

PLANNING COMMITTEE

Terms of Reference, Constitution, Rules and Procedures

Role

1. Consideration and determination of:
 - Planning applications referred from Area Development Control Committees
 - Tree Preservation Order objections
 - Any action to be taken under any of the Council's powers in relation to Town & Country Planning, Listed Buildings or Building Control legislation not otherwise delegated to Officers, Area Development Control Committees or expressly reserved to Council.
2. Consideration and determination of all matters relating to planning, transportation and Listed Buildings policy (other than the adoption of the Local Plan) including
 - Formulation and adoption of supplemental planning guidance
 - Adoption and implementation of schemes for the repair of Listed Buildings, including administration of grants in respect thereof
 - Responding on behalf of the Council to all Town and Country Planning matters in respect of which the Council is consulted or has an interest, including Government Policy, Regional Planning Guidance and Structure Plan matters.
3. Recommendations to Council for the adoption of the Local Plan.
4. Designation (and amendment) of Conservation Areas and approval of enhancement schemes in respect thereof.
5. Overview of the development control functions delegated to the Area Development Control Committees and of all Town and Country Planning and Building Control matters delegated to officers.
6. To monitor and review the Scheme of Delegation in respect of planning matters and make recommendations to Council in respect of any changes to existing delegations.
7. To receive regular update reports from the Historic Environment and Design Champion in respect of activities in their respective areas.

SUBJECT in all cases to any additional budget implications being first approved by the Executive Committee.

Constitution

8. The Planning Committee shall comprise 10 members and will include in its membership the Planning Portfolio Holder, who will act as Chairman.
9. Political balance will apply.
10. The quorum of the Planning Committee will be 3 members.

Rules and Procedures

11. No Member shall hold the office of Chairman of Planning Committee for more than 6 consecutive years and he/she shall not be re-elected as Chairman for a period of 12 months thereafter.
12. The Committee will be serviced by the Democratic Services Section.
13. Meetings will be held in public, on an ad hoc basis – as and when required, with the full right of attendance for all Councillors, public and press, except during consideration of Exempt business. Public Participation will apply (Appendix 1 refers).
14. An agenda, together with reports will be made available to all Members of the Council at least five clear working days before the meeting.
15. Minutes of the Planning Committee will be published and circulated to all Members and Press and Public within 2 working days. Decisions, other than those made in respect of referred development control applications, may be called in for scrutiny, by either Overview & Scrutiny Committee or Council, in accordance with the procedure outlined below.
16. To call in such decisions a request must be made to the Head of Legal & Governance, or in his absence the Democratic Services Manager, within 5 working days of the meeting of the Planning Committee by any 5 Members. Implementation of such decisions will be suspended until such time as the concurrence of the Overview and Scrutiny Committee or the approval of Council is given. [Refer to Protocol in Part 5 of this Constitution].