










## Appendix 1

### Planning Peer Review Action Plan Scrutiny Monitoring Report (Actions due 1 June 2024 - 31 August 2024)



|     |                                      |  |          |                                   |  |  |
|-----|--------------------------------------|--|----------|-----------------------------------|--|--|
| 3.1 | Process Reengineering Review         | Independent review of development management processes completed and recommendations successfully implemented. | Jun 2024 | Nov 2024                          | <p>A review of processes has been completed by an external consultant and work is ongoing to implement the recommendations. The key first stage of this work, appointing an Office Manager to oversee the implementation of this review has now been completed.</p> <p>Revised target date <b>November 2024</b>.</p>   | <br><b>In Progress</b><br>03/09/2024  |
| 4.1 | Development Management (DM) Manual   | Development Management Manual created  | Jun 2024 | Dec 2024                          | <p>To be completed alongside action 3.1.</p> <p>Revised target date <b>December 2024</b>.</p>  | <br><b>In Progress</b><br>03/09/2024  |
| 6.4 | Feedback on Extensions of Time (EoT) | Feedback from agents received.   | Dec 2023 | Mar 2024<br>May 2024<br>July 2024 | <p>At the meeting of the Agents' Planning Forum held on 13 June 2024, the unanimous view of those agents present was that extensions of time are an important facility that result in their applications moving to an approval rather than a refusal solely to meet a deadline. The key feedback provided was that, if an application is likely to require an extension of time, agents would prefer to be notified earlier in the decision making process. Processes have been reviewed to incorporate this feedback.</p> | <br><b>Complete</b><br>20/02/2024<br>17/04/2024<br>18/06/2024<br>03/09/2024 |

|      |                         |  |           |                 |   |  |
|------|-------------------------|--|-----------|-----------------|---|--|
|      |                         |  |           |                 | <p>The previous government commenced a review of the extension of time procedures, and it is not currently clear whether this will progress under the new government.</p> <p>Pending the outcome of any national review, the Extension of Time indicator set out in Action 6.5 below will continue to provide the flexibility requested by planning agents.</p> |  |
| 7.1  | PAS DM Toolkit          | PAS DM Toolkit evaluation completed  | July 2024 | <b>Dec 2024</b> | An initial review of the service against the toolkit has been carried out. A further assessment based on the revised processes established under Action 3.1 are implemented.  |  <p><b>In Progress</b><br/>03/09/2024</p>             |
| 9.4  | Staff IT development    | Staff training and development completed.                                      | Apr 2024  | Sep 2024        | Staff training in the use of DEF Software has been completed ahead of the revised target.   |  <p><b>Complete</b><br/>18/06/2024<br/>03/09/2024</p> |
| 10.2 | Establish agents' forum | Agents' forum established with independent chair (subject to desire of agents) | Jul 2024  | N/A             | The first meeting of the Planning Agents' Forum took place on <b>13 June 2024</b> . The forum will meet 3 times per year going forward.   |  <p><b>Complete</b><br/>03/09/2023</p>              |

|      |  |  |          |                      |  |   |
|------|--|--|----------|----------------------|--|---|
| 11.1 | Refresh enforcement policy                   | Enforcement policy reviewed and considered by Executive Committee                | Mar 2024 | Apr 2024<br>Jun 2024 | A review of the enforcement protocol has been delayed and so it is now proposed to prepare a report for consideration at the <b>September 2024</b> Executive Committee.  | <br><b>In Progress</b><br>17/04/2024<br>03/09/2024                   |
| 13.3 | Review scheme of delegation                  | Scheme of delegation reviewed and any revisions implemented.                     | Feb 2024 | Sep 2024             | <p>It was reported to the June 2024 meeting of the IASC that a review of schemes of delegation operated by other councils had been carried out and that a revised completion date of September 2024 was proposed.</p> <p>However, the government has indicated that it intends to introduce a national scheme of delegation through a proposed Planning and Infrastructure Bill, with the intention of planning committees focusing on the most important applications.</p> <p>In light of this, it is proposed to place the review of Fylde Council's scheme of delegation on hold pending the outcome of this national review.</p> | <br><b>In Progress</b><br><b>On Hold</b><br>17/04/2024<br>03/09/2024 |
| 15.4 | Town & parish council comment process review | Process for considering comments of town and parish councils has been completed. | Nov 2023 | Jun 2024             | The PAS Review advised "Reviewing the application call-in terms. Resolve Parish /Town Council issues through discussion or the provision of information (rather than at committee)" as part of Recommendation 13. As part of the review of communication between parishes and the  | <br><b>In Progress</b><br>20/02/2024<br>03/09/2024                 |

|  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|
|  |  |  |  |  | <p>planning service, clarity is now proactively sought from parish clerks in the event that potentially resolvable objections are received. The success of this approach will be monitored.</p> <p>Work to ensure the software is updated to facilitate on line consultations with town and parish councils is progressing with the council's software supplier.</p> <p>A new target date of <b>December 2024</b> is proposed.</p> |  |
|--|--|--|--|--|--|--|

| PERFORMANCE STATUS ICONS  |  |
|---|--|
|    | <b>Over Performance</b> – the indicator is overperforming against the target.  |
|    | <b>On Track</b> – the indicator is performing within tolerance of target.  |
|  | <b>Cautionary Under Performance</b> – 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. |
|  | <b>Under Performance</b> – the indicator is under performing against target.   |
|  | <b>Missing Data</b> – 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. |  |
| Behind Schedule but progressing.          |  |