

## Best Value Inspection Recommendation

INSPECTION RECOMMENDATION	ACTION	TARGET DATE	COMMENT
Update Local Plan without delay	Plan reported to Executive. To be submitted to October Executive	29 October Council	The plan has been delayed due to resource shortages and other work pressures. Subject to Council approval it will be placed on deposit by the end of the year. Significant work will still be necessary to ensure progress through the remaining stages towards adoption
Guidance on Section 106 Agreements	Joint working taking place with WCC to create a County-wide guidance	January 04	
Speed of decision making	Internal procedures have been streamlined. New IT system in the process of introduction.		Performance is now on an improving trend: 01/02 – 8 weeks, all apps – 54%- our bad year 02/03 – 8 weeks, all apps – 66% 03/04 - 8 weeks, other apps – 80% (the target has now been revised by Govt, hence the “other apps” above – however, the achievement of the govt target of 80% here is a considerable achievement and shows major improvement from the “bad” year)
Peruse delegation agreement	Working party of Members looking at options	January 04	Report to Working Party of 20 <sup>th</sup> October.  Look to implement revised approach by Jan 04
Alternative ways of delivering the service.	Further examination of options for joint working with Stratford	March 04	Progress is to be made on discussions with Stratford
Revise Code of Conduct for site visits	This is being examined and revised in the context of introducing speaking at Committee	January 04	Report to Working Party October 20 <sup>th</sup>
Regular, mandatory training for Councillors	Initial basic introductory session undertaken. Further programmes of training to be established.	December 03	Programme of training evenings and events to be in place by December 03.
Parish/Town Council Training	Potential ways of delivering Parish Council training to be established.	November 04	Consultation with Parish Council's on potential training to be undertaken.
Public speaking at Committee	Report on options to be submitted to working	October 03	Implementation of new system in New Year.

	party on 20 <sup>th</sup> October.		
Reporting of recommendations/Committee decisions	Conditions to be set out in full as part of Committee recommendation	January 04	This will require further progress on IT implementation
Public accommodation	Improvements already introduced in Committee layout	August 03	Need to continue to renew operation to introduce further improvements.

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Improvement of Performance Management	The new IT System will provide an enhanced management reporting facility that will allow real time management information to be provided on performance levels in relation to key indicators	October 04	
Review and monitor costs of the service	Further work will take place in association with Finance in assembling service costs. Enhancement of time recording will enable greater accuracy. The issue of on-cost assessment will be a major factor on this.	January 04	
Provision of regular updates to applicants, agents and other interested parties.	Development of the web site in association with the new IT system will enable provision of real time information on application process. Information on decisions to all Committees will be a significant enhancement to the service.	March 04	
Greater use of Website	Overall aim is to achieve full e-enabled activity with applications on line	Late 04/early 05	This is a longer term process. However, the web site is increasingly being developed with planning information. Applications received are available daily, a considerable amount of policy information and leaflets are on the site and downloadable application forms are available.
Provision of a greater range of leaflets	This closely relates to website development. A programme of further information provision is	December 03	

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