

Phil Norrey
Chief Executive

To: The Chair and Members of the
Procedures Committee

County Hall
Topsham Road
Exeter
Devon
EX2 4QD

(See below)

Your ref :
Our ref :

Date : 29 January 2018
Please ask for : Karen Strahan 01392 382264

Email: karen.strahan@devon.gov.uk

PROCEDURES COMMITTEE

Tuesday, 6th February, 2018

A meeting of the Procedures Committee is to be held on the above date at 10.30 am in the Committee Suite - County Hall 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 12 September 2017, previously circulated.

- 3 Items requiring urgent attention

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

MATTERS FOR DECISION

- 4 Members Allowances - Report of the Independent Remuneration Panel (Pages 1 - 30)

Report of the Independent Members Allowances Remuneration Panel for 2018, attached.

[Heather Morgan, Chairman of the Independent Panel, will attend to present the Annual Report and respond to any questions.]

CONSTITUTIONAL MATTERS

5 Constitutional Matters - Referral of Notices of Motion

County Solicitor to Report.

In line with Standing Order 6(6), at any ordinary meeting of the Council, a motion shall, after being formally moved and seconded, be passed to the Cabinet. There is no discussion on the motion at that meeting of the Council. However, and subject to standing orders 9 and 29, the Council may decide to discuss a motion at the meeting to which it is submitted if, in its view, there is sufficient reason to do so.

The exception to this is that any motion which would affect the procedures of the Council will be passed to the Procedures Committee to consider and report back to the Council.

A Motion at a recent Council meeting related to the activities of the Investment and Pension Fund and in line with current Standing Orders was referred to the Cabinet.

Under the Local Authorities (Functions and Responsibilities) (England) Order 2000, there are a number of functions (Schedule 1) which are not the responsibility of an Authorities Executive.

In light of that, the Procedures Committee is asked to consider an amendment to Standing Orders to so that any Motions brought to the Council, that are not the responsibility of the Cabinet are referred automatically to the appropriate Committee, thereby reducing the timeframe for their consideration.

6 Constitutional Matters - Amendments to Standing Order 14 (7) Amendments to Motions

County Solicitor to Report.

Standing Orders state that an amendment must relate to a motion and can refer the subject of debate to a committee for consideration or re-consideration, leave out words, leave out words and insert or add others, insert or add words; but must not introduce a substantially new proposal or give effect to the direct opposite of what was proposed in the original motion.

When a motion comes back to the Council from Cabinet, Cabinet's response becomes an amendment to the original motion. If that amendment is carried and put to the Council as a substantive motion, there is then another opportunity for further amendment.

It is the opinion of the County Solicitor that such further amendments should not mirror the wording of the original motion.

The Standing Orders currently do not prevent a further amendment in such circumstances (unless of course it is a direct negative) therefore the Committee is asked to consider a revision to the wording of Standing Order 14(7) as suggested below, with changes in red.

(7) An amendment must relate to a motion and can:

- * refer the subject of debate to a committee for consideration or re- consideration*
- * leave out words*
- * leave out words and insert or add others*
- * insert or add words;*

but must not introduce a substantially new proposal or give effect to the direct opposite of what was proposed in the original motion.

When an amendment is carried, any further amendment must follow the advice above and not revert to the wording of the original motion.

7 Member Development Strategy 2017-2021 (Pages 31 - 36)

Report of the Head of Organisational Development on the updated revised Member Development Strategy for 2017-2021, previously endorsed by the Member Development Group.

8 Electoral Review of North Devon District Council (Pages 37 - 42)

The County Solicitor to report on the draft recommendations on the future electoral arrangements for North Devon District Council, published on 5 December 2017 currently subject to an eleven week public consultation, closing on 19 February 2018. The letter and map from The Government Boundary Commission is attached.

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 R Radford (Chair), J Hart, S Hughes, S Aves, F Biederman, A Connett, R Hannaford, N Way and C Wright

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 Karen Strahan 01392 382264.

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.

Webcasting, Recording or Reporting of Meetings and Proceedings

The proceedings of this meeting may be recorded for broadcasting live on the internet via the 'Democracy Centre' on the County Council's website. The whole of the meeting may be broadcast apart from any confidential items which may need to be considered in the absence of the press and public. For more information go to: <http://www.devoncc.public-i.tv/core/>

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 Chair. 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 Chair or the Democratic Services Officer in attendance so that all those present may be made aware that is happening.

Members of the public may also use Facebook and Twitter or other forms of social media to report on proceedings at this meeting. An open, publicly available Wi-Fi network (i.e. DCC) is normally available for meetings held in the Committee Suite at County Hall. For information on Wi-Fi availability at other locations, please contact the Officer identified above.

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Please switch off all mobile phones before entering the Committee Room or Council Chamber

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Induction loop system available

NOTES FOR VISITORS

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SatNav – Postcode EX2 4QD

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Access to County Hall and Public Transport Links

Bus Services K, J, T and S operate from the High Street to County Hall (Topsham Road). To return to the High Street use Services K, J, T and R. Local Services to and from Dawlish, Teignmouth, Newton Abbot, Exmouth, Plymouth and Torbay all stop in Barrack Road which is a 5 minute walk from County Hall. Park and Ride Services operate from Sowton, Marsh Barton and Honiton Road with bus services direct to the High Street.

The nearest mainline railway stations are Exeter Central (5 minutes from the High Street) and St David's and St Thomas's both of which have regular bus services to the High Street. Bus Service H (which runs from St David's Station to the High Street) continues and stops in Wonford Road (at the top of Matford Lane shown on the map) a 2/3 minute walk from County Hall, en route to the RD&E Hospital (approximately a 10 minutes walk from County Hall, through Gras Lawn on Barrack Road).

Car Sharing

Carsharing allows people to benefit from the convenience of the car, whilst alleviating the associated problems of congestion and pollution. For more information see: <https://liftshare.com/uk/community/devon>.

Car Parking and Security

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As indicated above, parking cannot be guaranteed and visitors should allow themselves enough time to find alternative parking if necessary. Public car parking can be found at the Cathedral Quay or Magdalen Road Car Parks (approx. 20 minutes walk). There are two disabled parking bays within the visitor car park. Additional disabled parking bays are available in the staff car park. These can be accessed via the intercom at the entrance barrier to the staff car park.



NB   Denotes bus stops

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First Aid

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