

**TRAINING NOTES SECTION 1****March 2016**

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**AN INTRODUCTION TO THE PLANNING INSPECTORATE****Introduction**

- 1.1 These guidance notes are intended to provide Inspectors who are new to The Inspectorate and/or new to Rights of Way casework with assistance to help them deal with the relevant casework effectively and with consistency. Although the guidance provided is up-to-date at the time of publication, you should be aware that policies, guidance and legislation can change over time. Regard should always be had, therefore, to up-to-date advice in the Knowledge Library.
- 1.2 These notes do not provide policy advice nor do they seek to interpret Government policy. In addressing policy issues you will be expected to have regard to the most up-to-date policy guidance produced by the relevant Government Department. In the event that there appears to be a discrepancy between the advice in these notes and the national guidance, the latter will be conclusive as the original policy source.
- 1.3 Although the Training Manual relates specifically to work carried out in England, the general approaches and principles are also relevant to Wales. However there are differences between the planning systems in Wales and England and you may need to seek advice from the Planning Inspectorate team in Wales if you carry out any work in Wales.

**The Planning Inspectorate**

- 1.4 The Planning Inspectorate (PINS) is an Executive Agency of the Department for Communities and Local Government. The main work is the processing of planning and enforcement appeals and holding inquiries into local development plans and Local Development Frameworks. The Inspectorate also deals with a wide variety of other planning related casework including listed building consent appeals, advertisement appeals, and reporting on planning applications called in for decision by the Department for Communities and Local Government (in Wales, the Welsh Assembly Government). The Inspectorate also deals with various compulsory purchase orders, rights of way cases and cases arising from the Environmental Protection and Water Acts and the Transport and

Works Act and other Highways Legislation. In addition the Inspectorate processes applications for awards of costs which may arise from any of these.

- 1.5 The work of the Planning Inspectorate also includes national infrastructure planning under the Planning Act 2008 process as amended by the Localism Act 2011 and the Growth and Infrastructure Act 2013. National Infrastructure (NI) projects are large scale proposals that support the economy and vital public services, including railways, energy generation stations, harbours and airports. This casework is managed by the Major Applications & Plans Division.

## **The Inspectorate's Mission, Values and Objectives**

- 1.6 The Inspectorate's Mission, Values and Corporate Objectives for 2015 – 2018 are set out in the Strategic Plan 2015-2018.

The Inspectorate's Mission is:

To hold the confidence of Ministers and the public and to use our expertise and experience to play a key role in positive planning for England and Wales, fulfilling our purpose by focusing on customer service, our people and the prudent use of public money

Our Values are:

- Fairness;
- Openness;
- Impartiality.

We will achieve our Mission by ensuring that in dealing with planning and other casework we follow these Values and that our decisions and reports will take account of:

- published national and local policies;
- relevant planning issues and material considerations; and
- the views of all parties

Our Corporate Objectives are:

- to maintain and enhance the reputation of the Inspectorate and achieve the highest quality standards in all our work;
- to make the most productive use of all our resources to deliver efficient and effective customer service on all our casework;
- to work with our sponsors, customers and partners to deliver the Local Plan process;
- to maintain and develop a well-trained, skilled, diverse, involved and motivated workforce responsive to changing business needs;
- to align business and financial planning to meet our objectives and provide a value for money, quality service with minimum environmental impact

In working towards meeting our objectives we will ensure the privacy of all personal data supplied to us

## **Workload**

- 1.7 During the year 2013/2014, PINS issued just over 20,000 decisions. In the same period 113 Public Path Orders and 53 Definitive Map Modification Orders were submitted for confirmation, plus 32 schedule 14 appeals.
- 1.8 PINS also deals with highways related matters and a small number of cases under other legislation. These include various road proposals; cycle track orders; tramway and light railway schemes; river navigation and barrage orders; compulsory purchase orders; Crown Development (e.g. prisons). The Inspectorate is specifically responsible for Access casework (resulting from Part I of the Countryside and Rights of Way Act 2000) and Rights of Way.

## **Staffing and Organisation**

- 1.9 The Planning Inspectorate is organised into six Directorates; Major Applications & Plans; Casework; People and Change; Knowledge and Professional Standards; Finance; and Wales. The Director of Casework is responsible for all of PINS casework with work carried out by the Rights of Way Inspectors falling under the Head of Enforcement, Costs & Decisions and Specialist Casework. The rest of PINS work is delivered by the five remaining Directorates; this includes the administrative staff who provide a full range of support services to Inspectors including the allocating cases, arranging site visits, inquiries and hearings; issuing stationery; organising training courses etc.
- 1.10 The Inspectorate has been based in Temple Quay House since April 2001. The Director for Wales is based at the HQ in Cardiff. We have a workforce of nearly 800 salaried staff. This includes over 260 full time Inspectors, augmented by use of over 120 contract and fee paid Inspectors.

## **About Enforcement, Costs & Decisions and Specialist Casework**

- 1.11 Overall management of the Directorate of Casework is in the hands of the Director, Phil Hammond, with Stuart Reid as Group Manager for all Inspectors within the Enforcement and Specialist Casework Group. The majority of Inspectors dealing with rights of way casework fall within Sub-Group ENS5 with [REDACTED] as the Sub-Group Leader. Rights of Way casework is dealt with in procedure teams managed by a Higher Executive Officer (HEO) – Annie Owen. [REDACTED] is responsible for the allocation of work to Inspectors on Rights of Way (Chart). The current PINS Organisational Chart ('family tree') can be found on PINS net, [http://pinsnet.pins.local/information/human\\_resources\\_information/organisation\\_chart/Org\\_chart.pdf](http://pinsnet.pins.local/information/human_resources_information/organisation_chart/Org_chart.pdf). Details of the rights of way procedure teams can also be found at Annex 1.1 (A).

- 1.12 The rights of way casework team is responsible for all administrative needs in respect of rights of way casework. **Inspectors must not communicate directly with any party involved in any case.** All pre and post-event correspondence and other communication is conducted via the office.
- 1.13 A list of abbreviations/acronyms commonly used in PINS is attached as Annex 1.2 and further abbreviations/acronyms may be found on the PINS Glossary on the front page of PINS net.