



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, 7TH APRIL, 2021 at 6.30 pm.**

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

Chief Executive

AGENDA

1. Virtual meetings procedure - briefing and etiquette
Chair to report.
2. Apologies for absence
3. To approve as correct records the minutes of the meetings held on 17 February 2021 and 24 February 2021 (attached) (Pages 9 - 32)
4. Chair's announcements
5. Business brought forward by or with the consent of the Chair
6. Replies to any questions submitted by the Public and/or to receive Petitions under Part 4, Council Procedures Rules, Paragraphs 8 and 9 of the Constitution
7. To consider motions of which notice has been submitted by Members in accordance with Part 4, Council Procedure Rules, Paragraph 11 of the Constitution
 - (a) To consider the following notice of motion from Councillor Mack:

“Full council notes that:

1. The electoral system used for local elections in England and Wales, First Past the Post (FPTP), is not a fair system, because it means that votes do not have equal weight and many votes are wasted. This leads to voter apathy and a feeling of disconnection from local democracy.
2. The alternative to FPTP is a system of proportional representation (PR), where votes cast for parties translates more or less directly into seats won. There are many variants of PR. The Single Transferable Vote system (STV) variant of PR is already in use for local elections in Scotland and Northern Ireland. With this system, voters rank candidates and those who receive the most backing (including second and subsequent choices) are elected to serve in multi-member wards.
3. The Welsh Assembly has just agreed legislation to allow local authorities to choose to change their voting system to the proportional Single Transferable Vote system, which is already used for local elections in Scotland and Northern Ireland.
4. The introduction of PR for local elections in Scotland has led to an increase in turnout, which was 47% at the last elections, held in 2017. In contrast, turnout for North Devon was 37% in the 2019 local District elections.
5. Barnstaple Town Council unanimously supported a move to proportional representation in North Devon on February 22nd.

Full council believes that a move to the use of proportional representation for local elections would boost turn-out, make the council more representative of the political make-up of its residents, and improve the quality of its decision-making processes, thereby benefiting all North Devon residents.

Therefore, this Council resolves to:

1. Welcome the new legislation allowing Welsh councils to choose the fairest and most appropriate voting system for their local elections.
2. Request that the Government bring forward legislation to allow local elections in England to be run by a proportionally representative voting system (PR).
3. Work with the Electoral Commission to agree upon and choose the most appropriate electoral system for North Devon.”

(b) To consider the following notice of motion from Councillor Luggar:

“North Devon Council notes with concern and alarm the number of times that environmental damage is caused to the natural environment during development despite the imposition of planning conditions on planning permissions that are meant to protect the same. Too often trees, hedgerows and important habitats are damaged or destroyed when they should be protected for the amenity benefit of the public at large and local residents in particular. North Devon council calls on

officers to ensure that planning conditions designed to achieve environmental protection and enhancement are speedily enforced, including by the service of a breach of condition notice if necessary and/or tree protection orders.”

8. **Declarations of Interest**

(NB. Members only need to re-declare any interests previously declared at Committee and Sub-Committee meetings if the item is discussed at Council).

9. **Chair's replies to any questions to Council by Members submitted under Part 4, Council Procedures Rules, Paragraph 10 of the Constitution**

10. **To agree the agenda between Part 'A' and Part 'B' (Confidential Restricted Information).**

PART A

11. **Report of the Leader of the Council** (Pages 33 - 36)

Report by Leader of the Council (attached).

12. **Questions by Members**

Questions to the Leader or the Chair of a Committee submitted under Part 4, Council Procedure Rules, paragraph 10.4 of the Constitution.

13. **Outside Bodies - Report of Appointees** (Pages 37 - 76)

Report by Chief Executive (attached).

14. **Report of Chair of Governance Committee** (Pages 77 - 86)

Report of Chair of Governance Committee (attached).

15. **Statutory Pay Policy** (Pages 87 - 94)

Report by Human Resources Manager (attached)

16. **Minutes of Committees**

Council is recommended to note the schedule of Committee minutes and approve recommendations as listed below:

(a) **Building Control Joint Committee** (Pages 95 - 98)

(i) 11 February 2021

(b) **Governance Committee** (Pages 99 - 106)

(i) 9 March 2021

(c) **Licensing and Community Safety Committee** (Pages 107 - 110)

- (i) 9 February 2021
- (d) Planning Committee (Pages 111 - 122)
 - (i) 10 February 2021
 - (ii) 10 March 2021
- (e) Strategy and Resources Committee (Pages 123 - 132)
 - (i) 1 March 2021
 - (A) Minute 272: Council Tax Discounts

PART B (CONFIDENTIAL RESTRICTED INFORMATION)

Nil.

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

26.03.21

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 and a reminder will be issued at the commencement of virtual meetings.
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. In a virtual meeting the public will be excluded from the meeting while in Part B.
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. Public contributions to virtual meetings will be recorded, unless, at the Chair's discretion, recording is deemed inappropriate in accordance with point 2 above.
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**.

Meeting Etiquette Reminder for Members

Members are reminded to:

- Join the meeting at least 10-15 minutes prior to the commencement to ensure that the meeting starts on time.
- Behave as you would in a formal committee setting.
- Address Councillors and officers by their full names.
- Do not have Members of your household in the same room.
- Be aware of what is in screen shot.
- Mute your microphone when you are not talking.
- Switch off video if you are not speaking.
- Only speak when invited to do so by the Chair.
- Speak clearly (if you are not using video then please state your name)
- If you're referring to a specific page, mention the page number.
- Switch off your video and microphone after you have spoken.
- The only person on video will be the Chair and the one other person speaking.

Virtual attendance by members of the public

If members of the public wish to attend virtually, please contact Corporate and Community services on 01271 388253 or memberservices@northdevon.gov.uk by 12pm on the Monday preceding the meeting.