

Date of meeting:	16 December 2019
Title of Report:	Planning Committee Code of Good Practice and Terms of Reference
Lead Member:	Councillor Mark Coker (Cabinet Member Strategic Planning and Infrastructure)
Lead Strategic Director:	Anthony Payne (Strategic Director for Place)
Author:	Peter Ford – Head of Development Management
Contact Email:	Peter.ford@plymouth.gov.uk
Your Reference:	
Key Decision:	No
Confidentiality:	Part I - Official

Purpose of Report

To seek approval to amend the Terms of Reference and Code of Good Practice for Planning Committee as outlined in Appendix 1 and 2 of this report and to incorporate these changes into the Council's Constitution.

Recommendations and Reasons

To **approve** the changes to the Planning Committee Terms of Reference as outlined in Appendix 1 and to **note** the changes to the Code of Good Practice for Planning Committee made at the Audit and Governance Committee on 23rd September 2019 as outlined in Appendix 2 of this report.

Reason: To enable the Planning Committee to work in a more effective way and address some of the issues that have arisen since the Terms of Reference and Code of Good Practice were last amended in April 2017.

Alternative options considered and rejected

To retain the existing wording in the Terms of Reference. This has been rejected because the changes proposed will ensure that the Planning Committee is operating more effectively and will address some of the issues that have arisen at recent Planning Committee meetings.

Relevance to the Corporate Plan and/or the Plymouth Plan

The proposals will address the key values of the Council by being:

- Democratic – by ensuring the Planning Committee provides strong leadership that listens to the views of all interested parties in the Planning process
- Responsible – by taking responsibility for decisions made by the Planning Authority and how these decisions impact on the city
- Fair – by being open and honest about the decisions that are made by the Planning Authority
- Co-operative – by working collaboratively with all interested parties in the planning process to ensure it serves the best interests of the city and its communities

Implications for the Medium Term Financial Plan and Resource Implications:

There are no direct implications for the Medium Term Financial Plan as the changes will be cost neutral.

Carbon Footprint (Environmental) Implications:

The changes will not impact on the low carbon priorities set out in the Joint Local Plan. Regarding the operation of the Planning Committee it will remain predominantly paperless through the use of IT and web casting the meetings to avoid the necessity to travel to the meeting except for those who wish to address the Planning Committee.

Other Implications: e.g. Health and Safety, Risk Management, Child Poverty:

** When considering these proposals members have a responsibility to ensure they give due regard to the Council's duty to promote equality of opportunity, eliminate unlawful discrimination and promote good relations between people who share protected characteristics under the Equalities Act and those who do not.*

None

Appendices

**Add rows as required to box below*

Ref.	Title of Appendix	Exemption Paragraph Number (if applicable) <i>If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part 1 of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.</i>						
		1	2	3	4	5	6	7
A	PC Code and ToR Background Report							
B	Appendix 1 – Existing Planning Committee Terms of Reference (including tracked changes)							
C	Appendix 2 – Existing Planning Committee Code of Practice (including tracked changes)							

Background papers:

**Add rows as required to box below*

Please list all unpublished, background papers relevant to the decision in the table below. Background papers are unpublished works, relied on to a material extent in preparing the report, which disclose facts or matters on which the report or an important part of the work is based.

Title of any background paper(s)	Exemption Paragraph Number (if applicable) <i>If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part 1 of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.</i>						
	1	2	3	4	5	6	7

Sign off:

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Originating Senior Leadership Team member: Paul Barnard, Service Director for Strategic Planning and Infrastructure											
Please confirm the Strategic Director(s) has agreed the report? Yes Date agreed: 25/06/2019											
Cabinet Member approval: Cllr Mark Coker approved verbally Date approved: 02/07/2019											