

## REVIEW COMMITTEE – POSITION SCHEDULE FOR PLANNING ENFORCEMENT PROJECT

<b>Review Title:</b> The operation of Planning Enforcement service.	<b>Date:</b> September 2006
<b>Project Leader:</b> Cllr K J Gordon supported by Cllr PF A Webster and Cllr Mrs S A Harper	
<b>Terms of Reference:</b>	
To review the operation of the Planning Enforcement service and in particular to consider:- <ol style="list-style-type: none"> <li>1. How it operates on a day-to-day basis.</li> <li>2. Whether the perceived backlog of cases is correct.</li> <li>3. RDC performance against other councils in the neighbouring areas.</li> </ol>	
<b>Actions Completed this month:</b>	
<ol style="list-style-type: none"> <li>1. Additional questions have been answered by Planning Enforcement.</li> <li>2. Details of the Reports and Processes have been requested and received from Planning Enforcement.</li> <li>3. Planning have formulated a questionnaire around Planning Enforcement cases and issues and sent it to other Councils in the Rochford D.C. “family group.”</li> <li>4. Meeting with Overview and Scrutiny officer for update.</li> </ol>	
<b>Actions still in progress:</b>	
<ol style="list-style-type: none"> <li>1. Cllr K J Gordon to continue looking at the main monitoring reports and other returns and analysing the details contained within them.</li> <li>2. Cllr P F A Webster to continue looking at the Enforcement Policy Statement issued by the Council and the Guide to the Enforcement Service.</li> <li>3. Cllr Mrs S A Harper to continue looking at the Process of Enforcement, this is to include a Review of certain cases to obtain an understanding of the problems associated with enforcement.</li> </ol>	
<b>Planned actions for next month:</b>	
<ol style="list-style-type: none"> <li>1. Planning Enforcement to analyse data received from other Councils and provide their observations on this.</li> <li>2. Further analysis of the results of the questionnaire by the project team.</li> <li>3. Further questions to be submitted to Planning Enforcement.</li> <li>4. Meeting to be arranged with the Team Leader of Planning Enforcement.</li> </ol>	
<b>Information/observations from Project to be shared since previous document produced:</b>	
<ol style="list-style-type: none"> <li>1. Initial findings would seem to show that the enforcement section would benefit from an increased level of staffing. Whether this is on a short term basis needs further clarification.</li> </ol>	