



## Public Document Pack

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 6.25 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 Virtual - Online meeting on **WEDNESDAY, 25TH NOVEMBER, 2020 at 6.30 pm.**

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

**Chief Executive**

### **AGENDA**

17. Performance and Financial Management Quarter 2 of 2020/21  
Report by Head of Resources to the Strategy and Resources Committee on 2 November 2020 (attached).
  - (a) Report by Policy Development Committee (Pages 5 - 6)  
To receive the report of the Policy Development Committee held on 19 November 2020 (attached).

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

17.11.20

## **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 Brynsworthy, the full address is:  
Brynsworthy 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: 25 NOVEMBER 2020

### PERFORMANCE AND FINANCIAL MANAGEMENT QUARTER 2 OF 2020/21

#### REPORT OF THE POLICY DEVELOPMENT COMMITTEE HELD ON 19 NOVEMBER 2020

#### 69. PERFORMANCE AND FINANCIAL MANAGEMENT REPORT: QUARTER 2 OF 2020/21

The Committee considered a report to the Strategy and Resources Committee on 2nd November 2020 by the Head of Resources together with a minute extract (circulated previously) regarding the Performance and Financial Management Report: Quarter 2 of 2020-21.

The Head of Resources advised that the report had already been subject to consideration by the Strategy and Resources Committee on 2nd November 2020.

He highlighted the following points to the Committee:

- The Authority had received three tranches of additional funding which totalled £1.189m for North Devon.
- A further £0.160m in respect of the Job Retention Scheme and £0.170m New Burdens Grants.
- A further £0.385m Government funding had just been announced. This would be incorporated into the figures on the quarter three report.
- Central Government had announced they would provide further support to Authorities for lost income. Authorities were expected to incur the first 5% variance on budget; income losses would then be reimbursed at 75% level with Councils incurring the remaining budgetary impact.
- This funding to assist with reimbursement of losses had only been confirmed for this financial year at present. Local Government had been lobbying for Central Government to confirm if this was expected to extend past March 2021.
- There had been lower than expected reductions in the Council Tax and Business Rates collection but this could be more prominent later on the year once the Furlough scheme ends.
- There was a general fund balance and reserves which could be used in the short term but this was clearly not a longer term budgetary solution.
- The Strategic Contingency Reserve was shown on appendix. A projected spend of £117,240 was expected.
- The Capital Programme in the report covered the three financial years up to 2022-23.
- Capital Funding bids were received for the replacement of the roof at the Queen's Theatre, and ICT software for the Works and Recycling unit.
- Half of the £30m capital programme for the next three financial years would be met by capital receipts and external borrowing.

In response to questions, the Head of Resources confirmed;

- The cost of repairs to Fremington Quay would be provided from Section 106 fund allocation. Any shortfall would be provided by the Authority and was not the responsibility of the Fremington Parish Council.
- The provision of free parking from 4-6pm had been welcomed by traders who had found it assisted those using click and collect services. The scheme had not been devised to increase footfall into the town centre.

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