

APPEALS AND PLANNING REVIEW COMMITTEE	AGENDA ITEM No. 6
6 MARCH 2023	PUBLIC REPORT

Report of:	Rochelle Tapping, Director of Law and Governance and Monitoring Officer	
Cabinet Member(s) responsible:	Councillor Fitzgerald, Leader of the Council	
Contact Officer(s):	Dan Kalley, Senior Democratic Services Officer	Tel. 296334

APPEALS AND PLANNING REVIEW COMMITTEE START TIME 2023/24

RECOMMENDATIONS	
FROM: <i>Director of Law and Governance</i>	Deadline date: March 2022
<p>It is recommended that the Appeals and Planning Review Committee:</p> <p>1. Agree and recommend to Council the start time for all Appeals and Planning Review Committee meetings for the Municipal Year 2023-24.</p>	

1. ORIGIN OF REPORT

1.1 This report is submitted to the Appeals and Planning Review Committee meeting following the Full Council decision on 24 July 2019 to allow Committees to decide their own start times for the Municipal Year 2020-21 and onwards.

2. PURPOSE AND REASON FOR REPORT

2.1 The purpose of this report is to allow the Appeals and Planning Review Committee to discuss and agree the start times for meetings from the beginning of the Municipal Year 2023-24.

2.2 This report is for the Appeals and Planning Review Committee to consider under Council Standing Order section 4.4.1

The timings of normal committee meetings will be agreed by the committee for the next municipal year in January of the preceding municipal year (or as near to this time as possible).

3. TIMESCALES

Is this a Major Policy Item/Statutory Plan?	NO	If yes, date for Cabinet meeting	
---	-----------	----------------------------------	--

4. BACKGROUND AND KEY ISSUES

4.1 At the Constitution and Ethics Committee on 8 July 2019 the Committee agreed by majority to recommend to Council that all Committees can agree their start times for the Municipal Year 2020-21. This was again agreed by majority at the Full Council meeting on 24 July 2019.

- 4.2 The Council standing orders have been updated to reflect this decision and gives Committees the opportunity to decide their own start time.
- 4.3 Council standing orders allow the Committee to agree its start time every Municipal Year, thereby allowing the Committee to change the start times if it is felt that the start time was not suitable or working.
- 4.4 The Committee will need to decide the best start time and will need to weigh up attendance at meetings and the impact on the Council and members of the public.
- 4.5 The Committee has previously met at 7pm. For the municipal year 2022/23 the committee agreed to change this to 1.30pm to bring it in line with the Planning and Environmental Protection Committee.

5. CORPORATE PRIORITIES

The recommendation links to the follow Council Corporate Priorities:

4. Sustainable Future City Council

- *How we Work*
- *How we Serve*
- *How we Enable*

6. CONSULTATION

- 6.1 Consultation on the start times for the committee is being presented to members at this meeting along with any suggestions with regards to meeting frequency. Any recommendations will be presented to Full Council as part of the meeting schedule report.

7. ANTICIPATED OUTCOMES OR IMPACT

- 7.1 It is anticipated that the Committee will agree a start time for meetings for the Municipal Year 2022-23 and this will be proposed as part of the draft meeting schedule.

8. REASON FOR THE RECOMMENDATION

- 8.1 The recommendation allows the Appeals and Planning Review Committee to debate the start time of the meeting and make recommendations following debate.

9. ALTERNATIVE OPTIONS CONSIDERED

- 9.1 N/A

10. IMPLICATIONS

Financial Implications

- 10.1 There are none.

Legal Implications

- 10.2 There are none.

Equalities Implications

10.3 There are none.

11. BACKGROUND DOCUMENTS

Used to prepare this report, in accordance with the Local Government (Access to Information) Act 1985

11.1 Minutes of the Constitution and Ethics Committee 8 July 2019
Report to Full Council 24 July 2019

12. APPENDICES

12.1 None.

This page is intentionally left blank