



# AGENDA

## CABINET

**MONDAY, 4 SEPTEMBER 2006**

**11.00 AM**

**COUNCIL CHAMBER, COUNCIL OFFICES, ST PETERS HILL,  
GRANTHAM**

Duncan Kerr, Chief Executive

<b>CABINET MEMBERS:</b>	Councillor Mrs. Linda Neal (Leader/ Portfolio: Strategic Partnerships & Community Safety), Councillor Ray Auger (Portfolio: Healthy Environment), Councillor Teri Bryant (Portfolio: Resources & Assets), Councillor Paul Carpenter (Deputy Leader & Portfolio: Access and Engagement), Councillor Mrs Frances Cartwright (Portfolio: Organisational Development & Housing) and Councillor John Smith (Portfolio: Economic Development)
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Cabinet Support Officer:	Jo Toomey 01476 406152 e-mail: <a href="mailto:j.toomey@southkesteven.gov.uk">j.toomey@southkesteven.gov.uk</a>
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**Members of the public are entitled to attend the meeting of the Cabinet at which key decisions will be taken on the issues listed on the following page. Key decisions are marked \*.**

**1. DEVELOPMENT CONTROL SERVICES - ACTION PLAN**

Report number PLA612 by the Economic Development Portfolio Holder.

**(Enclosure)**

*Appendix 1 of this report is exempt because it contains information relating to named individuals.*

## REPORT TO CABINET

REPORT OF: Portfolio Holder for Economic Development:  
Councillor John Smith

REPORT NO. PLA612

DATE: 4 September 2006

<b>TITLE:</b>	<b>Development Control Services – Action Plan</b>
<b>FORWARD PLAN ITEM:</b>	N/A
<b>DATE WHEN FIRST APPEARED IN FORWARD PLAN:</b>	N/A
<b>KEY DECISION OR POLICY FRAMEWORK PROPOSAL:</b>	<b>Non Key Decision</b>

<b>COUNCIL AIMS/PORTFOLIO HOLDER NAME AND DESIGNATION:</b>	Councillor John Smith	
<b>CORPORATE PRIORITY:</b>	Category M Service	
<b>CRIME AND DISORDER IMPLICATIONS:</b>	Minor	
<b>FREEDOM OF INFORMATION ACT IMPLICATIONS:</b>	With the exception of the confidential paper at appendix one, this report is publicly available on the Council's website <a href="http://www.southkesteven.gov.uk">www.southkesteven.gov.uk</a> via the Local Democracy link	
<b>INITIAL EQUALITY IMPACT ASSESSMENT</b>	<b>Carried out and appended to report?</b>  <b>No</b>	<b>Full impact assessment required?</b>  <b>No</b>
<b>BACKGROUND PAPERS:</b>	2006 IDEA Planning Peer Review Report 2001 Best Value Review submission and action plan 2002 Audit Commission Best Value Report 2006/07 Development Control Business Plan	

## 1. INTRODUCTION

- 1) This report addresses several key issues for the short and longer term operation and management of the Council's Development Control (DC) Service - as follows.
- 2) Concern over the robustness of DC performance data, as performance measures and grant income are business critical.
- 3) Identify and address the reasons for performance slippage.
- 4) Report on the filling of two additional professional posts in DC.
- 5) Measures for a quick turn round in the management of DC.
- 6) Report on the issues and options for long term DC management.
- 7) Report on the content of an improvement plan for DC, including an implementation team

## 2. RECOMMENDATIONS

- 1) That the action taken to deal with the short to medium term management and performance issues in the Development Control Service, as set out in the report at appendix 1, is noted. **This appendix contains exempt information as described in paragraph 1 of Schedule 12A to the Local Government Act 1972**
- 2) That an independent verification is carried out of development control performance statistics against the Audit Commission Key Performance Indicators lines of enquiry; and that a detailed check is carried out of those applications that are determined close to the 8/13 week date, and a sample system check of up to 2% of applications, depending on AC guidelines.
- 3) That the positions of Trainee Planning Officer and Development Control Officer are advertised as soon as possible.
- 4) That a post of APAS system administrator (on an initial six month basis) be established, to be advertised internally for immediate filling.
- 5) That the post of temporary practice manager (on an initial six month basis) is advertised internally for immediate filling.
- 6) That these two appointments are reviewed after 3 months to evaluate possible further temporary arrangements or a permanent solution, with a report submitted to Cabinet to recommend the appropriate course of action.
- 7) That a report be submitted to the Cabinet setting out the measures to be in a Service Improvement Plan for Development Control based on the IDeA Peer

review Report, and the management and implementation team arrangements for carrying it out.

- 8) Endorse the proposals for the utilisation of Planning Delivery Grants as set out in the "Summary of Planning Delivery Grant Award, spend and commitments" contained at appendix 2

### **3. DETAILS OF REPORT**

- 1) A detailed report with supplementary annexes is set out as appendix 1 (**exempt information**). This sets out the basis of the recommendations in this report to Cabinet. It covers all of the main issues, and it has not been repeated.

### **4. OTHER OPTIONS CONSIDERED AND ASSESSED**

- 1) None appropriate, given the urgent timescale for the turn round of DC performance and the previous agreement of Operational Management Team to the filling of the two new DC posts. .

### **5. COMMENTS OF SECTION 151 OFFICER**

An award of £624,104 Planning Delivery Grant was made in 2005/6 and Cabinet endorsed a plan (as set out in report PLA520) to utilise this resource. A further award of £297,778 has been made in the current financial year. There is a Government requirement that PDG be utilised on the basis of 25% capital and 75% revenue.

Appendix 2 sets out a summary of the PDG award, spend and commitments to date together with further proposals for the utilisation of the 2006/7 award. Members will note that £170,458 was spent in 2005/6 and this has been reflected within the outturn figures for the year. Further commitments of £252,950 have already been entered into in accordance with the original plan (PLA520), also the original plan has been updated and it is envisaged that there are further outstanding commitments of £127,000. These commitments will be met from balances shown within the Statement of Accounts under "Receipts in Advance". In the future, to provide greater transparency, it is proposed that when reserves are reviewed a dedicated Planning Delivery Grant reserve is created as an earmarked reserve to enable the future financing of the proposals contained in the action plan which relate to future financial years.

The Summary of PDG award also identifies the proposed use of the 2006/7 PDG subject to endorsement of the revised action plan.

### **6. COMMENTS OF MONITORING OFFICER**

Greater transparency of the actual spend of the Planning Delivery Grant is essential to ensure improvement to the delivery of the planning service.

**7. COMMENTS OF OTHER RELEVANT SERVICE MANAGER**

**8. CONTACT OFFICER**

Mr SP Williamson. Contact tel. 01476 406063

## Appendix 2

### Summary of Planning Delivery Grant Award, Spend and Commitments

	Capital	Revenue	Total
<b>Planning Delivery Grant 2005/6 Award</b>	<b>156026</b>	<b>468078</b>	<b>624104</b>
<i>Spend in year</i>			
Back scanning		19273	
IT - Presentation equipment		4163	
IT Flat Screens		3330	
Retail Capacity study update		20000	
Landscape Character Assessment		19900	
Bourne TCMP year 1 contribution		10000	
Housing Needs survey		93792	
<b>Spend in year 2005/6</b>	<b>0</b>	<b>170458</b>	<b>170458</b>
<i>Commitments</i>			
Back scanning		24950	
Limehouse publishing - web interface	35000		
Implementation of pendleton - GIS	13000		
Stamford Area Action Plan (initiated 2005/6)		40000	
Grantham Master Plan	60000		
Employment Land Survey		10000	
Developer Contributions SPD (initiated 2005/6)		50000	
Bourne TCMP - 2 further years		20000	
<b>Commitments made</b>	<b>108000</b>	<b>144950</b>	<b>252950</b>
Arboricultural survey		30000	
Diversity and Equality work		20000	
Member training		2000	
Stamford Car Parking review		40000	
Team Development		20000	
Training costs for trainee placement identified below		15000	
<b>Further commitments in action plan</b>	<b>0</b>	<b>127000</b>	<b>127000</b>
<b>Uncommitted balance remaining</b>	<b>48026</b>	<b>25670</b>	<b>73696</b>
<b>Planning Delivery Grant 2006/7 Award</b>	<b>74445</b>	<b>223334</b>	<b>297778</b>
<b>Available for commitment/spend 2006/7</b>	<b>122471</b>	<b>249004</b>	<b>371474</b>
<b>Action Plan 2006/7</b>			
Plan viewing area within customer services	80000		
<b>Proposed action plan 2006/7</b>			
Develop integration between APAS and ERDMS computer software	14400		
Audit of KPIs		2000	
4 year trainee placement - salary & oncosts		125105	

Dev Control Officer placement - salary & oncosts (part year) - as provision for substantive post contained within existing base budget in future years (utilised in current year for interims)	11135		
Interim APAS co-ordinator (backfill & secondment)	14353		
Temporary Practice Manager	17500		
Provision for further LDF work	40000		
Provision for implementation of Peer Review recommendations	38910		
	94400	249003	
<b>Balance available for future commitments</b>	<b>28071</b>	<b>0</b>	<b>28071</b>



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