

**Test Valley Borough Council Overview & Scrutiny Committee
Panel and Lead Member Reviews - Scoping Template**

1	<p>Corporate Priority/Service Area (may be more than one)</p> <p>Enhancing and preserving our built and natural environment Doing things differently...doing things better</p>
2	<p>Lead Member(s)/Chairman of Panel</p> <p>Cllr Nick Adams-King</p>
3	<p>Portfolio Holder(s)</p> <p>Cllr Martin Hatley</p>
4	<p>Topic for Review</p> <p>Operation of the Planning Advisory Panel and of Planning Committees.</p>
-	<p>Key Areas of Focus</p> <p>Planning Policy –</p> <ul style="list-style-type: none"> - To review the changes made to the Planning Advisory Panel as a result of last year’s review chaired by Cllr Tilling; once reviewed examine further ways by which the wider Council membership can be involved in developing planning policy - To examine the operation of planning policy in neighbouring and similar authorities to identify best practice and recommend any changes resulting from this. <p>Planning Committee Function & Structure</p> <ul style="list-style-type: none"> - To review Planning Committee process and procedures and member involvement in it. - To examine the operation of the planning development process and Planning Committees in neighbouring and similar authorities to identify best practice and recommend and changes resulting from this.
6	<p>What will be developed or reviewed?</p> <ol style="list-style-type: none"> 1. The operation of the Planning Advisory Panel under its new structure 2. Research into operation of planning policy in neighbouring and similar authorities to identify best practice and opportunities for improvement. 3. Member perception of and involvement in the planning development process and more specifically as members of the Planning Committees. 4. Research into operation of planning committees in neighbouring and similar authorities to identify best practice and opportunities for improvement.

	<ol style="list-style-type: none"> 5. The process and procedures followed at Planning Committee Meetings to include provision of information to members and the role of officers and members under the various situations. 6. The Constitution in relation to Planning Committees, in particular reviewing how this relates to practice and the constitutional position and operation of the Planning Control Committee.
7	<p>Rationale – Why now/why at all?</p> <ol style="list-style-type: none"> 1. The improvements recommended by Cllr Tilling’s review of member engagement in planning policy last year were adopted in part by Cabinet and are now being implemented. It seems sensible and appropriate to review these as they are being put into practice to enable changes if necessary. 2. Previous reviews of planning policy and planning development practice have not included investigation of the practice of other authorities. A review comparing ourselves with our neighbours and most similar authorities may provide valuable suggestions for improvement. 3. Staffing pressures on the Planning Department in recent times have highlighted the resource burden of a considerable number of applications being brought to committee. Improved processes may identify a better method of identifying applications for consideration at committee, thereby bringing savings in terms of time and resource. 4. Members have not been surveyed in recent times as to their thoughts about the planning committee system and process. A number of new members have been elected in May’s election and have now experience of the current system. It’s a pertinent moment to survey members as to their thoughts.
8	<p>Anticipated Benefits</p> <ol style="list-style-type: none"> 1. Reviewing the implementation of the revised Planning Advisory Panel process will enable the identification of opportunities for further improvement and engagement by members in the process. 2. Investigating the planning policy and committee processes of other authorities may identify areas for improvement for our own procedures and, if it does not, will at least provide confirmation our processes are running efficiently and effectively in comparison with others. 3. Greater member involvement and understanding of the planning policy and development processes. 4. Improved call-in procedures for planning committees. 5. Efficiency gains for the Planning Department.
9	<p>Resource Implications</p> <p>TBC</p>

10	<p>Are there any Partner Organisations involved in the Project?</p> <p>Information will need to be gathered from neighbouring and similar authorities. We suggest this is capped at 8 authorities.</p>
11	<p>Does the Project require Public Involvement?</p> <p>No.</p>
12	<p>Expected Outcomes: In 3 months (Progress or Full Report)</p> <p>In respect of the Planning Advisory Panel – progress and an interim report detailing its initial operation. Planning Committee process – a full report detailing recommendations for improvement of the process.</p>
13	<p>How will the Project assist the achievement of a Corporate Priority or Priorities?</p> <ol style="list-style-type: none"> 1. Doing the planning process ‘differently if it results in doing things better’. 2. Identifying efficiency gains for the Planning Department through reducing the burden of planning applications being passed to committee.
14	<p>What do you want OSCOM to do now?</p> <p>Endorse this proposal and schedule time for the group to report back in three months time.</p>