

DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
RESOURCES DIRECTORATE	AUDIT AND STANDARDS COMMITTEE	19 SEPTEMBER 2019	7
SUBSTITUTES AT PLANNING COMMITTEE			

PUBLIC ITEM

This item is for consideration in the public part of the meeting.

SUMMARY

At the meeting of the Planning Committee held on 12 June 2019, a request was made for the Planning Committee to review the effectiveness of its substitute arrangements. This review will be undertaken at the 11 September 2019 meeting.

The Audit and Standards Committee (as part of its remit) considers any amendments to the Constitution. As the Planning Committee had not met at the time of publication of the agenda, any comments will be reported verbally to the Audit and Standards Committee.

As part of its review of the Constitution, Council at its meeting on 30 March 2015 agreed the arrangements for substitutes at Planning Committee. Following a Notice of Motion on 14 December 2015, a further amendment to the arrangements was agreed which essentially, increased the number of meetings that a substitute member could attend from three to five meetings of the Planning Committee.

Standing Order 24 of the Rules of Procedure (Part 4) of the Constitution provides for the arrangements for dealing with substitutes at Planning Committee.

An extract of the current and relevant Standing Order is included within the report.

RECOMMENDATION

That the Audit and Standards Committee considers any suggested changes to the arrangements for substitutes at Planning Committee and makes any appropriate recommendations for changes to the Constitution to Council for its consideration.

SUMMARY OF PREVIOUS DECISIONS

Full Council - 30 March 2015

Full Council - 14 December 2015

Planning Committee - 12 June 2019

Planning Committee - 11 September 2019

CORPORATE PRIORITIES

Spending your money in the most efficient way to achieve excellent services (Value for Money)	
Delivering the services that customers expect of an excellent council (Clean and Green)	√
Working with all partners (Vibrant Economy)	
To make sure Fylde continues to be one of the most desirable places to live (A Great Place to Live)	
Promoting Fylde as a great destination to visit (A Great Place to Visit)	

REPORT

1. The Planning Committee was scheduled to review the effectiveness of its substitute arrangements at its 11 September 2019 meeting. As this falls before the publication of this agenda, the outcome of the review will be reported verbally to the Audit and Standards Committee.
2. The present rules about substitutes at Planning Committee are contained in Standing Order 24 of the Rules of Procedure in Part 4 of the Constitution. An extract is set out below:

24 SUBSTITUTES AT PLANNING COMMITTEE

- (a) *If he will be absent from the whole of a meeting of the Planning Committee, a member of that committee may, subject to paragraph (b), be represented by a Reserve Planning member but only if the intended substitution is notified to the Director of Resources (or her representative) no later than the day before the meeting either:*
 - (i) *by the member who will be absent; or*
 - (ii) *by or on behalf of the leader of his political group (provided that the member who will be absent does not notify a substitution at any time before the start of the meeting).*
 - (b) *No member may act as substitute at a meeting of the committee if he has previously acted as substitute at five meetings of the committee during the municipal year.*
 - (c) *A Reserve Planning Member is a member who has been named as such by the Planning Committee.*
 - (d) *There can be no more than ten Reserve Planning Members at any time.*
 - (e) *The Planning Committee can only name as a Reserve Planning Member a member whom they consider:*
 - (i) *has a sufficient level of experience or training to enable him to contribute to the work of the committee; and*
 - (ii) *is willing and available to frequently attend meetings of the committee (whether or not acting as a substitute).*
3. The Committee is asked to consider any changes to the arrangements for substitutes at Planning Committee suggested by that committee and make any appropriate recommendations for changes to the Constitution to Council for its consideration.

IMPLICATIONS	
Finance	None directly arising from this report.
Legal	None directly arising from this report.
Community Safety	None directly arising from this report.
Human Rights and Equalities	None directly arising from this report.
Sustainability and Environmental Impact	None directly arising from this report.
Health & Safety and Risk Management	None directly arising from this report.

LEAD AUTHOR	CONTACT DETAILS	DATE
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BACKGROUND PAPERS		
Name of document	Council Minutes 30/03/15 and 14/12/15 Planning Minutes 12/06/19 and 11/09/19	Where available for inspection
Constitution	2019	Fylde Council Website

