

**PLANNING DEVELOPMENT CONTROL COMMITTEE****27 November 2012****Minute Extract****385. OPERATION OF THE PLANNING DEVELOPMENT CONTROL COMMITTEE – INFORMAL POLICY GROUP – FINAL REPORT**  
(Report PDC949 refers)

As the Chairman of the Informal Policy Group, Councillor Humby, was unable to attend this meeting, the Report was introduced by Councillor Weston (Portfolio Holder for Planning and Transport) and Councillor Wood (the Leader).

Following debate, the Committee agreed to amend Recommendation 1 so that the Committee be reduced, but that its number should be up to ten. Members agreed that this would give Group Leaders a degree of flexibility in making appointments to reflect the political balance of the Council each Municipal Year. The Committee also raised concerns regarding the potential workload and conflict of interests if a member of Cabinet chaired the Committee. Whilst noting that there was nothing in the Council's Constitution to prevent such an appointment, the meeting agreed that reference to it should be removed from the recommendation. Finally, the Committee agreed to remove the word "effectively" from Recommendation 2(i).

**RECOMMENDED:**

**THAT THE MEMBERSHIP OF THE PLANNING DEVELOPMENT CONTROL COMMITTEE BE REDUCED FROM 12 MEMBERS TO UP TO 10 MEMBERS, WITH EFFECT FROM THE 2013/14 MUNICIPAL YEAR.**

**RESOLVED:**

1. That the following administrative improvements to the operation of the Planning Development Control Committee be endorsed:

- i) Split the meeting into morning and afternoon sessions;
- ii) Public Participation to be held later in proceedings so that it is taken after officers' presentation and Members' questions, but before Members' debate and the vote;
- iii) Speakers to be asked questions by the Committee;
- iv) Production of a public guide explaining the Public Participation system;

- v) Production of a public guide explaining the Committee's procedures;
- vi) Display the Chairman's announcements on the screen;
- vii) Reduce the length of officers' presentation at meetings by adhering to visual material only, including proposed plans and photos of the site and its surroundings;
- viii) Upload the Update Sheet to the Council's website;
- ix) Copy of the Update Sheet to be placed on the Committee room door;
- x) Make the Public Speaker timer system easier to understand;
- xi) Display the item number in the Committee Room;
- xii) Update the website during the meeting "PDC live" and display in the Guildhall reception, subject to practicalities;
- xiv) PDC Members to be encouraged to bring policy documents to the meetings;
- xv) PDC Members to be encouraged to advise Case Officers in advance of the meeting of any technical issues they wish to raise during the meeting;
- xvii) That the Group's recommendations on training be implemented;
- xviii) That attendance at this revised training (the content to be settled by the Head of Planning Management, in consultation with the Chairman of PDC and the Portfolio Holder for Planning and Transport) be a prerequisite for Members and deputies serving on PDC.