

<b>PLANNING &amp; ENVIRONMENTAL PROTECTION COMMITTEE</b>	AGENDA ITEM No. 6
<b>23 FEBRUARY 2010</b>	<b>PUBLIC REPORT</b>

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## CHANGES TO CONSTITUTION

R E C O M M E N D A T I O N S	
<b>FROM :</b> Head of Planning Services	<b>Deadline date :</b> N/A
<p>It is recommended that:</p> <ol style="list-style-type: none"> <li>1. the Planning &amp; Environmental Protection Committee approves the changes detailed in this report;</li> <li>2. the Planning &amp; Environmental Protection Committee recommends that full Council approve the amendments detailed within this report.</li> </ol>	

### 1. ORIGIN OF REPORT

- 1.1 This report is submitted to the Committee following a request from Members and the Head of Planning Services.

### 2. PURPOSE AND REASON FOR REPORT

- 2.1 The purpose of this report is to request that the Committee recommend to Council numerous changes to the Constitution relating to the Planning and Environmental Protection Committee (PEP) speaking scheme, delegations to officers and the Planning Code of Conduct.
- 2.2 It is good practice to periodically review and if appropriate revise the governance arrangements for the PEP Committee.
- 2.3 The changes listed in Appendix A have been suggested in order to simplify existing provisions, to add clarity (particularly in relation to officer delegations) and to remedy minor errors which have been highlighted.

### 3. MAIN BODY OF REPORT

- 3.1 The existing speaking scheme for planning has been in place for a number of years and has been identified for update. The main reasons for this update are to enable more efficient administration and to simplify existing provision. There have been issues highlighted in the recent months with regard to the amount of time allocated for specific groups of speakers and also the deadline for the cut off for registering to speak. The amended speaking scheme also identifies a simplified order of speaking 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 at the PEP Committee, further amendments have been made to the officer delegations and to the terms of reference. These amendments are highlighted at Appendix A and encompass all changes required to ensure the PEP Committee's time is being utilised accordingly and to ensure consistency across the constitution.

- 3.3 In order 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**

Implementation of the recommendations in this report will ensure that the PEP Committee's governance arrangements remain robust. Implementation will also reduce the risk of successful challenge to any decisions taken by making sure that the Constitution is up to date and accords with current legislation.

#### **5. REASONS FOR RECOMMENDATIONS**

To put in place a sound planning speaking scheme and to modify the Constitution in relation to numerous changes which have been brought to light over the past months with regards to delegations to officers, the Planning Terms of Reference and the Planning Code of Conduct.

#### **6. ALTERNATIVE OPTIONS CONSIDERED**

As it is important that the Constitution is kept up to date and accurate, there were no other options considered.

#### **7. IMPLICATIONS**

- 7.1 The recommendations in this report comply with all legal requirements.

- 7.2 There are no financial implications.

#### **8. BACKGROUND DOCUMENTS**

The Council's Constitution document.