

REPORT BY THE HEAD OF PLANNING, PUBLIC PROTECTION AND COUNTRYSIDE SERVICE

MEMBER TRAINING PROTOCOL (PLANNING) REVIEW

1. PURPOSE OF REPORT

To outline to Members suggested amendments to the Member Training Protocol (Planning). If agreed by Planning Committee, for the new version of the Member Training Protocol (Planning) to be operational with immediate effect.

2. BACKGROUND

The Member Training Protocol (Planning) is the document that sets out the need for Members to kept up to date on the processes and procedures used within the Planning system and to also keep Members informed of any relevant changes in legislation. The Protocol outlines the level of training that is required, what constitutes training, and how training will be recorded.

Training ensures the Council's Planning Committee makes robust and defensible decisions on development proposals and other issues. Without an adequate and appropriate level of training Members of the Planning Committee will not be able to vote on planning matters at committee.

The amendments suggested at this review are as follows:

Paragraph (V3)	Amendment	Reason
2	Number of training sessions reduced from 4 to 2, but with these being 'Officer' led. Introduces 'alternative' training sessions which aren't Officer led	This change recognises that Members are frequently involved in meetings which have a training value but aren't necessarily led by Officers. It is considered beneficial to acknowledge the value of these 'alternative' training sessions
3	A reduced number of training sessions to be organised in Council Election years, but refines what that initial training session will be	This change is to emphasise the need to ensure that any new members are trained in planning matters in good time so as to allow the formation of a Planning Committee with sufficient number of members eligible to vote.
4	Number of sessions required to be attended before newly	This change is to ensure consistency with the changes to paragraph 3, and reinforces that the initial training session is aimed solely at getting members to a level

	elected Members of Planning Committee can vote.	which would enable them to vote confidently at planning committee.
5	Number of sessions required to be attended before Re-elected Members with a short fall of training can vote.	As per the above comment.
	Previous paragraph 6 deleted.	
6	New version of previous paragraph 7. Expanded to better reflect what training members are involved in on a day-to-day basis. Introduces the need for written evidence of alternative sources of training to be submitted.	As per comments made at paragraph 1
7, 8 and 9	Revised paragraphs which set out how training should be recorded and how Officers will assist in ensuring Members are up to date with required training.	

The revised scheme (Version 3) is attached to this report for Members (**appendix A**). A copy of the current scheme (Version 2) is also attached for reference (**appendix B**).

The Lead Member for Planning and Chair of Planning Committee have been consulted prior to these suggested changes being made.

3. RECOMMENDATION

That Members note the contents of this report and adopt the suggested changes to the Member Training Protocol (Planning).