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## **GOVERNANCE AND RESOURCES COMMITTEE**

### **Minutes of a special meeting of the Governance and Resources Committee held at 6.00 pm on Thursday 17 December 2020.**

Under Regulations made under the Coronavirus Act 2020, the meeting was held virtually. Members of the public were able to view the virtual meeting via the District Council's website at [www.derbyshiredales.gov.uk](http://www.derbyshiredales.gov.uk) or via our YouTube channel.

#### **PRESENT**

Councillor Sue Bull - In the Chair

Councillors Jacqueline Allison, Robert Archer Neil Buttle, David Chapman, Tom Donnelly, Steve Flitter, Alyson Hill, Susan Hobson, Michele Morley, Garry Purdy, Mike Ratcliffe and Peter Slack.

Paul Wilson (Chief Executive), James McLaughlin (Director of Corporate & Customer Services and Monitoring Officer), Steve Capes (Director of Regeneration and Policy), Karen Henriksen (Director of Resources), Lee Gardner (Legal Services Manager) and Jason Spencer (Electoral and Democratic Services Manager),

#### **APOLOGIES**

Apologies for absence were received from Councillors Paul Cruise and Alasdair Sutton.

It was noted that following the Council meeting on 26 November 2020 Councillor Clare Raw was no longer a member of the Committee.

#### **DECLARATIONS OF INTEREST**

Councillors Sue Bull and David Chapman declared disclosable pecuniary interests in item 4 as they were both recipients of Covid-19 Business Support Grants.

#### **201/20 – COVID-19 BUSINESS SUPPORT GRANTS: DERBYSHIRE DALES ADDITIONAL RESTRICTIONS GRANT**

As they had declared disclosable pecuniary interests in this item Councillors Sue Bull and David Chapman left the meeting during consideration of this item. In the absence of the Chair and Vice-Chair it was moved by Councillor Susan Hobson, seconded by Councillor Michele Morley and resolved unanimously that Councillor Garry Purdy would chair the meeting during consideration of this item.

The Committee were asked to note a report on the policy guidance for allocating discretionary COVID-19 support grants to certain businesses in the Derbyshire Dales, that used local and national priorities to determine grants from the limited funding provided by the Government, approved under urgency provisions by the Chair and Vice Chair of the Committee on 24 November 2020.

The Director of Regeneration and Policy provided an update on the various grant schemes in place and the number of applications received and processed. He also confirmed that two further grant schemes would be available within the next week. The Committee recognised the significant input from staff across the Council in processing the grants and asked that their thanks be conveyed to all those involved.

It was moved by Councillor Susan Hobson, seconded by Councillor Michele Morley and

**RESOLVED**  
(Unanimously)

1. To note the policy guidance for the Derbyshire Dales COVID-19 Business Support Grants: Derbyshire Dales Additional Restrictions Grant.
2. To delegate authority to the Director of Regeneration and Policy to set the criteria for Local Restrictions Support Grant (Open) based on guidance already issued by the Government for LRSG (Closed) together with relevant elements of the Additional Restrictions Grant policy.
3. To note the processes for Local Restrictions Support Grants and Additional Restrictions Grants.

The Chairman declared the motion CARRIED.

## **202/20 – CORPORATE ENFORCEMENT POLICY**

Councillors Sue Bull and David Chapman returned to the meeting and Councillor Bull took the Chair for the remaining items.

The Committee considered a report seeking approval for a revised and updated Corporate Enforcement Policy.

The Committee thanked the Legal Services Manager for attending the meeting to present the report and answer questions while on leave.

It was moved by Councillor Tom Donnelly, seconded by Councillor Neil Buttle and

**RESOLVED**  
(unanimously)

1. To approve the policy attached at Annex 1.
2. To authorise the Director of Corporate and Customer Services to make minor editorial changes to the Corporate Enforcement Policy, which, by definition, make no change to the scope or meaning of the Policy.

The Chairman declared the motion CARRIED.

## **203/20 – LOCAL GOVERNMENT ETHICAL STANDARDS – REVIEW BY COMMITTEE ON STANDARDS IN PUBLIC LIFE**

The Committee considered a report on how the Council's ethical standards framework compared with the best practice recommendations included in the 2019 report from the Committee on Standards in Public Life. It was noted that the update would form the basis of the Council's submission to the Local Government Association on how it had responded to the recommendations.

It was moved by Councillor Mike Ratcliffe, seconded by Councillor Michele Morley and

**RESOLVED**  
(unanimously)

1. To note the report.
2. To amend the general obligations section of the Member Code of Conduct to include:
  - a) definitions of bullying and harassment and provide examples of unacceptable behaviours;
  - b) clarification on the expectations for Councillors participating in the complaints process.
3. To amend the principles section of the Protocol on Member/Employee relations to make reference to bullying and harassment
4. To note that annually the Monitoring Officer will bring a report to the Committee providing a summary of Code of Conduct complaints received and reviewing the content of the Code against best practice and experience.
5. To amend the section in the Code of Conduct on gifts and hospitality to clarify that the Monitoring Officer must be notified if gifts or hospitality are accepted and note that in future Members will be reminded to check their entries in the Gifts and Hospitality Register as part of the annual review of the Members' Register of Interests.
6. To note that in future a checklist will be used as the basis for the meeting between the Monitoring Officer and the Independent Person when carrying out an initial assessment on allegations to reflect best practice.

The Chairman declared the motion CARRIED.

## **204/20 – REVENUES AND BENEFITS SERVICES AND INVOICE PROCESSING CONTRACT**

The Committee considered a report outlining actions relating to the expiry on 17 January 2021 of the current contract with Arvato for the delivery of the Revenues and Benefits and Invoice Processing Services, and describing the arrangements for the delivery of services thereafter.

It was moved by Councillor Garry Purdy, seconded by Councillor Peter Slack and

**RESOLVED**  
(unanimously)

1. To note the actions relating to the expiry on 17 January 2021 of the current contract with Arvato for Revenues and Benefits and Invoice Processing and the arrangements for delivery of services thereafter.
2. To delegate authority to the Director of Corporate and Customer Services to sign the Service Level agreement with Chesterfield Borough Council for the Revenues and Benefits service
3. To appoint the Chair of the Governance and Resources Committee as the Council's representative on the Revenues and Benefits Strategic Board.

The Chairman declared the motion CARRIED.

**MEETING CLOSED – 6.55PM**

**CHAIRMAN**