

ESSENTIAL REFERENCE PAPER 'C'

Planning Peer Challenge Recommendations

Recommendation		Actions	Owner	Success/Outcomes	Timescales
R1	i	Introduce better management and communication across the planning functions.	Simon Drinkwater	More effective management resulting in improved performance and service delivery.	December 2015
	ii	Better management and communication with other key stakeholders, such as Highways, to ensure a joined up approach to planning services that reflects corporate priorities.	Simon Drinkwater	More informed decision making by the Committee with greater challenge of consultee's responses.	December 2015
	iii	Consider how senior managers can demonstrate more visibly their commitments to the functions.	Simon Drinkwater	Senior managers provide more support and demonstrate greater involvement to support staff.	December 2015
R2	i	Ensure effective engagements with communities and key partners, on the development and spatial implementation of the Community Infrastructure Levy.	Simon Drinkwater	The Council is able to maximise the benefits of introducing the Community Infrastructure Levy evidenced by the level of contributions to infrastructure requirements.	March 2016
	ii	To agree how infrastructure needs will be prioritised and how money will be spent.	Simon Drinkwater	Infrastructure needs are identified and prioritised in consultation with partners with clear agreement about how the money is to be spent.	March 2016
R3	i	Maximise investment in the rural housing enabler post. Consider the benefits of having a dedicated s.106 Officer (funded through the legal agreements themselves).	Simon Drinkwater	Increased investment in rural housing with maximum benefits from s.106 contributions.	August 2015
	ii	Work with the willingness of existing registered providers to delivery appropriate small scale affordable housing in rural areas, to deliver the housing that local communities want to meet their needs.	Simon Drinkwater	Small scale affordable homes are provided in rural areas appropriate to local needs and the local environment.	August 2015

R4	i	Carry out a review of development management processes, using LEAN or similar approach, with external facilitation from another Council if appropriate, to ensure a strong focus on customers and the removal of duplication. Produce a Development Management Procedure Manual to aid processes and consistency between the teams	Simon Drinkwater	The processing of applications is more efficient with improved consistency resulting in improved customer satisfaction. A comprehensive Development Management Procedure Manual is developed and implemented throughout the service	December 2015
	ii	Updated development management processes should be introduced alongside the implementation of the new IT system	Simon Drinkwater	The processing of applications is more efficient with improved consistency resulting in improved customer satisfaction.	March 2016
	iii	Produce a Development Management Procedure Manual to aid processes and consistency between the Development Management teams	Simon Drinkwater	A comprehensive Development Management Procedure Manual is developed and implemented throughout the service	March 2016
R5	i	Consider increasing pre-application charges, or redistributing existing income, to increase the capacity of partner organisations such as Education and the Environment Agency so they can provide dedicated, specialist advice- to input into Planning Policy and the determination of planning applications.	Simon Drinkwater	Dedicated specialist advice is provided for both Planning Policy development and the determination of planning applications.	December 2015
	ii	Seek attendance of Highways Officer when appropriate to explain issues to deal with lack of Highway advice to Committee.	Simon Drinkwater	Develop contract arrangement with HCC Highways	
R6	i	Create simpler, plain English written reports that include a one page summary of salient issues	Simon Drinkwater	Reports are simplified using plain English with a one page executive summary.	June 2015
	ii	Case officers to provide short presentations of applications to Committee	Simon Drinkwater	Short presentations on applications are provided at Committee.	June 2015

	iii	Change the layout of the Committee to provide clarity about which Councillors are part of the Committee, which are ward Members and include staff name cards.	Simon Drinkwater	The layout of the Council Chamber is amended for Development Management Committee to show a distinction between Members of the Committee and other Members. All Members and staff are clearly identified.	June 2015
	iv	Review the scheme of delegation to avoid last minute call in of small scale or less complex applications.	Simon Drinkwater	The scheme of delegation is amended to avoid last minute call in.	May 2015
	v	Consider further mandatory training for all Development Management Committee Members to include policy context and material planning considerations including the benefits of external input tailored to Members specific needs.	Simon Drinkwater	Mandatory training is provided.	October 2015
	vi	Invite PAS to attend Development Management Committee meetings to observe the progress of the meetings and offer advice to the Committee. This process would include analysis after the meeting of the debate about the material considerations relating to the planning application, other issues discussed at the Committee and the reasons for the decision. The risks associated with the decision would be considered.	Simon Drinkwater	Appropriate development and training is provided to the Committee.	October 2015
	vii	The review would consider how the Committee was informed about the details of the application, the relevant considerations including policy issues, professional advice and details of representations and other matters which the Committee should consider.	Simon Drinkwater	The Committee receives appropriate support and information to assist decision making.	October 2015

	viii	Areas for future development and training would be identified with a focus on the Member experience so that training and development would meet the needs which had been identified.	Simon Drinkwater	Appropriate development and training is provided to the Committee to improve decision making.	October 2015
R7	i	Consider providing planning training for town and parish Councils- to improve their knowledge of the planning decision making process and the context that decisions have to be made in.	Simon Drinkwater	The knowledge about the planning decision making process is enhanced for town and parish Councils.	
		Develop specific training programme for Chairman of Development Management	Simon Drinkwater		
		Include officer briefings sessions before each committee sites, to provide clarification of issues.	Simon Drinkwater		
		Consider a mini peer challenge of Development Management Committee six months after new administration.	Simon Drinkwater		
		Do not include Portfolio Holder as a member of the committee.	Simon Drinkwater		