

SCRUTINY ITEM

| REPORT OF | MEETING | DATE | ITEM NO |
|---|-------------------------------------|------------------|---------|
| HEAD OF PLANNING | INTERNAL AFFAIRS SCRUTINY COMMITTEE | 19 NOVEMBER 2024 | 10 |
| PLANNING PEER REVIEW ACTION PLAN – MONITORING DELIVERY | | | |

PUBLIC ITEM

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

PURPOSE OF THIS REPORT

The Executive Committee has requested the Internal Affairs Scrutiny Committee oversee and monitor delivery of the approved Planning Peer Review Action Plan as a standing item on their agenda.

This report is, therefore, the fifth in a series of monitoring reports that provide updates on the delivery of the individual actions contained in the plan. Each report provides an update on the actions indicated for completion by the committee date and, in the event that a target date has not been achieved, an explanation of why that is the case. The reports will also present any amendments considered necessary to the approved plan for consideration.

This report also includes a recommendation that the Executive Committee be asked to agree a change to the frequency with which this committee receives monitoring reports from every meeting, to every other meeting.

SOURCE OF REFERRAL

As agreed by Internal Affairs Scrutiny Committee and at the specific request of the Executive Committee.

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

1. That the Committee note the progress made to date in delivering the action plan.
2. That the Executive Committee be asked to consider future monitoring reports are presented to the Internal Affairs Scrutiny Committee at alternate meetings.

REPORT

1. At its meeting of 20 June 2023, the Internal Affairs Scrutiny Committee undertook to review the draft Planning Peer Review Action Plan, which had previously been approved by the Planning Committee, and to monitor its delivery. 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 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 and, in the event that 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 to address any outstanding actions.
3. The schedule of actions completed or due for completion [by 31 October 2023](#) was considered by this committee on 21 November 2023 showed that, of the 6 actions that were due to be completed by 31 October 2023, 5 had been completed on or ahead of schedule and a further 2 actions due for completion in November 2023 had also been completed. One target date, 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.
4. 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 lap tops had been completed in line with the revised target, that three targets had been completed and that a further 3 targets were behind schedule. New target dates were agreed for these outstanding actions.
5. 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.
6. A schedule of actions due for completion between [1 April and 31 May 2024](#) was considered by committee on 18 June 2024. Fifteen actions had a target completion date before 31 May 2024. Of the actions due, 9 were completed in line with the original target date and 6 remained in progress.
7. A schedule of actions due for completion between [1 April and 31 August 2024](#) was considered by committee on 3 September 2024. Nine actions had a target completion date before 31 August 2024. Of the actions due, 3 had been completed in line with the target date and 6 remained in progress.
8. There are only two outstanding actions due for completion before November 2024: the refresh of the Planning Enforcement Policy (Action 11.1) and the promotion of interactive webpages (Action 12.3). The Executive Committee adopted a Local Enforcement Plan on [28 October 2024](#) (Item 6). The neighbour notification letters, application acknowledgement letters and consultation letters have been updated to advise that application progress may be tracked online through our interactive systems and this message has been reinforced at stakeholder forums. An updated composite monitoring schedule is attached to this report as appendix 1.
9. Members are also advised that the Planning Advisory Team are scheduled to carry out a return visit to review progress made in implementing their original recommendation on 13 and 14 November 2024. Members will be made aware of the team's findings once they are available.
10. The committee is asked to consider the progress report against the PAS Action Plan and to note the work carried out by the team. As previously reported, 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.
11. Significant progress has been made in delivering the action plan, with a final push to deliver the remaining actions required. Given the progress made to date and to allow officers to concentrate on delivering these final actions, the Internal Affairs Scrutiny Committee is recommended to request the Executive Committee

to agree that monitoring reports are considered at every other meeting of this committee. This would also free up meeting time to scrutinise other projects in this committee's busy schedule.

| IMPLICATIONS | |
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| Finance | None arising directly from this report. It is possible that some actions will require future expenditure on certain matters. |
| 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 | Council Website |
| Planning Peer Review Action Plan | October 2023 | Council Website |

| LEAD AUTHOR | CONTACT DETAILS | DATE |
|-------------|---|---------------|
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Attached documents

Appendix 1 - Planning Peer Review Action Plan Composite report @ 31 October 2024