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| Committee: | Planning Committee Working Group | Date: |
| Title: | Changes to Member Training Requirements for Planning Committee | 17 February 2022 |
| Report Author: | Ben Ferguson, Democratic Services Manager | |

Summary

1. At the previous meeting of the [Planning Committee Working Group](#) (PCWG), members discussed the current wording contained in the council's Constitution regarding Planning Committee training.
2. Particular attention was paid to the need to stipulate the mandatory nature of annual training for Committee members.
3. Members agreed that the exact wording would be shared with the working group before being recommended to the Governance, Audit and Performance Committee (GAP).
4. For this purpose, the proposed wording has been brought back to the PCWG for recommendation to GAP Committee.
5. It should be noted that the final decision on constitutional changes are reserved to Full Council on the recommendation of the GAP Committee.

Recommendations

6. To recommend to GAP Committee that the following change to Part 5 – Probity in Planning – clause 4.1 of the Constitution is recommended to Full Council for adoption:

Current wording:

Officers will arrange training on planning issues. All members of the Council will be invited to attend. All members of the Planning Committee should attend.

To be replaced with:

Officers will arrange an annual mandatory training session for Councillors who are members or substitute members of Planning Committee. This training must be undertaken before participating in decision making at Planning Committee. All members of the Council who are not on Planning Committee or a substitute member of planning committee will be invited to attend on a voluntary basis.

Financial Implications

7. Any proposed changes to the constitution to be facilitated within existing budgets.

Background Papers

8. None

Impact

- 9.

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|---------------------------------|------|
| Communication/Consultation | None |
| Community Safety | None |
| Equalities | None |
| Health and Safety | None |
| Human Rights/Legal Implications | None |
| Sustainability | None |
| Ward-specific impacts | None |
| Workforce/Workplace | None |

10.Risk Analysis

| Risk | Likelihood | Impact | Mitigating actions |
|--|------------|--------|---|
| Inadequately trained committee members are more likely to make poor decisions. | 3 | 3 | To ensure the Constitution reflects the need for committee members to attend training on an annual basis. |

1 = Little or no risk or impact

2 = Some risk or impact – action may be necessary.

3 = Significant risk or impact – action required

4 = Near certainty of risk occurring, catastrophic effect or failure of project.