

Committee: **Planning Committee**

Date of meeting: **January 2024**

Report Subject: **Revised Practice Advice Note (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 revising the Practice Advice Note (PAN) dealing with planning enforcement.

**2.0 Scope and Background**

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

2.2 Officers are currently reviewing all internal policies and this report seeks Member approval of PAN 2. I have included the full list for Member's information. Those in green have been updated and revised in the past few months. PAN 6 (in red) will be the last to be reviewed by Spring 2024 and will include reviewing all charges for preliminary advice.

2.3 **PAN 1 – Public Speaking at Planning Committee**

**PAN 2 – Enforcement (*subject of this report*)**

**PAN 3 – Planning Charter**

**PAN 4 – Scheme of Delegation**

**PAN 5 – Publicity for Planning Applications**

**PAN 6 – Preliminary Advice Scheme**

**PAN 7 – Planning Protocol**

2.4 The revised and updated PAN is appended to this report. It updates the general policy we use when dealing with unauthorised development and sets two performance indicators which will be monitored via the service Business Plan.

**3.0 Options for Recommendation**

3.1 Option 1 – do nothing. The existing PAN will remain in force/

Option 2 – adopt the revised PAN 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***

The performance targets have been set having regard to WG guidance, recent performance and current capacity.

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**  
Via the Business Plan.