

Head of planning (amended version during Covid-19 operations)

(Planning policy; development management)

HEAD OF PLANNING		
Ref	Function	Consultation (where applicable)
1.0	PLANNING	
1.1	To determine all applications made to either District Council relating to planning matters, except in the following cases:	
VALE ONLY	(a) i A Ward councillor (to include adjacent ward councillor whose parish has been consulted) calls in the application to be considered by the Planning Committee within 28 days of the date of registration of the application (unless an extension to the consultation period has been granted) and the request is agreed by the Chair or, in their absence, the Vice Chair in consultation with the Head of Planning. This request must be in writing and refer to material planning matters to ensure that the audit trail for making that decision is clear and unambiguous. Councillors' right of call-in does not apply to applications for certificates of lawful use or development, prior approvals and notifications.	Chair of the Planning Committee
SOUTH ONLY	(a) ii A Ward councillor (to include adjacent ward councillor whose parish has been consulted) calls in the application to be considered by the Planning Committee within 28 days of the date of registration of the application (unless an extension to the consultation period has been granted) and the request is agreed by the Chair, the Vice Chair and the Ward councillor(s) (defined above), in consultation with the Head of Planning. This request must be in writing and refer to material planning matters to ensure the audit trail for making that decision is clear and unambiguous. Councillors' right of call-in does not apply to applications for certificates of lawful use or development, prior approvals and notifications.	Chair and Vice-Chair of the Planning Committee and relevant ward councillor(s)
	(b) No application being determined before the expiry of the consultation period(s) .	
	(c) Where the following applies the planning matter shall be referred to the Planning Committee for determination:	

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	<p>(i) The Head of Planning, in consultation with the Planning Committee Chair, considers that the Planning Committee should consider it.</p> <p>(ii) The application is recommended for approval and would represent a significant departure from:</p> <p>a. the policies of the development plan (includes the adopted local plan, neighbourhood plans, and the waste and minerals local plan);</p> <p>b. the views of a technical statutory consultee (e.g. the County Highway Authority, the Environment Agency, Natural England); or the development plan policies are 'set aside'.</p> <p>(iii) An outline or full application is recommended for approval and falls into the category of a 'large scale major' application (defined as 200 or more dwellings). This does not apply to a reserved matters application where the principle has been agreed.</p>	Chair of the Planning Committee
VALE ONLY	<p>(iv) In major applications (defined as ten or more dwellings, commercial space of over 1,000 square metres, or any sites over a hectare in size) where the officer's recommendation for approval/consent is in direct conflict with the clear and unambiguous views of the parish/town council or parish meeting (in whose area the application is located) where that is received in writing not later than 12 noon on the last day of the consultation period, unless such views are considered not material to planning or unreasonable in the circumstance by the head of planning after consultation with the planning committee chairman and the local ward councillor or cannot be resolved by condition or negotiation.</p>	Chair of the Planning Committee
SOUTH ONLY	<p>(v) In applications categorised as major (defined as ten or more dwellings, commercial space of over 1,000 square metres, or an sites over a hectare in size) where the officer's recommendation for approval/consent is in direct conflict with the clear and unambiguous</p>	Chair and Vice-Chair of the Planning Committee and relevant ward

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	<p>views of the parish/town council or parish meeting (in whose area the application is located) where that is received in writing not later than 12 noon on the last day of the consultation period, unless such views are considered not material to planning or unreasonable in the circumstance by the head of planning after consultation with the planning committee chair, vice-chair and the local ward councillor or cannot be resolved by condition or negotiation.</p> <p>(vi) The proposal involves either council as applicant or landowner, except in the case of 'minor proposals' (<i>defined as fewer than ten dwellings; commercial space of less than 1,000 square metres; or sites of less than a hectare in size</i>) or 'other proposals' (<i>defined as changes of use, householder development (development within the curtilage of a residential property), adverts, listed building consents, conservation area consents, lawful development certificates, agricultural notifications, telecommunications, etc.</i>) and where no objections on planning grounds have been received by the Head of Planning; and subject to the decision being signed off by the Monitoring Officer of the District Council.</p> <p>(vii) The applicant, landowner or planning agent or consultant is a councillor of either Council.</p> <p>(viii) Any application where an employee of either council is involved in any capacity as either agent or consultant and objections have been received on planning grounds.</p> <p>(ix) The applicant is a member of staff in the planning service.</p> <p>(x) The applicant is a member of staff who, in the course of their duties has an input in to the planning process and objections have been received on planning grounds. (Any other application from employees of either council may be delegated to the head of planning)</p>	councillor(s)