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To: The Chair and Members
of the Procedures
Committee

County Hall
Topsham Road
Exeter
Devon
EX2 4QD

Date: 18 September 2023

Contact: Karen Strahan 01392 382264

Email: karen.strahan@devon.gov.uk

PROCEDURES COMMITTEE

Tuesday, 26th September, 2023

A meeting of the Procedures Committee is to be held on the above date at 10.30 am.
This will be a Hybrid Meeting (Microsoft Teams / Committee Suite) to consider the
following matters.

Donna Manson
Chief Executive

A G E N D A

PART I - OPEN COMMITTEE

1 Apologies for absence

2 Minutes

Minutes of the meeting held on 25 April 2023, 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 **Review of Financial Regulations - Section 5 of the Constitution** (Pages 1 - 30)

Report of the Director of Finance and Public Value (DF/23/86) seeking approval to update financial regulations and recommend the changes to the Council, attached.

The Committee is asked to note that the Governance Working Group considered and endorsed the changes at its meeting on 4 September 2023.

Electoral Divisions(s): All Divisions

5 **Policy Framework Review** (Pages 31 - 36)

Report of the Director of Legal and Democratic Services (LDS/23/14) presenting a review of the Council's Policy Framework, as considered by the Governance Working Group, attached.

Electoral Divisions(s): All Divisions

6 **Decision Making - Revised Definition of Key Decision** (Pages 37 - 44)

Report of the Director of Legal and Democratic Services (LDS/23/16) presenting a revised definition of the key decision threshold, as considered and endorsed by the Governance Working Group, attached.

Electoral Divisions(s): All Divisions

7 **Public Participation - Updated for Modern Meetings** (Pages 45 - 54)

Report of the Director of Legal and Democratic Services (LDS/23/13), presenting an updated public participation scheme, to reflect updated working practices and the views of the Governance Working Group, attached.

Electoral Divisions(s): All Divisions

8 **Draft calendar of meetings for 2024/2025** (Pages 55 - 74)

Draft calendar of meetings for 2024/2025, attached.

Electoral Divisions(s): All Divisions

9 Devon County Boundary Divisions - Tiverton East and Willand and Uffculme
(Pages 75 - 80)

Report of the Director of Legal and Democratic Services (LDS/23/9) seeking approval to support the proposal that the boundary between the County's Tiverton East Electoral Division and the Willand and Uffculme Electoral Division, be amended, attached.

*Electoral Divisions(s): Tiverton East;
Willand & Uffculme*

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

NIL

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