PLANNING

1. Assets of Community Value

Subject	Detail	Delegated by:	Delegated to:
Confirmation of valid application	To check validity of nominations of an asset of community value and reject if not appropriate or incomplete.	Cabinet.	Assistant Director of Planning, Leisure and Cultural Services.
Consultation	To arrange consultation on valid nominations of an asset; consultees to include Ward members.	Cabinet.	Assistant Director of Planning, Leisure and Cultural Services.
Recommend nomination	To recommend to Cabinet whether or not a nomination should be accepted and included on the list of Assets of Community Value.	Cabinet.	Assistant Director of Planning, Leisure and Cultural Services.
Review of decision	To review a decision to list a property as an Asset of Community Value.	Cabinet.	Executive Director of Environment and Communities
Assess compensation claims	To assess claims for compensation.	Cabinet.	Assistant Director of Planning, Leisure and Cultural Services.
Review compensation claims	To review and decide initial decisions about compensation.	Cabinet.	Executive Director of Environment and Communities

2. Building Control			
Subject	**Detail**	**Delegated by:**	**Delegated to:**
Building Regulations - Applications.	To determine applications under the Building Regulations 1991 and 2000.	Council.	Assistant Director of Planning, Leisure and Cultural Services.
Building Regulation - Charges.	To review and determine the scale of charges in accordance with the Building Act 1984 and the Building (Local Authority Charges) Regulations 1998.	Council.	Assistant Director of Planning, Leisure and Cultural Services.
Dangerous Buildings.	To take such action as is considered necessary under sections 77 and 78 of the Building Act 1984 when the condition of any building is such as to render it necessary to require the owner to make it safe for the Council to take action to remove the danger, as a matter of urgency.	Council.	Assistant Director of Planning, Leisure and Cultural Services in consultation with the relevant Portfolio Holder.
Demolition.	To determine applications for demolition under sections 80 and 81 of the Building Act 1984.	Council.	Assistant Director of Planning, Leisure and Cultural Services.
Ground Movement.	To take such action as may be necessary to deal with any events of structural distress and ground movement affecting properties in order to safeguard the public interest.	Council.	Assistant Director of Planning, Leisure and Cultural Services.

3. Development Management			
Subject	**Detail**	**Delegated by:**	**Delegated to:**
Article 4 Directions.	To make Directions under Article 4(1) of the Town & Country Planning (General Permitted Development) Order 1995.	Planning Committee.	Assistant Director of Planning, Leisure and Cultural Services.
Development Proposals by other Public Authorities.	To comment on proposals for development submitted by Worcestershire County Council and other public authorities.	Council.	Assistant Director of Planning, Leisure and Cultural Services.
Entry of Premises - Proper Officer.	To be designated as the Proper Officer for the purposes of authorising persons to enter onto land in connections with the exercise of functions under sections, 324 and 325 of the Town & Country Planning Act 1990.	Planning Committee.	Assistant Director of Planning, Leisure and Cultural Services.
Inspection Notices.	To serve notices of intended inspection under sections 324 and 325 of the Town and Country Planning Act 1990.	Planning Committee.	Principal Solicitor.
Landscaping Schemes.	To approve landscaping/tree planting schemes submitted as a result of planning permissions subject to such conditions as may be appropriate.	Planning Committee.	Assistant Director of Planning, Leisure and Cultural Services.
Planning Agreements and Unilateral Undertakings.	To negotiate with developers and to approve the amounts to be received by the Council as financial contributions in lieu of on-site provision of affordable housing or recreational facilities/open space and as contributions towards the costs of highways works, educational provision or any other kind of provision by the Council or County Council.	Planning Committee.	Assistant Director of Planning, Leisure and Cultural Services.
Planning Agreements and	To negotiate the legal, drafting and all terms of the agreements and undertaking, except for	Planning Committee.	Principal Solicitor.

Unilateral Undertakings.	those which involve planning gain, restriction of the development or use of the land, obligations relating to the land and financial contributions. To execute and complete planning agreements.	Planning Committee.	Principal Solicitor.
Planning Agreements and Unilateral Undertakings.	To approve the enforcement of a planning obligation.	Planning Committee.	Assistant Director of Planning, Leisure and Cultural Services.
Planning Applications.	To impose conditions on applications (for planning permission, listed building consent or Conservation area consent) which have been approved by the Planning Committee contrary to the Planning Officer's recommendation where such conditions are: a. Necessary. b. Relevant to planning. c. Relevant to the development which has been applied for. d. Enforceable. e. precise and f. Reasonable in all other aspects.	Planning Committee.	Assistant Director of Planning, Leisure and Culture Services.
Appeals.	To take all action to defend the Council where there has been an appeal against a refusal to grant planning permission, listed building consent conservation area consent or any appeal arising out of the taking of enforcement action	Planning Committee.	Assistant Director of Planning, Leisure and Cultural Services in consultation with the Principal Solicitor.
Revocation and modification.	To revoke or modify planning permissions, listed building or conservation area consent under section 97 of the Town and Country Planning Act 1990 and sections 23 and 74 of the	Planning Committee.	Assistant Director of Planning, Leisure and Cultural Services.

	Planning (Listed Buildings & Conservation Area Acts) 1990		
Completion Notice.	To authorise and serve a completion notices under section 93H of the Town and Country Planning Act 1990	Planning Committee.	Assistant Director of Planning, Leisure and Cultural Services.
Declining Planning Applications.	To decide to decline to determine application on the grounds set out in sections 70A and 70B of the Town and Country Planning Act 1990 and sections 81A and 81B of the Planning (Listed Buildings & Conservation Area Acts) 1990.	Planning Committee.	Assistant Director of Planning, Leisure and Cultural Services.

3. Development Management Further Delegations			
National Scheme of Delegations			
Subject	Detail	Delegated by	Delegated to
National Scheme of Delegations – Regulation 3 – nominated members and officers	1. To act as the nominated officer under the Town and Country Planning (Discharge of Local Planning Authority Functions) (England) Regulations 2026	Council	Assistant Director of Planning, Leisure and Culture Service or their nominated deputy
	2. To act as the nominated member under the Town and Country Planning (Discharge of Local Planning Authority Functions) (England) Regulations 2026	Council	Chair of Planning Committee or in his/ her absence Vice Chair of Planning Committee
National Scheme of Delegations – Regulation 4 – applications that must be determined by an officer (Schedule 1)	To determine planning applications set out in Schedule 1 of the Town and Country Planning (Discharge of Local Planning Authority Functions) (England) Regulations 2026 [See list of Schedule 1 delegations at Appendix 1.]	Council	Assistant Director of Planning, Leisure and Culture Service or their nominated deputy
National Scheme of Delegations – Regulation 5 – Applications that may be determined by a committee or by an	1. To carry out the function of agreeing whether a Schedule 2 application referred to the Gateway Test should be determined by officers under delegated	Council	Assistant Director of Planning, Leisure and Culture Service or their nominated deputy (acting as the nominated officer)

officer – The Gateway Test		powers or determined by Planning Committee based on the test in set out on grounds a. and b. of regulation 5(3) 2. To determine any application referred to the Gateway Test where agreement cannot be reached between the nominated officer and the nominated member	Council	following consultation with Chair of Planning Committee or in his/ her absence Vice Chair (acting as the nominated member) Assistant Director of Planning, Leisure and Culture Service
Schedule 2 applications [* from Schedule 2]				
Para no *	Subject	Detail	Delegated by	Delegated to
1, 2 and 3	Applications for listed building consent (under section 10(1) of the Listed Buildings Act Applications for variation or discharge of listed building consent under section 19(1) of the Listed Buildings Act Applications for planning permission connected to an application made under section 10(1)	1. To determine applications described in paras 1, 2 and 3 of Schedule 2 which do not involve any of the following features: - a. Complete or significant demolition of a listed building. b. That are linked to planning application for dwelling houses where the number of houses to be provided is 10 or more. c. That are linked to a planning application for the provision of a building or buildings with a floor space of 1000 square metres or more. 2. Any applications of the type identified in a., b. or c.	Council	Assistant Director of Planning Leisure and Culture Services

	or 19(1) of the Listed Buildings Act	above will be referred to the nominated officer and nominated member for consideration under the Gateway Test and shall be determined as follows: a. Where outcome of Gateway Test is referral for determination by Members at Planning Committee b. Where outcome of Gateway Test is for determination by officers	Council Council	Planning Committee Assistant Director Planning Leisure and Culture Services
4	Applications made under paragraph 4 of Schedule 2 (and not identified separately under any other provisions of Schedule 2)	To determine an application for planning permission that is not: a. A householder application b. A minor commercial application c. A minor residential application	Council	Planning Committee following agreement by the nominated officer and nominated member that the application meets either ground a or ground b in the Gateway Test. In all other cases, Assistant Director of Planning, Leisure and Culture Services
5	An application made under section 73 (1) of the Town and Country Planning Act 1990 - application to vary existing planning conditions	1. To determine applications made under Section 73 (1).	Council	Planning Committee following agreement by the nominated officer and nominated member that the application meets either ground a or ground b in the Gateway Test. In all other cases, Assistant Director of Planning, Leisure and Culture Services.

6	Applications made under section 73A (1) of the Town and Country Planning Act 1990 – retrospective application for planning permission	1. To determine applications made under Section 73A (1) for schemes which meet the following definitions: - • A householder application • A minor commercial application • A minor residential application 2. Any other retrospective applications will be referred to the nominated officer and nominated member for consideration under the Gateway Test and shall be determined as follows: a. Where outcome of Gateway Test is referral for determination by Members at Planning Committee b. Where outcome of Gateway Test is for determination by officers	Council Council Council	Assistant Director Planning Leisure and Culture Services Planning Committee Assistant Director Planning Leisure and Culture Services
7	Applications to modify or discharge a planning obligation under (a) section 106A(1) or (b) section 106A(3)	1. To determine applications made under the Town and Country Planning Act 1990 to modify or discharge a planning obligation under section 106A(1) or section 106A(3) where the application is connected to a Schedule 2 approval.	Council	Planning Committee following agreement by the nominated officer and nominated member that the application meets either ground a or ground b in the Gateway Test. In all other cases, Assistant Director of

				Planning, Leisure and Culture Services.
8	Large outline permission – reserved matter approval application	To determine applications for reserved matters approvals in relation to a large outline permissions [involving the provision of 500 or more dwellings or the provision of a building or buildings where the floorspace to be created by the development is 50,000 square metres or more]	Council	Planning Committee following agreement by the nominated officer and nominated member that the application meets either ground a or ground b in the Gateway Test. In all other cases, Assistant Director of Planning, Leisure and Culture Services.
9	Applications for advertisement consent made under section 9 (1) of the Town and Country Planning (Control of Advertisements) (England) Regulations 2007	1. To determine applications made under Section 9 (1) which do not involve any of the following features: - • Public safety objection from the Highway authority • Objection from a statutory consultee 2. Any applications not falling under paragraph (1) will be referred to the nominated officer and nominated member for consideration under the Gateway Test and shall be determined as follows: a. Where outcome of Gateway Test is referral for determination by Members at Planning Committee	Council Council Council	Assistant Director Planning Leisure and Culture Services Planning Committee Assistant Director Planning Leisure and Culture Services

		b. Where outcome of Gateway Test is for determination by officers		
10	Applications for consent to carry out works on or remove trees protected by TPOs (under regulation 16.1 of the Town and Country Planning (Tree Preservation) (England) Regulations 2012	SEE SEPARATE DELEGATIONS UNDER ENVIRONMENT SERVICES FOR TREES		

Own-Interest Applications

Subject	Detail	Delegated by	Delegated to
Own Interest Applications as defined by Regulation 6 of the Town and Country Planning (Discharge of Local Planning Authority Functions) (England) Regulations 2026	To carry out the function of agreeing whether an own-interest application should be determined by Planning Committee or referred for an officer delegated decision	Council	Assistant Director of Planning, Leisure and Culture Service or their nominated deputy (acting as the nominated officer) following consultation with Chair of Planning Committee or in his/ her absence Vice Chair (acting as the nominated member)
National Scheme of Delegations – Regulation 6 – additional classes of own interest under Regulation 6 (1) (b)	To discharge the function of identifying whether the authority, a member of the authority, or an officer of the authority “otherwise” has an interest in an application under Regulation 6 (1) of the Town and Country Planning (Discharge of Local Planning	Council	Assistant Director of Planning, Leisure and Culture Service or their nominated deputy following consultation with Chair of Planning Committee or in his/

	Authority Functions) (England) 2026		her absence Vice Chair
Relating to functions not listed in Schedule 1 or Schedule 2 or in other parts of Scheme of Delegation			
Subject	Detail	Delegated by	Delegated to
Planning Applications for functions not listed in Schedule 1 or 2, or specifically identified in the Scheme of Delegations	1. To determine planning applications for functions not listed in Schedule 1 or 2, or specifically identified in the Scheme of Delegations	Council	Assistant Director of Planning, Leisure and Culture Services, following consultation with the Chair or Vice Chair of Planning Committee
For the avoidance of doubt this section applies only to planning functions which are not listed in either Schedule 1 or Scheule 2 or not specifically mentioned elsewhere in the Scheme of Delegations	2. To determine applications which in the opinion of the Assistant Director of Planning, Leisure and Culture Services, following consultation with the Chair and Vice Chair of Planning Committee, should be considered by Planning Committee	Council	Planning Committee

4. Heritage

Subject	Detail	Delegated by:	Delegated to:
Local Heritage List	1. To administer the Local Heritage List for Bromsgrove; 2. To approve draft selection criteria and final lists; 3. To publish for consultation draft sections of the Local Heritage List.	Council	1. Assistant Director of Planning, Leisure and Cultural Services. 2. Assistant Director of Planning, Leisure and Cultural Services following consultation with the Portfolio Holder for Planning. 3. Assistant Director of Planning, Leisure and Cultural Services

5.Neighbourhood Planning

Subject	Detail	Delegated by:	Delegated to:
Designation of Neighbourhood Area	To decide whether to accept and designate a Neighbourhood Area	Council	Assistant Director of Planning, Leisure and Cultural Services following consultation with the Ward Member(s) for the area affected and the Portfolio holder for Planning.
Designation of a Neighbourhood Forum	To decide whether to designate a community organisation as a Neighbourhood Forum		Assistant Director of Planning, Leisure and Cultural Services following consultation with the Ward Member(s) for the area affected and the Portfolio holder for Planning.
Assessing the validity and acceptance of plans	To decide the validity and acceptance of submissions for a Neighbourhood Development Plan or a Neighbourhood Development Order, including		Assistant Director of Planning, Leisure and Cultural Services following consultation with the

	assessing the compliance of the Plan/Order with other relevant policies and legislation.		Ward Member(s) for the area affected and the Portfolio holder for Planning.
Repeat proposals	To decide whether to decline to accept repeat proposals for Neighbourhood Development Plans or Neighbourhood Development Orders		Assistant Director of Planning, Leisure and Cultural Services following consultation with the Ward Member(s) for the area affected and the Portfolio holder for Planning.
Appointment of Examiner	To appoint an Examiner for a Neighbourhood Development Plan or Order		Assistant Director of Planning, Leisure and Cultural Services following consultation with the Ward Member(s) for the area affected and the Portfolio holder for Planning.

6. Strategic Planning			
Subject	**Detail**	**Delegated by:**	**Delegated to:**
Inspection Notices.	To serve notices of intended inspection under sections 196A, 196B, 214B, 324 and 325 of the Town and Country Planning Act 1990.	Planning Committee.	Principal Solicitor.
Local Plan Enquiry.	To provide direction on behalf of the Council to any Local Plan/Local Development Framework Inquiry on policy issues and site details.	Council	Assistant Director of Planning, Leisure and Cultural Services.
Rights of Entry - Proper Officer.	To be designated as the Proper Officer for the purposes of authorising persons to enter onto land in connections with the exercise of functions under section 324 and 325 of the Town & Country Planning Act 1990.	Planning Committee.	Assistant Director of Planning, Leisure and Cultural Services.

Note: All delegations to Assistant Director of Planning, Leisure and Cultural Services are to include any designated deputy, such designation to be in writing.

REGENERATION			
1. Economic Development			
Subject	**Detail**	**Delegated by:**	**Delegated to:**
Business Start - Up Grants.	To approve Business Start-Up Grants of up to £1,000 per individual applications.	Cabinet/Leader.	Assistant Director of Regeneration and Property Services.
Farmers' Markets.	To determine applications for consent for Farmers' Markets.	Cabinet/Leader.	Assistant Director of Regeneration and Property Services following consultation with the Leader or the relevant Portfolio Holder.
Financial Assistance to Small Businesses.	1. To determine applications for grants of up to £500. 2. To determine applications for grants of between £500 and £1,000.	1. Cabinet/ Leader. 2. Cabinet/ Leader.	1. Assistant Director of Regeneration and Property Services. 2. Assistant Director of Regeneration and Property Services following consultation with the relevant Portfolio Holder.
Markets.	1. To approve events to be held. 2. To let stalls.	1. Cabinet/ Leader. 2. Cabinet/ Leader.	1. Assistant Director of Regeneration and Property Services. 2. Assistant Director of Regeneration and Property Services.