

Title of Report:	Planning Sub-Committee
Committee Report Submitted To:	Planning Committee
Date of Meeting:	25th September 2024
For Decision or For Information	For Decision
To be discussed In Committee YES/NO	No

Linkage to Council Strategy (2021-25)	
Strategic Theme	Improvement and Innovation
Outcome	Council maintains its performance as the most efficient of NI's local authorities
Lead Officer	Head of Planning

Budgetary Considerations			
Cost of Proposal	Sub-Committee Members mileage costs where applicable		
Included in Current Year Estimates	NO		
Capital/Revenue	revenue		
Code			
Staffing Costs	No additional costs if held during normal working hours		
Legal Considerations			
Input of Legal Services Required	NO		
Legal Opinion Obtained	NO		
Screening Requirements	Required for new or revised Policies, Plans, Strategies or Service Delivery Proposals.		
Section 75 Screening	Screening Completed:	N/A	Date:
	EQIA Required and Completed:	N/A	Date:
Rural Needs Assessment (RNA)	Screening Completed	N/A	Date:
	RNA Required and Completed:	N/A	Date:
Data Protection Impact	Screening Completed:	N/A	Date:

Assessment (DPIA)	DPIA Required and Completed:	N/A	Date:
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1.0 **Purpose of Report**

1.1 This Report is to provide Members with the details of setting up a sub-Committee of the Planning Committee for the scrutiny and oversight of the Planning Department’s performance against the Key Performance Indicators (KPIs) set out in the Planning Department’s Business Plan.

2.0 **Background**

2.1 At the Planning Committee meeting held on 28 August 2024, it was resolved that *“Planning Committee explore having a sub-Committee to look at Business Plan performance to ensure delivering objectives of Business Plan in detail. The Head of Planning to bring a paper to the next Planning Committee.”*

2.2 The Terms of Reference of the Planning Committee provides for *“The Committee has the facility, if it so wishes, to establish and appoint any number of Sub-Committees and Working Groups it deems necessary to consider in more detail the work of the Committee concerning specific issues related to the Planning Department.”*

2.3 A sub-committee set-up under the Planning Committee can focus on a particular task or area and would make recommendations to Planning Committee for decision. It has no decision-making powers of its own.

2.4 The Terms of Reference for the Corporate Policy and Resources Committee includes *“The monitoring and reviewing of business and service delivery plans for Corporate Services Directorate, Performance and Legal Services;”*

2.5 The Planning Department currently sits within the Corporate Services Directorate. The Head of Planning reports on the performance of the Planning Department against the KPIs on a quarterly basis to both the Planning Committee and Corporate Policy and Resources Committee and subsequently the full Council for ratification. Council’s Performance Improvement Plan is also reported on through Corporate Policy and Resources Committee.

3.0 **Proposals**

3.1 Members wish to consider the setting up of a sub-committee to scrutinise in greater detail the performance of the Planning Department against the KPIs set out in the Business Plan. The quarterly report on performance

against the Business Plan KPIs is currently reported to both Planning Committee and Corporate Policy & Resources Committee and subsequently full Council for ratification.

4.0 Options

4.1 *OPTION 1*

To AGREE to set-up a sub-committee under the ToR of the Planning Committee to scrutinise the performance of the Planning Department against the KPIs set out in the Planning Department Business Plan.

4.2 *OPTION 2*

To AGREE NOT to set-up a sub-committee under the ToR of the Planning Committee to scrutinise the performance of the Planning Department against the KPIs set out in the Planning Department Business Plan.

4.3 *Comments:*

The Planning Department already reports to 2no. Committees on its performance against the KPIs within the Planning Department Business Plan. To create a further layer of reporting will add confusion to the already dual reporting process and which Committee the Planning Department reports to on performance. The ToR for the Corporate Policy & Resources Committee is clear in its responsibility for “*The monitoring and reviewing of business and service delivery plans for Corporate Services Directorate, Performance and Legal Services*”. Furthermore, Members time is already stretched with the number of Council meetings required to prepare for and attend. This will add extra burden on both Members and staff resources. If Members wish to discuss the quarterly reports prior to Planning Committee meeting and/or Corporate Policy & Resources Committee they can contact the Head of Service who will facilitate a meeting.

5.0 Recommendation(s)

5.1 It is recommended that the Planning Committee considers the content of this report and agrees with Option 2 to AGREE NOT to set-up a sub-committee under the ToR of the Planning Committee to scrutinise the performance of the Planning Department against the KPIs set out in the Planning Department Business Plan.