

**CABINET**  
**17 July 2014 at 7.00 pm**

Further to the recent despatch of agenda and papers for the above meeting, please find a reference from Scrutiny Committee that met on 15 July 2014:

5. **Matters referred from the Audit Committee and Scrutiny Committee (Paragraph 5.20 of Part 4 (Executive) of the Constitution)** (Pages 1 - 4)

To assist in the speedy and efficient despatch of business, Members wishing to obtain factual information on items included on the Agenda are asked to enquire of the appropriate Director or Contact Officer named on a report prior to the day of the meeting.

Should you require a copy of this agenda or any of the reports listed on it in another format please do not hesitate to contact the Democratic Services Team as set out below.

For any other queries concerning this agenda or the meeting please contact:

**The Democratic Services Team (01732 227241)**

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**MATTERS REFERRED FROM THE AUDIT COMMITTEE AND SCRUTINY COMMITTEE  
(PARAGRAPH 5.20 OF PART 4 (EXECUTIVE) OF THE CONSTITUTION)**

a) Performance Monitoring (*Minute 6 , Scrutiny Committee – 15 July 2014*)


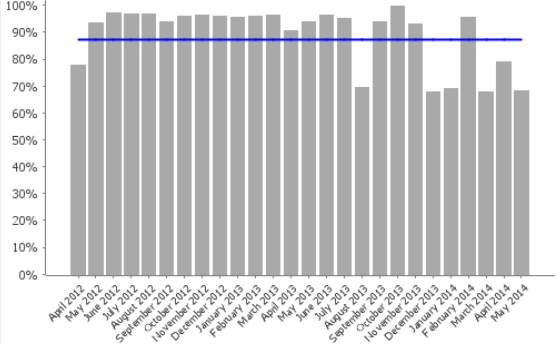

Members considered a report which summarised performance across the Council to the end of May 2014. Members were asked to consider three performance indicators which were performing 10% or more below their target with a commentary from Officers explaining the reasons and detailing any plans to improve performance. If actions taken were not deemed sufficient, the report recommended referring those indicators to Cabinet for further assessment.

The Committee noted that 73.6% of planning applications had been validated within 5 days in the period of April and May 2014, although the target was 87.5%. It was likely the significant increase in major planning applications received and the imminent introduction of the Community Infrastructure Levy were having a short term impact on performance. It was thought that an increase in major applications could have an impact upon the rest of the service. The Committee had concerns at the performance and wanted Cabinet to consider, in the context of reduced resources across the Council, what resources were available to deal with any increases in the number of applications, particularly major applications.

Resolved: That the Committee's concerns with LPI DC 001 be referred to Cabinet and that Cabinet be asked to consider what resources were available to deal with any increases in the number of planning applications, particularly major planning applications.

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Scrutiny Committee – Performance Data (Data for May 2014)

Code	Short Name	Current Value	Current Target	Current Status	Performance Chart	Cumulative (Year to Date) Performance			Latest Note
						2014/15			
						Value	Target	Status	
LPI DC 001 Page 3	The percentage of planning applications assessed for validation in 5 days	68.2%	87.5%			73.6%	87.5%		<p>During April and May this year a total of 397 planning applications have been received, an increase of 8.5% from the 366 received over the same period last year.</p> <p>The number of complex major applications received over the period has increased by 125% from 4 to 9.</p> <p>The level of resource required to validate major planning applications has had a knock on effect on the overall performance of the team. Overall performance in the processing times for major, minor and other planning application types remains at target levels for the year to date. However it is recognised that the impact of receipt of a high number of major planning applications will not be evident until three months until after they have been received.</p>

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