

Urgent Decision by the Chief Executive Use of Standing Order 58 - Adoption of Model Standing Orders

The Chief Executive exercised his decision-making powers under Standing Order 58 and after the necessary consultation made the following decision:

DECISION

The Chief Executive:

- Formally adopted the model Standing Orders created by The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority Police and Crime Panels Meetings (England and Wales) Regulations 2020 NO 392 ("The Regulations"). Whilst recognising that 5A and 5B Remote Attendance by Members of the Public, cannot be implemented at this time, as 5.3 in the Regulations currently applies (to be read in conjunction with revised Standing Orders, 1, 24 and 25). See attached link <https://www.adso.co.uk/app/uploads/2020/04/LLG-ADSO-Remote-Meetings-Protocol-and-Procedure-Rules-2020-04-17.pdf>
- Suspended Portsmouth City Council July 2016 Standing Orders 1 (Suspension of Standing Orders), 24 (Deputations) and 25 (Questions by the Public at Council Meetings), to be replaced with amending Standing Orders until 7 May 2021, (now incorporated within the Constitution next to the Council's existing Standing Orders (see attached link). Supplementary Standing Orders adopted on 27 May 2020 (enforce during COVID 19 associated Regulations)

Revised Standing Orders

1. Suspension of Standing Orders- the below text substitutes the existing Portsmouth City Council Standing Order which is suspended.

Any Standing Order except No 8, (Changes to the Schedule of Meetings), 10 (Order of Business- Annual Meetings), 46 (Next Business, Closure and Adjournment) and 60(Respect for Chair and Chairs Decision) may be suspended at the absolute discretion of the Chair and should the Chair not be present by a majority of the Councillors being present and able to vote.

24. Deputations- the below text substitutes the existing Portsmouth City Council Standing Order which is suspended.

The Council may receive written deputations on a matter, where notice has been given, which is before that meeting of the Council for decision. The following rules will apply:

For the purpose of a Planning Committee the below provisions will apply (a- e)

- a) Upon the publication of the Officers Report (in the agenda) the Applicant and those that have registered to make a deputation (see below at paragraph (e)) will be invited to submit a written further representation should they so choose. Any further representations should not exceed 800 words. Any further representation

should be received by the Council no later than two days prior to the date of the relevant Committee. Further representations (if any) will be sent electronically to the Applicant to enable the applicant to have a 'right of reply' as part of their own further written representation, which must subsequently be received by the Council no later than 10.00 on the day of the relevant Committee meeting.

- b) The further written representation(s) will be circulated to the Members of the Committee, and will be read out as part of the presentation by an officer prior to the Committee discussion of the relevant item.
- c) Those wishing to make a deputation must register prior to the publication of the Agenda. All applicants and those wishing to make representations to the Committee in respect of applications that are to be considered by the Committee will be contacted by officers by email or telephone as appropriate to advise them of this change and the requirement to register.
- d) When a deputation is given it must relate to the agenda item in respect of which it is made.
- e) For the purposes of this standing order those who have registered to make a deputation includes any member of the public who supports or objects to the application or proposal being considered.

Deputations received by the Council that are not addressed to the Planning Committee:

- f) A written deputation stating which agenda item it refers to must be received by the Local Democracy officer named on the agenda by 12 noon two working days preceding the meeting.
- g) Any written deputation received will be sent to the Members on the relevant decision making body and be referred to and be read out at the meeting.

25. Questions by the Public at Council Meetings- the below text substitutes the existing Portsmouth City Council Standing Order which is suspended.

Written questions from members of the public on matters relating to the functions of the City Council (Generic term "City Council" covers "Cabinet") (except no questions will be allowed at meetings to approve the Budget and the Annual Meeting).

- a) Notice of questions in an acceptable written form must be given to the Local Democracy Manager by 12 noon eleven days before the day of the meeting.
- b) If the Local Democracy Manager believes that the question does not relate to the functions of the City Council or is vexatious or frivolous, or relates solely or mainly to the interests of the individual, it may be disallowed after consultation with the Monitoring Officer.
- c) A relevant written question that is accepted will be read out by the Chair of the meeting and answered orally or if unable to attend in person by the relevant Cabinet Member or Committee Chair by way of written response.
- d) The Local Democracy Manager will circulate to Councillors at the meeting the questions to be asked (read out) under this Standing Order. Questions will be answered in the chronological order they are received, except that any member of the public who submits more than one question will not have their second or subsequent questions answered until all the other members' of the public "first round" questions have been put, the same procedure to be followed until all questions have been put.
- e) No supplementary will be allowed. No discussion or debate will take place on the written question or upon any written response (see paragraph c above), but any

Councillor may move that the matter raised by the question be referred to the Cabinet, Committee or Scrutiny Panel. Once seconded, such a motion will be voted upon without discussion.