

Phil Norrey
Chief Executive

To: The Chairman and Members of
the Procedures Committee

County Hall
Topsham Road
Exeter
Devon
EX2 4QD

(See below)

Your ref :
Our ref :

Date : 29 March 2017
Please ask for : Rob Hooper 01392 382300

Email: rob.hooper@devon.gov.uk

PROCEDURES COMMITTEE

Thursday, 6th April, 2017

A meeting of the Procedures Committee is to be held on the above date at 2.15 pm in the Committee Suite - County Hall to consider the following matters.

P NORREY
Chief Executive

AGENDA

PART I - OPEN COMMITTEE

1 Apologies for absence

2 Minutes

Minutes of the meeting held on 2 February 2017, previously circulated.

3 Items requiring urgent attention

Items which in the opinion of the Chairman should be considered at the meeting as a matter of urgency.

MATTERS FOR DECISION

4 Constitutional Matters (Pages 1 - 10)

County Solicitor to report on the requirement for the new Council to review the Constitution to ensure that the exercise of Council, Cabinet and 'local' functions, the various Codes of Practice and Governance Framework are up to date and relevant, including Rules of Procedure and Working Practices. The appointment of the Council Leader and appointment and composition of the Cabinet and Committees would, in the first instance, be reported to or approved at the Annual Meeting of the Council on 25 May 2017.

The Committee is asked if it would wish to express a view on any procedural or operational issues relating to the democratic process that the new Council might usefully re-consider or review alongside it's consideration of the Health and Wellbeing Scrutiny Committee's Spotlight 360 Review ([CS/17/4](#)) to be considered by Cabinet on 12 April 2017 on the impact of that Committee over the last 4 years and possible improvements in the effectiveness of health scrutiny in the new County Council.

5 Appointments

The current Chairman of the Independent Allowances Remuneration Panel has indicated his intention to stand down in the Autumn and the new County Council will necessarily need to recruit/appoint another Panel Member. Informal soundings are being taken through the current Panel but the Committee may wish to also to suggest possible candidates, including, for example, current Members of the Council who will be standing down in May.

Similarly there is a vacancy for a co-opted member of the Council's Standards Committee and again while informal soundings are being taken through current co-opted members and without wishing to prejudge any decisions of the new Council, the Committee may wish to suggest or canvass possible candidates.


MATTERS FOR INFORMATION

Nil

PART II - ITEMS WHICH MAY BE TAKEN IN THE ABSENCE OF PRESS AND PUBLIC ON THE GROUNDS THAT EXEMPT INFORMATION MAY BE DISCLOSED

Nil

Members are reminded that Part II Reports contain confidential information and should therefore be treated accordingly. They should not be disclosed or passed on to any other person(s). Members are also reminded of the need to dispose of such reports carefully and are therefore invited to return them to the Democratic Services Officer at the conclusion of the meeting for disposal.

Membership
Councillors A Moulding (Chairman), F Biederman, A Connett, T Dempster, J Hart, S Hughes, R Julian, J Owen, N Way and R Westlake
Declaration of Interests
Members are reminded that they must declare any interest they may have in any item to be considered at this meeting, prior to any discussion taking place on that item.
Access to Information
Any person wishing to inspect any minutes, reports or lists of background papers relating to any item on this agenda should contact Rob Hooper on 01392 382300. Agenda and minutes of the Committee are published on the Council's Website and can also be accessed via the Modern.Gov app, available from the usual stores.
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In addition, anyone wishing to film part or all of the proceedings may do so unless the press and public are excluded for that part of the meeting or there is good reason not to do so, as directed by the Chairman. Any filming must be done as unobtrusively as possible from a single fixed position without the use of any additional lighting; focusing only on those actively participating in the meeting and having regard also to the wishes of any member of the public present who may not wish to be filmed. As a matter of courtesy, anyone wishing to film proceedings is asked to advise the Chairman or the Democratic Services Officer in attendance so that all those present may be made aware that is happening.
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