

**REPORT OF THE CORPORATE DIRECTOR, RESOURCES  
TERMS OF REFERENCE AND MEMBERSHIP**

**Purpose of the Report**

1. To note the membership and terms of reference of the Planning and Licensing Committee.

**Information and Advice**

2. The following councillors have been appointed to the committee:

Chairman – Councillor Chris Barnfather (C)  
Vice-Chairman – Councillor Jim Creamer (L)  
Councillor Pauline Allan (L)  
Councillor Andy Brown (C)  
Councillor Neil Clarke MBE (C)  
Councillor Sybil Fielding (L)  
Councillor Paul Henshaw (L)  
Councillor John Longdon (C)  
Councillor Rachel Madden (AI)  
Councillor Kevin Rostance (C)  
Councillor Tracey Taylor (C)  
Councillor Keith Walker (C)  
Councillor Andy Wetton (L)

3. The County Council on 10 May 2018 established the committee with the following terms of reference:

The exercise of the powers and functions set out below are delegated by the Full Council to the Committee in relation to planning and licensing:

- a. Responsibility for the regulatory functions of the Council in relation to planning, monitoring, enforcement and licensing.
- b. Responsibility for the regulatory functions of the Council in relation to public rights of way and cycle paths, town and village greens and common land.

- c. Responsibility for all licensing functions given to the Authority by law, except safety of sports grounds.
- d. Receiving reports on the exercise of powers delegated to officers in relation to functions for which this Committee is responsible.
- e. Approval for consultation responses relating to the Committee's functions except for responses to day-to-day technical consultations which will be agreed with the Chairman and reported to the next available Committee following their submission.
- f. Approving all Councillor attendance at conferences, seminars and training events within the UK mainland for which a fee is payable including any expenditure incurred, within the remit of this Committee and to receive quarterly reports from Corporate Directors on departmental officer travel outside the UK within the remit of this Committee.

### **Other Options Considered**

- 4. None.

### **Reason/s for Recommendation/s**

- 5. To inform the committee of its membership and terms of reference.

### **Statutory and Policy Implications**

- 6. This report has been compiled after consideration of implications in respect of crime and disorder, finance, human resources, human rights, the NHS Constitution (public health services), the public sector equality duty, safeguarding of children and adults at risk, service users, sustainability and the environment and ways of working and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

## **RECOMMENDATION**

That the committee's membership and terms of reference be noted.

**Jayne Francis-Ward**  
**Corporate Director, Resources**

**For any enquiries about this report please contact:**

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### **Constitutional Comments**

- 7. As this report is for noting, no constitutional comments are required.

**Financial Comments (NS 15/5/18)**

8. There are no financial implications arising from this report.

**Background Papers and Published Documents**

None.

**Electoral Division(s) and Member(s) Affected**

All.