

Report to:

Planning Committee

9 December 2020

Lead Officer:

Stephen Kelly –
Joint Director of Planning and Economic Development

Decision Notices – Process Review

Executive Summary

1. The purpose of this report is to inform the Planning Committee with the outcome of an Internal Audit report into the Planning – Decision Making Process.

Recommendations

2. It is recommended that Committee notes the contents of the report included in Appendix A.

Reasons for Recommendations

3. Internal Audit was recently requested to complete a review, and Group Leaders have agreed that the report should be presented to the Planning Committee.

Details

4. This review has been completed in response to two recent planning permission incidents, where a Decision Notice was issued in error. The Council issued a public apology on its website on the 17th November 2020:
<https://www.scambs.gov.uk/council-apology-and-investigation-following-two-planning-errors/>
5. Our objective was to review the planning applications and the decision-making process in each case. This is detailed in our report at Appendix A.

Implications

6. In the writing of this report, taking into account financial, legal, staffing, risk, equality and diversity, climate change, and any other key issues, the following implications have been considered: -

Risks/Opportunities

7. We consider the risks related to review as part of our planning process. The key risks that we identified were non-compliance with policy and procedure, leading to reputational risk and the unplanned consumption of resources and expenditure to rectify errors. Developing improvements in the internal controls will help to mitigate this risk.

Alignment with Council Priority Areas

A modern and caring Council

8. This review supports the above priority area in the Business Plan, as the Council aims to provide our customers with high-quality services, and make decisions in a transparent, open and inclusive way.
9. This review helps to communicate what went wrong, how we are rectifying the issue, and will help to drive improvement in our processes.

Background Papers

None

Appendices

Appendix A: Internal Audit Report: Planning – Decision Making Process

Report Author:

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