

# CONSTITUTION - PART 3 - RESPONSIBILITY FOR FUNCTIONS

(Last updated October 2020)

## **3. Responsibility for Executive functions**

### **(A) CABINET RESPONSIBILITIES**

#### **PORTFOLIO: PLANNING**

Councillor Tim Myatt  
14 Regent Street  
Harrogate  
HG1 4BE

Member for Harrogate High Harrogate

#### **Main role**

To be the political focus and driving force for the preparation and continual updating of the Development Framework (the “Development Plan”).

To act as guardian of the Development Plan and ensure that it is consistently applied to development control decisions.

To coordinate the Council’s activities towards achieving Council objectives relating to all planning and building control issues.

#### **Duties and Responsibilities**

1. To have responsibility for monitoring the implementation of the Council objectives relating to planning issues by:-
  - a. Setting performance targets relating to the objectives.
  - b. Ensuring goals and milestones are met.
  - c. Reviewing relevant areas of service provision.
  - d. Developing new policies and strategies if necessary.
  - e. Assuming responsibility for the achievement of agreed Service Improvement Plans relating to the areas of responsibility included within this portfolio.

2. To be the Cabinet Member having overall responsibility for operational risk management, procurement and policy issues in decision-making for all aspects of Planning including:-
  - a. Preparation and formal modification of development plan policies and proposals for approval by Council prior to publication/submission stage and formal adoption by the Council.
  - b. Adoption of Conservation Areas.
  - c. Schemes of grant aid.
  - d. Dangerous buildings and building regulations.
  - e. Areas of special control for advertisements.
  - f. Simplified planning zone schemes.
  - g. Consultations on draft legislation, circulars and planning policy statements, proposals for SSSI's and other national designations and plans of adjacent planning authorities except those forming part of the Development Plan.
  - h. Approval of Development Plan Documents for consultation prior to publication/submission draft stage.
  - i. Authority to amend Statutory Plans in the light of the Secretary of State's response.
  - j. Design guidance – issue for consultation and final approval for publication.
  - k. Approval of Local Development Documents which do not form part of the development plan.
  - l. Management of any issues arising from the Land Charges Register or local searches.
3. The Cabinet Member must refer to the Cabinet:-
  - a. proposals for the acquisition or disposal of land for planning purposes;
  - b. policies and proposals which form part of the Development Plan including those prepared by other authorities or bodies.
4. To work together with other Cabinet Members to achieve the Council's aims and objectives.
5. To ensure that rural interests and concerns are understood and taken into account at all levels in decision making by or on behalf of the Council or Executive.
6. To consider and report to the Council in respect of any Notice of Motion duly referred.
7. To be responsible for preparing budget estimates and draft capital programme and to set charges for services within the ambit of the portfolio following the parameters of the budget strategy fixed by the Council.
8. To be responsible for authorising the submission of applications for planning permission and other similar applications except for those involving the Housing Land of the Authority.

9. See also further delegation under Planning Scheme of Delegation relating to this Cabinet Member.