

<b>Committee(s)</b> Planning and Transportation Committee	<b>Dated:</b> 11/05/2023
<b>Subject:</b> Appointment of Sub Committees	<b>Public</b>
<b>Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?</b>	3, 8 & 10
<b>Does this proposal require extra revenue and/or capital spending?</b>	N
<b>If so, how much?</b>	N/A
<b>What is the source of Funding?</b>	N/A
<b>Has this Funding Source been agreed with the Chamberlain's Department?</b>	N/A
<b>Report of:</b> The Town Clerk	<b>For Decision</b>
<b>Report author(s):</b> Zoe Lewis, Governance and Member Services Manager	

### Summary

The purpose of this report is to ask Members to consider the appointment of the Planning and Transportation Committee's Sub-committees, and to approve their respective compositions and terms of reference.

The Planning and Transportation Committee appoints two sub-committees as follows:-

- Streets and Walkways Sub Committee
- Local Plan Sub Committee

For ease, details of the composition and terms of reference of the Sub-committees are set out in full in Appendix A.

The Planning and Transportation Committee also has a Planning Applications Sub-Committee. However, this is not appointed to given that the membership and the Chairmanship and Deputy Chairmanship mirrors that of the Planning and Transportation Committee.

### Recommendation(s)

It is recommended that:-

- a) The Committee appoints the Streets and Walkways Sub-Committee for the ensuing year and approves its terms of reference detailed at Appendix A to this report;
- b) The Committee appoints the Local Plans Sub-Committee for the ensuing year and approves the terms of reference detailed at Appendix A to this report; and
- c) The Committee approves the Planning Applications Sub-Committee terms of reference detailed at Appendix A to this report.

## **Main Report**

### **Current Position**

1. This report considers the appointment, terms of reference and composition of the Planning and Transportation Committee's sub-committees.
2. Each of the Committee's proposed sub-committees are considered in turn below. Details of their terms of reference and proposed composition are set out in Appendix A of this report.

### **Planning Applications Sub-Committee**

3. At its meeting on 19 July 2022 the Planning Committee resolved to constitute a Planning Applications Sub-Committee to determine planning applications and applications for listed building consent. This was subsequently agreed by Policy and Resources Committee and then by Court of Common Council on 13 October.
4. The Planning Applications Sub-Committee was established to address the issues of (i) allowing Planning and Transportation Committee to major on strategic and policy issues; and (ii) planning application decisions on land or buildings for which Planning and Transportation Committee has responsibility.
5. The membership, Chairmanship and Deputy Chairmanship of the Planning Applications Sub-Committee is the same as that of the Planning and Transportation Committee. This ensures that the Planning Applications Sub-Committee fully benefits from the training and knowledge of the Planning and Transportation Committee particularly regarding the strategic and policy framework to be applied in deciding planning applications.
6. As the membership, Chairmanship and Deputy Chairmanship of the Planning Applications Sub-Committee is the same as that of the Planning and Transportation Committee, appointments are not made to it. However, the terms of reference are set out at Appendix A for completeness and it is requested that these be approved.

### **Streets and Walkways Sub-Committee**

7. The Sub-Committee was originally formed in 2004 and has acted fairly independently of the Grand Committee since then. The Terms of Reference have always included responsibility for such things as traffic engineering and management, street scene enhancements, the Riverside Walkway, and road safety matters.
8. It should be noted that the Sub-Committee continues to have power to act in those matters, in order to avoid potentially delaying projects by requiring the Grand Committee's approval as well, when they often involve tight timescales in terms of completion or use external funding.

9. Expressions of interest are sought from **seven Members of the Planning and Transportation Committee** who wish to serve on this Sub Committee.
10. The Sub Committee meets every 5-6 weeks and has met eight times since it was last appointed in April 2022.

#### Chairman and Deputy Chairman of the Sub-Committee

11. In previous years, the Sub-Committee elected its own Chairman and Deputy Chairman at its first meeting following the first meeting of the new Grand Committee. However, under the new Standing Orders as agreed at the Court of Common Council meeting on 27 April 2023, the Chair and Deputy Chair of a Sub-Committee shall be the Chair and Deputy Chair of the appointing Committee, or their nominee(s), subject to the support of the wider Committee Membership. Policy & Resources Committee can approve exceptions to this practice. The proposed composition of Sub-Committees shall not be increased solely to avoid a ballot for contested vacancies without the consent of the appointing Committee.
12. The Committee is therefore requested to agree the membership and the Terms of Reference of the Streets and Walkways Sub Committee for the ensuing year, (at Appendix A), with power to act.

#### **Local Plans Sub-Committee**

13. The Committee first appointed this Sub Committee in October 2004 with the specific task of considering the Local Development Framework (LDF), which replaced the Unitary Development Plan as the spatial planning strategy for the City. It was later agreed that this Sub-Committee would also be suitable for considering details of the traffic-related Local Implementation Plan (LIP) as well. Its Terms of Reference are simply to consider those types of documents in detail and make recommendations to the Grand Committee.
14. Expressions of interest are sought from **five Members of the Committee** who wish to serve on this Sub Committee.
15. This Sub Committee meet when necessary to progress the Local Plan or LIP. The Sub-Committee has met three times since it was last appointed in April 2022. Membership of the Sub-Committee presents the opportunity to be involved in the early stages of deciding the many policies upon which the City's entire planning strategy is based.
16. As agreed at the Court of Common Council meeting on 27 April 2023, the Chair and Deputy Chair of a Sub-Committee shall be the Chair and Deputy Chair of the appointing Committee, or their nominee(s), subject to the support of the wider Committee Membership. Policy & Resources Committee can approve exceptions to this practice. The proposed composition of Sub-Committees shall not be increased solely to avoid a ballot for contested vacancies without the consent of the appointing Committee.

17. Recently, questions arose relative to the status of the 'ex-officio' Members of this Sub-Committee. Ex-officio Members are those who have been appointed to a body by virtue of the position or office that they hold. The status of the two Members concerned here is therefore not that of an ex-officio - they are Members/individuals appointed as representatives of the Policy and Resources Committee and the Port Health and Environmental Services Committee respectively. They are, therefore, full members of Local Plans Sub Committee and the terms of reference have been updated to reflect this position.
18. On Officer advise, the terms of reference have been simplified to remove reference to the Transport Strategy and remove reference to the Local Development Framework and UDP which dated from 2004. References to the Local Plans Working Group have also been removed as this no longer exists.
19. The Committee is requested to agree for the ensuing year the membership of the Sub Committee that considers the City's Local Plan and Local Implementation Plan.

## **Appendices**

**Appendix A** – composition and terms of reference of the Planning and Transportation Committee's sub-committees.

**Contact:**

**Zoe Lewis**

Governance and Member Services Manager, Town Clerk's Department

E: [zoe.lewis@cityoflondon.gov.uk](mailto:zoe.lewis@cityoflondon.gov.uk)