



# Borough of Telford and Wrekin

## Planning Committee

Wednesday 9 July 2025

### Terms of Reference 2025/26

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<b>Cabinet Member:</b>	Cllr Zona Hannington - Cabinet Member: Finance, Governance and Customer Services
<b>Lead Director:</b>	Anthea Lowe - Director: Policy & Governance
<b>Service Area:</b>	Policy & Governance
<b>Report Author:</b>	Ashley Hickman – Democracy & Scrutiny Assistant
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<b>Wards Affected:</b>	All Wards
<b>Key Decision:</b>	Not Key Decision
<b>Forward Plan:</b>	Not Applicable
<b>Report considered by:</b>	Planning Committee – 9 July 2025

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#### 1.0 Recommendations for decision/noting:

It is recommended that the Planning Committee:

- 1.1 Agree and reconfirm the Terms of Reference set out at Appendix A.

#### 2.0 Purpose of Report

- 2.1 To set out the Terms of References for the Planning Committee as outlined in Appendix A of the report.

#### 3.0 Background

- 3.1 The Constitution requires that Full Council should agree at its Annual Meeting the Terms of Reference for each of its Committees to enable the Council to efficiently conduct its business.

3.2 At the Annual Meeting of the Council on 15 May 2025, Full Council delegated authority to each Committee to review its own Terms of Reference.

3.3 The Terms of Reference forms part of the Constitution and was approved by Full Council in that context on 3 March 2022.

#### **4.0 Summary of main proposals**

4.1 For the Planning Committee to review and reconfirm its Terms of Reference as set out at Appendix A.

#### **5.0 Alternative Options**

5.1 There are no alternative options arising from this report.

#### **6.0 Key Risks**

6.1 There are no key risks arising from this report.

#### **7.0 Council Priorities**

7.1 A community-focussed, innovative council providing efficient, effective and quality services.

#### **8.0 Financial Implications**

8.1 Good governance processes support value for money in ensuring economy, efficient and effectiveness in the Council's decision making and processes. There are no Financial Implications arising from this report.

#### **9.0 Legal and HR Implications**

9.1 The Constitution requires that Full Council should agree at its Annual Meeting the Terms of Reference for each of its Committees. Full Council delegated authority to each Committee to review its own Terms of Reference.

The Terms of Reference should provide clarity on the election of the chair and Vice-Chair and once confirmed, the Monitoring Officer will update the Constitution. There are no direct legal implications arising from this report.

There are no HR implications directly arising from this report.

#### **10.0 Ward Implications**

10.1 There are no ward implications arising from this report.

#### **11.0 Health, Social and Economic Implications**

11.1 There are no health, social and economic implications arising from this report.

## **12.0 Equality and Diversity Implications**

12.1 There are no equality and diversity implications arising from this report.

## **13.0 Climate Change, Biodiversity and Environmental Implications**

13.1 There are no climate change, Biodiversity and environmental implications arising from this report.

## **14.0 Background Papers**

1 [Council Constitution November 2023.pdf](#)

## **15.0 Appendices**

A Planning Committee Terms of Reference 2025/26

## **16.0 Report Sign Off**

<b>Signed off by</b>	<b>Date sent</b>	<b>Date signed off</b>	<b>Initials</b>
Legal	14/05/2025	21/05/2025	SH
Finance	14/05/2025	22/05/2025	AM