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## REVIEW OF THE PROTOCOL FOR THE GUIDANCE OF PLANNING COMMITTEE MEMBER AND OFFICERS

To: **Council – 3 October 2013**

By: **Harvey Patterson, Corporate & Regulatory Services Manager**

Classification: **Unrestricted**

Ward: N/A

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**Summary: To adopt the revised Planning Protocol at Annex 1**

### **For Decision**

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#### **1.0 Current Situation**

- 1.1 The current Protocol for the Guidance of Planning Committee Members and Officers ('the Planning Protocol') was adopted by the Council at the Annual Meeting of Council in 2011. Since then there have been substantial revisions to the Members Code of Conduct as a result of the Localism Act 2011 as well as a number of minor changes in planning committee practice, all of which indicated the need for a review and refresh the Planning Protocol.
- 1.2 The Monitoring Officer and the Planning Manager met recently with the Chairman and Vice Chairman of the Planning Committee to review and agree in principle the changes needed to the Planning Protocol. Consequently a revised Planning Protocol incorporating the changes agreed in principle by the Planning Committee Chairman and Vice Chairman is attached as **Annex 1** and the current Planning Protocol is also attached for comparison purposes as **Annex 2**

#### **2.0 Main Changes**

- 2.1 The main changes to the Planning Protocol are highlighted in bold in Annex 1 and mainly relate to incorporating the requirements of the Members Code of Conduct adopted in July 2012 as well as to reflect minor changes in committee practice relating principally to how motions contrary to the advice of the Planning Officer are dealt and site visits.

#### **3.0 Recommendation of the Standards Committee**

- 3.1 At its meeting on 4 September 2013, Standards Committee agreed to recommend to Council that the revised Planning Protocol at Annex 1 be approved.

#### **4.0 Corporate Implications**

##### **4.1 Financial and VAT**

- 4.1.1 None

## 4.2 Legal

4.2.1 Any changes to the Planning Protocol will require the Council's constitution to be amended.

## 4.3 Corporate

4.3.1 The Council's constitution sets out the rules governing the Council's business.

## 4.4 Equity and Equalities

4.4.1 None apparent

## 5.0 Recommendation(s)

5.1 That Council approves the revised Planning Protocol at Annex 1.

## 6.0 Decision Making Process

6.1 This is a decision for Council.

Contact Officer:	<i>Harvey Patterson, Corporate &amp; Regulatory Services Manager and Monitoring Officer, Ex 7005</i>
Reporting to:	<i>Dr Sue McGonigal, Chief Executive and S.151 Officer, Ex 7002</i>

## Annex List

<i>Annex 1</i>	<i>Revised Protocol for the Guidance of Planning Committee Members and Officers</i>
<i>Annex 2</i>	<i>Existing Protocol for the Guidance of Planning Committee Members and Officers</i>

## Background Papers

Title	<i>Details of where to access copy</i>
<i>None</i>	

## Corporate Consultation Undertaken

Finance	<i>n/a</i>
Legal	<i>n/a</i>