

## PART 4 - EMPLOYEE DELEGATION SCHEME

Specific scheme of delegation	
Description of delegation	Responsibility delegated from
<b>8. Director of Place and Deputy Chief Executive</b>	
<p>8.1 Planning:</p> <p>To manage the Council's functions in relation to the planning function, listed building consent, building preservation, conservation areas, tree preservation, enforcement and planning contravention, purchase notices, high hedges and hedgerows in compliance with current legislation and Council policy.</p> <ul style="list-style-type: none"> <li>• To determine applications for planning permission except in the following circumstances: <ul style="list-style-type: none"> <li>(i) Where the applicant is the Council and the proposed development is a major proposal or for non-operational purposes.</li> <li>(ii) Where the applicant is a member of the Council or an officer directly or indirectly involved in the planning process.</li> <li>(iii) Where the Director of Place and Deputy Chief Executive refers the application to the Planning Committee (eg where the proposals are a significant departure from the development plan or otherwise are of a strategic nature in the context of the Council's planning and development policies).</li> <li>(iv) Where the proposal has other major implications for the authority.</li> </ul> </li> <li>• <u>To determine applications for planning permission in the following circumstances unless any one of the Chairman, Vice-Chairman or Opposition Spokesperson on the Planning Committee escalates any planning applications falling into these categories to the Planning Committee for determination, having been consulted on the proposed planning applications before the agenda for each meeting of the Planning Committee is published.</u></li> </ul> <p><u>The Chairman, Vice-Chairman and Opposition Spokesperson shall be consulted on the proposed applications to be submitted to each meeting of the Planning Committee no later than 11 working days before the Committee Agenda is published and shall notify the Head of Planning (or his deputy in his absence) no later than 9 working days before the Committee Agenda is published to escalate any planning applications falling into these categories to the Planning Committee for determination.</u></p>	<p>Council</p> <p>Council</p> <p>Council</p> <p>Council</p>

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| <p>(v) Where a member of the Council has within 21 days of the publication of the weekly list of planning applications requested that an application be determined by Committee. In these cases members should identify the material planning considerations to warrant consideration by Committee.</p>  | Council |
| <p>(vi) Where a parish council has within 21 days of the publication of the weekly list of planning applications requested that an application be determined by Committee. In these cases Parish Councils should identify the material planning considerations to warrant consideration by Committee, otherwise the Director of Place - and Deputy Chief Executive will deal with the application.</p>   | Council |
| <p>(vii) Where three or more relevant letters of representation are received (which may include letters from an Amenity Society but must also include at least two from separate households in the vicinity of the site) contrary to the proposed officer decision unless following consultation with the Chairman, Vice Chairman and designated Opposition Spokesperson(s) it is considered inappropriate to refer an 'other' application to the Planning Committee for determination. For the avoidance of doubt, the decision not to refer the 'other' application will need to be unanimous in each case and in the event of there not being a consensus, that application will be referred to the Planning Committee for determination.</p> <p>'Other' applications consist of:</p> <ul style="list-style-type: none"> <li>• Householder applications</li> <li>• Change of use (no operational development)</li> <li>• Adverts</li> <li>• Listed building extensions/alterations</li> <li>• Listed building demolitions</li> <li>• Application for relevant demolition of an unlisted building within a Conservation Area</li> <li>• Certificates of Lawfulness (191 and 192).</li> </ul> | Council |
| <p>(viii) Where one letter of representation is received from a Parish Council or a Residents' Association/Society contrary to the proposed officer decision (except, in the case of a representation by a Parish Council or a Residents' Association/Society, where the Director of Place -</p>   |         |

