



STRATEGIC PLANNING COMMITTEE

Monday, 10 June 2019

THE ROLE AND FUNCTION OF THE STRATEGIC PLANNING COMMITTEE

EXECUTIVE SUMMARY

1. This report confirms the Terms of Reference for the Strategic Planning Committee (SPC) as set out in the East Suffolk Constitution, as well as those for the Planning Committee North and Planning Committee South.
2. In addition the report also provides guidance on which reports that will be brought to the SPC throughout the municipal year.

Is the report Open or Exempt?	Open
Wards Affected:	All
Cabinet Member:	Cllr David Ritchie, Cabinet Member for Planning and Coastal Management
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1 INTRODUCTION

- 1.1 East Suffolk Council's Constitution, at Part 2- Functions and Responsibilities pages 22-25 (see attached in Appendix A), sets out the Terms of Reference for the Strategic Planning Committee (SPC) and the Planning Committees North and South.
- 1.2 The SPC will meet quarterly, or as necessary, to consider those matters as set out in Para 3.8 contained in Appendix A. For this municipal year the SPC will meet in June, September, December and March. To assist Members and the public, this report provides some guidance on which reports will be presented to the SPC through the year for information to provide clarity on its role and function.

2 ITEMS TO BE INCLUDED ON THE STRATEGIC PLANNING COMMITTEE AGENDA

- 2.1 Paragraph 3.8 of part 2- Functions and Responsibilities of the Constitution contained in Appendix A is clear as to what the SPC will consider. On reviewing its remit it is proposed that for each of the quarterly meetings there will be a number of standard items, as set out in paragraph 2.2 below, but for each of the meetings there will be additional reports when required on particular aspects of the service.
- 2.2 For each quarterly meeting it is proposed to present reports on the performance of the planning service (including enforcement), a review of Planning Appeal decisions, and an update on the progress of Planning Policy documents, including Neighbourhood Plans. The performance report will include both the reporting of the statistics we have to submit to government (which will also be reported to Cabinet), but also the reporting of the number of homes, jobs etc. that have been consented/built as well as other key data such as fee income and key project milestones. This will enable Members to have a comprehensive oversight of the work and progress of the service and how it is contributing to the delivery of the aims and objectives of the Council's Business Plan. Please note that this report has not been presented to this meeting of the SPC as there is insufficient data to report on East Suffolk Council since it was only established on 1st April 2019.
- 2.3 The other reports to be presented throughout the year will include an Annual Review of the Service which will also include a site tour to see key sites across the district. This will be likely to be first presented in June 2020 to review the current municipal year. In September each year, subject to the agreement of the Cabinet Member, a report will be presented setting out the publication of the Annual Monitoring Report which will report on the delivery of the policies of the two Local Plans, including an assessment of housing and employment delivery. This is a key document for the council which will identify whether the policies in the Development Plan are delivering what is required, and are on target.
- 2.4 A report will also be presented in June each year reviewing the complaints and compliments that have been received during the previous municipal year, including a review of any reports and recommendations from the Local Government and Social Care Ombudsman. This report is an important component of the work of the SPC to consider the type and number of complaints received and whether they were justified or not. The report will also highlight any changes that have been implemented to service provision as a result of complaints being received.
- 2.5 Additionally reports will be presented where necessary on the other matters as set out in Paragraph 3.8 including reports on CIL and Planning Obligations.
- 2.6 It will also be noted that the SPC will also consider planning applications which are of a scale which are likely to have an impact over a wider area of the district in accordance with Paragraph 3.8 b).

- 2.7 The Planning Committees North and South will meet at least monthly with the North Committee meeting on the second Tuesday of each month and the south Committee meeting on the fourth Tuesday of each month currently commencing at 2pm. Their Terms of reference can be found in Appendix A to this report. The details of which Parishes fall into each area planning committee is contained in Appendix B.

RECOMMENDATIONS

That the Strategic Planning Committee Note the contents of this report and in particular the Terms of Reference for the Strategic Planning Committee, Planning Committee North and Planning Committee South as set out in Appendix A.

APPENDICES

Appendix A	Extract from the East Suffolk Council Constitution
Appendix B	Plan identifying the areas covered by Planning Committees North and South.

BACKGROUND PAPERS - None