THIS IS A DRAFT VERSION AS AN EXAMPLE OF THE DOCUMENT THAT WILL BE ISSUED UPON AMENDMENT TO THE SCHEME OF DELEGATION

Appointment of Nominated Members and Officers for Planning Committee

Version:	1
Date:	16th October 2026

1. Purpose

1.1 This document is produced under paragraph 8.1.2 of the Scheme of Delegation (Part 11 of the Council's Constitution) for the purposes of Regulation 3 of the Town and Country Planning (Discharge of Local Planning Authority Functions) (England) Regulations 2026. It sets out:

a) the member of the authority who acts as the Nominated Member;

b) one or more members of the authority who act as a substitute for the Nominated Member;

c) the officer of the authority who acts as the Nominated Officer; and

d) one or more officers of the authority who act as a substitute for the Nominated Officer.

1.2 This version supersedes any previous versions numbers from an earlier date.

2. Nominated Member

2.1 The Nominated Member for Planning Committee is the elected Chairman of Planning Committee, unless the Planning Committee resolves to nominate another member by majority vote.

2.2 Until a Chairman is elected at the first meeting of the Planning Committee, the Nominated Member is:

a) The Chairman of Eastern Area Planning Committee for any applications in the eastern parishes;

b) The Chairman of the Western Area Planning Committee for any applications in the western parishes.

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3. Substitute Nominated Member(s)

3.1 The following councillors are substitutes for the Nominated Member of Planning Committee, unless the Planning Committee resolves to nominate additional member(s) by majority vote:

a) The Elected Vice Chairman of Planning Committee

b) The Executive Member with responsibility for Planning

3.2 Until a Vice Chairman is elected at the first meeting of the Planning Committee, the following councillors are also substitutes for the Nominated Member:

a) The Vice Chairman of Eastern Area Planning Committee for any applications in the eastern parishes;

b) The Vice Chairman for the Western Area Planning Committee for any applications in the western parishes.

4. Nominated Officer

4.1 The Nominated Officer for Planning Committee is Debra Inston, Interim Development Manager

5. Substitute Nominated Officer(s)

5.1 The following officers are substitutes for the Nominated Officer of Planning Committee:

a) Bob Dray, Interim Service Lead - Planning

b) Laura Callan, Interim Service Director – Development and Housing

6. Signed



Bob Dray

Interim Service Lead – Planning (Chief Planning Officer)

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