

APPENDIX 2

Member referrals to Planning Committee - Update

Amendments to the Council's Constitution were agreed on the 12 July 2023, with particular regard to the process by which Members call applications to Planning Committee and allowing professional agents to speak. By allowing applicants the opportunity to let professional planning agents speak on their behalf, this has led to more focused and 'planning relevant' debates and a more efficient process overall extremely helpful to the process

On consideration of Councillors calling-in planning applications to Planning Committee, the changes relate to the need complete a form to call schemes 'in' within 28 days from when the application has been formally validated. These processes were introduced to provide an audit trail of Committee call-ins should any errors occur in the process. Furthermore, the updated process removes previous issues where errors had occurred resulting in planning applications not being taken to Committee as a result of telephone messages not being passed on correctly. The timescale was introduced to prevent the Planning Team spending significant amounts of time on reports, or associated documentation such as legal agreements, only for the 'process' to be changed, resulting in Planners having to change their reports, and some work being abandoned.

There have been no major issues raised regarding having to have a written record of the process. The majority of the Members are sending in a request to take something to committee by email, which creates the paper trail (**APPENDIX 2a**). Whilst many have not filled in the form correctly (if at all) the important issue is that there is a paper trail for indexing and audit purposes. Moving forward the form will be updated (attached at **APPENDIX 2b**) and the Members will be more rigorously encouraged to fill this form in when calling applications in. The form is far easier to find when looking through a case history (than an email for example). Furthermore, training will be offered to Members on the new planning system. This should assist in the process overall and aid Members in getting acquainted with the new system.

The timeline has been the more contentious change, with some Members raising concerns about the tightness of the deadline. Firstly, the new system enables applications to be uploaded immediately to the website, in time this will allow all comments (from all parties) to be visible and this should assist in making the process more transparent. For example, Members of the public can access the comments from key stakeholders (such as the Highway Authority), which may assist in the comments they submit themselves. This system which is being introduced at this Council has been in place many other local authorities nationally.

APPENDIX 2a

Called-in Applications

Reference	Site Address	Planning Committee Date	Who called it in	Any issues with process	Notes
22-00894-REM	Lynncroft Eastwood	06/09/23	Major (Head of Service (HOS))	N/A	The Head of Service has authority to call in applications, where he determines it beneficial or relevant that the decision should be taken at Planning Committee level.
21-00998-FUL	Greasley Castle Farm	06/09/23	Cllr Handley	None	Called in before the new process was adopted.
21-00999-LBC	Greasley Castle Farm	06/09/23	Cllr Handley	None	Called in before the new process was adopted
23-00293-FUL	3 Willoughby St Beeston	06/09/23	Cllr VC Smith	None	Call in request submitted via email, and within 28 days. So it was accepted as 'compliant' with the Constitution as a written record was received.
23-00126-FUL	Beauvale Manor Farm	06/09/23	Cllr Brown	None	Call in request submitted via email, and within 28 days. So it was accepted as 'compliant' with the Constitution as a written record was received.
23-00577-OUT	48 Rivergreen Crescent Bramcote	06/09/23	Cllr Watts	None	Call in request submitted via email, and within 28 days. So it was accepted as 'compliant' with the Constitution as a written record was received.

Reference	Site Address	Planning Committee Date	Who called it in	Any issues with process	Notes
23-00344-FUL	32 Town Street Bramcote	04/10/23	Cllr Watts	None	Call in request submitted via email, and within 28 days. So it was accepted as 'compliant' with the Constitution as a written record was received.
23-00512-FUL	97 Lynncroft Eastwood	04/10/23	Cllr Radulovic	Phone call,	Called-in in consultation with the HOS
22-00967-FUL	East of Cov Lane 450 houses	04/10/23	Major (HOS)	N/A	The Head of Service has authority to call in applications, where he determines it beneficial or relevant that the decision should be taken at Planning Committee level.
23-00510-FUL	Willoughby Arms Houses	04/10/23	Cllr Ball	None	Called in before the process was initiated (the historic application was called in, so this scheme was taken as well).
23-00511-LBC	Willoughby Arms Houses	04/10/23	Cllr Ball	None	Called in before the process was initiated (the historic application was called in, so this scheme was taken as well).
23-00554-FUL	Land behind Old Kiln Lane	08/11/23	Cllr Radulovic	Phone call	Called-in in consultation with the HOS
23-00659-FUL	Land at 196 Cator Lane	08/11/23	Cllr Radulovic	Phone call	Called-in in consultation with the HOS
23-00676-VOC	76 Abbey Road Beeston	08/11/23	Cllr Carr	Via email	Called in prior to the new process coming in.
23-00677-VOC	74 Abbey Road	08/11/23	Cllr Carr	Via email	Called in prior to the new process coming in.

Reference	Site Address	Planning Committee Date	Who called it in	Any issues with process	Notes
23-00627-FUL	181 Nottingham Road Nuthall	08/11/23	Cllr Owen	Followed correctly.	
23-00666-REG3	3-12 Scalby Rd & 14-41 Scalby Close	08/11/23	REG 3	No need	REG 3 applications are often taken to committee due to the need for transparency on Council assets.
23-00606-REG3	68-82 Princess Street Eastwood	06/12/23	REG3	No need	REG 3 applications are often taken to Committee due to the need for transparency on Council assets.
23-00689-FUL	74 Moorgreen Newthorpe	06/12/23	Cllr Bagshaw	Followed correctly	
23-00681-FUL	70 BFD Bramcote	06/12/23	Cllr Watts & HOS	Revised scheme called in previously	This scheme was called in previously and therefore the HOS decided to take this scheme to Committee.
23-00750-FUL	5 Audon Avenue Chilwell	06/12/23	Cllr Faccio	No form filled in	Called in via email within 28 days.
23-00787-REM	Lynncroft Eastwood	07/02/24	HOS	N/A	Controversial scheme so HOS took to planning committee.
23-00792-FUL	Home Farm Strelley	07/02/24	HOS	HOS took this application to committee due to the political nature of the sites planning history.	Cllr Watts called this in was reminded of the process and the need to call applications in within 28 days. Though the HOS had already decided to take this scheme to Planning Committee.

Reference	Site Address	Planning Committee Date	Who called it in	Any issues with process	Notes
23-00783-FUL	101-103 Central Avenue Beeston	07/02/24	Cllr Carr	No form	Call in request submitted via email, and within 28 days. So it was accepted as 'compliant' with the Constitution as a written record was received.
23-00814-REG	Princess Street & Wellington Street	07/02/24	REG3	None	REG 3 applications are often taken to Committee due to the need for transparency on Council assets.
22-00892-FUL	Trowell Zoo	13/03/24	Cllr Pringle and HOS	None	The Head of Service has authority to call in applications, where he determines it beneficial or relevant that the decision should be taken at Planning Committee level.
23-00614-FUL	Trinity Farm Cossall	13/03/24	Cllr Ball	Via email,	
24-00013-FUL	193 Station Road Beeston	13/03/24	Cllr V Smith	None	
23-00903-FUL	Beeston Car Centre	13/03/24	Cllr B Carr	None	