

Committee: **Planning Committee**

Date of meeting: **9th November 2023**

Report Subject: **Revised Planning Advice Notes (PANs)**

Portfolio Holder/Chair: **Cllr. Winnett Chair of Planning Committee**

Report Submitted by: **Service Manager Development & Estates**

Reporting Pathway								
Directorate Management Team	Corporate Leadership Team	Portfolio Holder / Chair	Governance Audit Committee	Democratic Services Committee	Scrutiny Committee	Cabinet	Council	Other (please state)

1.0 Purpose of the Report

To consider revisions and updates to the Planning Protocol. This document is one of a series of Planning Advice Notes (PANs).

2.0 Scope and Background

2.1 The service has adopted a series of PANs which cover important areas of service delivery. These are published on the Council website.

2.2 Officers are currently reviewing all internal policies and this report seeks Member approval of a revised Protocol. I have included the full list for Member's information.

- 2.3 PAN 1 – Public Speaking (*Updated Oct '23 Planning Committee*)
 PAN 2 – Enforcement Guide
 PAN 3 – Planning Charter (*Updated Oct '23 Planning Committee*)
 PAN 4 – Scheme of Delegation (*Revised Sept '23 Council*)
 PAN 5 – Publicity for Planning Apps (*Oct Sept '23 Planning Committee*)
 PAN 6 – Preliminary Advice Scheme
 PAN 7 – Planning Protocol – *subject of this report.*

2.4 The new draft of PAN 7 is attached to this report. It has been updated and revised to reflect changes in policy and procedure since the original document was adopted in 2014.

2.5 It is hoped to present PAN 2 and PAN 6 to this Committee for consideration in the near future.

3.0 Options for Recommendation

3.1 Option 1 – do nothing. This will result in the existing Protocol being withdrawn and not replaced.

Option 2 (preferred) – adopt the revised Protocol appended to this report.

4.0 **Evidence of how this topic supports the achievement of the Corporate Plan / Statutory Responsibilities / Blaenau Gwent Well-being Plan**

4.1 The PANs ensure consistency and transparency in how the service is delivered and sets standards which service users can expect to receive

5.0 **Implications Against Each Option**

There are no budgetary implications.

5.1 ***Impact on Budget (short and long term impact)***

None

5.2 ***Risk including Mitigating Actions***

None

5.3 ***Legal***

None

5.4 ***Human Resources***

None

5.5 ***Health and Safety***

None

6.0 **Supporting Evidence**

6.1 ***Performance Information and Data***

None

6.2 ***Expected outcome for the public***

A published set of policies and service standards that set out how the planning service will be delivered and to which the quality of service can be measured.

6.3 ***Involvement (consultation, engagement, participation)***

None

6.4 ***Thinking for the Long term (forward planning)***

6.5 ***Preventative focus***

N/A

6.6 ***Collaboration / partnership working***

N/A

6.7 ***Integration (across service areas)***

N/A

6.8 ***Decarbonisation and Reducing Carbon Emissions***

N/A

6.9 ***Integrated Impact Assessment (IIA)***
N/A

7.0 **Monitoring Arrangements**

7.1 **Background Documents /Electronic Links**

N/A