

REPORT TO: Planning Committee
LEAD OFFICER: Legal and Democratic Services Manager

6 November 2013

Proposed timetable of Planning Committee meetings – 2014-15

Purpose

1. The purpose of this report is to agree a schedule of Planning Committee meeting dates for the Civic year 2014-15.
2. This is not a key decision but has been brought before the Committee as part of the annual process of developing a schedule of meeting dates across the Council.

Recommendations

3. It is recommended that the Planning Committee approves the following schedule of meetings (with consequent site visit dates also shown):

| Committee Date (Wednesday) | Site Visits (Tuesday) | Notes |
|---------------------------------------|------------------------------|------------------|
| 4 June 2014 | 3 June 2014 | |
| 2 July 2014 | 1 July 2014 | |
| 6 August 2014 | 5 August 2014 | |
| 3 September 2014 | 2 September 2014 | |
| 1 October 2014 | 30 September 2014 | |
| 5 November 2014 | 4 November 2014 | |
| 3 December 2014 | 2 December 2014 | |
| 14 Jan'y 2015 (Week 2) | 13 January 2015 | Second Wednesday |
| 4 February 2015 | 3 February 2015 | |
| 4 March 2015 | 3 March 2015 | |
| 1 April 2015 | 31 March 2015 | |
| 13 May 2015 (Week 2) | 12 May 2015 | Elections 6 May |

Reasons for Recommendations

4. Although the dates proposed in paragraph 3 follow the pattern followed in previous years, and best meet the corporate need, Members' confirmation will make sure that meetings in 2014-15 can be managed effectively, and associated administrative arrangements can be made well in advance.

Background

5. The targets imposed on officers for determining planning applications, and the restraints caused by the Christmas break and by Elections, mean that the Committee meets 12 times a year at intervals of between three and six weeks.
6. The Planning Committee meets in the Council Chamber because of the high level of interest shown by members of the public. Due to the demand for this room, a block

booking is made in advance. The Mezzanine viewing gallery is booked at the same time.

Considerations

7. There are no special factors affecting this matter.

Options

8. Members have the following options:
 - (a) approve the schedule of meetings (with consequent site visit dates) set out at paragraph 3
 - (b) approve a different schedule
 - (c) dispense with a schedule and call Planning Committee meetings as and when required.
9. Paragraph 4 explains why Paragraph 3 contains the preferred option. Paragraph 6 explains why Option (c) is worst.

Implications

10. In the writing of this report, taking into account financial, legal, staffing, risk management, equality and diversity, climate change, community safety and any other key issues, officers consider that there are no significant implications.

Consultation responses (including from the Youth Council)

11. As this is purely an administrative matter, the Development Control Manager alone was consulted. His comments were ...

Effect on Strategic Aims

Aim 1 - We will listen to and engage with residents, parishes and businesses to ensure we deliver first class services and value for money

12. Planning Committee is a Regulatory Committee and all members of the public are welcome to attend its meetings. A system of public speaking exists so that objectors, applicants, Parish Councils and local Members can all have their say.

Aim 2 - We will work with partners to create opportunities for employment, enterprise, education and world-leading innovation

13. Planning Committee takes advice from a number of statutory and other professional consultees and is at the forefront of the Council's efforts to create a balanced community in South Cambridgeshire.

Background Papers

None

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