



Councillor Jim Deans – Chair of Policy Review Committee

The Policy Review Committee has met once, on 24 July 2018 since the previous update given to Council on 17 July 2018.

The Committee is scheduled to meet again on 11 September 2018; however, an update from this meeting will not be ready in time for publication of the Council agenda on 10 September 2018.

24 July 2018

The main items of business on the agenda for this meeting were the planning enforcement management plan and the Committee's Work Plan for 2018-19.

Planning Enforcement Management Plan

The Committee discussed a range of issues across the planning enforcement item. The Executive Member for Place Shaping, Councillor John Mackman, was also in attendance at the meeting.

- The Committee noted that the development of a specific Planning Enforcement Management Plan (PEMP) was to improve the performance of planning enforcement, enable the embedding of policy and practice to improve responses and output, whilst at the same time setting clear standards for delivery.
- The current planning enforcement service was underpinned by Selby District Council's Corporate Enforcement Policy which formed the overarching general approach to enforcement of planning, licensing, housing and environmental issues.
- Members agreed that when the PEMP had been drafted it would be brought back to the Committee in November 2018 for further comment and consideration.
- It was noted that work had already begun to improve the Planning Enforcement service in a number of ways, such as active management of the case load and improving levels of communication. Members acknowledged that around 20% of the cases causing a backlog were either non-planning matters, duplicates or out of time, and emphasised the importance of these cases being filtered out appropriately, in order for the legitimate enforcement matters to be dealt with.
- Officers explained the importance of work being undertaken to build a clearer picture of the current situation, and subsequently formulate a strategy of how to move forward work more efficiently.

- Members were concerned that prioritisation of enforcement matters was not working, and that better information about enforcement procedures and processes would be useful to both the public and Members. Reporting and monitoring of enforcement was a key element of the service that required improvement.
- The Committee noted that recruitment to the Enforcement Team had been an issue in the past, but that the team would be fully staffed from October. The provision of additional resource and ways of integrating the work of the Enforcement Team with that of Development Management was being explored in order to begin clearing the backlog of cases.
- Staff training had been identified as another area requiring attention, particularly on the effective use of software and existing workflow/project management systems.
- Officers were expecting the PEMP to be in force by the end of 2018, and for the service to begin to demonstrate improvements by then. It was suggested by the Executive Member for Place Shaping that an all-Member briefing on planning enforcement could be arranged when the PEMP was in place; the Committee were supportive of this suggestion.

Work Programme 2018-19

The Committee also considered and agreed the work plan for 2018/19.

The Chair emphasised the importance of Officers preparing and submitting reports to the Committee at the meetings for which their items were scheduled on the work programme. The Committee agreed that their work programme required further development.

The Committee also asked the Democratic Services Officer to contact Officers who had items under the 'potential items for 2018/19' section at the end of the work programme, in order to ascertain which committee meetings these would be presented at.

Councillor J Deans
Chair, Policy Review Committee