

**Local Plan – Brighton and Hove
Submission City Plan Part 1****PROTOCOL**

- The City Plan will be considered by Policy & Resources Committee on the 24th January 2013.
- Any amendments arising from the Policy & Resources Committee meeting will be incorporated in full into the final report prepared for Council.
- There will be an open debate for councillors at Full Council to express their views and the views of their constituents about key issues arising from the City Plan;
- The key themes to be debated are:

The Spatial Strategy – including development areas (DAs 1-8) and special areas (SAs 1-6)

A Strong and Prosperous City – including Housing Delivery (CP1), employment policies (CP2 and 3), retail (CP4), culture and tourism (CP5), visitor accommodation (CP6) and infrastructure, CIL and developer contributions (CP7)

A Sustainable City – Sustainable Buildings (CP8), transport (CP9), biodiversity (CP10) and flood risk (CP11)

An Attractive City – urban design (CP12), public streets and places (CP13), housing density (CP14), heritage (CP15), open space (CP16) and sports provision CP17)

Healthy and Balanced Communities – healthy city (CP18), housing mix (CP19), affordable housing (CP20), student housing and HMOs (CP21) and traveller accommodation (CP22).

The Process

- Party Groups will be required to table their amendments to the recommendations on the themes prior to the debate at Council by submitting them to Liz Hobden, Local Development Manager by no later than noon on Tuesday 22 January.
- Up to a total of 4 sets of amendments per Group per theme will be allowed, but each set of amendments can have any number of amendments contained within them.

- All Groups' amendments will be evaluated by officers to determine the service, financial and legal implications of including those proposals and will be held confidential from the other political parties by the officers involved. All proposals must have been "signed off" by the Local Development Team Manager no later than 5pm Friday 25 January.
- Only the Chief Executive, and Head of Planning and Public Protection (with appropriate officers from the Local Development Team and Democratic Services) will be aware of the full range of amendments being proposed and they will not be shared with any parties until noon on Monday 28 January.
- The Head of Planning and Public Protection should have a "brokering" role if this would appear to facilitate agreement on particular amendments or proposals. To this end, the Head of Planning and Public Protection may put forward any potential composite amendments to the proposers of any amendments for consideration and agreement.
- Any composite amendments to be brought forward by the Groups should be submitted to the Head of Planning of Public Protection by 12noon on Tuesday 29th January for evaluation and approval as being sound in regard to the overall plan, financially and legally.
- The Mayor will refuse to accept any amendments subsequently moved that have not been "signed off" by the Head of Planning and Public Protection by 10am on Wednesday 30 January.
- All amendments will be shared at 12noon on Wednesday 30 January (the day before the Council) between the Group Leaders by the Head of Democratic Services.

Protocol for Proposing Amendments

Amendments must be submitted by e-mail in the form of a standard template word document to facilitate bringing together the final list of amendments. This will clearly set out the policy, page number and paragraph to which the amendment relates.

Officers have prepared a guidance note to assist members putting forward amendments explaining the constraints within which amendments will be considered to be 'sound' or 'unsound'

Public Involvement

The debate will be open to the public. Members of the public will not be able to submit questions on the City Plan Part 1.

Any questions submitted will not be answered in the usual way, instead questioners will receive confirmation of receipt and be informed that their question will be included in the addendum papers circulated to all Members for their reference during the debate and that written answers will be provided after the meeting.

Council 31 January 2012

To help Members at Council on 31 January 2013 the procedure to be followed in respect of the City Plan debate is set out below:-

70. Declarations of Interest.

71. Mayor's communications, including the following:

The Council will be asked to agree that the Procedural Rules be suspended to the extent that it is necessary to enable the business of the meeting to be dealt with as set out in agenda item 80 below.

80. Local Plan – Brighton and Hove City Plan Part 1: Submission.

- (a)** The **Mayor** will invite Councillor Mac Cafferty as Deputy Leader of the Council to move the Adoption of the City Plan and Councillor Jason Kitcat as Leader of the Council to formally second. Councillor Mac Cafferty will have unlimited time and Councillor Kitcat will have 3 minutes.
- (b)** The **Mayor** will then invite Councillors Geoffrey Theobald and Mitchell as the Leaders of the two Opposition Groups to speak and they will have up to 10 minutes each to respond and outline their Groups' positions.
- (c)** The **Mayor** will then call on the relevant Committee Chair to introduce each theme, followed by the Opposition Groups' Spokespersons to move their amendment for each of the themes:
- (d)** Where Groups have recognised there are a number of elements that they agree upon, a Joint amendment can be moved under each theme, notwithstanding that individual Groups may also wish to move amendments under a corresponding theme. However, any Joint amendment cannot be moved and seconded by those Members moving their respective Group's amendment:

(i) The Spatial Strategy,

Councillor Jason Kitcat and Councillor Mac Cafferty to make their presentation to the Council and to move and second **The Spatial Strategy** theme, together with any amendment. Councillor Kitcat will have up to 5 minutes and Councillor Mac Cafferty will have 3 minutes.

Councillor Pissaridou and Councillor Morgan to respond and move the Labour & Co-operative Group's amendment No.1. Councillor Pissaridou will have 5 minutes to move the amendment and Councillor Morgan will have 3 minutes within which to second the amendment.

Councillor Morgan and Councillor Pissaridou to respond and move the Labour & Co-operative Group's amendment No.2. Councillor Morgan will have 5 minutes to move the amendment and Councillor Pissaridou will have 3 minutes within which to second the amendment.

Councillor Morgan and Councillor Pissaridou to respond and move the Labour & Co-operative Group's amendment No.3. Councillor Morgan will have 5 minutes to move the amendment and Councillor Pissaridou will have 3 minutes within which to second the amendment.

Councillor Morgan and Councillor Pissaridou to respond and move the Labour & Co-operative Group's amendment No.4. Councillor Morgan will have 5 minutes to move the amendment and Councillor Pissaridou will have 3 minutes within which to second the amendment.

(ii) Strong and Prosperous City

Councillor Bowden and Councillor Mac Cafferty to make their presentation to the Council and to move and second the Strong and Prosperous City theme, together with any amendment. Councillor Bowden will have up to 5 minutes and Councillor Mac Cafferty will have 3 minutes.

Note: There are no amendments under this theme.

(iii) A Sustainable City

Councillor West and Councillor Davey to make their presentation to the Council and to move and second the Transport and Infrastructure theme, together with any amendment. Councillor West will have up to 5 minutes and Councillor Davey will have 3 minutes.

Councillor Hyde and Councillor Cox to respond and move the Conservative Group's amendment. Councillor Hyde will have 5 minutes to move the amendment and Councillor Cox will have 3 minutes within which to second the amendment.

Councillor Mitchell and Councillor Robins to respond and move the Labour & Co-operative Group's amendment No.1. Councillor Mitchell will have 5 minutes to move the amendment and Councillor Robins will have 3 minutes within which to second the amendment.

Councillor Mitchell and Councillor Robins to respond and move the Labour & Co-operative Group's amendment No.2. Councillor Mitchell will have 5 minutes to move the amendment and Councillor Robins will have 3 minutes within which to second the amendment.

Councillor Mitchell and Councillor Robins to respond and move the Labour & Co-operative Group's amendment No.3. Councillor Mitchell will have 5 minutes to move the amendment and Councillor Robins will have 3 minutes within which to second the amendment.

(iv) An Attractive City

Councillor Deane and Councillor Hawtree to make their presentation to the Council and to move and second the attractive city theme, together with any amendment. Councillor Deane will have up to 5 minutes and Councillor Hawtree will have 3 minutes.

Councillor Peltzer Dunn and Councillor Mears to respond and move the Conservative Group's amendment. Councillor Peltzer Dunn will have 5 minutes to move the amendment and Councillor Mears will have 3 minutes within which to second the amendment.

(v) Healthy and Balanced Communities

Councillor Wakefield and Councillor Powell to make their presentation to the Council and to move and second the Healthy and Balanced Communities theme, together with any amendment. Councillor Wakefield will have 5 minutes and Councillor Powell will have 3 minutes.

Councillor Peltzer Dunn and Councillor C. Theobald to respond and move the Conservative Group's amendment. Councillor Peltzer Dunn will have 5 minutes to move the amendment and Councillor C. Theobald will have 3 minutes within which to second the amendment.

Councillor Meadows and Councillor Farrow to respond and move the Labour & Co-operative Group's amendment. Councillor Meadows will have 5 minutes to move the amendment and Councillor Farrow will have 3 minutes within which to second the amendment.

- (e) The **Mayor** will then open the matter up for a general debate by all Councillors on the proposed Adoption of the City Plan and the amendments that have been moved.

NOTE: Speakers will be limited to three minutes each and no extensions will be granted.

The Head of Planning and Public Protection / Monitoring Officer shall have discretion at any stage to remind Members of the proposed substantive motion and its implications following acceptance of any amendments.

- (f) At the conclusion of the debate the **Mayor** will invite Councillor Mac Cafferty to give the final right of reply on behalf of the Administration. Councillor Mac Cafferty will have five minutes.

- (vii) The Mayor will then put the amendments to the vote (up to a maximum of 4 separate votes for each of the Joint and individual Group's amendments) for each of the themes in the following order:

(1) The Spatial Strategy:

- (i) Labour & Co-operative Group Amendment No.1**
- (ii) Labour & Co-operative Group Amendment No. 2**
- (iii) Labour & Co-operative Group Amendment No. 3**
- (iv) Labour & Co-operative Group Amendment No. 4**

The Head of Planning and Public Protection and/or the Monitoring Officer shall have discretion at any stage to remind Members of the proposed substantive motion and its implications following acceptance of any amendments.

(2) A Strong and Prosperous City:

There are no amendments to this theme.

The Head of Planning and Public Protection and/or the Monitoring Officer shall have discretion at any stage to remind Members of the proposed substantive motion and its implications following acceptance of any amendments.

(3) A Sustainable City:

- (i) Conservative Group Amendment No.1**
- (ii) Labour & Co-operative Group Amendment No.1**
- (v) Labour & Co-operative Group Amendment No.2**
- (vi) Labour & Co-operative Group Amendment No.3**

The Head of Planning and Public Protection and/or the Monitoring Officer shall have discretion at any stage to remind Members of the proposed substantive motion and its implications following acceptance of any amendments.

(4) An Attractive City:

- (i) Conservative Group Amendment No.1**

The Head of Planning and Public Protection and/or the Monitoring Officer shall have discretion at any stage to remind Members of the proposed substantive motion and its implications following acceptance of any amendments.

(5) Healthy and Balanced Communities

- (i) Conservative Group Amendment No.1**
- (ii) Labour & Co-operative Group Amendment No.1**

The Head of Planning and Public Protection and/or the Monitoring Officer shall have discretion at any stage to remind Members of the proposed substantive motion and its implications following acceptance of any amendments.

- (viii) The **Mayor** will put the substantive motion, that the City Plan and supporting documents (as amended) (if amended) be approved and adopted for submission to the Secretary of State, preceded by a 6 week publication stage, subject to any minor editorial changes agreed by the Leader of the Council in consultation with the Head of Planning & Public Protection.

The Head of Planning and Public Protection and/or the Monitoring Officer may at any stage advise Members, especially if there is a need for consequential adjustment to parts of the City Plan and supporting documents resulting from the separate votes under (g) ((1), (2), (3), (4) and/or (5) above).

The Head of Planning and Public Protection and/or the Monitoring Officer may advise the Mayor of the need for a short adjournment in order to adjust the strategy in light of amendments just agreed.

