

## CAMBRIDGE CITY COUNCIL

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REPORT OF: Head of Planning Services

TO: Civic Affairs Committee

20/03/2013

WARDS:All

### **AMENDMENT TO STANDING ORDERS OF JOINT DEVELOPMENT CONTROL COMMITTEE (CAMBRIDGE FRINGE SITES) TO INCREASE NUMBER OF ALTERNATE MEMBERS**

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#### **1 INTRODUCTION**

- 1.1 The Terms of Reference for the Joint Development Control Committee (Cambridge Fringe Sites) and associated documentation, including Standing Orders were last updated in 2010.
- 1.2 Section 5.1 of the Standing Orders, as set out in Appendix 2 to the Terms of Reference currently allows for one alternate member to be appointed in respect of each political group which represents their council on the Committee.
- 1.3 South Cambridgeshire District Council has requested that the number of alternate members that can be appointed be increased to two, in respect of each political group which represents their council on the Committee.
- 1.4 As this is a modification to the Terms of Reference and the membership of the Committee, it requires all three authorities to approve the change through their full Councils.

#### **2. RECOMMENDATIONS**

- 2.1. To note the proposed changes to the Standing Orders and;
- 2.2 That Council on 18 April 2013 be recommended to agree that Section 5.1 of the Standing Orders of the Joint Development Control Committee (Cambridge Fringe Sites) be amended to allow two

alternate members to be appointed in respect of each political group which represents each of the three councils on the Committee.

### **3. BACKGROUND**

3.1. Section 5.1 of the Standing Orders (see Appendix 1 of this report for relevant extract) that form part of the Terms of Reference for the Joint Development Control Committee (Cambridge Fringe Sites) (JDCC) states as follows:

“Each council will, by resolution, appoint one alternate member in respect of each political group which represents their council on the Committee, but shall not appoint an alternate member for a political group which declines to nominate an alternate member. Each council will notify the Administrator of alternate members appointed.”

3.2. South Cambridgeshire District Council (SCDC) has requested that the number of alternate members that can be appointed be increased to two, in respect of each political group which represents their council on the Committee. This is to provide a greater degree of flexibility and to reduce the possibility of the Committee not being quorate.

3.3. Because the Standing Orders form part of the Terms of Reference for the Committee and it involves a modification to the membership of the Committee, this change needs to be agreed by all three of the local authorities that constitute the Committee, through their respective full Councils. The change cannot be implemented until all three local authorities have approved it.

3.4. SCDC has already approved the change through their Council meeting on 28 February 2013 at the same time as it approved the same change to the Standing Orders of the Northstowe Joint Committee. It is understood that the County's full Council is due to consider the proposals on 26 March 2013.

### **4. CONSULTATIONS**

4.1. Informal consultation has been carried out with the City Council's Head of Legal Services who has no objections to the proposal.

4.2. The City Council Members on the JDCC have been notified of these proposals.

### **5. CONCLUSIONS**

- 5.1. City Council officers have no objections to the proposals and it is therefore considered that Council on 18 April 2013 be recommended to approve the change to the Standing Orders of the JDCC as set out in Section 2.2 of this report.

## 6. **IMPLICATIONS**

### (a) **Financial Implications**

There are no financial implications arising from the proposal.

### (b) **Staffing Implications** (if not covered in Consultations Section)

There are no staffing implications arising from the proposal.

### (c) **Equal Opportunities Implications**

No Equality Impact Assessment has been carried out as there are no equalities implications arising from the proposal.

### (d) **Environmental Implications**

There are no environmental implications arising from the proposal so this has a NIL impact.

### (e) **Procurement**

There are no procurement implications arising from the proposal.

### (f) **Consultation and communication**

### (g) **Community Safety**

There are no community safety implications arising from the proposal.

**BACKGROUND PAPERS:** The following are the background papers that were used in the preparation of this report:

Terms of Reference and associated documentation for the Joint Development Control Committee (Cambridge Fringe Sites) July 2010

South Cambridgeshire District Council meeting minutes dated 28 February 2013

To inspect these documents contact Sharon Brown on extension 7294.

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### **Appendix 1 –Extract from Standing Orders of Joint Development Control Committee (Cambridge Fringe Sites).**

The proposed amendment to Section 5.1 is shown as a tracked change below.

#### **Alternate Members**

5.1 Each council will, by resolution, appoint two alternate members in respect of each political group which represents their council on the committee, but shall not appoint an alternate member for a political group which declines to nominate an alternate member. Each council will notify the Administrator] of alternate members appointed.

5.2 Alternate members will have all the powers and duties of any ordinary member of the committee. For the purposes of briefing meetings and circulation of papers, alternate members shall be treated in the same manner as ordinary members.

5.3 Alternate members may attend meetings in that capacity only to take the place of a member of the same political group who is an ordinary member of the relevant committee or sub-committee. The alternate member should withdraw from participation as a member of that committee or sub-committee in the business at that meeting during any period during which the principal member is in fact in attendance.