/2. **MINUTES**

The Open Minutes of the Meeting of the Council held on 14th April 2011 (Minutes Nos. CL/113 – CL/125) were taken as read, approved as a true record and signed by the Chairman.

CL/3. **DECLARATIONS OF INTEREST**

Councillors Atkin and Stanton declared a personal interest in respect of the report on the Role of the Chairman, as the current Chairman and Vice-Chairman of the Council.

CL/4. **APPOINTMENT OF THE LEADER OF THE COUNCIL**

It was noted, pursuant to the provisions of the Local Government and Housing Act 1989, that Councillor Wheeler was Leader of the Conservative Group and Councillor Richards was Leader of the Labour Group.

It was proposed, duly seconded and,

RESOLVED:-

That Councillor Wheeler be appointed Leader of the Council for the ensuing year.

CL/5. **APPOINTMENT OF THE DEPUTY LEADER OF THE COUNCIL**

It was noted, pursuant to the provisions of the Local Government and Housing Act 1989, that Councillor Harrison was the Deputy Leader of the Conservative Group and Councillor Southerd was the Deputy Leader of the Labour Group.

It was proposed, duly seconded and,

RESOLVED:-

That Councillor Harrison be appointed Deputy Leader of the Council for the ensuing year.

CL/6. CHAIRMAN'S ANNOUNCEMENTS

The Chairman referred to the Charity Golf Competition to be held at Bretby the following day. He thanked those who had attended the recent Classical Concert, which had raised £855 for the nominated charities. As this was his last full Meeting, he thanked Members of the Council for their support during his year in office. The Chairman also referred to the recent death of former District Councillor Leslie Cox and Members observed a minute's silence in his memory. The Chairman reminded of Councillor Cox's service to the authority and a further tribute was paid by Councillor Bale.

CL/7. LEADER'S ANNOUNCEMENTS

The Leader welcomed new Members and paid tribute to those Members who had not been successful in seeking re-election to the Council. He referred to the tributes paid at the last Meeting to former Councillor Bill Dunn and outlined plans for an Extraordinary Meeting of the Council to give more formal recognition of his service to South Derbyshire.

The Leader also spoke about Jayne Jones, the Director of Corporate Services, who had recently left the Authority. He wished her well for the future and Members signified their approval for the Leader to write expressing these sentiments. Congratulations were recorded to Officers involved in the two successful Gold RoSPA awards for Health and Safety. He also publicised arrangements for Liberation Day on 26th May at the Grove Hall in Swadlincote and urged Members to attend. Finally, the Leader referred to the 26% fall in unemployment statistics for the District, as compared to last year. This was the best in Derbyshire and very favourable when compared to both the regional and national statistics.

CL/8. HEAD OF PAID SERVICE ANNOUNCEMENTS

The Chief Executive spoke about improvements to Members' parking facilities at the Civic Offices. He reported that the Burton College would now be called Burton and South Derbyshire College, which recognised that 46% of its students came from the South Derbyshire area. The College planned to have a presence in Swadlincote at Tetron Point by the end of the year. The Chief Executive also congratulated the staff involved in "South Derbyshire Day" at Pride Park and the Football Club was keen to repeat this event next year.

CL/9. REPORTS OF COMMITTEES**RESOLVED:-**

That the Open report of the Planning Committee held on 26th April 2011 (Minutes Nos. PL/126 – PL/137) be received and noted.

CL/10. **POLITICAL PROPORTIONALITY**

It was reported that the Council's duty to determine the allocation of seats was prescribed by The Local Government and Housing Act 1989, as modified by The Local Government (Committees and Political Groups) Regulations 1990.

A report was submitted, which confirmed the political composition of the Council following the District Council Elections on 5th May 2011. The report also set out the requirements to review representation of the different political groups at, or as soon as practicable after, the Annual Meeting of the Council.

RESOLVED:-

- (1) *That in accordance with Council Procedure Rule No. 1.1(e) the Council appoints the Committees and Sub-Committees as set out at Annexe 'A' to these Minutes, together with the six Area Forums detailed in Article 9 of the Council's Constitution.*
- (2) *That the Council approves and adopts the recommended allocation of seats to the Political Groups for the municipal year 2011/12.*
- (3) *That the Council allocates seats between the Political Groups as set out at Annexe 'A' to these Minutes and invites the two Groups to make nominations to fill the seats.*

CL/11. **APPOINTMENT OF COMMITTEES, SUB-COMMITTEES AND WORKING PANELS 2011/12**

Members reviewed the composition of Committees, Sub-Committees and Working Panels for 2011/12. The Leader reported changes to some appointments. It was noted that some Members had been appointed to both policy committees and the Overview and Scrutiny Committee.

RESOLVED:-

- (1) *That the nominations of Members to serve on Committees, Sub-Committees and Working Panels for the ensuing year, as set out at Annexe 'B' to these Minutes, be received and noted and that the Leader of the Opposition Group confirms the remaining nominations in due course.*
- (2) *That the appointments of Chairmen and Vice-Chairmen be approved as indicated.*

CL/12. **COMPOSITION OF SUBSTITUTE PANELS****RESOLVED:-**

That the Group nominations of Members to serve on Substitute Panels, as set out at Annexe 'C' to these Minutes, be received and noted.

CL/13. **APPOINTMENT OF REPRESENTATIVES ON OUTSIDE BODIES 2011/12****RESOLVED:-**

That Council approves the schedule of persons nominated to serve on Outside Bodies for 2011/12, as set out at Annexe 'D' to these Minutes.

CL/14. **APPOINTMENT OF MEMBER CHAMPIONS****RESOLVED:-**

That the following Member Champions be appointed for 2011/12:-

<i>Equality & Diversity</i>	<i>Councillor Mrs. Patten</i>
<i>Performance & Data Quality</i>	<i>Councillor Harrison</i>
<i>Design (Planning)</i>	<i>Councillor Bale</i>
<i>Historic Environment</i>	<i>Councillor Watson</i>
<i>Arts & Culture</i>	<i>Councillor Hewlett</i>
<i>Consultation, Communication & Engagement</i>	<i>Councillor Murray</i>
<i>Procurement & Business Improvement</i>	<i>Councillor Mrs. Watson</i>
<i>Information Technology</i>	<i>Councillor Roberts</i>
<i>Risk Management</i>	<i>Councillor Watson</i>
<i>Young People</i>	<i>Councillor Bale</i>
<i>Older People</i>	<i>Councillor Hewlett</i>
<i>Voluntary Sector</i>	<i>Councillor Hewlett</i>
<i>Training</i>	<i>Councillor Lemmon</i>
<i>Health & Safety</i>	<i>Councillor Watson</i>

CL/15. **APPOINTMENT OF CHAIRMEN OF AREA FORUMS**

The Leader of the Council referred to the Area Forums, the changes in electoral boundaries and to the Safer Neighbourhood Meetings. He spoke about a planned review and hoped to work with the Opposition Group, which was acknowledged by the Opposition Leader, who would welcome meaningful debate.

RESOLVED:-

That the following Chairmen be appointed to the Area Forums indicated below:-

Etwell Area Forum – Councillor Mrs. Brown
Linton Area Forum – Councillor Wheeler
Melbourne Area Forum – Councillor Harrison
Newhall Area Forum – to be confirmed by the Labour Group
Repton Area Forum – Councillor Ford
Swadlincote Area Forum – Councillor Jones

CL/16. ROLE OF THE CHAIRMAN OF THE COUNCIL

Further to Minute No. CL/109 of 28th February 2011, it was reported that a review of the service provided by the Civic Office had been undertaken, to help improve efficiency and effectiveness, particularly in view of the local government modernising agenda. The priority was to assist the Chairman in promoting the Council's Vision and core values.

The report included sections on the role of the Chairman, linked to the overall aims and objectives of the Council, together with staffing support. Details were provided on the civic car and the additional use made of this vehicle, together with the civic calendar of events hosted by the Authority. Further sections covered efficiency savings, the Chairman's charity and proposals on future arrangements, together with reducing administrative costs.

A proposal was submitted based on the report's recommendations, but including a number of amendments. These comprised reducing the proportion of engagements within the District to 80%, that the Council fund only one charity fundraising event per annum, a slight alteration to the examples of "quality engagements" listed in the report and clarification of where the Council would aim to pay for only particularly distinguished official guests at its events.

RESOLVED:-

- (1) That the duties outlined in the report section on "Role of Chairman" be adopted.**
- (2) That the NACO principle be adopted of accepting "quality engagements", 80% of which should be within South Derbyshire.**
- (3) That the Chairman's Charity Appeal is continued with the Council paying for one charity fundraising event per annum and others being funded privately.**
- (4) That the use of the civic car by other Members and Officers be promoted to save costs and reduce the environmental impact when a number of people are travelling to the same venue by car (subject to availability).**
- (5) That email be used for issuing and replying to invitations where possible.**

CL/17. CONTRACT PROCEDURE RULES

It was reported that the current Contract Procedure Rules had been reviewed and updated to reflect best practice and up to date techniques for the supply of goods, services and works to the Council. The principles behind purchasing had not changed. In particular, no changes had been recommended to authorisation limits, when a tendering process might be required and the overall aim to obtain value for money in committing Council resources. The updated rules provided greater detail and guidance for Officers on the different

aspects of procurement, including modern day considerations. Overall, the rules aimed to promote good purchasing practice and public accountability in the use of resources.

Feedback was provided on the lack of reference to elected Members in the document and it was felt that Councillors should not have to cross-reference to other documents. An alteration was requested to the document to include a stated section of the current Contract Procedure Rules.

RESOLVED:-

That the updated Contract Procedure Rules are approved with the amendment outlined above and are adopted into Part 4 of the Constitution “Rules of Procedure”.

CL/18. **ANNUAL REPORT OF THE OVERVIEW AND SCRUTINY COMMITTEE 2010/11**

The Overview and Scrutiny Committee’s 2010/11 Annual Report was received. In presenting the document, the Chairman gave examples of the work undertaken in the previous year and some of the items to be considered in the year ahead. She referred to the Committee’s successes and its work with partners, also highlighting the Centre for Public Scrutiny and the Association of Democratic Services Officers’ recognition of the Council’s scrutiny work. She encouraged Members to become involved in developing the Committee’s work programme for the year ahead.

RESOLVED:-

That Council receives the Annual Report of the Overview and Scrutiny Committee for 2010/11, a copy of which is incorporated in the Signed Minute Book at Annexe ‘SMB1’.

CL/19. **LOCAL GOVERNMENT ACT 1972 (AS AMENDED BY THE LOCAL GOVERNMENT [ACCESS TO INFORMATION] ACT 1985)**

That in accordance with Section 100(A)(4) of the Local Government Act 1972 (as amended) the press and public be excluded from the remainder of the Meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined under the paragraphs of Part 1 of Schedule 12A of the Act as indicated in the reports of Committees.

MINUTES

The Exempt Minutes of the Meeting of the Council held on 14th April 2011 were duly received and approved.

N. ATKIN

CHAIRMAN