

## SCRUTINY ITEM

REPORT OF	MEETING	DATE	ITEM NO
HEAD OF PLANNING	INTERNAL AFFAIRS SCRUTINY COMMITTEE	18 JUNE 2024	7
<b>PLANNING PEER REVIEW ACTION PLAN - MONITORING DELIVERY</b>			

### PUBLIC ITEM

This item is for consideration in the public part of the meeting.

#### PURPOSE OF THIS REPORT

To provide the information necessary for the committee to oversee and monitor the delivery of the approved Planning Peer Review Action Plan.

To provide an update on completed actions and to outline the factors that have impacted on the progress or delivery of any actions.

#### SOURCE OF REFERRAL

As agreed by Internal Affairs Scrutiny Committee, and at the specific request of the Executive Committee at its meeting on 17 October 2023.

#### FURTHER INFORMATION

A full copy of the Planning Service Peer Challenge – Feedback Report is available [here](#).

A full copy of the Planning Peer Review Action Plan, as adopted by the Executive Committee, is available [here](#).

#### SUGGESTED RECOMMENDATIONS

That the Committee to note the progress made to date in delivering the action plan and make any comments as necessary.

### REPORT

1. At the meeting of the Internal Affairs Scrutiny Committee held on 20 June 2023, the Committee reviewed the draft Planning Peer Review Action Plan. The draft had previously been approved by the Planning Committee. At its meeting on 17 October 2023, the Executive Committee adopted the Planning Peer Review Action Plan having accepted the amendments of that review. In doing so, the Executive Committee requested that the Internal Affairs Scrutiny Committee oversee and monitor delivery of the approved action plan as a standing item on their agenda.
2. Each monitoring report provides an update on the actions indicated for completion ahead of the committee date. If an action has not been completed by the identified target date, an explanation of why that is the case, together with an outline of proposed remedial action to be put in place, addressing any outstanding actions or including a revised target date.

3. Members are aware that the nature of local government along with the unique demands on small district authorities like Fylde, make it challenging to cite specific completion dates therefore, target dates are set. The target date for each action is set based on the known workload and resource at that time, the work environment is dynamic with many changing factors that will impact on deliverability, it is necessary to prioritise work that can result in revising the target date.
4. The schedule of actions completed or due for completion by [31 October 2023](#) were considered by this committee on 21 November 2023, and showed that out of the six actions due to be completed by 31 October 2023, six had been completed or were ahead of schedule. Two actions due for completion in November 2023 had also been completed. One target date (June 2023), relating to the roll out of managed devices had not been achieved and a revised target date of December 2023 was agreed and has now been achieved.
5. A schedule of actions to be completed or due for completion between [1 November 2023 and 31 January 2024](#) was considered on 20 February 2024 showed that the amended target relating to the roll out of laptops had been completed in line with the revised target, that three targets had been completed and that a further 3 targets were behind schedule. Revised target dates were agreed for these outstanding actions with the committee recognising that unforeseen factors had changed since the target was first set.
6. The schedule of actions due for completion between [1 February and 31 March 2024](#) was considered by committee on 17 April 2024. Of the 10 Actions originally targeted for completion during the monitoring period, 5 were completed within the originally anticipated time frame, 1 was completed, but outside the anticipated timeframe and the others were in progress but behind the original timetable.
7. As with previous reports, a schedule of actions due for completion by the date of the scrutiny committee is attached as appendix 1. This is the fourth report with a composite schedule of actions included as appendix 2 for ease of reference. Fifteen actions have a target completion date before 31 May 2024. Of the actions due, 9 have been completed in line with the original target date and 6 remain in progress. Details of progress made on all outstanding actions are included in the attached schedule.
8. The committee is asked to consider the progress report against the PAS Action Plan, to note the work carried out by the team and the factors that have influenced the deliverability of some actions. The planning team continues to experience high demand and the senior officers are required to dedicate significant time to stakeholder engagement including bespoke requests for meetings or additional information, this has increased over recent months and has been taken into consideration when proposing revised targets.

IMPLICATIONS	
Finance	None arising directly from this report. It is possible that some actions will require future expenditure on matters such as IT licensing or staff training, but these are expected to be covered through existing budgets.
Legal	None
Community Safety	None
Human Rights and Equalities	None
Sustainability and Environmental Impact	None
Health & Safety and Risk Management	None

BACKGROUND PAPERS REVELANT TO THIS ITEM		
Name of document	Date	Where available for inspection
Planning Service Peer Challenge – Feedback Report	January 2023	<a href="#">Council Website</a>
Planning Peer Review Action Plan	October 2023	<a href="#">Council Website</a>

LEAD AUTHOR	CONTACT DETAILS	DATE
Mark Evans	Email: mark.evans@fylde.gov.uk Tel: 01253 658460	June 2024

**Attached documents.**

Appendix 1 - Planning Peer Review Action Plan Scrutiny Monitoring Report (June 2024)

Appendix 2 – Cumulative Actions to Date