

## Constitution Review

### Part 4 – Planning Rules of Procedure

Following approval to implement a new format for the Council's Constitution, Part 4 of the document sets out the Rules of Procedure Section. This particular aspect of the Constitution relates to Planning Rules of Procedure.

This document seeks to map out how areas of the original Constitution have transitioned to the new Planning Rules of Procedure section, together with those areas that are recommended for deletion. It should be read in conjunction with the newly proposed Planning Rules of Procedure section, together with the working copy of the original Constitution which is colour coded as follows:

Green = transferred and embedded into the new Planning Rules of Procedure section

Red = recommended deletion

The below table sets out those pages of the original Constitution impacted in developing the new Licensing Rules of Procedure section:

Pages	Section(s)	Explanation
78	Various	Included in new document
78	Paragraph 9.1.2	Set out in other part of the Constitution – Council Procedure Rules
79	Paragraph 9.1.5	Included in new document
79	Paragraph 9.1.6	Included in new document
79 and 80	Various	Set out in other part of the Constitution – Council Procedure Rules
80 and 81	Rules of procedure	Set out in other part of the Constitution – Council Procedure Rules
81 and 82	Public Speaking at Planning Committee	Included in new document
82	Rules of Debate for Planning Applications	Included in new document
82 and 83	Refusing an Application	Recommended for deletion as part of the Planning Review report – this was supported by the Constitution Committee
83	Recorded Vote	Set out in other part of the Constitution – Council Procedure Rules

The below table sets out recommended additions not included in the current Constitution, or recommended amendments to sections set out in the current Constitution for inclusion in the new document. These are highlighted in yellow on the new Planning Procedure Rules document:

**Recommended Additions:**

Relevant section	Addition	Reason
Paragraph 3.2	Addition of wording regarding business to be considered at an extraordinary meeting	Provides greater clarity as to what can be considered at an extraordinary meeting
Paragraphs 6.2, 6.6, 6.8 and 6.11	Addition of reference to Vice-Chairman or person presiding	Provides greater clarity
Paragraph 6.11	Addition of words 'circulation to the Committee'	Clarity that this relates to documents submitted for circulation to members of the Committee as opposed to a powerpoint presentation or something referred to on the day of the meeting
Paragraph 7.1	Addition of wording to confirm that the Planning Officer commences consideration of the application by presenting their report	Provides greater clarity

The below table sets out recommended additions not included in the current Constitution, or recommended amendments to sections set out in the current Constitution for inclusion in the new document. These are highlighted in blue within the new Planning Procedure Rules document:

**Recommended Amendments:**

Relevant section	Amendment	Reason
Paragraph 2.5	Revised wording to amalgamate two existing paragraphs	Provides greater clarity
Paragraph 3.1	Signposting to Council Procedure Rules regarding the process for varying published meeting dates and times	Removes duplication/contradictions

Paragraph 3.3	Addition of wording to reflect that business considered would need to be included on the summons	Provides greater clarity
Paragraph 5.1	Addition of wording regarding contributions from Councillors not on the Committee	Provides greater clarity