

COUNCIL	AGENDA ITEM No.7 (i) (b)
14 JULY 2010	PUBLIC REPORT

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CHANGES TO CONSTITUTION

R E C O M M E N D A T I O N S	
FROM : Planning and Environmental Protection Committee	Deadline date : N/A
It is recommended that:	
1. Council approves the changes to the Constitution detailed in Appendix 1 to this report.	

1. ORIGIN OF REPORT

- 1.1 This report is submitted to Council following a recommendation from the Planning and Environmental Protection Committee (PEP) at its meeting held on 23 February 2010.

2. PURPOSE AND REASON FOR REPORT

- 2.1 The purpose of this report is to seek the approval of Council for changes to the Constitution relating to Part 4 Section 3 – Standing Orders (Planning and Environmental Protection Committee (PEP) speaking scheme), Part 3 Section 2 (Terms of Reference and Delegations to Officers) and Part 5 Section 4 (the Planning Code of Conduct).
- 2.2 It is good practice to periodically review, and if appropriate revise, the governance arrangements for the Committee. The changes outlined in Appendix 1 are recommended in order to simplify existing provisions and to clarify procedures.

3. BACKGROUND

- 3.1 The existing speaking scheme for PEP Committee has been in place for a number of years. The reasons for this update are to simplify existing provision and provide clarification. There have been issues highlighted in recent months with regard to the amount of time allocated for specific groups of speakers and also the cut off deadline for registering to speak. The amended speaking scheme, as highlighted in Appendix 1, identifies a simplified speaking scheme and encompasses a new provision for the submission of written information which had not previously been included.
- 3.2 In order to clarify the issues which should be dealt with by the PEP Committee, amendments have been made to the officer delegations and to the terms of reference. These amendments are highlighted at Appendix 1 and encompass all changes required in order to ensure the Committee's time is utilised effectively and to ensure consistency.
- 3.3 An amendment to the changes agreed by Committee at its meeting of 23 February 2010 was subsequently proposed. The proposal recommended the removal of the provision requiring written statements (submitted by any person, including Members, unable to attend the meeting) to be read out at the meeting. The removal of this provision was recommended as such statements would have impacted on the effective management of the meeting and could be reasonably paraphrased by officers in the update reports submitted at the meeting.

- 3.4 All current Members of the Committee have indicated their support for the changes, including the amendment to remove the provision outlined at 3.3 above.
- 3.5 To further ensure consistency across the Constitution, the Planning Code of Conduct has been reviewed and a number of minor changes have been identified in relation to referrals and delegations to officers.

4. ANTICIPATED OUTCOMES

- 4.1 Implementation of the recommendations in this report will ensure that the Committee's governance arrangements remain robust.

5. FINANCIAL IMPLICATIONS

5.1 Financial

There are no financial implications.

5.2 Legal

The proposals in this report comply with legal requirements.

6. BACKGROUND DOCUMENTS

The Council's Constitution document.
Report to PEP Committee 23 February 2010.