

**COUNCIL**  
**9 December 2020**  
**COMMITTEE RECOMMENDATIONS**

Recommendation to Council made at the Governance Committee on 13 October 2020:

**Public Speaking at Full Council and Formal Cabinet Meetings**

The Chairman of the Committee advised that the majority Group had discussed the current rules and protocols regarding members of the public speaking at Council and Cabinet meetings. Councillor Circus, on behalf of the majority Group, proposed that an additional paragraph be added to the Constitution regarding questions to Ordinary meetings of the Council. The proposal would ensure that the opportunity to ask public questions relevant to the business of that meeting is not exploited by campaigning organisations and individuals.

The amendment would also make the rules regarding public speaking at Council meetings the same as those for Cabinet meetings.

The Committee also resolved to amend the Constitution to clearly specify the rules for public questions and statements at every type of meeting, be it Council, Cabinet or Committee. If agreed, the proposed new wording would be added to this, as well as to the section on Ordinary Meetings of the Council (Questions by the Public).

**RECOMMENDED TO COUNCIL**

That the following wording be added to the Constitution at 4a.8 (Council procedure rules: Questions by the Public)

‘A maximum time of 15 minutes is to be allowed in the meeting to receive oral questions and answers (not statements) which, in the opinion of the person presiding at the meeting, are relevant to the business to be transacted at that meeting. A copy of any such questions must be submitted in writing no later than three working days prior to the relevant meeting. Questions can only be asked by residents who are identified as such from the voters list, or from anyone who satisfies the Monitoring Officer that they work wholly or in substantial part in Horsham District. As deemed appropriate, in the absolute discretion of the person responding, answers may be given either orally or else in writing within three working days of the relevant meeting

**REASON**

To ensure that the opportunity for members of the public to speak at Council meetings is not exploited by campaigning organisations or individuals to further a cause not directly related to the business of that meeting.

Continued/...

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Recommendation to Council made at the Overview & Scrutiny Committee on 7 December 2020:

**Final Report of the Off Street Parking Task and Finish Group**

The report by the Chairman of the Task & Finish Group on Off Street Parking was submitted to Overview & Scrutiny Committee on 7 December, before publication of the agenda for this Council meeting.

The recommendations made to the Overview & Scrutiny Committee are as follows:

- i) A consultant should be engaged for three months to develop a parking matrix for Horsham District Council similar to the one which had been developed by Arun District Council but fine-tuned to meet Horsham's particular requirements
- ii) The County Council be consulted on parking matters in respect of road safety issues
- iii) That the HDC Parking Protocol for new residential builds throughout HDC be:
  - 1 bed 2 parking spaces
  - 2 bed 2 parking spaces
  - 3 bed 3 parking spaces
  - 4 bed 3 parking spaces
- iv) A new parking protocol be developed for business sites, retirement homes, care homes and restaurants & takeaways
- v) Ducting for electrical car charging be placed in all new builds
- vi) Review the dimensions of garages and car ports
- vii) Consider prohibiting the conversion of garages or carports into rooms unless suitable garages or car ports are built in replacement on the same site

Unless refused by the Overview & Scrutiny Committee on 7 December, these recommendations, either as printed above or as amended at that meeting, are recommended to Council.