

RECOMMENDATIONS FROM THE SCRUTINY REVIEW OF PLANNING ENFORCEMENT

| No | Recommendation | Progress to implementation | Status |
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| 1 | <p><u>Planning Enforcement Charter</u></p> <p>(i) There should be improved awareness of the Council's Planning Enforcement Charter which could be achieved by the following measures:-</p> <p>(a) The next review of the charter should follow a wider consultation process. It would be appropriate to use some of the information gathered through this Scrutiny Committee review.</p> <p>(ii) The review of the charter should examine the scope for a document which is more accessible to all stakeholders. Although the current version adopts the content recommended in the Scottish Government's guide, it is probable that a document can be produced which is more engaging.</p> | <p>Following approval of the revised Enforcement Charter by the Enterprise and Infrastructure Committee on 11 January 2017, the Charter was published to the Council's website on 31 March 2017 and made available in hard copy to stakeholders thereafter at Council offices. The format and appearance of the document is more accessible and engaging than previous text dominated versions. The Charter can be accessed online at:</p> <p>http://www.pkc.gov.uk/article/15035/Planning-Enforcement.</p> | Complete. |
| 2 | <p><u>Public Information</u></p> <p>The Council's webpage relating to Planning Enforcement should be improved and information provided specifically to assist community councils.</p> | <p>A specific section on Enforcement has been added to the Community Council page within the planning section on the website. (Completed by 30 June 2017). The Planning Enforcement page was reviewed in March 2017; the content on the page is up-to-date. The content will be periodically reviewed for changes or developments – such as through the national review of planning and new bill/legislation likely to follow by the end of 2017.</p> | Complete (but ongoing review). |
| 3 | <p><u>Establish an Annual Planning Enforcement Report</u></p> <p>There should be an annual report on the work of the Planning Enforcement Team.</p> <p>This should be submitted to the Development Management Committee and Scrutiny Committee. The</p> | <p>An Annual Planning Performance Report, which was targeted for completion by July 2017, has not yet been implemented. This has been as a result of officers involvement and case management issues. New tools to analyse and present performance within such an annual report have been developed.</p> | On target for completion by 31 October 2017. |

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| | <p>report should outline the work of the Planning Enforcement Officers over the preceding year. It could cover issues such as the current year's results compared with previous years; performance indicators and emerging trends. This report would have the dual benefits of showing the value of the work of the Planning Enforcement officers and publicising this work.</p> | <p>These will be used within the report as a priority for the next cycle of committee meetings. The performance and successes of the Planning Enforcement Officers have been highlighted in a case study within this year's Planning Performance Framework, which is in addition to the core performance statistics we are required by the Government to include. This work will feed in to the performance report.</p> | |
| 4 | <p><u>Organisation within the Planning Enforcement Team</u> Consideration should be given as to whether to rotate periodically the roles allocated to the three planning enforcement officers as this could provide opportunities to improve the breadth of experience and sustainability of the team given the relatively small capacity.</p> <p>Against this however, the Group recognises the benefits of officers who know thoroughly the work in their areas and the Review Group acknowledge that the responsibility to make such decisions, which are operational in nature, rests with service management. For this reason, the recommendation is simply that this issue is given consideration.</p> | <p>This has been considered but will not be taken forward as regards the overall team. It would be possible to rotate the two Enforcement Officers between their 'north' and 'south' areas. While this may give greater awareness and working knowledge for those officers, it would not necessarily broaden experience or sustainability. The Monitoring Officer post differs in specification to the enforcement officer posts and is not directly comparable or transferable.</p> | Complete |
| 5 | <p><u>Organisation within Development Management Team</u> (i) The Planning conditions used should be kept under review and updated where appropriate.</p> | <p>The standard planning conditions used have been comprehensively reviewed and updated since September 2016. They have been incorporated into our UNIFORM processing system and also stored on Sharepoint. The conditions will be kept under review to ensure they remain fit for purpose. The ongoing review will take account of any difficulties arising from their enforcement; decisions on</p> | Complete and ongoing |

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| | | appeal; and new case law. | |
| 6 | <p><u>Training for Councillors in Planning Enforcement</u></p> <p>(i) The responses to the survey of councillors showed a wish for additional training for elected members on planning enforcement. The Head of Planning and Development is asked to consider how this training request should be met.</p> <p>(ii) The induction training provided to newly elected councillors should include a section on planning enforcement.</p> | <p>Councillors were given topic specific training on Planning Enforcement as part of their elected member induction and training for planning as part of the Development Management Committee in May/June 2017.</p> <p>This included an Enforcement Officer leading a presentation on the subject and fielding questions. Further training will be provided to a wider audience of elected members, particularly where member composition changes or planning legislation changes (as mentioned in 2 above). Funding has been received from Planning Aid Scotland to support this.</p> | Complete. |

(source: [Perth and Kinross Council, Scrutiny Review: Planning Enforcement 2016. July 2016](#))