

## DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
RESOURCES DIRECTORATE	COUNCIL	20 JULY 2020	8

### STANDING ORDERS FOR REMOTE COUNCIL AND COMMITTEE MEETINGS

#### PUBLIC ITEM

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

#### SUMMARY

In common with other councils, the council is presently holding its council and committee meetings by remote access. The report sets out the standing orders that have been applied to remote meetings and invites the council to confirm them as part of its constitution.

#### RECOMMENDATION

Confirm the attached Rules of Procedure for Remote Meetings as part 4A of the council's constitution.

#### SUMMARY OF PREVIOUS DECISIONS

None

#### CORPORATE PRIORITIES

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

#### REPORT

- From March this year, emergency regulations<sup>1</sup> aimed at combatting the spread of coronavirus made it unlawful for council and committee meetings to be held in the normal way. Those regulations have now been repealed, but government [guidance](#) makes it clear that at present face to face council and committee meetings should still not be held. The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 ("the Flexibility Regulations") have been made to allow councils to continue to hold council and committee meetings by remote videoconferencing platforms.

<sup>1</sup> The Health Protection (Coronavirus, Restrictions) (England and Wales) Regulations 2020

2. The Flexibility Regulations<sup>2</sup> allow a local authority to make standing orders and rules about remote attendance at meetings of that authority. Advice from LLG (Lawyers in Local Government) is that standing orders for remote access could become effective without a formal resolution, but that they should be confirmed by the council at the earliest opportunity. Accordingly, standing orders governing remote access meetings were distributed to all members of the council and applied from 6 May, but are now presented for confirmation.
3. The standing orders will remain in force so long as the Flexibility Regulations are in force. However, they will only apply to meetings held by remote access. In other words, when it becomes legal and practicable for meetings to be held in the traditional way, any meetings held face-to-face would be subject to the regular standing orders, and not the remote ones.
4. The remote standing orders are attached, and the council is invited to confirm them. Areas of the standing orders where there have been material changes to from the regular standing orders are highlighted. The philosophy has been to allow committee and council meetings to proceed as much as possible as they do in normal circumstances, allowing for the constraints of remote access. Some parts of the existing orders have been omitted, for example, the parts requiring reporting by outside body representatives, clearance of the meeting room and the existing procedure allowing remote access by exception.

IMPLICATIONS	
Finance	There are no financial implications arising directly from this report.
Legal	Covered in the report
Community Safety	No implications
Human Rights and Equalities	The Flexibility regulations make it possible for meetings to be accessible to a wider range of members while they remain in force
Sustainability and Environmental Impact	No implications
Health & Safety and Risk Management	Holding meetings by videoconference is presently the only way of complying with government guidance aimed at curtailing the spread of the coronavirus.

LEAD AUTHOR	CONTACT DETAILS	DATE
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BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
Rules of Procedure for Remote Meetings	May 6 2020	<a href="http://www.fylde.gov.uk">www.fylde.gov.uk</a>

Attached documents  
 Rules of Procedure for Remote Meetings

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<sup>2</sup> Regulation 5(6)

