

For more information concerning the overall planning process please see leaflet PL9.



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How we decide on Planning Applications (Delegation Scheme)



Introduction

As the Local Planning Authority the Council determines a very wide range of planning and related applications.

The volume processed by the Council is well in excess of 2,000 proposals each year.

To enable the Council to determine proposals efficiently it has approved a scheme of delegation to the Head of Economic Promotion and Planning who is ultimately responsible for all planning applications.

The delegation scheme allows the Head of Service to determine a wide range of applications for approval or refusal without having to refer the proposal to a planning committee. Decisions on about 90% of planning applications are delegated to the Head of Service and her officers.

The Delegation Scheme

An outline of the delegation scheme is set out in this leaflet. It covers a range of planning and related matters.

Importantly, decisions taken by the Head of Service have to accord with Council policy and a delegated decision cannot be issued if two Members of the Council have requested it be referred to a planning committee for determination.

In addition, the Head retains discretion to place an application / matter before the Committee.

It is important to note that applicants, agents, interested parties, local councils and consultees do not have a right to request that a particular application is referred to a planning committee.

General Delegations to Head of Economic Promotion & Planning

The main areas covered by the scheme are:

- a) To determine planning and other applications for approval or refusal.
- b) to commence enforcement action (where there are breaches of planning law or condition).
- c) to prepare Tree Preservation Orders.
- d) deal with matters required by planning conditions (say the materials to be used or landscaping).
- e) where an appeal has been made against the refusal of planning permission, to prepare appeal statements for consideration by the Planning Inspectorate.



Under the Council's Constitution The Head of Economic Promotion & Planning Cannot Determine Any Application If:

Applications from the Chief Executive, Heads of Service, or staff involved in the planning process, or their partners, or members or their partners.

Proposals involving the Council or the County Council as applicant or landowner (with the exception of trees or where the Council is a consultee).

Cases where two Councillors have made, within the representation period, written requests for the matter to be considered by a planning committee.

Cases where the recommendation would, if accepted, result in a decision contrary to the Council's adopted policies.

Applicants for planning permission (not reserved matters) for more than 5 houses which are recommended for permission.

Major variations to Section 106 Agreements.

Non urgent Article IV Directions. Such items must be referred to the Area Planning Committee for determination.

The reason for the decision and associated documents will be set out on the relevant planning file and available to view on the Council's website through the online Planning Register.