Planning Peer Review Action Plan Scrutiny Monitoring Report (Actions due 1 February 2024 - 31 March 2024)

Action	Description	Measure of Success	Target Completion	Update	Status
1.1	Establish member and officer boards to inform development of the next local plan.	Officer and member local plan boards established.	Mar 2024	The Local Plan [Elected Member] Steering Group was established by the Executive Committee at its meeting on **5 March 2024**. A Senior Officer Working Group has also been established.	Complete
2.1	Corporate project delivery	Requirement to consider planning implications embedded in delivery framework for corporate projects.	Mar 2024	A review of the Corporate Delivery Process has been carried out and a requirement to notify the Heads of Service Team of all new projects and to consult the Planning Team before commencing any project that involves physical development have been embedded as standard practice.	Complete
6.2	Extension of Time (EoT) added value review	EoT process reviewed, reason for EoT documented, annual review of reasons for requesting EoTs in place.	Mar 2024	A review of recent reasons for the request of an Extension of Time has been carried out. This revealed the following reasons for requesting an extension of time:	Complete

Reason	%
Awaiting amended plans	40
Staffing Capacity	22
Awaiting Key Consultee	9
Design Improvements	9
Additional Publicity	7
Parish Council Cttee Request	6
Committee Timetable	4

Action	Description	Measure of Success	Target Completion	Update		Status
				Legal Agreement	1.5	
				Requested by applicant	0.5	
				Deferral by Committee	0.5	
6.3	Benchmark EoTs	Use of EoT by other Lancashire Authorities completed.	Mar 2024	The use of Extensions of time has been benchmarked against other local authorities in Lancashire and across England using the DLUHC Planning Performance Dashboard Live Table		Complete
				Area	Percentage of apps with EoT (@ March 2024)	
				Fylde	44%	
				Lancashire	41%	
				Lancashire High	59%	
				Lancashire Low	30%	
				England	43%	
6.4	Feedback on EoTs	Feedback from agents received.	Dec 2023	Comments on Fylde's use of EoT have been requested from agents who regularly submit planning applications to Fylde Council. As a wide and varied range of responses were received, it is proposed that this feedback will be gauged at a meeting of the Agent's Forum due to take place in May 2024 and so a new target date of **May 2024** is proposed.		In Progress
9.7	Cloud telephony	All staff have access to cloud telephony.	Mar 2024	The corporate roll out of cloud telephony services is behind schedule due to a number of technical challenges. This roll out is now expected to be completed by		In Progress

Action	Description	Measure of Success	Target Completion	Update	Status
				the End of 2024, so a new target date of **January 2025** is proposed.	
9.9	Mobile working solutions	Mobile working solutions reviewed and adopted where appropriate	Mar 2024	Mobile working solutions have been provided to the Enforcement Team to allow them to trial the use of mobile solutions ahead of potential roll out to the rest of the Development Management Team. It has been established that the trial needs to be conducted over a longer period and so a new target date of **December 2024** is now proposed.	In Progress
11.1	Refresh enforcement policy	Enforcement policy reviewed and considered by Executive Committee	**April** Mar 2024	A review of the enforcement protocol has been delayed and so it is now proposed to prepare a report for consideration at the **May 2024** Executive Committee.	In Progress
12.2	Benchmark web pages	Review of other local planning authority web pages completed.	Mar 2024	A review of planning web pages has been conducted with best practice examples that will provide suitable models for the update of Fylde Council's web pages having been identified.	Complete
13.3	Review scheme of delegation	Scheme of delegation reviewed and any revisions implemented.	Feb 2024	A review of the schemes of delegation operated by other councils has been carried out. These are under consideration and there will also be a requirement for any revisions to be considered by Planning Committee. It is now proposed to place a report before Planning Committee in Summer 2024 and so a new completion date of **September 2024** is proposed.	In Progress

Action	Description	Measure of Success	Target Completion	Update	Status
15.2	Town & Parish councillor training	Town and parish council training plan in place.	Nov 2023 Email sent to T & P Clerks 24/11/2023	At the last meeting of the IASC, it was reported: *"An initial induction training session for town and parish councillors took place on 10 June 2023. All town and parish council clerks were contacted in November 2023 with a request to identify additional training needs. Based on responses a training programme has been drafted for consideration at the next meeting of the Parish Planning Forum which was scheduled to take place on 23 January 2024. Unfortunately, it was necessary to postpone this meeting at the request of the chairman. Once the draft training plan is agreed by the forum, this action will be completed. A new target date of March 2023 is proposed."* Unfortunately, it has not been possible to arrange a meeting of the Planning Parish Forum during March, with this now being arranged for 16 April 2024. A new target date of **April 2024** is now proposed.	⚠️

PERFORMANCE STATUS ICONS

✔	**Over Performance** – the indicator is overperforming against the target.
ℹ	**On Track** – the indicator is performing within tolerance of target.
❗	**Cautionary Under Performance** – the indicator is moderately under performing. Whilst the indicator has slipped from target it maybe a minor blip overall or minor action will remedy it.
✖	**Under Performance** – the indicator is under performing against target.
❓	**Missing Data** – the indicator is missing data, this could be due to lag in data in the way the information is collated, or because its currently unavailable.

Monitoring colour codes	
Completed to or ahead of original target	
Completed to revised target	
Behind Schedule but progressing	
Significantly behind target or abandoned	