

**CABINET****14 November 2012****Minute Extract**

371. **OPERATION OF PLANNING DEVELOPMENT CONTROL COMMITTEE –  
INFORMAL POLICY GROUP – FINAL REPORT**  
(Report PDC949 refers)

Councillor Humby thanked all those Officers and Members involved in the workings of the Informal Policy Group (IPG) which he considered had been very successful.

Cabinet noted that the Report would be considered by Planning Development Control Committee on 27 November 2012 (rather than on 13 November 2012 as stated). Any changes to the number of Members on the Planning Development Control Committee would require Council approval. The Corporate Director (Governance) advised that the usual practice was for this change to be considered by the next Council (i.e. on 9 January 2013), before being implemented (if agreed) at Annual Council on 15 May 2013.

At the invitation of the Chairman, Councillor Evans addressed Cabinet as a Member of the IPG and a long-standing Member of Planning Development Control Committee. She made a number of points as outlined below:

- Query over the use of the word “effectively” in Recommendation 2(i);
- Query regarding the proposed order of speaking in Recommendation 2(ii);
- With regard to Paragraph 7.13, Councillor Evans requested that members of the public be given the option to speak at *either* the Committee (that established the Viewing Sub-Committee) *or* the following Viewing Sub-Committee;
- With regard to Recommendation 2(xi), that the item number be also displayed outside the Committee room;
- Although the proposal to reduce the size of the Committee was generally welcomed, she suggested the recommendation be amended to allow for “up to 10 Members” to allow for an equal split in the case of a hung Council;
- A query regarding the appropriateness of a Portfolio Holder for Planning also sitting on the Planning Development Control Committee.

Councillor Humby noted these comments and suggested that they be discussed in more detail at the Planning Development Control Committee and/or Council, as appropriate. However, he emphasised that the Report was simply highlighting that a Cabinet Member *could* also be a member of the Planning Development Control Committee, rather than suggesting that this should happen in practice.

Cabinet agreed to the following for the reasons set out above and outlined in the Report.

**RECOMMENDED:**

**THAT, SUBJECT TO THE COMMENTS OF THE PLANNING DEVELOPMENT CONTROL COMMITTEE, THE MEMBERSHIP OF PLANNING DEVELOPMENT CONTROL COMMITTEE (PDC) BE REDUCED FROM 12 TO 9 MEMBERS, WITH EFFECT FROM THE NEW MUNICIPAL YEAR (2013/14) AND THAT IT BE NOTED THAT THERE IS NO CONSTITUTIONAL BAR PREVENTING A MEMBER OF CABINET FROM SERVING ON PDC OR SERVING AS THE CHAIRMAN OF PDC.**

**RESOLVED:**

Subject to the comments of the Planning Development Control Committee

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

- i) Effectively 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 guide to public speaking;
- v) Production of a public guide for the meeting;
- 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 website;
- ix) Copy of the Update Sheet to be placed on the Committee 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 of this revised training (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.