

**SCRUTINY PANEL MINI REVIEW
ECONOMIC DEVELOPMENT AND LINKS TO PLANNING**

ACTION PLAN

ACTION	LEAD	WHEN	UPDATE JULY 2016
PROCEDURES			
1. We will prepare a briefing note detailing sources of available Development Land and the status and details of land from each source.	Planning: Kate Cowey	End February 2016	Note on the Annual Employment Land Audit produced and circulated internally. The note will be used as a basis for discussions about the document and information to be published moving forward.
2. We will improve data gathering on trends and demand and forecast to feed in to future Local Plan development and meet to discuss at least annually	Ec Dev: Mark McGee	End February 2016	Meeting Scheduled Aug 2016 to highlight types of commercial enquires over the last 12 months, location of enquiries and short term future trends.
3. We will prepare a briefing note on pre-application/enquiry process	Planning: Alan Hunter	End February 2016	Planning & Building webpages updated to provide information on pre-application process and on major development proposals. Revised web text passed to Economic Development for Business Angus website. Work is progressing on separate pre-application guidance note for customers.

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4. We will review and revise current information sharing on pre applications and planning application consultations so as to be more frequent, consistent and effective	Ec Dev: Mark McGee	End February 2016	Pre applications now shared with Economic Development officers. Comments gathered and fed back to planning as applicable. Responses to planning applications submitted not only where there is a business plan submitted but where activity aligns to economic development priorities. Format of responses reviewed to show clearer and better alignment to economic development priorities.
5. We will explore best practice in other local authority areas	Planning: Iain Mitchell	End March 2016	An information request was circulated through Heads of Planning Scotland. Response was poor but a number of Authorities indicated that their Economic Development Units had been repositioned to sit within their statutory planning services. Edinburgh indicated that it has a Planning Concordat but that approach has been discussed at Angus Council's Developers Forum and rejected.
COMMUNICATION AND AWARENESS			
6. We will establish a regular programme of staff briefings to	Ec Dev: Fiona Cameron	End February 2016	Programme being developed

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share information and updates			
7. We will establish a Yammer group online to share knowledge, new policy and developments and encourage dialogue	Ec Dev: Fiona Cameron	End February 2016	Completed
8. We will investigate customer service training for all staff	Ec Dev: Alison Smith	End March 2016	Programme of training being considered subject to resources available.
9. We will develop Invest in Angus campaign as part of wider Business Angus message reinforcing message that Angus is "Open for Business"	Ec Dev: Business Angus	End May 2016	Planned launch August 2016