

Planning and Strategy

<p>Andrea Long Director of Planning and Strategy</p> <p>01603 756027</p> <ul style="list-style-type: none"> • A member of the Authority's Management Team. • Guide preparation, monitoring and review of strategic documents such as the Local Development Framework and the Broads Plan, Business Plan and Best Value Performance Plan. • Manage a planning service which delivers national park objectives. • Develop and implement initiatives on social and economic regeneration through sustainable development. • Guide strategic policies for the historic and cultural environment and landscape as a whole. • Participation in Local Strategic Partnerships. • Lead officer Broads Research Advisory Panel and Broads Plan Advisory Group. • Promotion of sustainable transport initiatives through the Regional Transport Strategy and the Local Transport Plans. 	<p>Mark King Planning Support Services Manager</p> <p>01603 756028</p> <ul style="list-style-type: none"> • Maintaining the development of the planning information systems including electronic planning system and Geographical Information System. • Validating and processing all planning applications received in the department. • Performance monitoring and reporting on Best Value performance indicators including quarterly submission of data to government and planning committee. • Maintaining content and updating the numerous Planning pages on the Authority's website. • Point of contact for general enquiries to the planning department. • Administration support to the whole directorate.
<p>Cally Smith Head of Development and Regeneration</p> <p>01603 756029</p> <ul style="list-style-type: none"> • Member of Management Forum. • Manages development control and enforcement team. • Responsible for developing and implementing in-house planning service. • Liaising with IT and support staff towards the development of the electronic planning system for the planning service (development control and enforcement phase). • Overseeing and managing processing of all planning applications, informal 	<p>Ben Hogg Design and Conservation Officer</p> <p>01603 756074</p> <ul style="list-style-type: none"> • Member of the Management Forum. • Prepare, monitor and review strategic documents concerning cultural heritage and landscape protection. • Manages cultural heritage section • Protection and promotion of historic and cultural resource. • Develops policies for the historic and cultural environment and its protection. • Prepare, manage and review

<p>enquiries and other planning related queries in Broads Authority area.</p> <ul style="list-style-type: none"> • Processing major planning applications within the Broads Authority area. • 	<p>strategic documents concerning quality and design.</p> <ul style="list-style-type: none"> • Promotion of high standard in design. • Promotion of sustainability in design.
<p>Fergus Bootman Planning Officer</p> <p>01603 756022</p> <ul style="list-style-type: none"> • Contribute to the provision and maintenance of an effective development control service. • Processing planning applications including making assessments and recommendations on applications and other development control issues within and adjacent to the Broads. • Presenting applications to Planning Committee (including committee site inspections), preparation of planning appeal cases and attending as witness at local Public Inquiries and informal hearings. • Assist local communities, professionals and members of the authority with planning related enquiries. • Provision of pro-active pre-application advice service. • Assist the preparation of local development documents for inclusion in the Local Development Framework. <p>To represent the Authority and help to arrange and participate in community cohesion events.</p>	<p>Alison Macnab Planning Officer (part time)</p> <p>01603 756051</p> <ul style="list-style-type: none"> • Contribute to the provision and maintenance of an effective development control service. • Processing planning applications including making assessments and recommendations on applications and other development control issues within and adjacent to the Broads. • Presenting applications to Planning Committee (including committee site inspections), preparation of planning appeal cases and attending as witness at local Public Inquiries and informal hearings. • Assist local communities, professionals and members of the authority with planning related enquiries. • Provision of pro-active pre-application advice service. • Assist the preparation of local development documents for inclusion in the Local Development Framework. <p>To represent the Authority and help to arrange and participate in community cohesion events.</p>
<p>Maria Hammond Planning Assistant</p> <p>01603 756079</p> <ul style="list-style-type: none"> • Process planning applications. • Respond to informal planning enquiries. • Monitor conditions on planning decisions. • Monitor outstanding decision notices. • Liaising with policy staff, exchanging information on practical work and 	<p>Kayleigh Wood Planning Assistant</p> <p>01603 756068</p> <ul style="list-style-type: none"> • Process planning applications. • Respond to informal planning enquiries. • Monitor conditions on planning decisions. • Monitor outstanding decision notices. • Liaising with policy staff, exchanging information on practical work and

policy.	policy.
<p>Steve Sewell Compliance and Implementation Officer 01603 756047</p> <ul style="list-style-type: none"> • Contact point for members of the public with concerns over possible unauthorised development. • Investigation into alleged unauthorised development and action to ensure compliance with planning legislation. • Monitor conditions on planning decisions. 	<p>Jimmy James Compliance and Implementation Officer 01603 756048</p> <ul style="list-style-type: none"> • Contact point for members of the public with concerns over possible unauthorised development. • Investigation into alleged unauthorised development and action to ensure compliance with planning legislation. • Monitor conditions on planning decisions.
<p>John Coles Compliance and Implementation Officer 01603 756048</p> <ul style="list-style-type: none"> • Contact point for members of the public with concerns over possible unauthorised development. • Investigation into alleged unauthorised development and action to ensure compliance with planning legislation. • Monitor conditions on planning decisions. 	<p>Maria Conti Broads Strategy Officer 01603 756070</p> <ul style="list-style-type: none"> • Prepare, monitor and review the Broads Plan and associated annual action plans. • Develop a suite of performance indicators to evaluate and monitor the implementation of the Broads Plan. • Establish and coordinate stakeholder consultation and participation processes for the development of Broads Authority plans and strategies, including Broads Plan and Local Development Framework documents, providing process planning design advice and guidance and managing consultation processes. • Develop and maintain a State of the Park Report for the Broads. • Coordinate and develop the Norfolk Facilitators Network. • Officer member of the Broads Plan Advisory Group. • Supervise the work of the Broads Strategy Administrative Officer and (in liaison with Suffolk County Council) the External Funding Officer.

Adrian Clarke

Broads Project Coordinator

01603 756059

- Coordination of Broadland Flood Alleviation Project consultation responses and enhancement project delivery
- Coordination and delivery of Broads Authority input to Fisheries Action Plan, Broads Angling Strategy Group and Slipway Strategy
- Implementation of Slipway Strategy Action Plan

John Clements

Planning Policy Officer

01603 756076

- Main officer responsible for forward planning through the preparation, monitoring and review of Local Development Framework, which will set out future planning policy for the Broads through a suite of related documents, collectively known as Local Development Documents; this includes reviewing the current Broads Authority Local Plan, adopted 1997.
- This role includes the preparation of and regular updates to Local Development Documents (e.g. Core Strategy, development control policies and supplementary planning documents) for the Broads executive area; this may also include joint policy statements with adjoining local planning authorities for shared settlements with growth implications or new resource proposals.
- Meeting the requirements under Strategic Environmental Assessment/Sustainability Appraisal and Appropriate Assessment legislation and regulations.
- The monitoring of the preparation of the Local Development Framework and its effectiveness is a key part of this role and mainly focused around researching the Annual Monitoring Report; the Annual Monitoring Report includes monitoring done by the Authority as a whole, such as Best Value and monitoring of the Broads Plan.
- This post will also work with the Broads Strategy Officer on integrating the Annual Monitoring Report with the State of the Park Report, Broads Plan and Strategic Environmental Assessment/Sustainability Appraisal and Appropriate Assessment indicators.

<p>Lynda Smith Secretary/Clerical Assistant</p> <p>01603 756067</p> <ul style="list-style-type: none"> • To offer full administrative support to the planning team. • Sends out all application consultations via post and email. • Scans and adds metadata to all corresponding application documents. • Distribute weekly list of planning applications within the Broads Executive Area. • Distribute planning papers • Assist in sending out correspondence advising of Planning site visits. • Sending out correspondence for appeals. 	<p>Jackie Dent Historical Files Administrative Assistant</p> <p>01603 756067</p> <ul style="list-style-type: none"> • Prepare and merge all historic District Council and Broads Authority planning applications. • Data entry of historic planning application information on to the CAPS planning database. • To identify, scan and add relevant metadata to all historic planning application files and ensure information is loaded correctly onto the Broads Authority website.
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All staff are based at Broads Authority main office (Dragonfly House - Norwich).