

Appendix B: Table re Review recommendations

No	Key Recommendation	LBB Officer's Response	Comment with Independent Reviewer	Section of the Planning Code amended of accordance with key recommendation
1.	Review the wording of the Code of Practice so that it applies to both members and officers.	The Code will be amended to specifically cross - refer to the Protocol for Member/Officer relations, but officers would like to keep the respective documents separate.	Cross –referencing would work as amounts to the same thing. Especially Declarations by officers- Familiarity with developers, Facebook and friends	Para 1.1 of the Code amended. We will also be amending the Officer Code to specifically cover the developer's reference.
2.	Include a section within the Code of Practice that outlines the roles of the key officer and member participants in the Planning Committee meeting	Agreed	Noted	New para 14 inserted into the Code.
3.	Include a reference within the Code of Practice on the use of substitutes. This could include a reference to the need for training, the need for them to familiarise themselves with the report contents in an equivalent way to a permanent Planning Committee member and a deadline for the identification of a substitute prior to a Planning Committee meeting.	Agreed. Substitutes presently attend training. The Code will be amended to make clear substitutes are recommended to read the papers 24hours prior to a committee meeting.	Noted	Para 13.1 and 13.4 of the Code amended.
4.	Reword paragraphs 4.1, 4.3, 6.1 and 7.2 for clarity for the reasons given in section 4 of this report.	Agreed.	Noted	Paragraphs 4.1, 4.3, 6.1 and 7.2 of the Code amended.

5.	Review the section on councillor training to be more explicit about the minimum training expected of councillors to sit on Planning Committee and clarification on the mandatory requirements	Agreed.	Noted	Para 13.1 of the Code amended.
6.	Cross reference procedures for speaking at Planning Committee with the constitutional requirements. This will enable greater transparency and avoid any confusion for both the Planning Committee and the speakers	Agreed.	Noted.	Para 11.5 of the Code amended.
7.	Provide a new section in the Code of Practice to provide guidance to Members of Planning Committee and other councillors on their engagement in the pre application process	Agreed.	Noted.	Guidance is in the process of being finalised.
8.	Include additional items on the Planning Committee agenda periodically to report on appeal decisions and report on Planning performance	Officers are of the view that Planning Committee's remit is for making of decisions and ensuring officers are justifying their recommendations as opposed to reporting on Planning performance. That said, officers will bring the Annual Monitoring Report (AMR) and decisions which have been overturned at appeal to the Planning Committee on a periodic basis.	Agreed – more important where performance is poor or significant appeals against the council, which is not LBB's position.	An Annual Monitoring Report and decisions which have been overturned at appeal will be brought to the Planning Committee on a periodic basis.

9.	Clarify the preference for site visits to be held prior to a Planning Committee meeting rather than deferring a decision for a site visit	In practice, it is very rare to defer a decision for a site visit. However, should it be occur –it also demonstrates that concerns have been taking into account.	Noted. Would like officers to keep it on radar in case it becomes an issue in the future.	Reviewer's comments noted.
10.	Consider additional sections in the Code of Practice to include councillor responsibilities in reviewing live planning applications and how they should be engaged in post decision matters.	Agreed, officers will look at this further.	Noted, especially re appeals and refusals.	Officers are considering this further.