

TO: All Members of the Planning Committee

All Other Councillors

**REVISED OPERATING HOURS – DUTY PLANNER
WITH EFFECT FROM 9 OCTOBER 2023**

Councillors will be aware that the Planning Department provides a duty planner role, Monday to Friday. A planning officer is available to take telephone calls and email enquiries and to provide planning advice. This note is to advise all Councillors that, with effect from week commencing Monday 9 October 2023, the duty planner role will be operated Tuesday 9am to 1pm and Thursday 9am to 1pm.

This represents a reduced level of service. Previously the service operated from Monday to Friday 9am to 1pm. The change has been prompted by a significant increase in the numbers of planning applications being received and the need for planning officers to be able to devote more time to this core element of their work. Do not hesitate to contact me if you have any queries arising from this announcement.

Jonathan Mc Gilly

Assistant Director Regeneration