

County Council
Thursday, 25th May, 2023



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DEVON COUNTY COUNCIL

To: Members of Devon County Council

County Hall
Exeter
EX2 4QD

17 May 2023

Your attendance is requested at the Meeting of the Devon County Council to be held at County Hall, Exeter on Thursday, 25th May, 2023 at 2.15 pm.

A handwritten signature in purple ink, consisting of a large, stylized 'D' followed by a horizontal line.

Chief Executive

[a period of quiet reflection will be offered by Mr Keith Denby, the Humanist representative on SACRE, at **2.10pm**, prior to the commencement of the meeting. All Members are welcome to attend].

AGENDA

1. **Apologies for Absence**
2. **Election of Chair**
3. **Appointment of Vice-Chair**
4. **Appointment of Deputy Leader of the Council**
5. **Cabinet Members and Allocation of Remits**

The Leader of the Council to move:

"that the Council note that Members shown in the Appendix (to follow) will be appointed to hold office until the date of the Annual Meeting in 2024, together with the remits shown therein".

6. Minutes

To approve as a correct record and sign the minutes of the meeting held on 16 February 2023, previously circulated.

7. Announcements

8. Items Requiring Urgent Attention

9. Appointment of Committees

Councillor Hughes to move:

(a) that in accordance with Standing Order 21 the County Council appoints those Committees, Joint Committees and Working Parties/Panels as shown in the Appendix circulated prior to the meeting and uploaded to the website with terms of reference set out in the Council's Constitution or set out therein for the period expiring at the date of the Annual Meeting of the Council in 2024;

(b) that, as required by section 16(1) of the Local Government and Housing Act 1989, Members of the Council be appointed as voting members to those Committees, Joint Committees, Joint Consultative Committees and Working Parties/Panels referred to at (a) above in accordance with the names notified to the Chief Executive by each of the Political Groups represented on the Council, to give effect to the proposed allocation of seats as between political party groups and set out for the time being in the Appendix circulated prior to the meeting and uploaded to the website;

(c) that, as in accordance with the Council's Scrutiny Procedure Rules, the County Council appoints the total numbers of voting (v) or non-voting (nv) members to those Committees, Joint Committees and Working Parties/Panels referred to (a) above as thus denoted in the Appendix (the Council's voting scheme) circulated with the agenda for the period expiring at the date of the Annual Meeting of the Council in 2024;

(d) that the Chief Executive be authorised to approve such changes to membership of the above bodies detailed in the Appendix circulated as may be notified from time to time by the relevant political group to which those seats have been allocated by the Council; and

(e) that additional Members of Scrutiny Committees, Highways and Traffic Orders Committees, the Standards Committee and the Farms Estate Committee as detailed in the aforementioned Appendix (or to be nominated by those bodies listed thereon) be appointed for the period expiring at the date of the Annual Meeting of the Council in 2024 or as otherwise shown (subject to any change notified by the nominating body) or, in the case of parent governor representatives on the Children's Scrutiny Committee, following a ballot of eligible parent governors.

The Appendix will follow.

10. Appointment of Chair's and Vice-Chair's of Committees

Councillor Hughes to move:

'that Members shown in the Appendix be elected Chair and Vice-Chair of those Committees as indicated therein to hold office until the date of the Annual meeting of the Council in 2024'

The appendix will follow.

11. Public Participation: Petitions, Questions and Representations

Petitions, Questions or Representations from Members of the public in line with the Council's Petitions and Public Participation Schemes.

12. Petitions from Members of the Council

13. Questions from Members of the Council

Answers to questions from Members of the Council pursuant to Standing Order 17.

FRAMEWORK DECISION

14. Governance Review Plan (Pages 1 - 30)

To Council is asked to receive and approve the Report which gives a framework for a forthcoming Governance Review, as recommended by the Procedures Committee (25th April 2023) (Minute 33 refers as replicated below).

RESOLVED that Council be recommended to:

(a) establish a cross-party working group comprising up to 7 Members, to progress a root and branch Governance Review, noting recommendation (b) below which gives flexibility for wider membership as the review progresses;

(b) that the Director of Legal and Democratic Services, in consultation with the Chair of Procedures Committee be authorised to appoint additional Members to the working group, in line with the review themes;

(c) approve the proposed approach, programme and timeline for the Governance Review, as set out in Appendix 1; and

(d) that the Director of Legal and Democratic Service, in consultation with the Chair of Procedures Committee be authorised to implement any changes to the Governance review programme which are required.

The Report is attached.

Electoral Divisions(s): All Divisions

OTHER MATTERS

15. Cabinet Member Reports

To consider reports from Cabinet Members.

16. Minutes

To receive and adopt and / or approve the Minutes of the under mentioned Committees

- (a) Appeals Committee - 27 February 2023 (Pages 31 - 32)
- (b) Appeals Committee - 24 April 2023 (Pages 33 - 34)
- (c) Audit Committee - 28 February 2023 (Pages 35 - 40)
- (d) Investment and Pension Fund Committee - 3 March 2023 (Pages 41 - 50)
- (e) Public Rights of Way Committee - 9 March 2023 (Pages 51 - 56)
- (f) Standards Committee - 16 March 2023 (Pages 57 - 62)
- (g) Appointments, Remuneration and Chief Officer Conduct Committee - 27 March 2023 (Pages 63 - 64)
The Council is asked to approve minute 59 relating to the appointment of Rebecca Hopkins to the post of Deputy Director Children's Services - Head of Children's Social Care.
- (h) Appointments, Remuneration and Chief Officer Conduct Committee - 12 April 2023 (Pages 65 - 66)
- (i) Appointments, Remuneration and Chief Officer Conduct Committee - 27 April 2023 (Pages 67 - 70)
The Council is asked to approve minutes 66 and 67 relating to the appointment of Matthew Jones to the post of Director of Transformation and Business Services and Maria Chakraborty to the post of Director of People and Culture.
- (j) Appointments, Remuneration and Chief Officer Conduct Committee - 9 May 2023 (Pages 71 - 72)
The Council is asked to approve minute 71 relating to the appointment of Stuart Collins to the post of Director Children and Young People's Futures.
- (k) Appointments, Remuneration and Chief Officer Conduct Committee - 25 May 2023
The minutes will be published here as soon as possible - <https://democracy.devon.gov.uk/ieListDocuments.aspx?CId=201&MId=4916&Ver=4>
- (l) Procedures Committee - 25 April 2023 (Pages 73 - 76)
- (m) Development Management Committee - 26 April 2023 (Pages 77 - 80)

- (n) Corporate Infrastructure and Regulatory Services Scrutiny Committee (Special Meeting) - 21 February 2023 (Pages 81 - 82)
- (o) Children's Scrutiny Committee - 14 March 2023 (Pages 83 - 88)
- (p) Health and Adult Care Scrutiny Committee - 21 March 2023 (Pages 89 - 96)
- (q) Corporate Infrastructure and Regulatory Services Scrutiny Committee - 23 March 2023 (Pages 97 - 104)

17. Scrutiny Annual Report 2022-2023 (Pages 105 - 144)

To receive the Scrutiny Annual Report, a copy of which can be viewed on the website at [Document 2022 - 2023 Annual Report - Democracy in Devon](#) and is attached to this agenda.

The infographic from each review is also attached.

NOTICES OF MOTION

18. Protect the Right to Free Camp on Dartmoor (Minute 188 of 16 February 2023)

To receive and consider the recommendations of the Cabinet (Minute 301(a)) as an amendment to the following Notice of Motion submitted previously to the Council by Councillor Wrigley and referred thereto in accordance with Standing Order 8(2), namely

Devon County Council joins with the thousands of Devon residents and is beyond shocked and appalled by the effective ban on wild camping on Dartmoor arising from a recent court decision.

This Council supports Dartmoor National Park in its rightful and spirited defence of wild camping, a right enjoyed by generations of local people and visitors.

Council condemns the loss of this right and calls on Government to enact urgent legislation to reinstate wild camping and protect the rights of people to fully enjoy Dartmoor.

Council asks the Leader and Chief Exec to write in the strongest terms to Members of Parliament for Devon, the relevant Secretaries of State and the Prime Minister urging them to act to restore the right to wild camp on Dartmoor.

Having had regard to the aforementioned, any factual briefing/position statement on the matter set out in Report (LDS/23/4) and other suggestions or alternatives considered at that meeting the Cabinet subsequently **resolved**:

that the County Council:

(a) shares the concern expressed by this Notice of Motion (and the one submitted by Councillor Barnes) about the legal implications of this High Court ruling for the right to backpack camp on relevant parts of Dartmoor, particularly in the light of long-standing tradition of such activity and the resulting benefits for physical and mental wellbeing of connecting with nature in this way;

(b) endorses the actions taken by Dartmoor National Park Authority in its efforts to uphold the ability for the public to enjoy responsibly this activity on an ongoing basis, including its promotion of a 'Backpack Camping Code'; and it is recognised that motorised vehicles, campervans and sleeping in cars is not included in the backpack camping code and will be subject to regulation and enforcement to avoid harm to Dartmoor's moorland environment; and

(c) calls on the Secretary of State for the Environment to support appropriately these endeavours across relevant parts of the Dartmoor Commons.

19. Forced Installation of Prepayment Meters (Minute 189 - 16 February 2023)

To receive and consider the recommendations of the Cabinet (Minute 301(b)) as an amendment to the following Notice of Motion submitted previously to the Council by Councillor Atkinson and referred thereto in accordance with Standing Order 8(2), namely:

Citizens advice says across the UK 3.2 million people on prepay meters were left with cold and dark homes last year as they ran out of credit. Also 600,000 people were switched from credit meters to prepay in 2022, compared with 380,000 in 2021. With more freezing weather forecast we welcome British Gas announcement that it will halt the use of warrants to install prepayment meters.

This Council

1. calls on Government to urgently review how energy vulnerability can be reduced including considering extra financial support for struggling households; and

2. calls on energy suppliers to agree a three-month moratorium on the installations of gas or electricity prepayment meters including freeze on the use of court warrants to gain entry to homes to fit prepay meters, or automatic switching of smart meters onto prepayment ones.

Having had regard to the aforementioned, any factual briefing/position statement on the matter set out in Report (LDS/23/4) and other suggestions or alternatives considered at that meeting the Cabinet subsequently **resolved**:

that Council be recommended to:

(a) continue to work with and support local partners, including Team Devon Councils, the NHS and the voluntary and community sector, on supporting vulnerable households; and

(b) write to the Secretary of State, with a copy to Devon MPs, urging Government to: reduce energy vulnerability through financial support for struggling households; introduce a moratorium on the installation of gas or electricity prepayment meters; cease the use of court warrants to gain entry to homes to fit prepayment meters or the automatic switching of smart meters onto prepayment ones.

20. Special Education Needs (SEND) Budgets and Deficits (Minute 190 - 16 February 2023)

To receive and consider the recommendations of the Cabinet (Minute 301(c)) as an amendment to the following Notice of Motion submitted previously to the Council by Councillor Atkinson and referred thereto in accordance with Standing Order 8(2), namely:

Councils like DCC use the high needs funding block of the DSG to fund statutory Special Education Needs provision as required by law. Since its introduction the government has repeatedly refused to fund this adequately. This has meant that to meet its statutory duty DCC has spent £127m from reserves to fund this. The Government has allowed Councils like DCC to keep ever increasing deficits on spending for children with special educational needs and disabilities off their balance sheets and has approved an extension of this for a further three years.

The Government's local government finance policy statement published in December says that the statutory override for the Dedicated Schools Grant (DSG) will be extended for the next three years, from 2023-24 to 2025-26.

This money has already been spent on SEND services by DCC to the tune of £127m by the end of this financial year. Across the UK the total deficit by all councils is expected to be £2.3bn which the Government is refusing to fund. This deficit in Devon will only increase and can only be met out of our reserves or borrowing. Our reserves have already been run down to breaking point and the deficit has arisen as a result of the Government's withdrawal of £135 m of Revenue Support Grant and inadequate funding in the DSG.

The statutory override means that any DSG deficits are not included in DCC Council's main revenue budgets. It also means that £127m is now unavailable to invest to save in much needed capital projects to benefit Devon residents.

The Government has said it may consent to a capitalisation of some or all of this deficit. This means that DCC would have to take out long-term borrowing at current interest rates of up to £127m so that the borrowed money could be available for capital spending on projects in Devon. It is contrary to local government law for us to do this without consent and it is also contrary to good economic planning to borrow money (other than in the short term by way of an overdraft) to be spent to pay off deficits for revenue spending or to fund revenue services.

People in Devon would in effect be asked through their council tax to fund the paying off of this revenue debt run up by the Government's refusal to fund SEND services. This loan would to be repaid over, say, 25 years. This means our residents their children or grandchildren will be paying through council tax to pay off the capital and interest on the loan for services that they obtained no benefit from as they have already been provided before the loan was taken out.

This Council

1. Calls on the Government to pay DCC £127m, for this SEND deficit in 2023 so that this money can be used to invest in Devon.
2. Believes it is wrong for Government to expect local authorities like Devon to borrow money on capital markets to fund past and present services.

Having had regard to the aforementioned, any factual briefing/position statement on the matter set out in Report (LDS/23/4) and other suggestions or alternatives considered at that meeting the Cabinet subsequently **resolved**:

'that the Council welcomes the concern and support shown by all Members, demonstrating the desire across the County Council to ensure a secure future where children with special needs receive the educational support they need and in the right settings. To that end, the Council reaffirms its strong commitment to achieve a financially sustainable future for special educational needs and thereby also provide parents and carers of children with special needs with confidence and reassurance'.

21. Dartmoor National Park (Minute 191 - 16 February 2023)

To receive and consider the recommendations of the Cabinet (Minute 301(d) as an amendment to the following Notice of Motion submitted previously to the Council by Councillor Barnes and referred thereto in accordance with Standing Order 8(2), namely:

In January, the right to backpack camp on certain common land in Dartmoor National Park without permission from the landowner was lost after a wealthy landowner took the park authority to court. It was the last place in England and Wales where there was a right to backpack camp. Under an agreement reached, the National Park Authority will now have to pay landowners an unknown fee for permission to camp on land that

private landowners are willing to put forward.

This Council believes that

- Dartmoor National Park provides many opportunities for all of Devon's residents to responsibly enjoy and protect our great open spaces
- The ancient right to sleep under the stars on Dartmoor should be protected for future generations

This Council resolves to

- Criticise the decision made to restrict the right to backpack camp on Dartmoor National Park
- Robustly defend the right to backpack responsibly on appropriate land by expressing support for Dartmoor National Park's appeal
- Write to the government to urge them to adopt Labour's pledge to enshrine the right to roam in law

Having had regard to the aforementioned, any factual briefing/position statement on the matter set out in Report (LDS/23/4) and other suggestions or alternatives considered at that meeting the Cabinet subsequently **resolved**:

that the County Council:

(a) shares the concern expressed by this Notice of Motion (and the one submitted by Councillor Wrigley) about the legal implications of this High Court ruling for the right to backpack camp on relevant parts of Dartmoor, particularly in the light of long-standing tradition of such activity and the resulting benefits for physical and mental wellbeing of connecting with nature in this way;

(b) endorses the actions taken by Dartmoor National Park Authority in its efforts to uphold the ability for the public to enjoy responsibly this activity on an ongoing basis, including its promotion of a 'Backpack Camping Code'; and it is recognised that motorised vehicles, campervans and sleeping in cars is not included in the backpack camping code and will be subject to regulation and enforcement to avoid harm to Dartmoor's moorland environment; and

(c) calls on the Secretary of State for the Environment to support appropriately these endeavours across relevant parts of the Dartmoor Commons.

22. Debate not Hate

Councillor Hannaford to move:

'The intimidation and abuse of councillors, in person or otherwise, undermines democracy; preventing elected members from representing the communities they serve, deterring individuals from standing for election, and undermining public life in democratic processes.

Devon County Council notes that increasing levels of toxicity in public and political discourse is having a detrimental impact on local democracy, and that prevention, support and responses to abuse and intimidation of local politicians must improve to ensure councillors feel safe and able to continue representing their residents.

Devon County Council therefore commits to challenge the normalisation of abuse against councillors and officers and uphold exemplary standards of public and political debate in all it does. Devon County Council further agrees to sign up to the [LGA's Debate Not Hate campaign](#). The campaign aims to raise public awareness of the role of councillors in local communities, encourage healthy debate and improve the response to and support those in public life facing abuse and intimidation.

In addition, this council resolves to:

- Write to the local Members of Parliament to ask them to support the campaign.
- Write to the Government to ask them to work with the LGA to develop and implement a plan to address abuse and intimidation of politicians at every level.
- Ensure that Devon County Council has a clear reporting mechanism which councillors can use to monitor and record incidents of harassment and abuse of councillors and officers.
- Regularly review the support available to Councillors in relation to abuse and intimidation and councilor safety.
- Work with the local police to ensure there is a clear and joined-up mechanism for reporting threats and other concerns about the safety of councilors and their families and discuss the need to take a preventative approach that accounts for the specific risks that councilors face, as they do with other high-risk individuals, like MP's.
- Take a zero-tolerance approach to abuse of councilors and officers'.

23. Devon County Council to Treat Care Experience as if it were a Protected Characteristic

Councillor Hannaford to move:

Devon County Council recognises:

- Every elected member and employee of this Council is a corporate parent to the children and care leavers in our care.
- We are all responsible for providing the best possible care, safeguarding and outcomes for the children who are looked after by us.
- That Councils have a duty to put the needs of vulnerable people at the heart of decision-making through co-production and collaboration.

Devon County Council notes:

- A UCL study which showed 70% of care experienced people die early. Over 50% of people who are in custody up to the age of 21 have been in care (Become Charity) and a quarter of the homeless population is care experienced (The Independent Review of Children's Social Care).
- The Government commissioned an independent national review of children's social care, chaired by Josh Macalister, and one recommendation was to look at making care experience an additional protected characteristic; another was that all public bodies become corporate parents.

Devon County Council believes:

- Our children in care and those who have left care have the right to expect everything from a corporate parent that would be expected from a good and responsible parent. This includes how families continue their support, care, and ambition for their children after they leave home and gain independence including through employment opportunities.
- This authority has already taken important steps to support our care experienced children and care leavers better, but we can always do more.
- That we cannot wait until the government decides which recommendations to implement and therefore, here in the Devon County Council area of responsibility, we should act to be the best corporate parents we can be.
- That when making any decisions in relation to our policies or formulating our Corporate Plan that we should recognise care experienced people as a vulnerable group who face discrimination.
- That whilst we cannot change national legislation, we can use our powers to ensure that the Council consider care experienced people as part of its decision making to seek to prevent discrimination and improve life chances, in doing this. This will mean that we treat people with care experience the same as those with a protected characteristic.

Devon County Council therefore resolves:

1. That the Chief Executive and Monitoring Officer ensure that all council making decision documentation has in it appropriate sections to allow for the impact upon 'care experienced people' to be considered in decision making, where relevant.
2. Officers consider how information might be captured and reported upon on these matters in a similar way to that of the Public Sector Equality Duty Annual report.
3. Any publication of information relating to people who share a Protected Characteristic also includes 'care experienced people'
4. To proactively seek out and listen to the voices of care experienced people of all ages when developing new Council policies and plans and, where possible, those where the Council produces them in partnership with others.
5. To request that the Chief Executive, as Head of Paid Service, explore with the Director of HR how the Council could seek to guarantee all care experienced persons an interview where they meet the essential criteria of the post applied for.
6. That the Cabinet Member for Children's Services and Schools writes to all public bodies represented in the Devon County Council area of responsibility ,the Chamber of Commerce and the Federation of Small Businesses to make them aware of this motion and, where possible and within available resources, offer training on corporate parenting and issues facing care experienced people and to work with our partners and our care experienced population to understand what corporate parenting means for them.
7. That the Leader of the Council, writes to Devon's MPs making them aware of this motion and asking them to press government to amend the law to include Care Experienced persons as a Protected Characteristic and for the extension of Corporate Parenting to all public bodies, following the recommendations of the Macalister Report.
8. That the Chief Executive, Monitoring Officer, and Section 151 Officer attend a Corporate Parenting forum meeting to report on the actions taken because of this motion on notice.

24. Teachers Pay - Investing in our Childrens Futures

Councillor Hannaford to move:

Council notes that:

Members of the National Education Union (NEU) have voted in overwhelming numbers to take strike action for a fully funded, above-inflation pay rise.

Teachers across England have been offered a 5 per cent pay rise, which represents a 7 per cent real terms cut to their pay when compared to the very high rates of inflation.

One in four teachers leave the profession within two years of qualification: a third within five. Nearly one third of the teachers who qualified in the last decade are no longer teaching.

Children are losing out because there are not enough teachers. One in eight maths lessons is taught by a teacher not qualified in the subject.

The Government missed its target for recruitment of new secondary school teachers by 41 per cent this year and by 11 per cent for primary school teachers.

There has been a fall of 23 per cent in trainee teacher recruitment in 2022 compared with the year before.

Teachers are leaving the profession because of a mix of excessive workload and poor pay. A teacher who started working in 2010 and made normal progress up the pay scale has lost over £64,000 in real terms.

Teachers in England top the OECD league table for working time outside lessons. In addition to their teaching timetable, primary teachers spend nearly 32 hours and secondary teachers nearly 33 hours working in addition to their teaching every week. This means working weeks of 55-60 hours are commonplace in staff rooms all over the nation.

Secondary class sizes are at their highest for 40 years. Primary class sizes are now at their highest for 22 years.

According to a survey sent out by the Department for Education (DfE) to all schools and trusts in England in May 2022 regarding gas and electricity contracts, the average quote given on renewal for gas has increased from £0.03 per kWh to £0.09 kWh for gas; and from £0.16 per kWh to £0.32 per kWh for electricity. These substantial cost increases are placing significant pressure on school budgets.

This Council also notes that:

Our teachers do not want to go on strike – they want to be in properly resourced classrooms with enough support staff, teaching and supporting our amazing children and young people in the way they deserve.

Teachers in Devon are doing their best for our children.

However, the proportion of reception age children achieving a good level of development, the proportion of Y1 children achieving expected level in phonics; and KS2 children achieving expected standard in reading, writing and maths are all ongoing concerns.

In recent years there have been substantial ongoing increases in the numbers of children in Devon requiring additional support in school due to Special Educational Needs and Disabilities (SEND), or significant anxiety and mental health difficulties which act as a barrier to accessing their education.

Staff and budgets can only stretch so far. Looking at the entire picture, is not difficult to see that faced with escalating running costs and unfunded pay rises heads will have no choice but to make cuts in areas which directly impact children such as additional support for those with SEND and other needs.

These growing cost pressures are borne out by projections for Devon County Council which show that without making compensatory cuts primary schools maintained by the local authority will struggle to balance their budgets in 2023/24, if no further funding is forthcoming.

It is short-sighted for the Government to expect schools to make savings which impact on children when it simply creates system pressures elsewhere such as increased demand for EHCPs and places at specialist schools and alternative provision.

This Council resolves:

To support the campaign for the Westminster Government to provide a fully funded, above-inflation pay rises for all teachers and support staff.

To write to the Prime Minister and Chancellor to call for a fully funded, above-inflation pay rise.

To resist the Government's ongoing cuts to school budgets and call for more funding to be invested in education.

25. Governance Review and Council Consultations

Councillor Atkinson to move:

It is noted that the Council intends to review its consultations procedures as part of its governance review. This council notes that in response to the threat of a judicial review challenge by Mencap the consultation on the closure of the respite care facilities for disabled adults has been withdrawn. Other recent consultations also appear to be similarly flawed as not being genuine consultations as they were issued after a decision to make the cuts had already been made. These had not been made clear at the budget preparation and scrutiny and the budget cut had therefore not been scrutinised by the Adult Social Care Scrutiny Committee.

These are

- The wellbeing Exeter Cessation of contribution
- Homelessness18 + prevention: cessation of contribution
- A cut in the day care service at the Nicholls Centre Exeter from a 5 day a week service to a 3 day a week service (plus closures of similar day care centres elsewhere in the county)
- Closure of the respite facility at either Pine Parks in Honiton or the Nicholls Centre in Exeter
- The reduction in the grant to Devon Carers.
- Closure of North Devon Link Mental Health and Wellbeing Service in Barnstaple Bideford and Ilfracombe

This Council therefore agrees to withdraw these consultations and to take no further steps to proceed with the planned cuts until after the governance review of its consultation procedures has taken place.

26. Devon 20's Plenty

Councillor Hodgson to move:

In light of the support for the 'Devon 20's Plenty' campaign, this Council will support the implementation of 20 mph zones where the local Parish Council has passed the 20's Plenty motion.

MEETINGS INFORMATION AND NOTES FOR VISITORS

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[Further information about how to get to County Hall](#) gives information on visitor parking at County Hall and bus routes.

Exeter has an excellent network of dedicated cycle routes. For further information see the [Travel Devon Webpages](#).

The nearest mainline railway stations are Exeter Central (5 minutes from the High Street), St David's and St Thomas's. All have regular bus services to the High Street.

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Membership of a Committee

For the full details of the Membership of a Committee, please [visit the Committee Page](#) on the website and click on the name of the Committee you wish to see.

Committee Terms of Reference

For the terms of reference for any Committee, please [visit the Committee Page](#) on the website and click on the name of the Committee. Under purpose of Committee, the terms of reference will be listed. Terms of reference for all Committees are also detailed within Section 3b of [the Council's Constitution](#).

Access to Information

Any person wishing to inspect any minutes, reports or background papers relating to an item on the agenda should contact the Clerk of the Meeting. To find this, [visit the Committee Page](#) on the website and find the Committee. Under contact information (at the bottom of the page) the Clerks name and contact details will be present. All [agenda's, reports and minutes of any Committee are published on the Website](#)

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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. Filming must be done as unobtrusively as possible without additional lighting; focusing only on those actively participating in the meeting and having regard to the wishes of others present who may not wish to be filmed. Anyone wishing to film proceedings is asked to advise the Chair or the Democratic Services Officer in attendance.

Members of the public may also use social media to report on proceedings.

Declarations of Interest for Members of the Council

It is to be noted that Members of the Council 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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Alternative Formats

If anyone needs a copy of an Agenda and/or a Report in another format (e.g. large print, audio tape, Braille or other languages), please contact the Customer Service Centre on 0345 155 1015 or email: committee@devon.gov.uk or write to the Democratic and Scrutiny Secretariat in G31, County Hall, Exeter, EX2 4QD.

Induction Loop available

