

**STANDARDS COMMITTEE**

**5<sup>th</sup> SEPTEMBER 2006**

**MEMBERS TRAINING**

**RICHARD LONG, DIRECTOR OF LEGAL & DEMOCRATIC SERVICES**

---

**PURPOSE OF THE REPORT**

1. To seek approval for officers to arrange formal training for members relating to the work of the Council's Quasi-Judicial Committees.

**RECOMMENDATIONS**

2. That officers make arrangements for the provision of appropriate training at the commencement of the 2007/8 municipal year.

**BACKGROUND**

3. The Council has a number of Committees that consider applications, appeals etc. which can have a considerable impact upon an individual or a business. Historically it is decisions made by those Committees that are most likely to be challenged in the courts or referred to the Ombudsman. The two main Committees are the Licensing Committee and the Planning Committee, however, it also relates to the Staff Appeals Committee (decisions challenged in employment tribunals), Complaints and Appeals Committee (challenged via Ombudsman), and Standards Committee Hearings (challenged via tribunal).
4. It is essential that members who serve on such Committees receive appropriate and regular training. The Council also has a rule that a member cannot sit on Licensing or Planning Committee unless they have received training. However, no formal training has been provided to members of Staff Appeals Committee or Complaints and Appeals Committee. Some training has been provided in respect of Standards Committee, although membership of the Committee has since altered.
5. Clearly there is a need to ensure that members are trained on a regular basis, not only to ensure that any changes in law or procedure are picked up, but also to ensure that new members receive appropriate training. However, in view of the fact that there will be full Council Elections in 2007, it is considered that appropriate training be organised for May/June 2007.

**Report prepared by:** Richard Long  
Director of Legal & Democratic Services  
**Contact Telephone:** 729781