

**PLANNING COMMITTEE – 17 APRIL 2019**  
**REPORT OF THE PRINCIPAL SOLICITOR (STRATEGIC DEVELOPMENT)**

**CHANGES TO DELEGATIONS AND AUTHORISATIONS GRANTED BY THIS COMMITTEE**

1. This is the last Planning Committee meeting that will be advised by the Head of Development Management and Strategic Sites, Lois Jarrett, before she leaves the Council's service to take up a position with another council. Moreover, Mrs Jarrett will be on annual leave as from the day after this meeting (18 April).
2. The post of Head of Development Management and Strategic Sites will not be filled immediately. The Director of Law & Governance and Monitoring Officer has authority under the Council's Constitution (Part 3, Appendix 5, para. 2.29) to amend the Scheme of Delegations to Officers to reflect vacancies.
3. The Director has therefore accepted the Head of Planning & Development's request to reflect this vacancy by amending the Scheme of Delegations. This will allow the delegations to the Joint Development Control Managers and the Head of Development Management and Strategic Sites to be exercised during the vacancy by the Head of Planning & Development, Tim Naylor (as well as by the Joint Development Control Managers, Oliver Peel and Lucy Holloway, as normal).
4. Over the years, this Committee has given a very large number of specific delegations and authorisations to Officers in respect of particular planning applications, section 106 obligations, negotiations with applicants, approvals of details and other matters arising during its meetings.
5. Recently, these have been given to the Joint Development Control Managers and the Head of Development Management and Strategic Sites, in order that any of those 3 officers may exercise them. But it is thought that some may have been given to the Head of Development Management and Strategic Sites alone.
6. Also, a large number of delegations and authorisations were given jointly to the former Joint Development Control Manager (who retired in June 2015) and the Head of Development Management and Strategic Sites. As the second of these two officers is now leaving the Council, it is important to ensure that there is no doubt as to the exercise of these delegations/authorisations in the future, so that the work of the Council can continue smoothly with clear responsibilities for decision-making and a demonstrable audit trail.
7. I therefore recommend that the Committee resolve that all delegations or authorisations given by it at any time to the Head of Development Management and Strategic Sites may be exercised, as from now and during the absence of that post-holder, by the Head of Planning and Development as well as the Joint Development Control Managers.
8. The Committee may also wish to formally record its thanks to Mrs Jarrett for her 32 years' service to the Council and the Borough.

**RECOMMENDATION:**

**To resolve that, with immediate effect, all delegations and authorisations granted by this Committee at any time to the Head of Development Management and Strategic Sites (whether by that title or by any other title, and whether individually or jointly with any other officer(s)) be exercisable in addition by the Joint Development Control Managers, and by the Head of Planning & Development during the absence of a Head of Development Management and Strategic Sites.**

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08 April 2019

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