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North Devon Council
Brynsworthy Environment Centre
Barnstaple
North Devon EX31 3NP

K. Miles
Chief Executive.

To: All Members of the Council
and Chief Officers

NOTE: PLEASE NOTE THAT PRAYERS WILL BE SAID AT 5.55 P.M. PRIOR TO THE COUNCIL MEETING FOR ANY MEMBER WHO WISHES TO ATTEND

COUNCIL MEETING

YOU ARE HEREBY SUMMONED to attend a meeting of **NORTH DEVON COUNCIL** to be held in the Barum Room - Brynsworthy on **WEDNESDAY, 20TH NOVEMBER, 2019** at **6.00 pm.**

A handwritten signature in black ink, appearing to read 'K. Miles', is written over a light blue horizontal line.

Chief Executive

AGENDA

- 16 (a) Report of the Policy Development Committee (Pages 5 - 6)
To receive the report of the Policy Development Committee held on 14th November 2019 (attached).

If you have any enquiries about this agenda, please contact Corporate and Community Services, telephone 01271 388253

12.11.19

GUIDANCE NOTES FOR RULES OF DEBATE AT MEETINGS OF COUNCIL

Part 4, Council Procedure Rules of the Constitution

The basics

At a meeting of Full Council, Members shall stand when speaking unless unable to do so and shall address the Chair.

While a Member is speaking, other Members shall remain seated unless rising for a point of order, a point of information or in personal explanation.

No speeches may be made after the mover had moved a proposal and explained the purpose of it until the motion has been seconded.

Unless notice of motion has already been given, the Chair may require it to be written down and handed to him before it is discussed.

When seconding a motion or amendment, a member may reserve their speech until later in the debate.

Speeches must be directed to the question under discussion or to be personal explanation or point of order.

A speech by the mover of a motion may not exceed 5 minutes without the consent of the Chair.

Speeches by other Members may not exceed 3 minutes without the consent of the Chair, unless when the Council's annual budget is under discussion, the leader of each political group on the Council may speak for up to 5 minutes or such longer period as the Chair shall allow.

The rules of Question Time

At a meeting of the Council, other than the Annual meeting, a Member of the Council may ask the Leader or the chair of a committee any question without notice upon an item of the report of a committee when that item is being received or under consideration by the Council.



North Devon Council protocol on recording/filming at Council meetings

The Council is committed to openness and transparency in its decision-making. Recording is permitted at Council meetings that are open to the public. The Council understands that some members of the public attending its meetings may not wish to be recorded. The Chairman of the meeting will make sure any request not to be recorded is respected.

The rules that the Council will apply are:

1. The recording must be overt (clearly visible to anyone at the meeting) and must not disrupt proceedings. The Council will put signs up at any meeting where we know recording is taking place.
2. The Chairman of the meeting has absolute discretion to stop or suspend recording if, in their opinion, continuing to do so would prejudice proceedings at the meeting or if the person recording is in breach of these rules.
3. We will ask for recording to stop if the meeting goes into 'part B' where the public is excluded for confidentiality reasons. In such a case, the person filming should leave the room ensuring all recording equipment is switched off.
4. Any member of the public has the right not to be recorded. We ensure that agendas for, and signage at, Council meetings make it clear that recording can take place – anyone not wishing to be recorded must advise the Chairman at the earliest opportunity.
5. The recording should not be edited in a way that could lead to misinterpretation or misrepresentation of the proceedings or in a way that ridicules or shows a lack of respect for those in the recording. The Council would expect any recording in breach of these rules to be removed from public view.

Notes for guidance:

Please contact either our Corporate and Community Services team or our Communications team in advance of the meeting you wish to record at so we can make all the necessary arrangements for you on the day.

For more information contact the Corporate and Community Services team on **01271 388253** or email **memberservices@northdevon.gov.uk** or the Communications Team on **01271 388278**, email **communications@northdevon.gov.uk**.

North Devon Council offices at Brynsworth, the full address is:
Brynsworth Environment Centre (BEC), Roundswell,
Barnstaple, Devon, EX31 3NP.

Sat Nav postcode is EX31 3NS.

At the Roundswell roundabout take the exit onto the B3232, after about ½ mile take the first right, BEC is about ½ a mile on the right.

Drive into the site, visitors parking is in front of the main building on the left hand side.

On arrival at the main entrance, please dial 8253 for Corporate and Community Services.



NORTH DEVON COUNCIL

COUNCIL: 20TH NOVEMBER 2019

PERFORMANCE AND FINANCIAL MANAGEMENT QUARTER 2 OF 2019/20

MINUTE EXTRACT OF THE POLICY DEVELOPMENT COMMITTEE HELD ON 14TH NOVEMBER 2019 IN RESPECT OF ITEM 16(A) ON THE COUNCIL AGENDA

24 TREASURY MANAGEMENT STRATEGY AND ANNUAL INVESTMENT STRATEGY MID-YEAR TREASURY MANAGEMENT REVIEW 2019/20

The Committee considered a report to the Strategy and Resources Committee on 4th November 2019 by the Chief Financial Officer regarding the Treasury Management Strategy Statement and Annual Investment Strategy Mid-Year Review Report 2019/20.

The Exchequer Manager highlighted the following points to the Committee:

- The Treasury Management Strategy Statement (TMSS) for 2019/20 was approved by Full Council on 25th February 2019.
- The TMSS approved previously required revision in the light of economic and operational movements during the year. He outlined the proposed changes, which were as follows:
 - The Capital Financing Requirement had reduced from £6.44m to £5.462m.
 - The Authorised Borrowing limit had increased from £11m to £22.5m.
 - The Maturity Structure of Debt over 10 years had increased from 50% to 90%.
- The Council's Capital (Prudential Indicators), which outlined the Prudential Indicator for Capital Expenditure together with the changes to financing of the Capital Programme.
- The Changes to the Prudential Indicators for the Capital Financing Requirement, External Debt and the Operational Boundary.
- The limits to Borrowing Activity, which had a revised indicator for the authorised limit for external debt of £22.5m.
- The Council held £18.6m of investments as at 30 September 2019 (£8.56m at 31st March 2019) and the investment portfolio yield for the first six months of the year was 0.70% against the benchmark 7 day LIBID of 0.57%.

- The Council's budgeted investment return for 2019/20 was £70,000. As at 30th September 2019 £62,203 investment interest was earned in the half-year period.
- The Council's Capital Financing Requirement (CFR) for 2019/20 was £5.46m. The CFR denotes the Council's underlying need to borrow for capital purposes. If the CFR was positive the Council may borrow from the Public Works Loan Board (PWLB), or the market (external borrowing), or from internal balances on a temporary basis (internal borrowing). The balance of external and internal borrowing was generally driven by market conditions.
- At present, the Council had projected total external borrowing of £1.25m and utilising £4.21m of cash flow funds in lieu of borrowing. This was a prudent and cost effective approach in the current economic climate but would require ongoing monitoring of economic conditions.
- During October 2019, HM Treasury announced, with immediate effect, that it was increasing the margin that applies to new loans from the PWLB by 100bps (one percent) on top of usual lending terms. This was in part due to some local authorities substantially increasing their use of the PWLB in recent months, as the cost of borrowing had fallen to record lows. This had effectively restored interest rates to the levels available in 2018.

RESOLVED that, the recommendations of the Strategy and Resources Committee be endorsed.