

# Public Document Pack

## NORTH HERTFORDSHIRE DISTRICT COUNCIL

### COUNCIL

THURSDAY, 25TH JANUARY 2024

### SUPPLEMENTARY DOCUMENT

Please find attached supplementary papers relating to the above meeting, as follows:

Agenda No	Item
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12.	<b><u>CONSTITUTION AMENDMENT REPORT</u></b>
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Amendments to be proposed at the Council meeting regarding changes to the constitution.

**Proposed amendments from Councillor Collins and Councillor Jarvis:**

Changes to recommendations 2.1, 2.2 and 2.3

**Proposed amendments from Councillor Levett and Councillor Compton:**

The deletion of recommendation 2.5.  
Amendments to Appendix A  
Amendment to section 1.9  
Amendment to section 1.14

**NB Appendix A1 of the Proposed Procedure showing ALL the amendments *if these were all approved* (pages 6-9).**

**Proposed changes from Councillor Collins and Councillor Jarvis:**

***NB one of these to be proposed & seconded as duplicate other than reference to 1.8/1.9***

Cllr Collins & Cllr Steve Jarvis email Cllr Collins [23.11.23@9.14](mailto:23.11.23@9.14)

Add to recommendation 2.1 to add “except that ‘Ward member’ shall be replaced with ‘Member’ and with the deletion of the words ‘otherwise the item may be deferred’ in the proposed changes to section 8.4.5(c)(iii) of the Planning Control Committee’s terms of reference.

Add to recommendation 2.3 “with the amendment to delete the words ‘Ward member who called in the application’ and replace these with ‘Ward member’ in sections 1.5, 2.3 and 3.6 of Appendix A.”

Add to recommendation 2.3 “with the amendment to replace the words ‘a copy of the speaker’s verbal presentation’ with ‘a statement of the main points of the speaker’s verbal presentation’.

Cllr Steve Jarvis [23.11.23@11.36](mailto:23.11.23@11.36)

Item 10 Constitutional Amendment

*Add to recommendation 2.1 “except that ‘Ward member’ shall be replaced with ‘Member’ and with the deletion of the words ‘otherwise the item may be deferred’ in the proposed changes to section 8.4.5(c)(iii) of the Planning Control Committee’s terms of reference.*

*Add to recommendation 2.3 “with the deletion of the words ‘Ward member who called in the application’ and replacement with the words ‘Ward member’ in sections 1.5, 2.3 and 3.6 of Appendix A.”*

*Add to recommendation 2.3 “with the deletion of the words ‘a copy of the speaker’s verbal presentation’ and replacement with the words ‘a statement of the main points of the speaker’s verbal presentation’ **in section 1.8 of Appendix A.**”*

Proposer: Sam Collins

Secunder: Steve Jarvis

Cllr Steve Jarvis [23.11.23@12.39](mailto:23.11.23@12.39)

Apologies, it appears that Sam and I have both submitted the amendment but with slightly different wording. I think that the only substantive difference is that my version says that it applies to Section **1.8 or Appendix A, but it should say section 1.9.**

## Proposed changes from Councillor Levett and Councillor Compton:

Cllr Levett [23.11.23@16.15](#)

### Proposed amendments to report

#### Recommendation 2.5

Delete this recommendation

Proposed: Cllr. Adam Compton

Seconded: Cllr. David Levett

### Recommendation 2.3

#### Amend Appendix A as follows:

#### **Sections 1.5 to 1.8 amend as follows:**

Section 1.5 Bullet points 1 & 3

- **Objectors – a maximum of 3 persons** against approval of the application, the speaking time will be allocated on a first-come-first-served basis, and the right to address the Committee is confined to persons who have previously made written representations on the application (either as an individual or as part of a consulted group during the consultation).
  - **Supporters – a maximum of 3 persons** in favour of approval of the application and the right to address the Committee is confined to persons who have previously made written representations on the application (either as an individual or as part of a consulted groups during the consultation).
- 1.6. In **the case of objectors and supporters**, no more than three people may speak on an application.
- 1.7. **In the case of objectors and supporters the time allocated to each speaker is 3 minutes.** This time limit is strictly adhered to.
- 1.8. In the case of a Major application<sup>2</sup> or being of significant public interest, the Chair may agree to extend the speaking time allocated to each “group”. Any request to extend the speaking time ***should be made to the Chair in writing by 5pm, three clear working days prior to the meeting date.*** The Committee, Member & Scrutiny Team will be advised/ and then advise all registered speakers of the extension. **Any agreed extension of time shall be offered to all registered speakers.**
- 2.3. Anyone registering should confirm if their details can be appropriately shared with others within the relevant group (see 1.5), **to avoid duplication of representations.** This requirement does not apply to Members – whose Council contact details are available.

***\*Please note the Ward Member who called-in the application, does not need to register to speak, as per 6.1 below***

**Reasons for amendment** – North Hertfordshire District Council vision and priorities state:

“We value all our residents, businesses, staff, contractors, councillors, and other partners, and place them at the heart of everything we do.”

“We are an open and welcoming council, accessible to all our residents”

“We value what you have to say about our policies and plans”

The above amendments ensure that when determining planning applications the Council reinforces those commitments in a reasonable manner.

Proposed: Cllr. David Levett

Seconded: Cllr. Simon Bloxham

**Section 1.9 amend as follows:**

- 1.9. The Committee, Member and Scrutiny Team should receive a copy of the speaker's verbal presentation, no later than 12 noon, the day of the meeting. Failure to provide a copy within this time may prevent participation at the meeting. **A copy of the submitted presentation shall be circulated to all committee members no later than 5pm on the day of the meeting.**

**Reasons for amendment** – to ensure committee members have access to all submitted documentation.

Proposed: Cllr. David Levett

Seconded: Cllr. Simon Bloxham

**Section 1.14 amend as follows:**

- 1.14. Those under 1.2 above, wishing to speak at a meeting will be required to attend in person at the Council Chamber, District Council Offices, Gernon Road, Letchworth, SG6 3JF or wherever the meeting is being held.

**Reasons for amendment** - On occasion it has been necessary to hold planning control committee meetings at other venues to accommodate larger than normal public attendance or when the Council Chamber is not available. This minor amendment acknowledges and allows for that possibility

Whilst it is recognised that these meetings are also live streamed not everyone has access to that method and our vision and priorities state "We are an open and welcoming council, accessible to all our residents 24/7".

Proposed: Cllr. David Levett

Seconded: Cllr. Simon Bloxham