



Report to: Planning Committee - 07 May 2026

Director Lead: Matt Lamb, Planning & Growth

Lead Officers: Oliver Scott, Business Manager – Planning Development, x5847; and Bryony Norman, Principal Legal Officer – Commercial & Deputy Monitoring Officer

Report Summary	
Report Title	Review of the Protocol for Planning Committee and the Planning Committee Scheme of Delegation to Officers
Purpose of Report	To provide an update for the review of the Protocol for Planning Committee and the Planning Scheme of Delegation
Recommendations	<p>It is recommended that:</p> <ul style="list-style-type: none"> a) Members agree that no changes are currently required to the Protocol for Planning Committee or the Planning Scheme of Delegation: and b) Members note that there will be a review of the Protocol and Scheme alongside any required updates to the Council’s constitution following the publication of The Town and Country Planning (Discharge of Local Planning Authority Functions) (England) Regulations 2026.

1.0 Background

- 1.1 The Planning Committee have adopted the Protocol for Planning Committee (the “Protocol”) and the Planning Scheme of Delegation (the “Scheme”). The Protocol and Scheme allow for the delegation of decisions to officers and circumstances when matters should be reserved to Planning Committee for decision as well as guidance for Members in respect of the planning process.
- 1.2 The Council’s constitution requires that the Protocol and Scheme be reviewed as necessary and at least on an annual basis.
- 1.3 The last full review of the Protocol and the Scheme was undertaken and approved by Planning Committee in March 2025 with additional amendments agreed by the Planning Committee in May 2025.
- 1.4 Members will remember that a report was presented to the Planning Committee on 09 April 2026 on Planning Committee reforms including draft regulations (The Town and Country Planning (Discharge of Local Planning Authority Functions) (England) Regulations 2026 (the “Regulations”)) for a national scheme of delegation. The consultation period for this ended on 23 April 2026.

1.5 It is the Government's intention that the following consideration of the consultation responses, the Regulations and statutory guidance will be finalised and come into effect in Autumn 2026 (noted to be 30 September 2026 in the draft Regulations) and will provide a statutory framework for the decision making of Planning Committee.

2.0 Proposal

2.1 It is proposed that a comprehensive review of the Protocol and the Scheme be deferred until such a time that the Regulations have been published. This will save any abortive work and allow for the full review of both the Protocol and the Scheme alongside the changes to the Council's constitution which aligns with the requirements of the Regulations.

2.2 Throughout the year, Officers keep the Scheme and Protocol under review, noting any issues that may arise that do not require immediate action for full review with Members on an annual basis.

2.3 Officers have reviewed the Protocol and Scheme and are content that there are no changes required to either document.

3.0 Implications

In writing this report and in putting forward recommendation's officers have considered the following implications: Data Protection, Digital and Cyber Security, Equality and Diversity, Financial, Human Resources, Human Rights, Legal, Safeguarding and Sustainability, and where appropriate they have made reference to these implications and added suitable expert comment where appropriate.

Legal Implications – LEG2627/9667

3.1 Planning Committee is the appropriate body to consider the content of this report. A Legal Advisor will be present at the meeting to assist on any legal points which may arise during consideration of the application.

Background Papers and Published Documents

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

- Planning Committee Scheme of Delegation to Officers
- Protocol for Planning Committee
- Report to Planning Committee on 09 April 2026: Planning committee reform: statutory consultation on draft Regulations and guidance & Consultation on fees for planning applications