



PORTFOLIO HOLDER DECISION NOTICE

INDIVIDUAL DECISION BY THE PORTFOLIO HOLDER FOR PLANNING AND ENFORCEMENT

TOPIC – PLANNING AND ENFORCEMENT PORTFOLIO PLAN 2012/13

PROCEDURAL INFORMATION

The Access to Information Procedure Rules – Part 4, Section 22 of the Council's Constitution provides for a decision to be made by an individual member of Cabinet.

In accordance with the Procedure Rules, the Corporate Director (Governance), the Chief Executive and the Head of Finance are consulted together with Chairman and Vice Chairman of The Overview and Scrutiny Committee and any other relevant overview and scrutiny committee. In addition, all Members are notified.

If five or more Members from those informed request, the Leader may require the matter be referred to Cabinet for determination.

Contact Officer:

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Committee Administrator:

Nancy Graham, Tel: 01962 848 235, Email: ngraham@winchester.gov.uk

SUMMARY

Approval is sought for the attached Planning and Enforcement Portfolio Plan 2012/13.

The concept of producing Portfolio Plans was approved by Cabinet as part of the Change Plans 2012/13: Consultation Draft report ([CAB2249](#), 9 November 2011 refers).

Positioned alongside the four Change Plans which capture only the most significant actions to which the Council is committed, the Portfolio Plans include many of the other actions, though less significant that still contribute to the overall delivery of the three outcomes included in the Community Strategy and the Council's own outcome to be an "Efficient and Effective Council".

Portfolio Holders will be responsible for monitoring the actions included in their respective Portfolio Plan through their regular discussions with the relevant Heads of Team.

It was agreed with the Portfolio Holder for Finance and Estates that there would not be a Portfolio Plan for this Portfolio due to the monitoring and transparency that already exists through regular monitoring and reports to Audit Committee, Cabinet

and The Overview and Scrutiny Committee. In respect of Finance, the work is mostly dictated by statutory reporting requirements; e.g. the Budget, the Statement of Accounts and the Treasury Management Strategy with any significant projects being reflected in Change Plans. For Estates, the Asset Management Plan sets out the work programme for the coming year and beyond as well as significant projects being included in relevant Change Plans.

DECISION

That the Planning and Enforcement Portfolio Plan 2012/13 be approved as attached at Appendix 1.

REASON FOR THE DECISION AND OTHER ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

The attached Portfolio Plan forms part of a suite of Plans with one for each Portfolio Holder. Each Plan includes the significant actions put forward by Heads of Teams that have not been included in relevant Change Plans which were approved by the Council in January 2012.

RESOURCE IMPLICATIONS

The resources allocated to the delivery of individual actions are largely contained within existing resources commitments for individual teams as part of the budget setting process. However, where insufficient resources are available, including either capital or revenue funding, this may be the subject of a future growth bid which will require appropriate Member approval before the project can be progressed.

CONSULTATION UNDERTAKEN ON THE DECISION

The Portfolio Holder for Planning and Enforcement has been consulted on the projects and actions included in the attached Portfolio Plan.

FURTHER ALTERNATIVE OPTIONS CONSIDERED AND REJECTED FOLLOWING PUBLICATION OF THE DRAFT PORTFOLIO HOLDER DECISION NOTICE

N/A

DECLARATION OF INTERESTS BY THE DECISION MAKER OR A MEMBER OR OFFICER CONSULTED

N/A

DISPENSATION GRANTED BY THE STANDARDS COMMITTEE

N/A

Approved by: (signature)

Date of Decision: 25.04.12

Councillor Rob Humby Portfolio Holder for Planning and Enforcement

Planning and Enforcement Portfolio Plan 2012/13



Building Control Team

| Code & Title | What will we do? | Expected Outcome | Milestones | Milestone Due Date | Action Due Date | Who's Accountable |
|---|--|--|------------|--------------------|-----------------|--------------------------|
| BCD/BCD/005 Ensure implementation of Part B of Fire and Safety regulations | Implement Part B Fire and Safety in line with the Government's Regulatory Reform Order for the prevention of fire. | Buildings in the District are safer for people to frequent. | Ongoing | Ongoing | 31-Mar-2015 | Head of Building Control |
| BCD/BCD/006 Apply the Building Regulations to new, altered and extended buildings to increase living standards | Apply the Building Regulations to new, altered and extended buildings to increase living standards. | Better quality and more sustainable buildings measured nationally. | Ongoing | Ongoing | 31-Mar-2015 | Head of Building Control |
| BCD/BCD/009 Continue to implement part M of the Building Regulations | Continue to implement part M of the Building Regulations Access and use of buildings. | All new houses are accessible for all members of the community. | Ongoing | Ongoing | 31-Mar-2014 | Head of Building Control |

| Code & Title | What will we do? | Expected Outcome | Milestones | Milestone Due Date | Action Due Date | Who's Accountable |
|---|---|--|------------|--------------------|-----------------|--------------------------|
| Access and use of buildings | | | | | | |
| BCD/BCD/010 Develop further partnerships between Building Control, local companies and other service providers | Develop further partnerships between Building Control, local companies and other service providers. | Increased number of partnerships with local businesses Increased joint working with other service providers. | Ongoing | Ongoing | 31-Mar-2014 | Head of Building Control |

Planning Management Team

| Code & Title | What will we do? | Expected Outcome | Milestones | Milestone Due Date | Action Due Date | Who's Accountable |
|--|--|---|--|--------------------|-----------------|-----------------------------|
| PDC/DEV/008 Silver Hill development | Continue to work on the Silver Hill redevelopment scheme following the granting of permission. Including discharging of conditions and planning obligations. | Smooth delivery of a development which would enhance the city centre. | | | 01-Apr-2013 | Head of Planning Management |
| PDC/DEV/011 Produce Planning | Produce planning charter and initiate new guidance | Improved customer service. | Review customer experience and undertake | 01-Nov-2012 | 31-Mar-2013 | Head of Planning Management |

| Code & Title | What will we do? | Expected Outcome | Milestones | Milestone Due Date | Action Due Date | Who's Accountable |
|--|--|--|---|--------------------|-----------------|-------------------|
| Charter | notes for customers/officers. Improve customer care. | | satisfaction survey | | | |
| | | | Draft charter to be reported to PDCC/Portfolio Holder. | 31-Jan-2013 | | |
| PDC/DEV/018 Development Management in the National Park (Phase 1 and 2) | Seek to agree arrangements for the handling of planning applications and enforcement functions in the national park. | Agreement of a delegated arrangement which is capable of delivering efficient and effective planning management services within the park area. | Go Live Phase 2. | 02-Apr-2012 | 31-May-2012 | |
| | | | Land Charges / Searches processes and procedures reviewed, system links set up and tested. | 31-May-2012 | | |
| | | | Review of WCC's Enforcement processes and procedures in the light of SDNP's Uniform. | 31-May-2012 | | |
| | | | Review of WCC's planning processes and procedures in the light of SDNP's Uniform. | 31-May-2012 | | |
| | | | Review of WCC's specialist services and procedures in the light of SDNP's processes and procedures. | 31-May-2012 | | |

| Code & Title | What will we do? | Expected Outcome | Milestones | Milestone Due Date | Action Due Date | Who's Accountable |
|--|--|---|---|--------------------|-----------------|-----------------------------|
| PDC/DEV/019 Barton Farm | Continue work on Barton Farm – determine new planning application if one is submitted or, if appeal case is allowed by the SOS following High Court challenge, deal with resultant reserved matters. | Determine application new and deal with the appeal case in an efficient and timely manner. | | | 31-Mar-2013 | Head of Planning Management |
| PDC/DEV/020 Local planning fees | Set local planning fees following abandonment of national fees regime. | Achieve income from fees which cover the costs of the planning service. | Public and Member consultations. | 01-Jun-2012 | 31-Oct-2012 | Head of Planning Management |
| | | | Adopt and operate new fee regime. | 31-Oct-2012 | | |
| PDC/DEV/021 Investigate C-Plan system | Head of Planning Management to investigate whether C-Plan system developed and operated by Woking BC would deliver benefits for Winchester. | Improve the way sustainability matters are dealt with in relation to development proposals. | Implement pilot scheme for sustainability advice with Eastleigh BC. | 30-Apr-2012 | 01-Oct-2012 | Head of Planning Management |
| | | | Review pilot scheme with Eastleigh BC. | 03-Sep-2012 | | |
| PDC/DEV/023 Review Planning Management in the National Park | To look at how the delegation arrangements are working post April 2011. | Provide an efficient and effective planning service for the SDNPA and our customers. | Agree SLA with SDNPA for delivery of Planning Management services. | 30-Jun-2012 | 30-Oct-2012 | Head of Planning Management |

| Code & Title | What will we do? | Expected Outcome | Milestones | Milestone Due Date | Action Due Date | Who's Accountable |
|--|---|--|--|--------------------|-----------------|-----------------------------|
| PDC/DEV/024 Localism Act 2011 | Review Planning Management operation in light of Localism Act looking in particular at Neighbourhood Planning and changes to enforcement provisions. | Amend planning application/appeal/enforcement processes in line with new planning provisions brought in by the Localism Act. | | | 01-Jul-2012 | Head of Planning Management |
| PDC/DEV/025 Planning Performance Improvement Plan | Plan designed to improve the speed of decision making in relation to planning applications in line with NI157 performance indicators. | Improve speed of decision making. | Review of 1APP requirements (information required to validate applications) and dispatch of early acknowledgement letters to agents. | 01-Sep-2012 | 01-Sep-2012 | Head of Planning Management |
| PDC/DEV/026 West of Waterlooville | Contribute to the re-planning of the Grainger part of the MDA and to the post decision stages of the West of Waterlooville including discharging conditions, monitoring development, dealing with reserved matters and other related planning applications and working efficiently in conjunction with Havant Borough | Creation of a high quality and sustainable urban extension to Waterlooville. | | | 31-Mar-2014 | Head of Planning Management |

| Code & Title | What will we do? | Expected Outcome | Milestones | Milestone Due Date | Action Due Date | Who's Accountable |
|---|--|--|---|--------------------|-----------------|-----------------------------|
| | Council. | | | | | |
| PDC/DEV/027 Work on Major Development Areas | Continue work on North Whiteley MDA. | Creation of high quality and sustainable urban extensions to Waterloo/Winchester/Whiteley. | | | 31-Mar-2013 | Head of Planning Management |
| PDC/DEV/028 Review provision of planning enforcement resources | Involve Neighbourhood Wardens in planning enforcement and review Enforcement Team structure. | Enhanced ability to respond to complaints, including cases requiring urgent site visits, whilst reducing the costs of the Enforcement service. | Recruit new enforcement officer as a replacement for vacated senior enforcement officer post. | 31-May-2012 | 01-Aug-2012 | Head of Planning Management |
| | | | Train Neighbourhood Wardens to enable them to undertake initial investigation work in relation to enforcement complaints. | 01-Aug-2012 | | |

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| Strategic Planning Team |
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| Code & Title | What will we do? | Expected Outcome | Milestones | Milestone Due Date | Action Due Date | Who's Accountable |
|---|---|---|--|--------------------|-----------------|----------------------------|
| STP/STP/008 Consult on draft Village/Neighbourhood Design Statements | Consult on draft Village/Neighbourhood Design Statements and adopt as Supplementary Planning Documents, for: <ul style="list-style-type: none"> · Colden Common · South Wonston | Achievement of key milestones for each document and successful adoption of VDS / NDSs | | | 31-Mar-2014 | Head of Strategic Planning |
| STP/STP/008a Colden Common Village Design Statement | Consult on Colden Common Village Design Statement. | Document adopted. | Village Design Statement Drafted. | 30-Jun-2012 | 30-Sep-2012 | Head of Strategic Planning |
| | | | Village Design Statement Adopted. | 30-Sep-2012 | | |
| STP/STP/008d South Wonston Village Design Statement | Consult on South Wonston Village Design Statement. | Document adopted. | Village Design Statement Drafted. | 30-Jun-2012 | 30-Sep-2012 | Head of Strategic Planning |
| | | | Village Design Statement Adopted. | 30-Sep-2012 | | |
| STP/STP/011 CIL Charging Schedule | Produce Community Infrastructure Levy (CIL) Charging Schedule. | Adopted CIL Charging Schedule. | Technical work to produce Preliminary Charging Schedule. | 31-Oct-2012 | 30-Sep-2013 | Head of Strategic Planning |
| | | | Publish and consult on Preliminary Charging Schedule. | 30-Nov-2012 | | |

| Code & Title | What will we do? | Expected Outcome | Milestones | Milestone Due Date | Action Due Date | Who's Accountable |
|--------------|------------------|------------------|---|--------------------|-----------------|-------------------|
| | | | Publish and consult on Draft Charging Schedule. | 30-Jan-2013 | | |
| | | | Submit Charging Schedule for examination. | 28-Feb-2013 | | |
| | | | Examination hearing and Inspector's Report. | 31-Jul-2013 | | |
| | | | Adopt CIL Charging Schedule. | 30-Sep-2013 | | |