

Development Management Performance Action Plan August 2015

Action	Timescale	Officer s responsible	Resource requirements
Recruitment of Senior Planning Officer enforcement	Interviews by mid September In post by date dependent upon notice period	Development Management Team Leader and Head of Planning	Cabinet has agreed to post
Securing of consultancy assistance	Interviews by end of August Resource on stream determined by availability	Head of Planning	Cabinet has agreed that up to £20K may be used for this purpose
Recruitment of Practice Manager	Interviews by mid October In post by date dependent upon notice period	Head of Planning	Cabinet has agreed funding of post
Reacting to continued sickness absence of planning officer/ support officer by seeking approval for additional consultancy assistance/ and other options if necessary	August/September	Head of Planning	Would require EMT approval
Review of delegated report structure to see if efficiencies can be achieved	September	Senior Planning Officers	Time
More proactive management of planning officers including holding of regular "1 <sup>st</sup> " and "2 <sup>nd</sup> " meetings with them to identify decision blocks earlier on	Ongoing	Development Management Team Leader and Senior Planning Officers	Time
Additional use of support officers if capacity becomes available as a result of publicity and notification changes brought about by agreed Statement of Community Involvement, and quicker review of other time consuming procedures within Development Management including provision of hard copy consultations to Parish Councils	Ongoing	Development Management Team Leader and Head of Planning	Nil
Reduction in number of conditions where appropriate and reduced use of conditions requiring approval prior to commencement of development – longer term benefit	Ongoing	Senior Planning Officers and Planning Officers	Nil,
Reduced use of informatives in Decision Notices to save time	Ongoing	Senior Planning Officers and Planning Officers	Time saving

