



Planning Committee Cycle

RECOMMENDATION

- 1.1 To note the report and resolve a course of action.
- 1.2 To agree the proposed change as outlined at 2.4.

SUPPORTING INFORMATION

- 2.1 Members may recall a previous report on the subject of Development Control Performance and the frequency of the Planning Control meetings. The present situation of holding a meeting every two weeks was introduced some time ago as a temporary measure to help avoid the very long meetings that we previously had to face as a result of holding one meeting a month. I have agreed with the Chair that I would look at the past trends of duration and application numbers and present my findings.
- 2.2 The reason for looking at this in detail is that there is a very large amount of staff and officer time together with resources devoted to putting together my reports to each Committee. Reports have to be drafted some 4 weeks in advance of the Committee meeting to allow for the Chair's pre-agenda meeting, drafting, redrafting, checking, updating and printing before being dispatched 5 working days before the meeting. It is a continuous cycle of repetition that, I feel, needs to be broken – with an additional weeks breathing space. Four weeks would be unduly long in terms of agenda numbers and duration. By extrapolating the data gathered from the past 12 meetings (where they have been spaced at 2 week intervals) I calculate that the pattern and duration of meetings, on average, should be as follows:

	INTERVAL	ITEMS	SPEAKERS	DURATION
CURRENT	2 Weeks	8	5	1 hour 20 minutes
PROPOSED	3 Weeks	12	8	2 hours

It is the number of speakers that naturally adds time to the meeting and we cannot predict with any accuracy their numbers as they depend on the nature and complexity of each application.

- 2.3 I would suggest that a 2 hour meeting is not unreasonable, and is a better use of Members and officer time and resources than having a short 45-55 minute meeting, as has happened on at least 3 recent occasions. It would also assist in a more appropriate use of officer resources, improving staff morale and enabling us to focus on delegated matters.
- 2.4 I therefore recommend that for the forthcoming Council year that we move to a 3 weekly cycle, as a temporary measure to gauge the impact on our time, workload and efficiency.

For more information contact:	Paul Clarke 01332 255942 e-mail paul.clarke@derby.gov.uk
Background papers:	None or list
List of appendices:	Appendix 1 – Implications Appendix 2 - title

IMPLICATIONS

Financial

1. None.

Legal

2. None.

Personnel

3. None.

Corporate objectives and priorities for change

4. None.