

Phil Norrey
Chief Executive

To: The Chairman and Members of
the Procedures Committee

County Hall
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EX2 4QD

(See below)

Your ref :
Our ref :

Date : 8 April 2016
Please ask for : Rob Hooper 01392 382300

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PROCEDURES COMMITTEE

Monday, 18th April, 2016

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

P NORREY
Chief Executive

A G E N D A

PART I - OPEN COMMITTEE

- 1 Apologies for absence
- 2 Minutes

Minutes of the meeting held on 9 February 2016, 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: Dispensations (Pages 1 - 2)

County Solicitor to report on the proposed revision of the existing General Dispensation to provide an exemption for foster parents similar to that for parents and guardians. Draft attached.

5 Constitutional Matters: Financial Regulations

Recommendation: that approval be given to the following revisions shown in bold text to Financial Regulations and consequential changes to the Council's Constitution.

The current Money Laundering provisions have remained unchanged for a number of years. Legislative changes have occurred which require amendment to current thresholds and reference to legislation within Financial Regulations, as shown below.

*D10.2 A limit is imposed on the cash amount to be received in settlement for the payment for goods and services of ~~£5,000~~ **£10,000** in any one transaction. This limit is required to ensure that the County Council complies with the Money Laundering Regulations 2003 **2007**.*

The second proposal will require Cabinet Member approval only for new and additional IT Hardware, rather than the replacement of IT Hardware. This change will enable the replacement of IT equipment to be actioned quickly, to ensure "business as usual" and allow Cabinet Member focus on strategic purchases.

*B10.1 The Cabinet have delegated powers for approving the purchase of **new and additional IT Hardware** to the Chief Finance Officer and the Cabinet Member with responsibility for the Finance or Resources Remit. The approval process will be aligned to the cycle of Cabinet meetings.*

6 Members Allowances (Minute 56/9 February 2016) (Pages 3 - 24)

At its previous meeting, the Committee considered the Report of the Independent Members Allowances Remuneration Panel for 2016 (CS/16/11), attached.

In welcoming the Report and acknowledging the Panel's view that the Council's current scheme of allowances and existing multipliers was reasonable and had been carefully thought out, this Committee nonetheless asked that the Panel's suggested changes to the Scheme from May 2017 onward be referred to the Corporate Services Scrutiny Committee for its views, reporting back to this Committee prior to any formal recommendation to Council.

The Corporate Services Scrutiny Committee considered this matter on 24 March (Minute 90) and, in relation to the Basic Allowance, had mixed views regarding any increase in that allowance and was not able therefore to form a common view. In relation to the Special Responsibility Allowances, the Corporate Services Scrutiny Committee was of the view that:

- (i) the Special Responsibility Allowances for Scrutiny Chairmen and Vice Chairmen should not be changed (0.73 and 0.365 accordingly);
- (ii) the Special Responsibility Allowance for the role of Vice Chairman of Development Management Committee remain as part of the scheme; and
- (iii) the recommendations of the Independent Remuneration Panel in relation to Group Leader allowances appeared 'prescriptive' .. and that the Committee had little appetite for any increases for Group Leader roles ... but suggested that Procedures Committee look at the role in more detail especially that of 'Shadow Leader', previously removed from the scheme.

The Procedures Committee's views are now sought on how to take this matter forward and whether or not it wishes to make any recommendations to the Council for May 2017.

MATTERS FOR INFORMATION

None

7 Members' Attendance at Meetings (Pages 25 - 26)

Summary of Members attendance at meetings of the Council, Cabinet and Committees during the 2015/16 Municipal Year, attached

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

None

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.

MEMBERS ARE REQUESTED TO SIGN THE ATTENDANCE REGISTER

Membership

Councillors C Channon (Chairman), F Biederman, A Connett, T Dempster, J Hart, S Hughes, R Julian, J Owen, R Vint, 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.

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