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23 December 2025

GOVERNANCE COMMITTEE

A meeting of the **Governance Committee** will be held on **Thursday, 8th January, 2026** in the **Council Chamber, Forde House, Brunel Road, Newton Abbot, TQ12 4XX** at **10.00 am**

PHIL SHEARS
Managing Director

Membership:

Councillors Bullivant (Chair), Henderson (Vice-Chair), Nutley, Clarence, Palethorpe and Nuttall

Please Note: Filming is permitted during Committee meeting with the exception where there are confidential or exempt items, which may need to be considered in the absence of the press and public. By entering the meeting room you are consenting to being filmed.

A G E N D A

Part I

Governance Committee Terms of Reference

The Committee's Terms of Reference is attached to the agenda pack for reference.

Public participation and attending meetings

[Public participation and attending meetings - Teignbridge District Council](#)

1. Apologies for Absence

2. Minutes

(Pages 7 - 14)

To approve and sign the minutes of the meeting held on Thursday 2nd October 2025.

3. **Declarations of Interest**

Information pertaining to the Members' Code of Conduct and guidance relating to declaring interests can be found on the following webpage: [Teignbridge District Council - Councillor-conduct](#)

4. **Dispensation - Members Allowances Scheme** (Pages 15 - 18)

To agree a general dispensation in relation to the Members Allowances Scheme.

5. **Recommendations from the Independent Remuneration Panel (IRP)** (Pages 19 - 22)

To consider the following recommendations of the IRP to recommend to Full Council for adoption and include in the Members Scheme of Allowances. The full report of the IRP is attached.

1. Travel for those receiving a Special Responsibility Allowance (SRA)

Recommended

The existing practice as set out in Section 8f of the Constitution – Members Allowance Scheme as below be confirmed.

“The SRA is paid to recognise the additional commitment and time required to fulfil each role and covers subsistence and travel for attending meetings not listed in Appendix A.”

Outside the boundary of the District a separate travel claim can be made.

Justification - The Council should be consistent with the norm of other South West Councils as above.

2. SRA for the Chair of the new Governance Committee

Recommended

The SRA for the Chair of the Governance Committee continue and be set at the current SRA of £3,159.71.

Justification – This is a reasonable remuneration given comparison with and responsibility of other SRA positions.

3. Annual review of expenditure and benchmarking

Recommended

There be no increase in the Council's Basic Allowance other than the annual increase in line with Local Authority employee pay increase.

Justification - The Basic Allowance for Teignbridge is acceptable given comparisons with other SW Districts. Benchmarking evidence 7 of the 14 SW Districts have a BA less than the Council and 6 greater.

6. **Code of Conduct Complaints Update** (Pages 23 - 24)
To update Councillors on the Councillor Code of Conduct complaints received.
7. **Reforms to the Standards and Conduct Framework** (Pages 25 - 28)
To appraise Members of the proposed reforms to the Standards and Code of Conduct Framework.
8. **Member Training Log** (Pages 29 - 30)
To review the Member Training and Briefing log from September – December 2025.
9. **Councillor Digital Skills Framework**
Verbal presentation from the Project Management and Performance Specialist to receive feedback on the Councillor Digital Skills Framework.
10. **Councillor DBS Checks**
To discuss Disclosure and Barring Service (DBS) checks for Councillors, requested to be discussed by Councillor Nutley.
11. **Constitution Review Working Group Update** (Pages 31 - 46)
For information, to update Members on the work of the Constitution Review Working Group. The notes of the meetings on 16th October, 6th November, 26th November and 18th December are attached.

If you would like this information in another format, please telephone 01626 361101 or e-mail info@teignbridge.gov.uk