

Scrutiny Standing Panel Agenda



Planning Services Scrutiny Standing Panel Thursday, 3rd March, 2011

Place: Committee Room 1, Civic Offices, High Street, Epping

Time: 7.30 pm

Democratic Services Officer: Mark Jenkins - Office of the Chief Executive
Email mjenkins@eppingforestdc.gov.uk Tel: 01992 564607

Members:

Councillors J Philip (Chairman), H Ulkun (Vice-Chairman), Mrs P Brooks, C Finn, Mrs A Grigg, Mrs S Jones, Mrs M McEwen, J Markham, W Pryor, A Watts and J M Whitehouse

1. APOLOGIES FOR ABSENCE

2. SUBSTITUTE MEMBERS

(Assistant to the Chief Executive). To report the appointment of any substitute members for the meeting.

3. DECLARATIONS OF INTEREST

(Assistant to the Chief Executive). To declare interests in any items of the agenda.

In considering whether to declare a personal or a prejudicial interest under the Code of Conduct, Overview and Scrutiny members are asked to pay particular attention to paragraph 11 of the Code in addition to the more familiar requirements.

This requires the declaration of a personal and prejudicial interest in any matter before an Overview and Scrutiny Committee which relates to a decision of or action by another Committee or Sub-Committee of the Council, a Joint Committee or Joint Sub-Committee in which the Council is involved and of which the Councillor is also a member.

Paragraph 11 does not refer to Cabinet decisions or attendance at an Overview and Scrutiny meeting purely for the purpose of answering questions or providing information on such a matter.

4. NOTES FROM THE 2 DECEMBER 2010 MEETING (Pages 5 - 16)

To agree the notes of the Panel meeting held on 2 December 2010 (attached). The last Panel meeting (extra-ordinary one) held on 10 January 2011, are being finalised.

5. TERMS OF REFERENCE (Pages 17 - 18)

The Terms of Reference are attached.

6. WORK PROGRAMME (Pages 19 - 22)

The Work Programme is attached.

7. IMPROVEMENT PLAN (Pages 23 - 28)

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

1. An August 2010 version of this Plan was on the agenda of the Panel's meeting on 2nd December as a supplementary. A further copy of that is attached.

2 The plan cross referred to several other items that were on the agenda for that meeting e.g. reviewing certain protocols, increasing the amount of information on i-Plan, and the creation of the Business Plan for 2011-2012.)

3. Because of the scale of the agenda on 2 December, and at the subsequent extra meeting on 10 January the plan has not really been discussed as such, although progress on most of the items within it is being made.

4. Perhaps the key issue now is what should be contained in a further Improvement Plan, which is able to be resourced with all other work.

5. It is suggested that items 2 (i-Plan), 3 (Business Plan), 4 (Practical Measures) and 5 (Green Issues) can all be continued with; albeit with revised Smart targets, but if Members wish other items to be included, then that needs to be discussed.

6. There is now a regular amount of information provided about various aspects of the Directorates work within the Council Bulletin, however, there is a question about whether that information is being provided in the right place.

8. PLANNING AND ECONOMIC DEVELOPMENT DIRECTORATE DRAFT BUSINESS PLAN 2011/12 (Pages 29 - 120)

(Director of Planning and Economic Development) To consider the attached Directorate Draft Business Plan 2011/12.

9. **PLANNING ENFORCEMENT PROTOCOL (Pages 121 - 128)**
(Director of Planning and Economic Development) To consider the attached report.
10. **PLANNING ENFORCEMENT ROUTE OF ENFORCEMENT ACTION (Pages 129 - 132)**
(Director of Planning and Economic Development) To consider the attached report.
11. **ESSEX LOCAL TRANSPORT PLAN 3 CONSULTATION (Pages 133 - 136)**
(Director of Planning and Economic Development) To consider the attached report.
12. **CONSTRUCTION DAMAGE TO HIGHWAYS INFRASTRUCTURE (Pages 137 - 138)**
(Director of Planning and Economic Development) To consider the attached report.
13. **STANDARD LETTERS - 1. NEIGHBOUR NOTIFICATIONS ON PLANNING APPLICATIONS 2. ACKNOWLEDGEMENT OF ENFORCEMENT COMPLAINT (Pages 139 - 148)**
(Director of Planning and Economic Development) To consider the attached report.
14. **OFFICER DELEGATION (Pages 149 - 154)**
(Director of Planning and Economic Development) To consider the attached report.
15. **GENERAL APPROACH TO ASSESSING IMPACT ON LIGHT (Pages 155 - 158)**
(Director of Planning and Economic Development) To consider the attached report.
16. **DIRECTOR OF PLANNING AND ECONOMIC DEVELOPMENT'S FEEDBACK FROM DEVELOPMENT CONTROL MEETINGS (Pages 159 - 166)**
(Director of Planning and Economic Development) To consider the attached report.
17. **ANY OTHER BUSINESS**
18. **DATES OF FUTURE MEETINGS**

This is the last meeting of the Panel for this current year. There are provisional dates for next Council year which await confirmation at the Council meeting on 22 February 2011. These dates are as follows:

14 June;
13 September;
20 December;
7 February 2012; and
24 April