

Development Management Advisory Panel

Terms of Reference (Draft)

Purpose

The Development Management Advisory Panel will act as an officer and member working group having a strategic oversight of matters relating to the development management service. The Development Control Committee has responsibility for discharging the planning control function.

Functions

The Panel will carry out the following functions:

- Provide a forum for discussing the service's performance, KPI's and statistics, and the resources available in carrying out its function;
- Having an oversight of development management service policies (excluding strategic planning policies), including enforcement;
- To review planning appeal decisions and their implications;
- Provide a forum for discussing national and local challenges facing the service;
- Highlight relevant changes to planning legislation/procedure.

Membership

The Head of Development Management will chair the Panel and membership of this officer/member working group will be as follows:

Elected Members

The Chair of Development Control Committee shall be a member and nominate three further elected members from the Committee to the Panel; those Members having appropriate training and experience.

Officers

Officer members of the Panel will comprise:

- Head of Development Management
- Development Team Manager

- Majors and Environment Team Manager
- Planning Team Leaders and other officers will attend as required

Confidentiality

The Panel's meetings will be confidential.

Meeting Frequency and Papers

The Panel will meet on a quarterly basis. Meetings may be held more often should the need arise, or be cancelled if there is not sufficient business, by agreement with the Chair of the Panel, in consultation with the Chair of DCC.

Agendas and supporting papers will be circulated in a timely manner, ideally one week in advance of any meeting.

Reporting Back to Development Control Committee

The Head of Development Management will report back to Development Control Committee, where appropriate. The Panel will have no decision-making powers and any matters requiring decision will be taken by Development Control Committee or the Head of Development Management.

The Development Control Committee will continue to see bi-annual performance figures for the service in the spring and autumn.

09/12/21