

SUBJECT: Chairmanship of Area Plans Sub-Committee and District Development Management Committee

DATE(S) 18 May 2021

VENUE: Virtual Meeting via Zoom

TIME/DURATION: 10.00am ~ 12.30pm

WHY YOU SHOULD COME TO THIS COURSE:

To understand the most frequent constitutional and procedural requirements relating to the chairmanship of the Sub-Committees

SUMMARY OF COURSE CONTENT

- procedural requirements for meetings (webcasting, apologies for absence, minutes etc.);
- constitutional requirements (voting, motions, decisions contrary to officer recommendations etc.);
- provision of advice during a meeting (the role of the Democratic Services Officer and Planning Officer);
- presentation of planning applications;
- public speaking (and further speaking/clarification);
- site visits;
- management of 'difficult' meetings;
- conditions/reasons for refusal (particularly decisions contrary to officer recommendations etc.); and
- identification of 'way forward' (when applications refused).

COURSE TUTOR(S)

Nigel Richardson – Service Director – Planning
Gary Woodhall - Deputy Monitoring Officer & Team Manager – Democratic & Electoral Services

COURSE DESIGNATION:

Desirable for Chairmen and Vice Chairmen of Area Plans Sub-Committee and District Development Management Committee

Desirable for all

**HOUSEKEEPING
DETAILS:**

NA

Join Zoom Meeting

<https://us02web.zoom.us/j/85993925891>

Meeting ID: 859 9392 5891

Passcode: 974387