
Subject: **AMENDMENT OF THE SCHEME OF OFFICER DELEGATIONS IN RELATION TO PLANNING FUNCTIONS**

Meeting and Date: **COUNCIL – 26 JANUARY 2022**

Report of: **Monitoring Officer**

Classification: **UNRESTRICTED**

Purpose of the report: To amend the scheme of officer delegations in relation to the discharge of functions in relation to town and county planning which are functions of the council

Recommendation: That the Scheme of Officer Delegations contained in Section 6 of Part 3 of the Council's Constitution be amended as follows: -

- (1) Where the Head of Planning, Regeneration is authorised to discharge any council function, (whether solely or concurrently with any other officer), each of the following shall similarly be authorised to discharge that function: -

Planning and Development Manager

Planning Policy and Projects Manager

- (2) Where, prior to the date hereof, the Council or a Committee of the Council has authorised The Head of Planning, Regeneration and Development to discharge any council function, either acting alone or in consultation with any member(s) of the executive or other officer(s), then, in addition to the Head of Regeneration and Development, each of the Planning and Development Manager and the Planning Policy and Projects Manager shall be similarly authorised to discharge the function in question.
-

1. **Summary**

The current Head of Planning, Regeneration and Development is retiring. Her last day of work for the Council will be 27 January 2022. It is necessary for the Council to authorise alternative officers to discharge the functions currently discharged by her, at least until her replacement can be appointed and takes up office.

2. **Introduction and Background**

- 2.1 The Scheme of Officer Delegations which is contained within Section 6 of Part 3 of the Constitution makes provision for officers to discharge numerous functions and responsibilities of the Council whether they be functions which are the functions of the Council and its committees or functions of the executive. The Head of Planning, Regeneration and Development is authorised to discharge a wide range of both council and executive functions in relation to town and country planning and associated matters. The current postholder is retiring. Her last day of work for the Council will be 27 January 2022. Although the Council is in the process of recruiting a replacement

for her, it is likely that it will take some time to complete the recruitment process and for her successor to take up post.

2.2 To ensure the continuing effective and efficient discharge of the Council's functions in relation to these matters it is necessary to amend the Scheme of Officer Delegation to make provision for other officers to discharge the functions currently being discharged by the Head of Planning, Regeneration and Development, at least for the period during which the position remains vacant.

2.3 The Constitution provides that the Scheme of Officer Delegations may be amended from time to time in any manner as is considered appropriate, in relation to Council functions, by the Council and, in relation to executive functions, by the Leader.

2.4 Separately, the Leader has made amendments to the Scheme of Officer Delegations in so far as relates to executive functions which are discharged by the Head of Planning, Regeneration and Development.

3. Identification of Options

3.1 Option 1: To authorise the Planning and Development Manager and the Planning Policy and Projects Manager to discharge the functions currently being discharged by the Head of Planning, Regeneration and Development.

3.2 Option 2: To identify and appoint other officers to discharge the functions.

4. Evaluation of Options

4.1 Option 1 is the most practicable way forward. It is considered that both the Planning and Development Manager and the Planning Policy and Projects Manager have the necessary qualifications, skills, experience, and seniority to assume responsibility for the discharge of the functions.

4.2 Option 2 would either mean identifying more senior officers to discharge the functions who would not have the relevant qualifications, skills and experience in the professional discipline of town and country planning or, asking more junior officers to take on the responsibilities.

5. Resource Implications

5.1 There are no direct resource implications if Option 1 is adopted.

6. Corporate Implications

6.1 It is necessary for the Council to make proper provision for the discharge of its functions in order to ensure their effective and efficient discharge.

7. Climate Change and Environmental Implications

7.1 There are no climate change implications arising from the report.

8. Corporate Implications

8.1 Comment from the Director of Finance (linked to the MTFP): Accountancy has been consulted and has no further comment (MR).

8.2 Comment from the Solicitor to the Council: The Head of Governance & HR has been consulted during the preparation of this report and has no further comment to make.

8.3 Comment from the Equalities Officer: This report does not specifically highlight any equality implications, however in discharging their duties members are required to

comply with the public sector equality duty as set out in Section 149 of the Equality Act 2010 <http://www.legislation.gov.uk/ukpga/2010/15/section/149>

9. **Background Papers**

Constitution of the Council

Contact Officer: Harvey Rudd, Monitoring Officer, 01304 872321