Tuesday, 8th December, 2015

Present: Councillor Clare Cleary (in the Chair), Councillors Judith Addison, Terry Hurn, Kerry Molineux and Paul Thompson

In attendance: Claire Beattie, Principal ICT Officer; Ben Caulfield, Overview and Scrutiny Officer; Louise Evans, Organisational Development Assistant; Helen Gee, Democratic Services Manager

1 Minutes of the last meeting

Agreed - That the minutes of the last meeting, held on 15th September 2015, be approved as a correct record.

2 Planning Training

It was reported that at its meeting on 27th October 2015, the Resources Overview and Scrutiny Committee had received a report from the Portfolio Holder for Resources on risk management. One of the financial risks which the Council faced was the risk of planning application decisions being overturned at appeal. The cost to the Council would vary case by case but could run into tens of thousands if not more. This was discussed in depth at the Committee meeting, and members felt that, because of this risk, it was essential that all members of Planning Committee, or indeed anyone who sits on Planning Committee as a substitute, should have undergone appropriate training recently. The Committee had also suggested that this should be extended to Licensing Committee and the Judicial Committee (Private Hire and Hackney Carriage Licensing).

The Panel supported this recommendation and discussed how best to implement it. Issues which would need to be taken into account included:

- a requirement for nominated substitutes to be trained
- keeping records of training undertaken
- refresher training
- timing of training, to ensure that new committee members were trained in readiness for the first meeting after the AGM, when committees were appointed.

Agreed - That the Democratic Services Manager be requested to draft a protocol, setting out the requirement for members of Planning, Licensing and Judicial Committee (Private Hire and Hackney Carriage Licensing), or their substitutes, to have undertaken training, including the content and timing of training and how the protocol could be enforced.

3 Member Development Programme 2105/16

The Panel discussed the Member Development Programme for 2015/16. Planned topics were:-
• Emergency planning - national and local anti-terrorism strategies and community cohesion - training on the “Prevent” programme was planned
• Food hygiene ratings and how they work
• Local issues relating to refugees and asylum seekers
• Chairing skills

The Chair commented that recent training sessions on domestic violence and media skills had been excellent.

Agreed - That the Member Development Programme be noted.

4 Other Business

There were no other items of business for discussion.

5 Date of next meeting

It was noted that the next meeting would be on Tuesday, 15th March 2016 at 11.30 a.m.