

## **A.4 APPENDIX – PROPOSED CHANGES TO CPR 33.3 AND CPR 34.3 & 34.4**

### **CPR 33.3 – TRAINING MEMBERS OF THE AUDIT, ~~HUMAN RESOURCES AND COUNCIL TAX, LICENSING AND REGISTRATION, OVERVIEW AND SCRUTINY,~~ PLANNING AND STANDARDS COMMITTEES**

In addition to specific training required as and when necessary, training shall be provided to all Members appointed to the Audit, **Human Resources and Council Tax**, Licensing and Registration, **Overview and Scrutiny**, Planning and Standards Committees on an annual basis at an appropriate date and time after each annual meeting of the Council and such training shall be mandatory. The Monitoring Officer shall define what is meant by the word “mandatory” and they will also decide whether the training offered/provided is/was sufficient and “fit for purpose”.

A Member cannot sit as a member of the Planning Committee unless they have received specific training with regard to the determination of planning applications.

A Member cannot sit as a member of the Licensing and Registration Committee unless they have received specific training with regard to the ~~determination of applications for personal or premises licences submitted under the Licensing Act 2003.~~ **broad range of licensing matters, as set out within (but not necessarily limited to) the Licensing Act 2003, the Gambling Act 2005 and the Local Government (Miscellaneous Provisions) Act 1982.**

A Member cannot sit as a member of the Audit Committee unless they have received specific training with regard to the determination of the Council's Statement of Accounts and comprehension of Auditor reports.

A Member cannot sit as a member of the Standards Committee unless they have received specific training with regard to the Hearings Procedure and participation in Hearings.

**A Member ~~cannot sit as a member~~ of the Human Resources and Council Tax Committee cannot sit as a member of a Personnel Appeals Sub-Committee of that Committee unless they have received specific training with regard to determining Employment appeals (for specific senior officer posts).**

**A Member cannot sit as a member of an Overview and Scrutiny Committee unless they have received specific training with regard to work programming and questioning skills.**

No Member can continue to sit as a member of the above committees if they have gone more than two years without attending any of the relevant training events.

### **CPR 34.3 - TRAINING SUBSTITUTE MEMBERS OF THE AUDIT, ~~HUMAN RESOURCES & COUNCIL TAX, LICENSING & REGISTRATION, OVERVIEW & SCRUTINY,~~ PLANNING AND STANDARDS COMMITTEES**

In addition to specific training required as and when necessary, training shall be provided to all named Substitute Members appointed to the Audit, **Human Resources & Council Tax**, Licensing

and Registration, **Overview & Scrutiny**, Planning and Standards Committees on an annual basis at an appropriate date and time after each annual meeting of the Council.

**CPR 34.4 - SUBSTITUTE MEMBERS OF THE AUDIT, HUMAN RESOURCES & COUNCIL TAX, LICENSING & REGISTRATION, OVERVIEW & SCRUTINY, PLANNING AND STANDARDS COMMITTEES**

Group Leaders shall, provide named Substitute Members (in accordance with proportionality rules) and all substitutions will only be permitted from this list. Any member of a political group shall be eligible to act as a named Substitute Member providing that they have received training in relation to all relevant Audit, **Human Resources & Council Tax**, Licensing & Registration, Standards-related, **Overview & Scrutiny** or Planning matters under a continuing programme arranged by the Council. When naming a designated substitute, Group Leaders shall, as far as reasonably practicable, satisfy themselves that the named Member is as conversant with all relevant Audit, **Human Resources & Council Tax**, Licensing and Registration, Standards-related, **Overview & Scrutiny** and Planning matters as the appointed members of those Committees.