



OFFICER REPORT TO COUNCIL

AMENDMENTS TO THE CONSTITUTION

KEY ISSUE/DECISION:

It is the Council's responsibility to approve changes to the Council's Constitution. Amendments to Executive functions are the responsibility of the Leader and are brought to Council to note.

This report sets out proposed changes to:

- Part 3 – Responsibility for Functions and Scheme of Delegation (Part 3, Section 3, Part 3A – Specific Delegations to Officers)
- Part 4 – Standing Orders

These changes are brought to Council for formal approval in accordance with Articles 4.09, 5.02 and 13.01(a) of the Council's Constitution.

BACKGROUND:

Planning Enforcement and Delegated Authority

1. At its meeting on 26 June 2024, the Planning and Regulatory Committee noted a number of proposed changes to Part 3, Section 3, Part 3 A of the Constitution (Specific Delegations to Officers) in order to give further delegated authority to relevant managers within the Planning Group in relation to Enforcement matters and to increase resilience in the delegated sign off process for planning applications, as well as deleting certain redundant existing delegations.
2. The proposals relate to non-executive functions of the Council. In accordance with Article 4.09 of the Constitution, these amendments can only be made by the Council.
3. The proposed amendments are set out in **Annex 1** to this report.

Review of Changes to the Code of Best Practice in Planning Procedures and Standing Orders by Planning and Regulatory Committee

4. The Planning Advisory Service was asked to review the operation and effectiveness of the Planning and Regulatory Committee, to compare it against national best practice and to identify possible improvements. These changes were proposed to improve the running and decision-making of the committee.
5. The recommendations of the review were endorsed by the Planning and Regulatory Committee in September 2023 and approved by Council on 10 October 2023. They have been in operation since the October 2023 P&R committee and there have now been six committees since the change. As agreed, a review of the operation of the committee was undertaken.
6. The results of the review were reported to the Planning and Regulatory Committee on 26 June 2024, and it was agreed to recommend to Council that the changes made to the Code of Best Practice in Planning Procedures (Part 6(11) of the Constitution) be retained, with a number of further amendments to Part 4 – Standing Orders, which are set out in **Annex 2** to this report.

RECOMMENDATIONS:

- A. That the amendments to Part 3, Section 3, Part 3A of the Constitution as set out in Annex 1 of this report be approved.
- B. That the amendments to Part 4 of the Constitution as set out in Annex 2 of this report be approved.

Lead/Contact Officers:

Sarah Quinn, Regulatory Business Manager, Democratic Services,
sarah.quinn@surreycc.gov.uk

Annexes:

Annex 1 – Detailed amendments to Constitution - Part 3, Section 3, Part 3A
Annex 2 – Detailed amendments to Constitution - Part 4

Sources/background papers:

Constitution of the Council

Report to Council, 10 October 2023

Reports to Planning & Regulatory Committee, 26 June 2024:

- Item 10 – Review of Changes to the Code of Best Practice Planning and Standing Orders
 - Item 11 – Constitution Review – Planning Enforcement and Delegated Authority
-