

Report for: Strategic Planning Committee – 19 May 2025

Title: Establishment of the Planning Sub-Committee 2025/26

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Ward(s) affected: All

1. Describe the issue under consideration

- 1.1. To establish a Planning Sub-Committee for the 2025/26 Municipal Year, including noting the terms of reference for the Planning Sub-Committee.

2. Cabinet Member Introduction

- 2.1. Not applicable.

3. Recommendations

The Strategic Planning Committee is asked:

- 3.1. To note the terms of reference of the Strategic Planning Committee and Planning Sub-Committee as set out within the Council's Constitution, attached as Appendix 1 to the report.
- 3.2. To agree the establishment of a Planning Sub-Committee with the same membership as the Strategic Planning Committee.
- 3.3. To note the Strategic Planning Protocol as set out within the Council's constitution, attached as Appendix 2 to the report.

4. Reasons for decision

- 4.1. To support the discharge of planning functions as set out within Part Three, Section B of the Council's constitution.

5. Alternative options considered

- 5.1. Not applicable.

6. Background information

Strategic Planning Committee

- 6.1. The Full Council appoints the membership of the Strategic Planning Committee including its Chair and Vice-Chair.
- 6.2. The Council can determine the terms of reference of the Committee. These are currently set out in Part 3 Section B of the Council's Constitution and attached as Appendix 1 to this report. Members are invited to note the Committee's terms of reference.

Establishing the Strategic Planning Sub-Committee

- 6.3. The Strategic Planning Committee may establish a Planning Sub-Committee to exercise town planning and miscellaneous functions and fix its membership and confirm its terms of reference. In line with the last Municipal Year, it is recommended that one Planning Sub-Committee be established.
- 6.4. The membership of the Planning Sub-Committee must be constituted in accordance with the provisions of the Local Government and Housing Act 1989 and the Local Government (Committees and Political Groups) Regulations 1990 in terms of political balance. The proportionality split is currently as follows:

Labour - 45 councillors (78.96 %)
Liberal Democrats - 7 councillors (12.28%)
Independent Socialists - 3 Councillor (5.26%)
Independent - 1 Councillor (1.75%)
Green Party - 1 Councillor (1.75%)

The Independent and Green Members are not groups and excluded from seat allocations. Where practicable, the allocation of seats on Committees should be in line with the proportion of seats on the Council held by the political groups. The rule about proportionate allocation of seats on bodies overall takes precedence over the rule about proportionate allocation on any individual body.

- 6.5. The proposed membership of the Strategic Planning Committee for 2025-26 is due to be decided at the Full Council meeting on 19 May 2025.
- 6.6. It is proposed that the Strategic Planning Committee agrees that the membership of the Planning Sub-Committee is the same as the Strategic Planning Committee. However, should the membership change, the membership of the Planning Sub-Committee would continue to be the same as the Strategic Planning Committee.
- 6.7. The quorum for Planning Sub-Committee meetings shall be in line with Part Four Section B of the Constitution in that no business shall be transacted unless a quarter of the whole number of voting Members are present.
- 6.8. Where one or more members of the Planning Sub-Committee are unable to participate in a hearing for some reason, they may give notice to arrange a substitute member in their place (as detailed in Paragraph 49, Part 4 Section B of the Council's Constitution), provided they have requisite training on planning matters.

- 6.9. There will be a reserve list of members who have received the required training to participate in Planning Sub-Committee meetings if needed. This list will be updated on an annual basis by the Political Chief Whips.

7. Statutory Officers' Comments (Director of Finance (including Procurement), Head of Legal & Governance (Monitoring Officer), Equalities)

7.1. Finance

There are no financial implications arising from the recommendations in this report.

7.2. Legal

The Head of Legal & Governance (Monitoring Officer) has been consulted and approves the content of this report.

7.3. Equalities

The Council has a public sector equality duty under S149 of the Equality Act 2010 to have due regard to need to:

- tackle discrimination and victimisation of persons that share the characteristics protected under S4 of the Act. These include the characteristics of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex (formerly gender) and sexual orientation;
- advance equality of opportunity between people who share those protected characteristics and people who do not;
- foster good relations between people who those characteristics and people who do not.

An initial screening of the proposals in this report has been completed and the proposals carry no implications for any aspect of the duty outlined above.

8. Use of Appendices

Appendix 1 – Strategic Planning Committee and Planning Sub-Committee Terms of Reference

Appendix 2 – Strategic Planning Committee Protocol

9. Local Government (Access to Information) Act 1985

Not applicable.