

APPENDIX 1 - Policy & Performance Task & Finish Group: planning process (24/11/22).

Key issues	Councillor comments	Staff comments	Actions to be taken forward
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This T&F Group was appointed by Policy & Performance Committee to consider the planning process as operated by EBC, with specific consideration of the following points.

Councillors: Broomfield, Tyson-Payne, Kinloch, Beer (at scoping stage)

Staff: Andy Grandfield and Nick Parker

This table highlights the key recommendations from the group's assessment of the planning process and provides an officer response, offering actions where appropriate

<p>Public and Member engagement</p> <ul style="list-style-type: none"> • Lessons learned about public engagement from the OHH engagement work • Encouraging more engagement, including people in support of development • Involvement of stakeholders - public, planners, applicant • Route that applications follow to decision • Involvement of elected members • Committee arrangements • Delegated decisions • Rights of residents to object/support/comment • Rights of appeal • At what point does significant change to an application already granted outline permission warrant further public consultation 	<ul style="list-style-type: none"> • Improve understanding of process • Amendment to larger applications unclear to residents • How can we encourage support for applications • Difficulty understanding larger developments from paper to reality • Avoid planning jargon • Process leaflet for all residents affected by development 	<ul style="list-style-type: none"> • Existing sources of info including Local Validation Checklist/planning process key steps including explanation of amendments • EBC website needs updating to signpost documents and guidance 	<ul style="list-style-type: none"> • Improvements to planning website signposting key documents including: <ul style="list-style-type: none"> - Local Validation Checklist - Planning key steps - Committee arrangements • Update neighbour notification letters with links to guidance • Officer training to avoid planning jargon • Focused member training: process, procedure, interpretation of plans
<p>Inspection/regulation during build process</p> <ul style="list-style-type: none"> ○ Monitoring of permitted build, conditions, etc ○ Redress in the event of non-permitted work ○ Neighbour nuisance ○ Public engagement 	<ul style="list-style-type: none"> • Confusion from residents and members in terms of who to contact regarding building works • Conditions hard to search and understand • Multi-service liaison group 	<ul style="list-style-type: none"> • Planning case officer is main contact • Look into making it easier to search for condition discharge letters on web but constrained by external IT • Enforcement officers condition monitor specific sites • Use of community development officer to liaise with community groups on major sites 	<ul style="list-style-type: none"> • Improvements to website • Explore options with IT to order documents on web • Improve visibility of condition monitoring work • Community Development Officer on major sites to act as liaison point of contact
<p>Allocation of Section 106 moneys and</p>			

<p>implementation</p> <ul style="list-style-type: none"> ○ How is allocation decided ○ How is application monitored ○ Speed of handover 	<ul style="list-style-type: none"> ● LAC structure dictates where infrastructure/enhancements provided 	<ul style="list-style-type: none"> ● Planning Obligations monies and requirements differ depending on development but covered by planning obligations SPD ● The S106 is required to mitigate the impact of the development in the local area ● Planning Obligation monitoring officer has oversight on all S106 in conjunction with planning, LAMs, Assets etc 	<ul style="list-style-type: none"> ● Update planning obligation SPD ● Improve visibility of SPD on web ● Continue valuable work on S106 monitoring database ● Employ permanent S106 monitoring officer
<p>Sign-off of the end of the project</p> <ul style="list-style-type: none"> ○ Comparison of delivered construction to plans, and when EBC involvement ends ○ Responsibility to follow up on problems ○ Who/How/When sign-off is completed ○ What if sign-off is not done ○ Highways adoption ○ Implementation of 10-year tree policy 	<ul style="list-style-type: none"> ● Clear recording of condition discharge ● Long term overview of major projects ● Final sign off clarity ● Ensuring non-adopted roads are meeting HCC standards 	<ul style="list-style-type: none"> ● Ordering/organising condition discharge documents on web for major projects ● Capacity in enforcement improving and can focus more on condition monitoring on major development ● Community development officer on major sites ● Working closely with HCC highways to ensure standards are met 	<ul style="list-style-type: none"> ● Improvements to planning search function on web site ● Focus on condition monitoring on key sites ● Use of condition summary table for major schemes ● Continue close working relationships with HCC highways (meeting every 2 months)