

## PLANNING & HOUSING OVERVIEW & SCRUTINY PANEL

WEDNESDAY, 7 MARCH 2018

PRESENT: Councillors Richard Kellaway (Chairman), Maureen Hunt (Vice-Chairman), Malcolm Beer, Gerry Clark, Leo Walters and Julian Sharpe

Also in attendance: Councillor David Hilton

Officers: Russell O'Keefe, Jenifer Jackson and Nabihah Hassan-Farooq

### APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Dr L Evans.

### DECLARATIONS OF INTEREST

None.

### MINUTES OF MEETING HELD ON THE 1ST FEBRUARY 2018

**Resolved UNANIMOUSLY That: The minutes of the meeting held on the 1<sup>st</sup> February 2018 were agreed.**

*(Cllr Hunt abstained from this vote as she was not in attendance of the previous meeting.)*

### TASK AND FINISH GROUP- PLANNING SERVICE

The Chair introduced the item and told the Panel that he had met with Jenifer Jackson, Head of Planning and Russell O'Keefe, Executive Director to discuss the task and finish group. It was outlined that the task and finish group would be designed to contribute to the ongoing constitutional changes and arrangements and make recommendations. Members were also informed that the group would look at the effectiveness of the Planning Department and its processes in detail.

Jenifer Jackson stated that comments from Senior Officers and the Managing Director had been made but had not been incorporated into the final report due to time limitations.

The Membership of the task and finish group was discussed and agreed that Councillors Kellaway, Sharpe, Hunt and Beer would be the selected cohort for the group. It was discussed that the composition would be formed of 3 majority members and 1 opposition member. Members discussed the need for wider councillors participation and expertise. The Panel were reminded that Lead and Principal members would be marked as "in attendance" and not as Members of the task and finish group. It was also highlighted that action notes would be produced and circulated to the group due to the frequency of meetings.

It was agreed that Councillor Hilton would attend the upcoming task and finish group.

**Resolved UNANIMOUSLY That; Councillors Kellaway(Chair), Hunt (Vice- Chair), Sharpe and Beer would form the membership of the Planning and Housing- task and finish group.**

At the conclusion of the Planning and Housing Overview & Scrutiny Panel, the first task and finish group convened.

### DATES OF FUTURE MEETINGS

Members noted that the next Planning and Housing Overview & Scrutiny Panel would take place on the 18<sup>th</sup> April 2018 at 6.30pm.

The meeting, which began at 6.01 pm, finished at 6.18 pm

CHAIRMAN.....

DATE.....