

# **Report to the District Development Control Committee**

**Date of meeting: 10 October 2006**



**Epping Forest  
District Council**

**Subject: District Development Control Committee/Area Plans Sub-Committees - Terms of Reference and Head of Planning and Economic Development - Delegated Authority**

**Officer contact for further information: J Preston (Ext: 4111)**

**Committee Secretary: Simon Hill (Ext: 4249)**

---

## **Recommendations:**

**That a report be submitted to the Council recommending:**

### **Area Plans Sub-Committees - Terms of Reference**

**(a) That the terms of reference for the Area Plans Sub-Committees be amended by the addition of a new sub-paragraph (to be numbered 4(vi) – items which stand referred to the District Development Control Committee) as follows:**

**"(vi) The Sub-Committee has considered a planning application (or any other planning matter by, on behalf of, a Councillor or officer or former Councillor or former officer (or their close friends, partners, business associates including relatives) and where the Sub-Committee has not adopted the recommendation of the Head of Planning & Economic Development."**

### **District Development Control Committee - Terms of Reference:**

**(b) That the terms of reference for this Committee be amended by the addition of the following new paragraph to be numbered (v):**

**"(v) To determine any recommendation of an Area Plans Sub-Committee in relation to a planning application (or other planning matter) by, or on behalf of, a Councillor, officer of the Council, former Councillors or former officers (and their partners, close friends, employers and business associates including relatives) in cases where the Sub-Committee concerned has not adopted the recommendations of the Head of Planning and Economic Development."**

### **Delegated Authority**

**That the following amendment be made:**

**(a) Applications and other planning matters involving Councillors and Officers**

**That Delegated Authority P4 (Planning Applications) (pages D38-9 of the Constitution) be amended as follows:**

**(1)(j) - Delete the words "of Planning Services (and/or spouse or partner)" and substitute the words "(and/or their partners, close friends, employers and business associates, including relatives)".**

### **Report Detail**

1. This report deals with recommended changes to the terms of reference of this Committee and the Area Plans Sub-Committees. It also recommends changes to the delegated authorities exercised by the Head of Planning and Economic Development in two instances.

### **Committee and Sub-Committee Terms of Reference**

2. Recommendations (1)(a) and (b) are designed:
  - To provide for planning applications made by councillors and officers to be referred to the District Development Control Committee if an Area Plans Sub-Committee does not approve the recommended decision of the Head of Planning and Economic Development.

**Reason: This avoids any public perception of bias in connection with such applications.**

- To bring the terms of reference into line with the planning protocol by extending the application of this requirement to all officers (not just planning officers) and former councillors and their various associates.

**Reason: Consistency.**

- To extend the process to "other planning matters" in which councillors and officers (as defined above) may have interests and not simply to planning applications.

**Reason: Completeness.**

### **Head of Planning and Economic Development - Delegated Authority**

3. Recommendation 2 above is designed to bring the delegated authority exercised by the Head of Planning and Economic Development in line with recommendation (1).
4. The Committee should note that the changes to the terms of reference of Committees and Sub-Committees amends to the Council's Constitution which requires adoption by the full Council. Changes in the delegated authority of the Head of Planning and Economic Development do not require Council assent but are recorded in the Council's Constitution binder.
- ... 5. A copy of the current terms of reference for this Committee and the Area Plans Sub-Committees are attached.