

Scrutiny Committee Review 2012

Scrutiny Committee recommendation	Cabinet response (2012)	Head of Planning Service 2017 Update
<p>R1: The Council should further enhance its performance on planning enforcement by including notifications of major breaches and seek to further improve it through benchmarking against similar councils. The Council should also consider increasing the current targets from 90 per cent to 95 per cent. Consideration should also be given to a target for 'major breaches'.</p>	<p>The current Enforcement Strategy and Service Charter categorises cases as either A (Major), B (Medium) and C (Minor). These priorities have been based on the importance of an individual case (unauthorised work to a Listed Building for example) rather than on the size or location of that case. 'Major' cases have a PI target set for 98% of site inspections to have taken place within two working days. Medium and Minor cases both have PI requirements of 90% for their respective inspection requirements, which is considered to be an existing high performance target. It should be noted that the PIs only relate to the 'front end' of the service. The main determinant on moving enforcement issues forward is establishing grounds for action and the involvement of legal advice. It is extremely challenging to set specific timeframes upon which action can be agreed to be taken or not, as each case needs to be considered on its own merits. However, the Head of Planning Services and Head of Legal Services are working together to draft a Service Level Agreement with the aim to ensure efficient and effective progress is made on cases. This should be in place by September 2012.</p>	<p>Since the publication of the Planning Enforcement Strategy and Charter a further review has been undertaken and a new Strategy and Charter has been published.</p> <p>This version includes a range of performance indicators which combined provides an overview of the performance of the service in relation to the life span of the enforcement cases handled.</p>
<p>R2: That training on Planning Enforcement procedures should be provided to all Members at least every two years. For those Members who wish to sit, or substitute, on the Planning Committee the training is mandatory and should be</p>	<p>Currently it is compulsory for Planning Committee members to attend a Member Briefing on '<i>The Planning System and the Role Of Members</i>' session every three years. This provides an outline of the planning enforcement system. This training is backed up with additional specific topic training where PC members are asked to attend at least six out of twelve</p>	<p>Ongoing training has been provided.</p>

undertaken within the first eight months of the start of the new Municipal Year, and will last for three years. All other Members should be strongly encouraged to attend.	sessions every two years, and has included more specific training on enforcement issues.	
R3: That Parish and Town Councils are invited to attend SBC Member briefings on planning enforcement, or that separate briefings for these Councils are run periodically.	Agreed - Parish and Town Councils have been included in training sessions in the past.	Parish Council's are invited to attend the non compulsory training sessions.
R4: The Council should take every opportunity to promote the Strategy and Service Charter for Planning Enforcement among Parish and Town Councils and other local organisations.	Agreed. The Charter will be considered and upgraded periodically, with the concerns of any Parish Council, Town Council or other local organisations incorporated in any revision as appropriate.	A further review has been completed following consultation with Parish Councils.
R5: That the Headway System is implemented as soon as possible, and that access rights be granted to Members in order that they can view it remotely; and enforcement action be included in the weekly planning bulletin.	Officers continue to work on implementing the Headway System, including remote access to Members. It is anticipated that Ward members will be circulated ward based updates on enforcement cases on a monthly basis.	The Planning Enforcement case system has been set up on the new UNIFORM system. However, due to IT security issues the system has not been made available to Councillors unless they have been issued with SBC equipment, although all members have access through the Members Room computer.
R6: That updates on planning enforcement notifications are issued weekly to all Members of the Planning Committee.	As above	Ongoing.
R7: The Council considers whether the Enforcement Team is adequately resourced and if not: (i) increase the complement by one full time	There have been recent changes within the Planning Enforcement section which has increased the team to 3.6 FTE, so providing additional resource to undertake S.106 monitoring and to provide dedicated resource to	Further review of Planning Enforcement service has been undertaken and a new Planning Enforcement service structure is due

equivalent; and (ii) explore sharing of enforcement resources with other local authorities when it is impractical for the SBC Enforcement Team to realise a commitment appropriately, or within good time.	planning enforcement. This is being paid for through the 5% fee on S.106 agreements. It should also be noted that Planning Officers also provide support as required to the Enforcement Team. At this stage there are no proposals to increase the resource further, but it will be considered as part of the 2013/14 Budget Round.	to become operation on 1 September 2017. This will include an additional planning enforcement investigator and increased involvement of the DM Area Team Leaders.
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