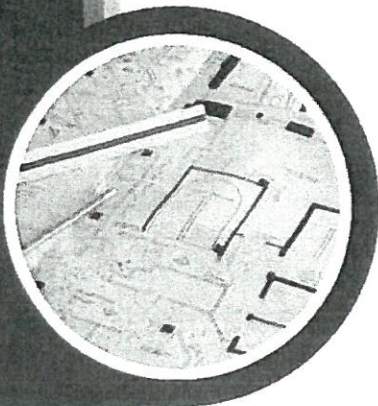


THE DELEGATED PROCEDURE



Head of Regulatory Department

In the "Scheme of Delegation to Committees" in Part 3 of the Constitution, it is noted where functions that are not the responsibility of the Executive have been delegated to Chief Officers. Where no chief officer has been named in that document, the power has not been delegated rather it has been reserved by the committee.

To act on a day to day basis and within the scheme in the following fields subject to any limitations noted in this Scheme or in the Scheme of Delegation to Committees:-

- Development Control
- Conservation
- Rights of way and countryside management
- Public transport
- Street improvements
- Transport grant matters
- Highways enforcement
- Road safety
- Snowdonia Green Key
- Car parks
- Markets and fairs
- Licensing
- Trading Standards
- Environmental Health

Planning / Development Control

- 1.1 To consider, give advice, report and implement policies and the Council and Committees' decisions on planning matters.
- 1.2 2 To establish and lead forums and groups to consider, give advice, report and implement policies and the Council and Committees' decisions on planning matters.
- 1.3 Provide all information required for local land charges.
- 1.4 Participate in working arrangements in national, regional, professional and other partnerships.
- 1.5 Give observations on consultation documents relating to planning policy where this corresponds to the Council's policy.

1.6 All functions related to town and country planning and as included in the following Acts as amended and including all secondary legislation:

- Planning and Compulsory Purchase Act 2004
- Town and Country Planning Act 1990
- Planning (Listed Buildings and Conservation Areas) Act 1990
- Planning (Hazardous Substances) Act 1990
- Caravan Site and Control of Development Acts 1960 and 1968
- Environment Act 1995
- Planning and Compensation Act 1991
- Land Compensation Act 1961
- Habitats Regulations 92/43/EEC
- Anti-social Behaviour Act 2003

The above provides that the determination on any matters requiring decisions under the above acts is delegated to the Head of Regulatory Department, with the exception of the following, which will be the responsibility of the Planning Committee.

- Applications where the Councillor in whose ward a proposed development is located, or any other two members, submit(s) a written request to Planning Managers within the established time scale so that the matter is referred for a decision to the Planning Committee. The written request should include clear planning reasons why a request is made for the application to be referred to Committee. A notification letter should be sent to all local members. The prescribed period for advertising shall be 16 calendar days from the date of the notification letter. A local member may discuss an application with officers before referring it to Committee.
- Applications submitted by serving Members and staff of the Planning Service.
- Applications where an Environmental Impact Assessment is appended to them.
- An application for consent to erect power lines with a capacity of 132KV or more.
- Applications where three or more observations, which are contrary to the officers' recommendation, have been received within the consultation period.
- Applications which the Head of Regulatory Department considers should be referred to Committee.
- Applications for residential developments for five dwellings or more.

- Applications for a commercial industrial or retail development that is larger than 500 square metres.
- Applications for more than five caravans.
- Full planning application for telecommunication masts and equipment.

NOTE

As a matter of good practice the Head of Service will refer any application by a close relative of current staff of the Planning Service, to the Committee to determine. For this purpose a close relative is defined as mother or father, husband or wife, partner, son or daughter or brother or sister.