

Planning Committee – Terms of Reference	28th August 2019
Planning Committee	

Linkage to Council Strategy (2015-19)	
Strategic Theme	Outcome
Leader and Champion	<ul style="list-style-type: none"> • Our Elected Members will provide civic leadership to our citizens, working to promote the Borough as an attractive place to live, work, invest and visit. • We will establish key relationships with Government agencies and potential strategic partner in NI and external to it which helps us to deliver our vision for this Council area.
Protect the environment in which we live	<ul style="list-style-type: none"> • All environments in the area will benefit from pro-active decision making which protects the natural features, characteristics and integrity of the Borough; • Our citizens will be given the maximum opportunity to enjoy our natural environments; and • Our natural assets will be carefully managed to generate economic and social returns without compromising their sustainability for future generations.
Lead Officer	Head of Planning
Cost:	N/A

FOR DECISION

1.1 Background

Causeway Coast and Glens Borough Council decided to utilize the traditional committee system as its preferred form of governance and, as a result created a number of Committees to progress the work of the new Council from 1st April 2015. This report updates the Terms of Reference for the Planning Committee for the current term of office.

The Planning Committee is the only Committee of Council to have full Council powers.

1.2 Scope

The Planning Committee (“the Committee”) will be responsible taking the key decisions and actions required specifically in relation to the work of the Planning Department.

This will include:

- Taking decisions in relation to the majority of planning decisions unless delegated to appointed officers.
- Recommending to Council the Local Development Plan for adoption.
- Approving and overseeing the delivery of any relevant service strategies for the Planning Department;
- Approving relevant policies and procedures for the Planning Department;
- Monitoring and reviewing business and service delivery plans for the Planning Department;
- Approving the establishment of external partnerships where considered relevant to the role of the Planning Department;
- Approving and monitoring funding sources and mechanisms to assist with various initiatives, projects and actions within the remit of the Planning Department;
- Considering the resource implications of any recommendations.

1.3 Membership

The Committee is comprised of the sixteen Elected Members and they were appointed to the Committee at the Annual General Meeting of Council on 14th May 2019.

Members may be required to represent the Committee and Council at pertinent consultation and capacity building events. The membership list for the Committee is provided at **Annex A**.

1.4 Chair

The Committee will be chaired in the first instance for 2019/20 by Councillor Sandra Hunter (UU).

In the absence of the Chairperson, the Committee will be chaired by the Deputy Chairperson, Councillor Cathal McLaughlin (SF).

In the absence of the Deputy Chairperson, a chair for the meeting will be agreed by the Members present.

1.5 Meetings

The first meeting of the Committee was held on Wednesday 26th June 2019.

The Planning Committee normally meet on the fourth Wednesday of each month at 2.00 pm. However, from October 2019 the Planning Committee will meet on the 4th Thursday of the month with the exception of December each year when the meeting will be agreed at the November meeting. There will also be no meetings held in July.

All meetings of the Committee will be governed by the Council's Standing Orders and the Local Government Code of Conduct for Councillors.

1.6 Sub-Committees and Working Groups

The Committee has the facility, if it so wishes, to establish and appoint any number of Sub-Committees and Working Groups it deems necessary to consider in more detail the work of the Committee concerning specific issues related to the work of the Planning Department.

1.7 Communication and Reporting

The Minutes of the Committee will be noted and confirmed at each meeting of Causeway Coast and Glens Borough Council by the Chair of the Committee.

Recommendation

It is recommended that the Planning Committee approve the Terms of Reference as set out in this report.

Annex A

Members	Members
Chair: Councillor Sandra Hunter (UU)	Vice Chair: Councillor Cathal McLaughlin (SF)
DUP: Alderman John Finlay	SF: Councillor Oliver McMullan
DUP: Councillor Edgar Scott	UU: Alderman Tom McKeown
DUP: Alderman George Duddy	UU: Councillor Joan Baird
DUP: Councillor Sharon McKillop	SDLP: Councillor Helen Dallat O'Driscoll
DUP: Councillor Philip Anderson	SDLP: Councillor Margaret-Anne McKillop
SF: Councillor Kathleen McGurk	ALL: Councillor Yvonne Boyle
SF: Councillor Dermott McNicholl	IND: Councillor Ambrose Laverty