

SECTION 8

PLANNING BOARD

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8.1 Role and Functions

8.1.1 The Planning Board ('the Board') is responsible for all the functions of the Council relating to town and country planning and development control, as specified in Section 18 (Responsibility for Functions). These include functions relating to: the Local Development Framework documents; planning applications; planning enforcement; matters relating to listed buildings, works in conservation areas, trees and hedgerows and hazardous substances.

8.1.2 The Board has delegated the exercise of many of its functions to officers, as set out in the Planning Scheme of Delegation in Section 18, Schedule 1.

8.2 Membership

8.2.1 The Board comprises up to 15 members of the Council appointed at the Annual Meeting of the Council ~~and-It will include at least three members of each Community Partnership and~~ will be politically balanced.

8.2.2 Members will not take part in any decision on any planning application or other regulatory matter coming before the Board unless they have received appropriate training on planning matters, as considered necessary from time to time by the Chair of the Board in consultation with the relevant ~~Corporate Group~~ Manager(s).

8.2.3 Members may take part in decisions relating to land or premises in their ward, subject to complying with the rules in the Members' Code of Conduct on personal and prejudicial interests, as set out in Appendix A.

8.3 Meetings

- 8.3.1** The Board will normally meet on a three or four weekly basis but meetings may be cancelled at the discretion of the Chair if there is no significant business to be dealt with or for other good reason
- 8.3.2** Extraordinary meetings may be called from time to time where the Chair, on the advice of the proper officer, considers that it is necessary for the Board to consider any issue before its next scheduled meeting.
- 8.3.3** The Chair and Vice-Chair of the Board will be elected at the Annual Meeting of the Council by the members of the Board only.
- 8.3.4** The quorum of the Board will be 8 members.

8.4 Principles of decision-making

- 8.4.1** In reaching planning decisions, the Board will:
- a) ensure that decisions are made impartially in the wider public interest and are based on sound planning reasons
 - b) determine all applications in an open, transparent and fair manner in accordance with any relevant Council procedures or policies, the Council's Constitution and the law, including the Human Rights Act 1998
 - c) abide by the guidance set out in the Council's Code of Good Practice for Planning (see Appendix C)

8.5 Rules of procedure and debate

- 8.5.1** Meetings of the Board will be conducted in accordance with the rules for conducting meetings contained in Section 15. However, there will also be a standard advice on the 'close associate issue' given at every meeting of the Board when an application from a member is to be considered, and the rules in section 15.7 relating to public participation will be varied as set below in relation to agenda items relating to planning applications and other regulatory matters.
- 8.5.2** At the Chair's discretion, members of the public (including members of the Council who are not on the Board) may make representations on any such agenda item. The maximum time for each speaker is three minutes, with a maximum time of 20 minutes in total for all speakers on each item. Anyone who wishes to speak must notify the Committee Officer no later than 5.00 pm on the last working day before the meeting.
- 8.5.3** The Chair has discretion to allow members of the public and members of the Council not on the Board to speak for longer than three minutes, but

will ensure that so far as practical, supporters of and objectors to any application are given an equal hearing.