

## **PROCEDURES COMMITTEE**

**WEDNESDAY, 22 FEBRUARY 2023**

Present:

Councillors Bullivant, Connett, H Cox, Haines, Nuttall (Chair), Parker (Vice-Chair) and L Petherick

Member Attendance:

Councillor Dewhirst

Apologies:

Councillors Daws and Thorne

Officers in Attendance:

Trish Corns, Democratic Services Officer

Martin Flitcroft, Chief Finance Officer & Head of Corporate Services

Sarah Selway, Democratic Services Team Leader & Deputy Monitoring Officer

Phil Shears, Managing Director

Paul Woodhead, Head of Legal Services & Monitoring Officer to the Council

### **1. MINUTES OF THE PREVIOUS MEETINGS**

The minutes of the meetings on 30 September and 24 October 2022. 2022 were agreed as a correct record and signed by the Chair.

### **2. DECLARATIONS OF INTEREST**

None.

### **3. REVISIONS TO THE CONSTITUTION**

Members discussed the proposed changes to the constitution they raised the following points:

- the need to understand officers' reasons for the changes
- for the changes to be broken and presented over a period of time and not in one document
- the changes should be deferred for the new Council to consider after the May 2023 elections with the exception of the key decision thresholds.

Members recommended that Council increase in the financial limits for Key Decisions 3.4.7 for revenue to £100,000 and for capital projects to £250,000.

**RESOLVED** that the revisions to the Constitution be deferred to after the May 2023 elections with the exception of financial limits in 3.4.7.

**RECOMMENDED** to Council that the financial limits Key Decisions at 3.4.7 in the constitution be increased as follows:

- Revenue £100,000
- Capital £250,000

And any other references to these limits be amended accordingly.

#### **4. MEMBERS INDUCTION PROGRAMME**

Members noted the induction programme commenting on the need for an on-going training programme for members to support their continuing development in particular with regards to Planning and Licensing Committee members.

#### **5. TRAINING FOR COUNCILLORS TO SERVE ON THE PLANNING COMMITTEE**

Members discussed the need for additional training options for Planning Committee Members in particular those that join throughout the municipal year and the requirement for regular ongoing training.

**RESOLVED** to:

- (1) Ensure there is in place regular training events so ad-hoc changes to planning committee membership can receive the necessary support to serve on the committee in a timely and supportive manner: and
- (2) Investigate alternative training provision such as, for example, use of the Planning Advisory Service online modules perhaps combined with multiple choice responses to evidence the training has been undertaken.

Chair