

MID DEVON DISTRICT COUNCIL

A MEETING of the **MID DEVON DISTRICT COUNCIL** will be held in the Phoenix Chambers, Phoenix House, Tiverton on Wednesday, 24 May 2023 at 6.00 pm

ALL MEMBERS of the **COUNCIL** are summoned to attend for the purposes of transacting the business specified in the Agenda which is set out below:

[The next meeting is scheduled to be held in Tiverton on Wednesday, 19 July 2023 at 6.00 pm]

Please Note: this meeting will take place at Phoenix House and members of the Public and Press are able to attend via Zoom. If you are intending to attend in person please contact the committee clerk in advance, in order that numbers of people can be appropriately managed in physical meeting rooms.

To join the Meeting virtually please use the link provided [here](#).

STEPHEN WALFORD
Chief Executive

16 May 2023

Members are reminded of the need to make declarations of interest prior to any discussion which may take place

AGENDA

1 **Chairman of the Council**

To elect the Chairman of the Council for the year 2023/24.

2 **Apologies**

To receive any apologies for absence.

3 **Declarations of Interest under the Code of Conduct**

To record any interests on agenda matters.

4 **Public Question Time**

To receive any questions relating to items on the agenda from members of the public and replies thereto.

5 **Minutes** (*Pages 5 - 14*)

Members to consider whether to approve the minutes as a correct record of the meeting held on 26 April 2023.

The Council is reminded that only those Members present at the previous meeting should vote and, in doing so, should be influenced only by seeking to ensure that the minutes are an accurate record.

6 **Vice Chairman of the Council**

To elect the Vice Chairman of the Council for the year 2023/24.

7 **Leader of the Council**

To elect the Leader of the Council for a period of 4 years.

8 **Chairman of the Scrutiny Committee**

To elect the Chairman of the Scrutiny Committee for 2023/24.

9 **Amendment of Constitution in relation Deputy Leader of the Council**

In order to maintain leadership availability at all times it is proposed that the Council agrees to amend the Constitution to allow the Leader to appoint two deputies to their Cabinet, and that the Monitoring Officer is instructed to amend the Constitution accordingly so as to reflect that any reference to 'Deputy Leader' is given to mean either of the members appointed to that role where two such members have been appointed.

10 **Appointment of Committees, Sub Committees, Working Groups and other Internal Bodies** *(To Follow)*

It is recommended:

- (a) that the Council approve the allocation of seats on Committees and other Council Bodies as shown on the schedule;
- (b) that Members be appointed to Committees 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 approved allocation of seats in (a) above;
- (c) that Members also be appointed to Working Groups and other Internal Bodies 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 approved allocation of seats in (a) above;
- (d) that the Chief Executive be authorised to make changes to membership of Committees, Working Groups and other Internal Bodies as may be notified to him from time to time by the relevant Political Group to which those seats have been allocated by the Council.

11 **Appointment to Outside Bodies** *(Pages 15 - 22)*

To consider the list of appointments to outside bodies and seek representatives to the positions available.

12 **Scheme of Delegations**

To agree the existing scheme of delegations as set out in Part 3 of the Constitution. (The Scheme of Delegation sets out the levels of decision making within the Council, outlining those to be made by Council, the Cabinet, individual Cabinet Members, those Committees with regulatory functions and officers).

13 **Programme of Meetings**

To approve the programme of ordinary meetings of the Council for the year 2023/24:

- 19 July 2023
- 6 September 2023
- 1 November 2023
- 20 December 2023
- 21 February 2024
- 24 April 2024

Meeting Information

From 7 May 2021, the law requires all councils to hold formal meetings in person. The Council will enable all people to continue to participate in meetings via Zoom.

If you want to ask a question or speak, email your full name to Committee@middevon.gov.uk by no later than 4pm on the day before the meeting. This will ensure that your name is on the list to speak and will help us ensure that you are not missed. Notification in this way will ensure the meeting runs as smoothly as possible.

Please note that a reasonable amount of hardcopies at the meeting will be available, however this is a limited number. If you are attending the meeting and would like a hardcopy of the agenda we encourage that you notify Member Services in advance of the meeting to ensure that a hardcopy is available. Otherwise, copies of the agenda can be found on our website.

If you would like a copy of the Agenda in another format (for example in large print) please contact Andrew Seaman on: aseaman@middevon.gov.uk

Public Wi-Fi is available in all meeting rooms.