

## TRAFFORD COUNCIL

**Report to:** Standards Committee  
**Date:** 8<sup>th</sup> March 2017  
**Report of:** Director of Legal and Democratic Services and Monitoring Officer

### Report Title

**Planning Committee Code of Practice**

### Summary

**In response to suggestions from the Standards and Planning Committees the Director of Legal and Democratic has drawn up a code of Practice for Members and Officers involved with the planning Committee.**

### Recommendation(s)

- (1) That Committee members consider the Planning Committee Code of Practice (appendix 1) and put forward any amendments for consideration by the Planning Committee in April 2017.

### Contact person for access to background papers and further information:

Name: Jane Le Fevre  
Extension: 4215

Background Papers:None

## **1. Background**

- 1.1 The proposal to create a code of practice tailored specifically for those Councillors/Officers who sit upon/support the Planning Committee has been discussed by both the Standards and Planning Committees. Both Committees have suggested that given unique role that members of the Planning Committee have and the impact their decisions/actions can have upon residents of Trafford and private interests an additional Code of Practice was required to ensure that Members/Officers act appropriately.

## **2. Proposed planning Committee Code of Practice**

2.1 A number of possible codes of conduct were considered with the resulting Code of Practice (appendix 1) being drafted by the Director of Legal and Democratic Services. It has been reviewed by the Chairman of the Planning Committee who supports the proposed Code.

The adoption of such Protocols provide greater clarity for Members and will reduce the risk of a decision being judicially reviewed, a complaint of maladministration being made to the Local Government Ombudsman, a complaint against a Member personally. The Code of Practice covers the following areas;

- General Roles, Responsibilities and Conduct
- Planning Committee Meetings
- Administrative Arrangements
- Pre-Application Discussions
- Lobbying of Members of the Planning Committee
- Planning Applications Submitted by Members and Officers
- Planning Applications Submitted by the Council
- Conduct and Procedure of Planning Committee Meetings
- Conduct
- Procedure
- Planning Committee Decisions Contrary to Officer Recommendation
- Appeals against Council Decisions
- Member Training
- Review of Decisions

2.2 Once agreed by both the Standards and Planning Committees and Full Council the Code of Practice will be added to the Council's Constitution. This will make the Code of Practice available to members of the public enabling them to consult the Code regarding a planning application.