

## Appendix 1

### Areas for further review as agreed by Full Council on 19 October 2020

- Constitution Section 1: Committee Terms of Reference and Scheme of Delegation
  - The Officer Scheme of Delegation will be reviewed and updated to reflect the current senior management scheme.
  - If there are any consequential changes to Committee terms of reference, these would be reviewed with the relevant Committee Chairman.
  
- Constitution Section 2: Meeting Procedure Rules (and 2a: Virtual Meeting Procedure Rules)
  - Rules of Debate
    - Clarity on order of speaking and seconder “reserving right to speak”
    - Speeches - reduce the time limits for all aspects on speaking on items (proposer, seconder, proposer/seconder of amendment, all other speakers) NB. With some exceptions for Planning Committee
    - Review the process for dealing with motions with budgetary implications
    - Review the deadline for submitting amendments and clarify that this applies to amendments to motions only but notification in advance of proposed amendments to agenda items is encouraged
  - Public Addresses
    - Review the deadline for members of the public to register to speak and provide more clarity about the public participation process
    - Review the current 5-minute time limit for public addresses and/or consider introducing a limit on speakers per item and/or add a maximum time for public addresses (NB. Separate Planning Committee public speaking arrangements to remain)
  
- Constitution Section 2.1 – Council Procedure Rules
  - Change the order of Council business:
    - Questions and motions occur as the last items on the agenda
  - Put a finish time for Full Council with any items not considered to roll forward to the next meeting
  
- Constitution Section 2.6: Planning Committee Procedure Rules
  - Site visits: add the use of remote tools to view sites
  - Public Participation at Planning Committee
    - Consider allowing county councillors to speak on planning applications in their division (with time limit)
    - Consider introducing a time limit for ward councillors (non-Committee members) speaking on a planning application