

Central  
Bedfordshire  
Council  
Priory House  
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Chicksands,  
Shefford SG17 5TQ



**TO ALL MEMBERS OF THE  
GENERAL PURPOSES COMMITTEE**

28 June 2016

Dear Councillor

**GENERAL PURPOSES COMMITTEE – THURSDAY, 30 JUNE 2016**

**AGENDA ITEM 9 - REVISIONS TO THE TERMS OF REFERENCE FOR THE WIXAMS  
JOINT DEVELOPMENT CONTROL COMMITTEE**

Further to the supplement issued on 24 June 2016 for this item, I attach a schedule of amendments proposed by Councillor K C Matthews to Appendix A to the report.

Should you have any queries regarding the above please contact me.

Yours sincerely

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Committee Services Officer

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**FOR TABLING AT GENERAL PURPOSES COMMITTEE 30 June 2016**

**Proposed Revisions to Terms of Reference and Standing Orders for the Wixams Joint Development Control Committee**

Amendments proposed by Cllr Ken Matthews, Co-Chair of Wixams Joint Development Control Committee and Chairman of CBC's Development Management Committee

<b>Appendix A – CBC Constitution - Revisions to Part J2 - Standing Orders 2 and 3</b>	
i.	Add a provision that the Chairman of each Council's Development Management Committee or Planning Committee, respectively, should be a member of the Joint Committee. Add a further advisory provision that the two Chairmen should be the two Co-Chairs of the Joint Committee.
ii.	Standing Order 2 therefore to be amended to read:  "The Joint Committee will comprise 18 Councillors, that is 9 representing Bedford Borough Council and 9 representing Central Bedfordshire Council. <u>The Chairman of each Council's Development Management Committee or Planning Committee shall be included in the membership. Up to 4 named substitutes may also be appointed by each authority.</u> Each Council shall appoint its Members to the Joint Committee in accordance with the requirements of Section 15 of the Local Government and Housing Act."
iii.	Standing Order 3 t to be amended to read:  The joint committee shall at the first meeting <del>after its appointments</del> <u>after the 4-yearly election of the constituent Councils</u> elect as Co-chairs of the Committee one member of each of the constituent authorities, <u>which shall normally be the Chairman of the Development Management Committee and the Planning Committee respectively.</u>
<b>2.</b>	<b>Appendix A – CBC Constitution Revisions to Part J2 – Appendix A – Wixams Joint Development Control Committee Scheme for Public Participation</b>
i.	The arrangements for speaking to be as for CBC's Development Management Committee. The time for notifying an intention to speak to be amended. Also replace the procedure for speakers set out in paragraph (b) with the procedure used for CBC's Development Management Committee (set out at Part A4 Annex 3 of CBC's Constitution, paragraph 2). The provision for speakers to have up to 5 minutes, not 3 minutes as for Development Management Committee, would remain (paragraph c).
ii.	Paragraph (a) therefore to be amended as follows:

		Any person meeting the above qualification who wishes to speak must notify the nominated officer of their local authority by telephone or email by <del>10.00am on the day of the</del> <u>close of business on the day before the</u> meeting at which the application in which s/he is interested is to be considered.
iii.	Paragraph (b) to be amended as follows::	
	(b)	The following procedures will apply in respect of each item:
		• Introduction of an item by officers and or the Co-Chair
		• Representations by Parish/Town Council representative(s)
		• <u>Representations by objector(s) or representative for all objectors</u>
		• <u>Representations by applicant and/or any supporters</u>
		• <u>Representations by a councillor with a personal and prejudicial interest</u>
		• <u>Opportunity for officer/s to comment/clarify; and</u>
		• <u>Representations by ward members</u>
		• <u>Representations by non-Members of the Joint Committee in respect of any applications falling within their electoral ward</u>
		• <u>Joint Committee Members' questions</u>
		• <u>Representations by objector/s or the representative for all objectors</u>
		• <u>Joint Committee Members' questions</u>
		• <u>Representations by applicant and/or any supporters</u>
		• <u>Joint Committee Members' questions</u>
		• <u>Clarification by Officers, if required</u>
		• Consideration of the application by the Joint Committee.
	<u>NOTE:</u>	
	<u>1.</u>	<u>In view of the limited time available to each speaker, persons wishing to make representations will not be permitted to make formal presentations using visual display equipment.</u>
	<u>2.</u>	<u>Any information to be considered by the Joint Committee should be presented to officers by midday 3 working days prior to the meeting to allow for information to</u>

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		<u>be considered. No new information may be presented at the meeting.</u>
	<u>3.</u>	<u>Any other councillor (not being a member of the committee) may also b permitted to speak on an item.</u>

Some minor typographical errors will be corrected when the amendments recommended by the Committee to Council are inserted into the Constitution, as follows:

<b>Standing Order 10 – Non-Financial interests</b>	
i.	The last line in paragraph (ii) refers to paragraph “i (b) below”. Delete roman numeral (i).
ii.	Re-number the paragraph which follows: delete roman numeral “iii” and replace with “(b)”.
<b>Standing Order 13 – Codes of Conduct</b>	
i.	In paragraph i.(a) delete the “s” from “applications” and replace “form” with “from”.  The sentence should read: (a) “To declare an interest in that application and withdraw from the meeting during consideration and determination thereof”
<b>Appendix A – Scheme of Public Participation</b>	
i.	Paragraph (e) replace the word “confide” with “confine”.

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