

# **COUNCIL BUSINESS COMMITTEE**

## **Review of the Protocol on Planning Procedure 1st May 2014**

### **Report of the Monitoring Officer**

#### **PURPOSE OF REPORT**

To approve the revised Protocol on Planning Procedure for inclusion in the Council's Constitution.

**This report is public**

#### **RECOMMENDATIONS**

- (1) **That the Committee approve the revised Protocol on Planning Procedure appended to this report for inclusion in the Council's Constitution.**

#### **1.0 Introduction**

- 1.1 The review of local protocols regulating the conduct of Members falls within the terms of reference of the Standards Committee, but the inclusion of documents in the Constitution is a matter for this Committee.
- 1.2 The current Protocol on Planning Procedure was last reviewed in 2009, and had not been amended to take account of the changes introduced by the Localism Act 2011 to the regime for registering and declaring interests.
- 1.3 The Monitoring Officer, in conjunction with the Chief Officer (Regeneration and Planning) therefore amended the document for consideration by the Standards Committee at its meeting on the 24th April,

#### **2.0 Proposal Details**

- 2.1 The revised version of the Protocol which is recommended by the Standards Committee for inclusion in the Constitution is appended to this report as Appendix 1. For ease of reference the current Protocol is appended at Appendix 2.
- 2.2 The amendments are mainly to ensure that the references to members' interests reflect the statutory requirements as set out in the Localism Act 2011, and the requirements of the City Council's Code of Conduct.
- 2.3 The opportunity has also been taken to update the document generally, and in particular to provide guidance to members of the Planning Committee when they may be considering making a decision that is contrary to officers' recommendations and which may have cost implications for the Council.

2.4 The Standards Committee requested a further amendment, which has been included as the last paragraph of the introduction to the Protocol, to advise members that they may wish to consider providing a copy of the Protocol to anyone who contacts them on a planning matter.

### **3.0 Details of Consultation**

3.1 The Monitoring Officer worked closely with the Chief Officer (Regeneration and Planning) in reviewing the Protocol.

### **4.0 Conclusion**

4.1 The Committee is being recommended by the Standards Committee to approve the revised Protocol for inclusion in the Council's Constitution.

<b>CONCLUSION OF IMPACT ASSESSMENT</b> (including Health & Safety, Equality & Diversity, Human Rights, Community Safety, Sustainability and Rural Proofing)
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None directly arising from this report.

<b>LEGAL IMPLICATIONS</b>
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The amended Protocol reflects the legal requirements for dealing with planning applications.

<b>FINANCIAL IMPLICATIONS</b>
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There are no financial implications arising from this report.

<b>OTHER RESOURCE IMPLICATIONS</b>
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**Human Resources:**

None

**Information Services:**

None

**Property:**

None

**Open Spaces:**

None

<b>SECTION 151 OFFICER'S COMMENTS</b>
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The Section 151 Officer has been consulted and has no further comments.

<b>MONITORING OFFICER'S COMMENTS</b>
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The report has been prepared by the Monitoring Officer in her capacity as adviser to the Standards Committee, and the officer responsible for the Constitution.

<b>BACKGROUND PAPERS</b>
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None

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