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**REPORT TO: SPECIAL MEETING OF PLANNING AND REGULATORY SERVICES MEETING ON 27 JUNE 2017**

**SUBJECT: DEVELOPMENT SERVICES SERVICE IMPROVEMENT PLAN**

**BY: CORPORATE DIRECTOR (ECONOMIC DEVELOPMENT, PLANNING AND INFRASTRUCTURE)**

**1. REASON FOR REPORT**

- 1.1 This report presents the Development Services Service Improvement Plan for 2017/18 for agreement by the Planning and Regulatory Services Committee.
- 1.2 This report is submitted to Committee in terms of Section III (E) (20) of the Council's Scheme of Administration relating to developing and monitoring the Council's Performance Management Framework for the Planning & Regulatory Services Committee.

**2. RECOMMENDATION**

- 2.1 **It is recommended that the Committee agrees the Development Services Service Improvement Plan for 2017/18 in respect of its remit.**

**3. BACKGROUND**

- 3.1 The Service Improvement Plan (**Appendix 1**) sets out the priority actions for 2017/18 to achieve key strategic objectives and corporate requirements. The service improvement plan will be reviewed following the development of the new Local Outcomes Improvement Plan and revised Corporate Improvement Plan.

**4. KEY POINTS FROM THE DRAFT SERVICE PLAN**

- 4.1 The key actions proposed for 2017/18 are set out in **Appendix 1** of the Service improvement Plan.

4.2 Key actions for the Service 2017/18 will be:-

- Work to develop a Growth Deal for Moray
- Review of Developer Obligations Guidance
- Review to provide a Project Management Approach for Major Planning applications.
- Preparation of the Main Issues Report.
- Reviews of workload and efficiencies across the service

4.3 Overall across the service there is a delicate balance between workload and staffing numbers, any long term sickness absence can have a significant effect on performance as has been seen in Building Standards. Building Standards remains an area where additional staffing is required to meet performance targets and manage workload.

4.4 It is intended that performance against the action within the Service Plan will be reported 6 monthly.

## 5. **SUMMARY OF IMPLICATIONS**

**(a) Moray 2023: A Plan for the Future/Service Plan**

The Service Plan reflects the priorities established in the 2026 Moray Plan for the future and the Corporate Improvement Plan.

**(b) Policy and Legal**

There are no policy implications to consider.

**(c) Financial implications**

There are no financial implications arising from this report.

**(d) Risk Implications**

There are no risk implications associated with this report.

**(e) Staffing Implications**

There are no staffing implications associated with this report.

**(f) Property**

There are no property implications arising from this report.

**(g) Equalities**

None.

**(h) Consultations**

The Development Services Service Plan has been produced in consultation with the Service Managers.

**6. CONCLUSION**

**6.1 This report presents the Development Services Service Improvement Plan for agreement. It sets out the planned actions for 2017/18 set within the framework of Moray 2026 and Corporate Improvement Plan.**

Author of Report: Jim Grant, Head of Development Services

Background Papers:

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