



Committee Report

Date:	7 July 2016
Classification:	For General Release
Title:	Update on Training for Members on Quasi-Judicial Bodies
Report of:	Head of Committee and Governance Services
Financial Summary:	There are no financial implications
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1. Executive Summary

- 1.1 This report provides more detailed information on the training undertaken for Members who sit on quasi-judicial bodies. At the last meeting the Committee requested that the numbers attending and a summary of the content of each session be provided.

2. Recommendation

- 2.1 That the report be noted.

3. Background

- 3.1 The Committee previously agreed that refresher training be provided to Members who sit on the Council's quasi-judicial bodies. At the last meeting a report gave an update on the position and the Committee asked that a fuller report be made to this meeting. Since the last meeting further training has been provided as reflected in this report.

(a) Planning Applications Committee

Refresher training was carried out for all Members who sit on Planning Committees. Before any Member sits on a Planning Committee they are required to undertake a training session led by a Senior Officer, generally the Deputy Director, in the Planning Department.

For those Members who could not attend subsequent one to ones have been held or been offered. Members who wish to have training on any specific element of planning are offered this.

Those Members who were appointed to the newly constituted Planning Applications Committee No 5 have all been trained.

(b) Licensing Committee

A training session was held on Wednesday 9 March 2016 at which 13 Members of the Committee attended. The session provided details of the Council's recently adopted new Licensing and Gambling policies. The session also covered key decision making principles. The opportunity was also had to hold a general discussion on issues common to all Licensing Sub-Committees.

(c) Discretionary Housing Benefits Advisory Panel

The Panel of 5 Members will receive this training later in the year. A refresh of the Regulations which apply and a reminder of the issues which should be taken into account when making recommendations to the Cabinet Member for Finance and Corporate Services will be given.

(d) Rating Advisory Panel

The Panel received this training on 26 January 2016. The session included reminders on the policy which applied and the key principles of the issues which should be taken into account in making recommendations to the Cabinet Member. All 4 Members of the Panel attended.

(e) Staff Appeals Sub-Committee

A training session will be arranged prior to the next meeting. The Staff Appeals Sub-Committee has not met since February 2015. It is not considered necessary to arrange a training session for Members until a meeting is programmed.

(f) Education Awards Appeal Sub-Committee

No meetings are currently programmed. Training will be held for relevant Members at the time of the next meeting.

4. Financial Implications

4.1 The training was conducted using existing resources.

5. Legal Implications

5.1 There are no legal implications arising from this report.

6. Conclusion

- 6.1 For each of the meetings referred to in this report no Member will sit without having had a briefing/training session.

If you have any questions about this report, or wish to inspect one of the background papers, please contact: Mick Steward; 7641 3134; msteward@westminster.gov.uk