

Scheme of Delegation

Building Control	
Function	Delegation
Determination of Building Regulations applications	Service Manager Development & Estates
All enforcement matters including procedures concerning Dangerous Structures	Service Manager Development & Estates
Fee setting	Service Manager Development & Estates
Planning	
Function	Delegation
Screening and scoping opinions relating to Environmental Impact Assessment	Service Manager Development & Estates
¹ To offer professional planning advice under the local or national scheme for preliminary planning advice. Includes responding to pre-application (PAC) consultations for DNS.	Service Manager Development & Estates
² Consultation by neighbouring Local Planning Authority	Service Manager Development & Estates
Determination of all planning and related applications unless otherwise specified in the scheme of delegation. This shall include TPO, listed buildings, adverts, lawful development certificates, CAAD, CAC, s73, discharge of conditions, non-material amendments, prior notifications, reserved matters and hazardous substances consent. ³ To include cases where s106 obligations are applicable.	Service Manager Development & Estates
⁴ To decline to entertain an application when s70A of the Act applies	Service Manager Development & Estates
Major ⁵ residential applications of 10 or more units or site area 0.5ha or more.	Planning Committee
Approval of applications that are deemed to be a ⁶ material departure from the Local Development Plan.	Planning Committee
⁷ Applications for non-domestic renewable energy schemes (solar, hydro and wind) which give rise to concerns of noise, visual impact or other material concerns.	Planning Committee
⁸ Local Impact Report relating to Development of National Significance	Service Manager Development & Estates
<i>(Note: Members wishing to express a view on the merits of a scheme to submit representations direct to the Inspector by the prescribed deadline)</i>	

Applications in the opinion of the Service Manager are of wider public interest. Planning Committee

Where a Member submits a written request (within 21 days of application appearing on the published weekly list) citing material planning reasons that an application be heard at Planning Committee. Planning Committee
⁹ (Subject to call in request being approved by the Chair)

¹⁰ Applications submitted by an Officer of the Development & Estates team, an officer directly involved in the planning process or an elected Member of the Council (or on land/buildings in their ownership). Planning Committee

¹¹ To agree extensions of time on planning and related applications Service Manager Development & Estates

¹² To respond to consultations from Welsh Government on changes to policy, regulations and primary legislation. Service Manager Development & Estates

Planning Enforcement	
Function	Delegation

The service of a planning contravention notice (or other requisition for information), enforcement notice, breach of condition notice, s215 notice or enforcement under advertisement regulations.	Service Manager Development & Estates
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Determination that no further action be taken where it is considered no breach or that it is not expedient to take enforcement action.	Service Manager Development & Estates
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In emergencies, the service of a stop notice or injunction.	Service Manager Development & Estates (in consultation with Chair and Chief Legal Officer)
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To instigate proceedings for non-return or non-compliance with a notice.	Service Manager Development & Estates
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Cases which in the opinion of the Service Manager are of wider public interest given the circumstances of the case.	Planning Committee
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¹³ RIPA Authorisations	Appropriate authorised officer signatory
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Note: where authority is delegated to the Service Manager, this may be cascaded to other officers within the Team commensurate with seniority and experience.