

Planning Services Standing Panel (Chairman – Cllr H Ulkun)

Item	Report Deadline / Priority	Progress / Comments	Programme of Future Meetings
1. To consider and Review Measures taken to Improve Performance within the Directorate (BP Section 3 (a))	a) Summary review presented	7 th Feb 2012 - COMPLETED	14 June 2011; 13 September; 3 October 20 December; 7 February 2012; and 24 April
	b) CIPFA Benchmarking report	24 th April 2012	
	c) Other updates	TBA	
2. To consider and Review Business Processes, Value for Money and Staffing arrangements for the Directorate (BP Section 3 (b))	a) To consider the Financial Review (Bus Plan Section 3 (b)).	7 th February 2012	
	b) To consider the Business and Environmental Review (Appendix Business Plan)	7 th February 2012	
	c) To consider the Directorate Value for Money statement (Business Plan Section 4 (f)).	7 th February 2012	
	d) To consider the Business Plan	24 th April 2012	
3. To monitor and receive reports/updates on the delivery of the Local Plan (BP Section 3 (c))	a) To report on the progress of the Local Plan	TBA TBA	
	b) To provide further updates on the Local Plan		

<p>4. To monitor and receive reports/updates on the Planning Electronic Document Management System (BP Section 3 (d))</p>	<p>a) To submit Electronic Records Management Progress Plan (Appendix Business Plan)</p> <p>b) To receive further updates</p>	<p>7th February 2012 COMPLETED</p> <p>TBA</p>	
<p>5. To establish whether there are any resource implications arising out of the topics under review and advise Cabinet for inclusion in the Budget Process each year;</p>	<p>a) To provide reports/updates as and when required</p>	<p>TBA</p>	
<p>6. To report to the Overview and Scrutiny Committee at appropriate intervals on the above.</p>	<p>a) Any recent meeting of the Chairman and Vice Chairman of the Area and District Committees Invitation Panel.</p>	<p>TBA</p>	