

**WYRE FOREST DISTRICT COUNCIL**

**CABINET**  
**27<sup>th</sup> October 2005**

**Officer Planning Code of Good Practice**

<b>OPEN</b>	
<b>COMMUNITY STRATEGY THEME:</b>	<b>A Better Environment</b>
<b>CORPORATE PLAN THEME:</b>	<b>Managing the Local Environment</b>
<b>KEY PRIORITY:</b>	<b>Development Assessment and Building Control</b>
<b>CABINET MEMBER</b>	<b>Councillor James Dudley</b>
<b>RESPONSIBLE OFFICER:</b>	<b>Head of Planning, Health and Environment</b>
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<b>APPENDICES</b>	<b>Office Planning Code of Good Practice</b>

1. **PURPOSE OF REPORT**

1.1 To agree an Officer Planning Code of Good Practice.

2. **RECOMMENDATION**

**The Cabinet is asked to DECIDE that:**

2.1 **The Officer Planning Code of Good Practice is agreed.**

3. **BACKGROUND**

3.1 The original Code of Practice was adopted in March 1998 and updated in December 2001; it was superseded by the Members' Planning Code of Good Practice in 2004.

3.2 It is equally important that Officers, like Members, are guided on their conduct and probity in the planning process in order to ensure transparency and objectivity in decision making.

3.3 The Code of Practice is particularly aimed at the conduct and probity of planning officers and sits alongside the Members' Planning Code of Good Practice.

4. **KEY ISSUES**

4.1 The Code sets out procedures for officers handling planning and other related matters and covers relationships with Members/ officer

interests, applications submitted by officers/Members/relatives and the role expected of officers.

5. **FINANCIAL IMPLICATIONS**

5.1 There are no financial implications arising from this report.

6. **LEGAL AND POLICY IMPLICATIONS**

6.1 It is imperative for the probity of the planning function that officers adhere to the agreed Code of Practice.

7. **RISK MANAGEMENT**

7.1 Failure to apply the procedures in the Code of Practice could bring the planning process into disrepute, lead to Ombudsman complaints being upheld and possibly more serious legal actions being brought.

8. **CONCLUSIONS**

8.1 The updated Code of Practice sets out clearly the role of officers where their impartiality may be compromised, it is essential for the transparency of service that officers involved in handling planning matters are signed up to the Code.

9. **CONSULTEES**

- 9.1
- CMT
  - Head of Legal and Democratic Services

10. **BACKGROUND PAPERS**

10.1 Code of Practice for Handling Planning and Other Matters (1998 and 2001 update)

Members' Planning Code of Good Practice