

# **Supplementary Committee Agenda**



## ***Planning Services Scrutiny Standing Panel Tuesday, 14th June, 2011***

**Place:** Council Chamber, Civic Offices, High Street, Epping

**Time:** 7.30 pm

**Committee Secretary:** Mark Jenkins - Office of the Chief Executive  
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### **7. IMPROVEMENT PLAN (Pages 3 - 6)**

(Director of Planning and Economic Development). To note the amended attached Improvement Plan.

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## EPPING FOREST DISTRICT COUNCIL

### DRAFT PLANNING & ECONOMIC DEVELOPMENT IMPROVEMENT PLAN 2011 - 2012 (UPDATED JUN 2011)

AREA OF IMPROVEMENT	ACTION(S)	LEAD RESPONSIBILITY	TARGET FOR COMPLETION	RESOURCES AVAILABLE/ REQUIRED	PROGRESS	
					<input checked="" type="checkbox"/> Fully Achieved <input type="checkbox"/> Partially Achieved <input type="checkbox"/> Limited Action	
<b>1. Continue to improve procedures For example; increasing the amount of information being held on i-Plan Both of new live information and historic data, so that more information is held electronically and is more accessible, otherwise bring forward initiatives to reduce the costs of dealing with queries, by providing more information on the website, rather than via individual letters, or individual meetings, and by doing things right first time.</b>	Confirm a programme of areas where information, primarily held in hard versions, can be scanned into i-Plan.	Directorate Business Manager	Dec 2011	Within existing resources	<input checked="" type="checkbox"/>	
	Make more information available by improving the content of the sections of the website concerning Planning.	Directorate Business Manager	Dec 2011	Within existing resources	<input type="checkbox"/>	
	Particular project is working with the local Council's to further improve i-Plan and once completed to gradually remove duplicate manual systems.	Directorate Business Manager	Dec 2011	Within existing resources	<input type="checkbox"/>	

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					<input type="checkbox"/> <input type="radio"/> <input type="checkbox"/>	Fully Achieved Partially Achieved Limited Action

<p><b>2. Create a shorter and simpler Business Plan for 2012 -2013, which meets Corporate requirements yet clearly indicates the future direction for the Directorate, in particular recognising the revised local focus of the Government.</b></p>	<p>Refocus Business Plan 2012 - 2013</p>	<p>Directorate Business Manager</p>	<p>March 2012</p> <p>With report to this Panel with a draft plan in Dec 2011.</p>	<p>Within existing resources</p>	<input type="radio"/>	
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					<input type="checkbox"/> <input type="radio"/> <input type="checkbox"/>	Fully Achieved Partially Achieved Limited Action

<p><b>3. Green Issues.</b></p> <p><b>In parallel with work being undertaken by the Green Corporate Working Party to replace the Climate Change Strategy with a Carbon Management Strategy, make clearer what the different sections of the Directorate are doing to promote sustainable development.</b></p>	<p>Create a revised and improved section on the Council's website to give greater clarity and prominence to these matters.</p> <p>Run training sessions for Members and Officers.</p>	<p>Assistant Directors; Building, Development and Policy &amp; Conservation</p>	<p>Dec 2011</p>	<p>Within existing resources</p>	<p style="text-align: center;"><input type="checkbox"/></p>	
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					<input checked="" type="checkbox"/> Fully Achieved <input type="checkbox"/> Partially Achieved <input type="checkbox"/> Limited Action	
<b>4. On the assumption that the Government introduces legislation to allow Planning fees to be set locally, and which allow greater cost recovery, and ultimately full cost recovery, to bring forward the necessary Schedules and local charging structure, carry out appropriate consultation and recommend the Council to adopt such a set of arrangements</b>	Complete benchmarking exercise.	Directorate Business Manager	Sept 2011	Within existing resources.	<input type="checkbox"/>	
	Compile fee schedule based on existing national schedule and with similar arrangements to adjoining Authorities.	Directorate Business Manager	Sept 2011	Within existing resources.	<input type="checkbox"/>	
	Compile a set of charges based on evidence of EFDC costs.	Directorate Business Manager	Sept 2011			