

NATIONAL PLANNING FORUM: 13 OCTOBER 2009

BUSINESS PLAN AND WORK PROGRAMME 2009-10 HALF YEAR REVIEW

Progress to date

1. Progress on this year's Work Programme is summarised in the Annex 1. We have commissioned IDOX plc to drive progress on, monitor and support roll forward of the **Culture Change Action Plan**. They have completed their Inception report, virtually completed the first survey of progress on commitments, and will deliver the first Progress Report by end October following a presentation to the Forum on 13 October. The Executive Board and the Planning Inspectorate have committed to a demonstration project on **Mediation** chaired by Leonora Rozee. An initial think piece commissioned from Chris Shepley led to establishment of a high level Steering Group of NPF members. As a result a PID has been approved by the Executive Board (on 11 September) A short list of pilot projects will be selected by the Steering Group on 30 September, with work starting on these, and an evaluation contract being sent out to tender, shortly thereafter. A report will be made to the March 2010 Forum meeting. Work on tackling the Recession and Climate Change has evolved into a **Futures** project. Work to take this forward started with a think piece from Mike Hayes which will be the subject of a presentation to the Forum on 13 October.

Budget position

2. This is set out in Annex 2. Total **expenditure** will be lower than the original estimate because the Executive Board has agreed not to spend £20k allocated for events. We are fortunate that many individuals contribute their time pro bono. In addition venues and catering for our Forum, Executive Board and other meetings are generously provided by LGA, BPF, TCPA and other members. This is reflected in the fact that expenditure to the end of August was under £20k (comprising the Secretary's contract, the Mediation think piece and several smaller items) but because of the nature of the work programme we have commitments to spending a further £60k, with an estimated out-turn of just over £100k.

3. In terms of **income** the £26k payment from CLG is in hand, and invoices for other contributions have gone out so total income for the year will be higher than initial expectations due to the 2 additional amounts donated to the Mediation project so we will add to our reserves as we move into 2010/11.

4. However next year will see a tightening of public expenditure so the Executive Board is keen to spread the costs as well as the benefits of membership more evenly across a larger number of members. The Board will also continue to seek additional funds for projects such as those from PINS and PAS to the Mediation pilot) and to attract one-off core funding as secured from English Heritage at the end of 2008/9. **Therefore the Board would welcome views on the option of asking all members for a minimum annual contribution of £500 from 2010/11 onwards.**

Roll-forward

5. The Business Plan and Work Programme for 2010/11 will be drafted to take account of the level of funding likely to be available. This will be put to the Forum in March.

ANNEX 1: WORK PROGRAMME 2009-10 (amendments *in italics*, completed actions **highlighted)**

ACTIONS	STRATEGIC FOCUS	PRODUCTS 2009-10	LEAD	TIME LINE
1. Promote culture change monitoring delivery of the Manifesto and Action Plan, and roll forward	Identifying and reinforcing positive change that helps produce sustainable outcomes	Monitoring report on Manifesto and Action Plan	Executive Board, Culture Change Working Group, Secretary	Monitoring contract let by May 09 1 st Monitoring report - by Oct 09 Manifesto -review/roll forward by Dec 09 2 nd Monitoring report - Mar 10
2. Identify key issues affect the planning system and means of tackling them	(i) Responding to recession and climate change (ii) Mediation for planning issues arising before appeal stage	(i) Paper that identifies the issues, appropriate actions, responsibilities and timescales (ii) Establish Working Group, prepare initial scoping report and start pilot study	Executive Board and Secretary	(i) Initial paper by Apr 09 , and <i>Futures work</i> completed by end October 09 (ii) Initial report / proof of concept by Oct 09 , pilot to <i>report</i> by Mar 10
3. Strengthen the feedback loop between policy and practice	Use experience of practice to inform members and, through them, spread best practice and inform new policy development	(i) Establish a feedback process between policy and practice involving NPF members (ii) Work with CLG on agreed priority issues - <i>Planning and Building Control</i>	Executive Board, Secretary and CLG	Milestones at Oct, Dec 09 and Mar 10 (ii) <i>Planning and Building Control paper to be complete by end December</i>
4. Improve governance arrangements	Continue to ensure balanced representation and appropriate contributions from each sector, and improve governance	Increased and more active membership	Executive Board and Secretary	Milestones at Oct 09 and Mar 10

ANNEX 2: BUDGET 2009-10

Reserve Fund (RF)	2005-6	2006-7	2007-8	2008-9		2009-10		
				Budget 40	Actual 40	Budget 40	End Aug 40	Est actual 40
INCOME (£k)								
C/F	3.9	29.9	53.3	29.8	29.3	55.4	55.4	55.4
ODPM/DCLG	25	25	25	26	26	26	13	26
LGA	2	2	2	2	2	2	-	2
RICS	1	1	1	1	1	1	-	1
CABE	1	2	-	1	1	1	-	1
HBF	1	1	1	1	-	-	-	1
PAS	5	5	5	5	5	5	-	15'
PINS	5	5	5	5	5	5	-	10@
RTPI	5	5*	5	5	5	5	-	5
BPF	5	5*	5	5	5	5	-	1
Environment Agency	5	5	10	~	~	5	-	5
TCPA	#	#	#	#	#	#	-	#
CPRE	*	-	-	-	-	-	-	-
RSPB	-	*	*	*	*	*	-	*
BIAC	-	-	0.5	-	0.5	0.5	-	0.5
English Heritage	-	-	-	-	5	-	-	-
Others^	1.2	-	-	-	-	-	-	-
Total Income	60.1	85.9	112.0	80.8	84.8	110.9	68.4	121.9
EXPENDITURE (£k)	2005-6	2006-7	2007-8	2008-9		2009-10		
				Budget	Actual	Budget	Commitd	Est actual
NPF web-site	1.4	0.7	1	2	1.0	2.0	0.5	1.0
NPF Secretary (contract)	(24	(32.7	(26.2	(32	28.4	(32.0	22.9	32
NPF Secretary expenses	(((((
Administrative support	-	-	-	-	-	-	-	-
Publicity	1.4	-	-	5	-	-	0.7	0.7\$
Accountancy fees (TCPA)	2	2	3	3	3	3	-	3
NPF events	-	-	-	-	-	20	-	-
Research	0.5	-	-	-	-	5	6	6
Publications/printing	2	-	0.2	1	0.2	3	-	3
Working Groups								
Housing	-	-	-	-	-	5	-	-
Culture change	-	-	12	7	0.8	20	20	20
Delivery	-	-	-	25	-	-	-	-
Mediation	-	-	-	-	-	20	20	35
Expenditure	30.1	35.4	43	79.0	29.4	110.0	69.4	100.7
Balance c/f	26.1	50.5	69.3	1.8	55.4	0.9		21.2
Total Expenditure	60.1	85.9	112.0	80.8	84.8	110.9		121.9

Notes:

- + plus administrative and design support
- # plus administrative and finance support and advice
- * plus input from Chair/Vice Chairs via the Executive Board
- ~ contribution of £10k paid in 2007/8
- ' £5k normal contribution plus £10k contribution to the Mediation pilot
- @ £5k normal contribution plus £5k contribution to the Mediation pilot
- \$ advert for post of Secretary