Item	Date	Action/ Responsible Officer	Progress Update and Date to be progressed/completed		
1	18 March 2019 2 April 2019 30 April 2019 24 May 2019 18 June 2019 9 July 2019 30 July 2019 10 Sept 2019 1 Oct 2019 22 Oct 2019 5 Nov 2019 12 Dec 2019 28 Jan 2020 18 Feb 2020 6 March 2020 2 June 2020 23 June 2020 14 July 2020 8 September 2020	Daylight/Sunlight – Alternative Guidelines Chief Planning Officer and Development Director A Member argued that the Committee should separate out the desire for Member training and the desire for alternative guidelines on daylight/sunlight,and requested that a report be brought to Committee setting out how the City of London Corporation might go about creating alternative guidelines, including timescales, if Members were so minded and the legal implications of this.	UPDATE: Following a report to the 30 July Committee Members requested that this matter remain on the list of Outstanding Actions until a further report was brought back to them responding more specifically to the various points raised and taking into account any BRE guideline changes. To be completed: Target of Autumn 2020		
2	18 June 2019 9 July 2019	Construction Works	To be completed: Target of Autumn 2020		
	30 July 2019	Chief Planning Officer and Development			
	10 Sept 2019	Director			
	1 Oct 2019				
	22 Oct 2019	A Member referred to the many construction sites			
	5 Nov 2019	within her Ward that were causing			
	12 Dec 2019	noise/disturbance issues. She asked if officers			

	28 Jan 2020 18 Feb 2020 6 March 2020 2 June 2020 23 June 2020 14 July 2020 8 September 2020	could look at how this matter might be improved and more effectively controlled and questioned whether any restrictions could be placed on construction when applications were first approved/granted consent. The Chair reiterated that Members had also requested, at the last meeting of this Committee, that Officers consider what powers, if any, might be used with regard to construction time periods and how construction in any given area might 'dovetail'.	
3	6 March 2020 2 June 2020 23 June 2020 14 July 2020 8 September 2020	Chief Planning Officer and Development Director / Director of the Built Environment A Member questioned whether there would be further training provided on Daylight/Sunlight and other relevant planning matters going forward. She stated that she was aware that other local authorities offered more extensive training and induction for Planning Committee members and also requested that those sitting on the Planning Committee signed dispensations stating that they had received adequate training. The Chair asked that the relevant Chief Officers consider how best to take this forward. He also highlighted that the request from the Town Clerk to all Ward Deputies seeking their nominations on to Ward Committees states that Members of the Planning & Transportation Committee are expected to undertake regular training.	UPDATE: 8 September 2020 - A Member questioned what plans were being put in place for Member training around Planning matters generally and also questioned whether specific training around Climate and how that engaged with Planning matters might be worthwhile. The Town Clerk reported that Member training generally continued to proceed but that a training programme specific to this Committee would be managed and progressed by the Department of Built Environment. Members requested that a paper on this matter be put to the next meeting of this Committee. To be completed: Target of Autumn 2020 (draft programme/budget for training?)

4	23 June 2020 14 July 2020 8 September 2020	Barbican and Golden Lane Conservation Area SPD Interim Chief Planning Officer and Development Director	UPDATE: The Interim Chief Planning Officer and Development Director reported that Officers were scheduling to bring this matter to Committee in Autumn 2020 and that the document was currently in draft form.
		A Member highlighted that a Conservation Management Plan was still awaited for this area in the form of a Supplementary Planning Document. He added that this was originally approved by this Committee in October 2018 and that he had requested an update on progress on several occasions since. He asked that this also now be included within the list of Outstanding Actions so that it was not lost sight of entirely.	To be completed: SPD to Committee in November 2020.