



ODP General Meeting

5th Aug 2024

Today's agenda

- Deep Dive into the DPMA (Digital Planning Maturity Assessment)
- Learning and Development Updates
- Community Values
- Our next chance to meet up

A short word from Matt

Deep Dive into the DPMA

Who are you?

- **Planning Improvement LPAs, you'll have filled this out and these insights are based on your results**
- **PropTech LPAs, this is an optional thing you can do! (some of you have started this)**
- **Product LPAs, you'll have been involved in the creation and iteration of this version of the DPMA. If you want to do it again, reach out to your CM.**

First, some definitions

Digital Planning

can be described as the broad use of digital technologies and ways of working to modernise England's planning system.

Maturity

measures the ability of your planning department to continuously improve.

Higher maturity = higher chances that failures will lead to improvements.

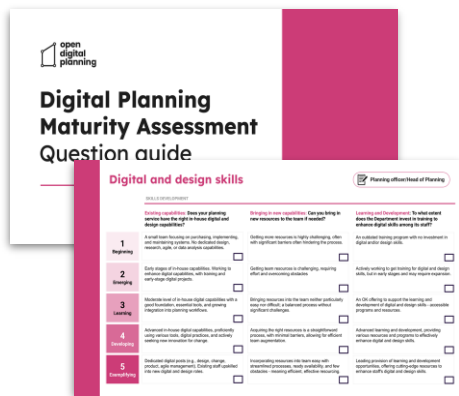
What is it *really*?

There's a guide. There's a form. There's an action-plan.

A series of 30 questions aims to assess how your planning department currently uses digital practices in its day-to-day operations. It is comprehensive but not exhaustive.

The DPMA is co-designed, tested and iterated by local planning authorities. We are continuously making improvements.

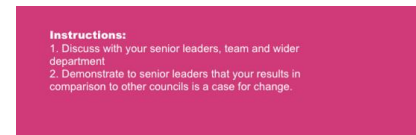
DPMA recap



1. Review guidance, and collectively assess where your department scored

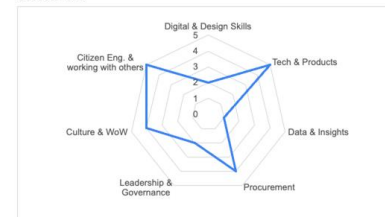


2. Upload agreed scores for DPMA via online survey



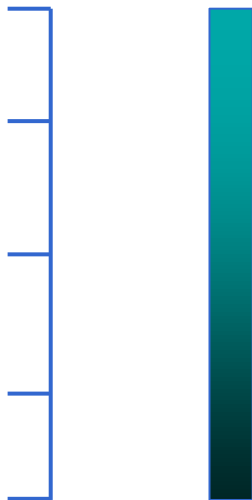
Your results in comparison

A snapshot of your results vs the average council that's completed this assessment.



3. Receive your results and action plan template

A note on maturity levels

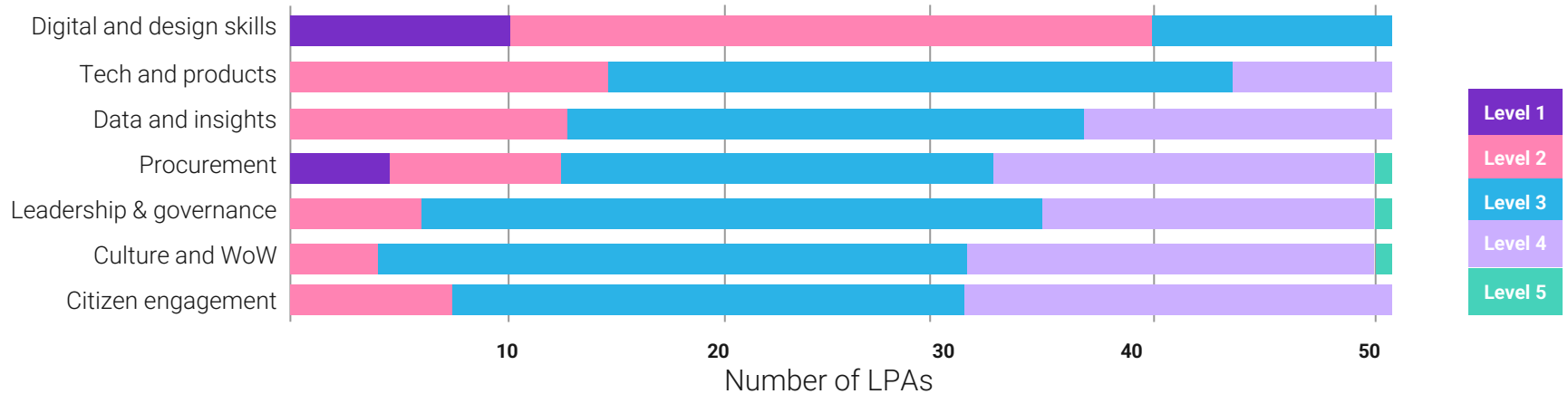


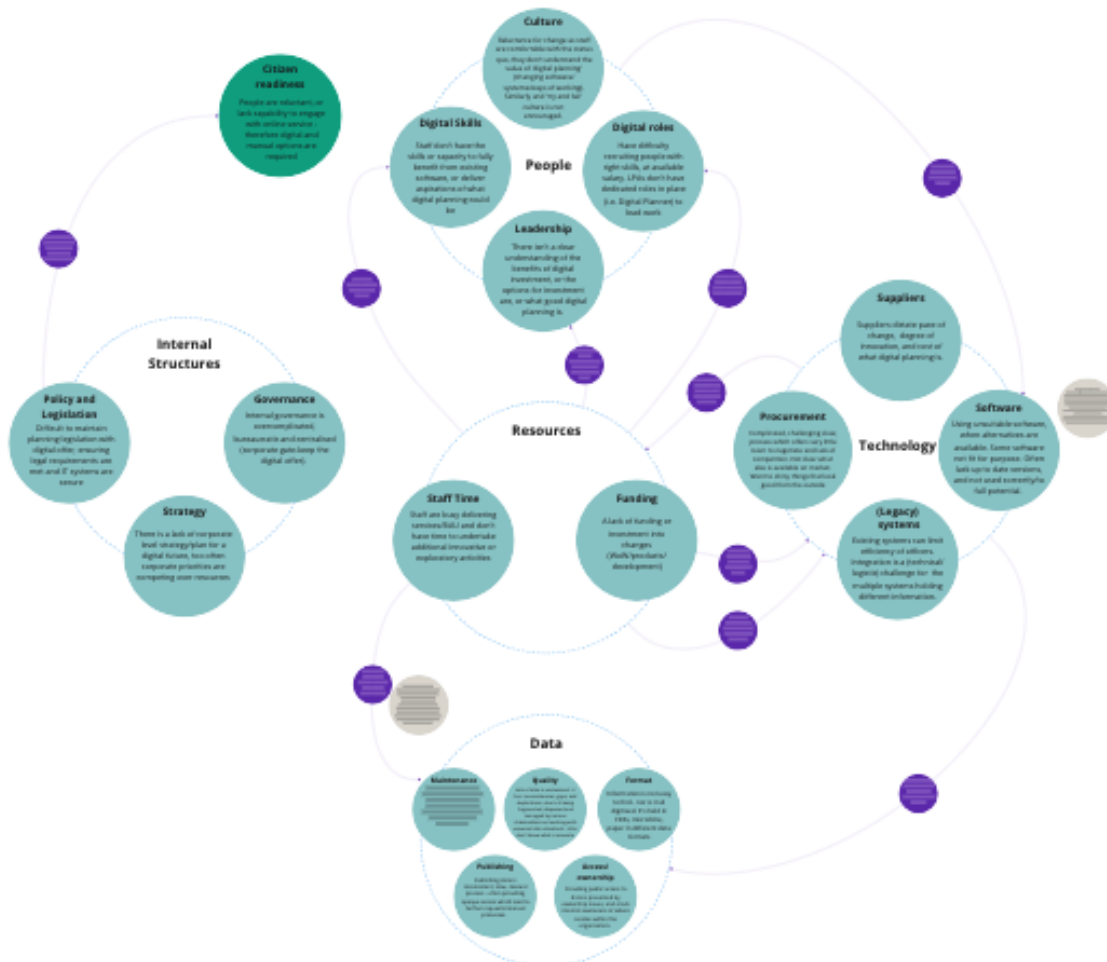
- Maturity levels are generally cumulative. However, they are not discrete levels from 1 to 5. Your organisation may be in between levels.
- This is a continual journey. Even in a “mature” organisation there will need to be constant improvement.
- It’s normal to not be starting at the same level in each area. You may discover differences, even within the same service or team.

Averaged results - summary

Digital & Design Skills	Level 2 Emerging	2.0	Aims to enhance digital capabilities through training and early-stage digital projects, but substantial development is still necessary. Acquiring team resources poses challenges.
Tech and Products	Level 3 Learning	2.9	Split between on-premises and cloud infrastructure. Digital planning service meets basic needs of residents. Team is moderately skilled in tools and software, with room for improvement.
Data and insights	Level 3 Learning	3.0	The service uses some elements of data-driven decision-making and service design but lacks consistent application across all areas. Most insights are not yet self-serve.
Procurement	Level 3 Learning	2.9	Inconsistent relationships with suppliers, but trending toward improved maturity in communication, cooperation, and efficiency. Efforts underway to refine practices for contract compliance, performance tracking, and relationship management.
Leadership & governance	Level 3 Learning	3.1	There's a good level of transparency and collaboration. Ongoing efforts to identify key decision-makers and streamline processes. Governance practices face challenges but demonstrate an effective approach.
Culture & WoW	Level 3 Learning	3.4	Increasingly open culture with a level of transparency and collaboration. A balanced approach to risk and innovation is evident. Some adaptability to change exists, with limited effort to strengthen team bonds.
Citizen engagement	Level 3 Learning	3.2	Reliant on website and mailing list for planning communication. Accessibility varies, and much information is in less accessible PDFs. Actively trying to cultivate better relationships with residents but facing large challenges in collaboration and communication.

The averaged results - break down





Open questions

Key challenges to improving digital offering

1. LPAs lack resources (people, time and money) to improve their digital offering	Can't invest in new tech	No time/capacity to instil new WoW		Can't provide appropriate training	
2. LPAs find it difficult to procure, adopt, fully utilise, and maintain hardware and software that meets their digital improvement needs	Complicated procurement processes	Supplier dictating pace of change	Using unsuitable hardware	Integration between new and old	
3. Whilst LPAs recognise data is key to digital improvement, they have multiple challenges to benefitting from it	Low quality	Access and ownership	Held in different formats	Publishing is slow	Difficult to maintain
4. Skills and attitudes at every level of the organisation limit the LPAs ability to improve their digital offering	Adverse culture	Lack of leadership understanding		Digital skills	Digital roles
5. Wider structures and processes within the council do not align with digital improvement ambitions	Overcomplicated governance	Lack of corporate level strategy		Meeting planning legislation	

How we can collectively use these insights

Prioritise Action	Inform and shape learning support	Informs DLUHC future funding areas	Use as a benchmark
LPA's use results to prioritise areas for improvement and create a plan of action	Using insights to prioritise learning and development topics and initiatives	Continued/ scaled use of the DPMA will provide evidence to support future DLUHC funding programmes	DLUHC and LPAs can use to demonstrate impact of interventions and activities

DPMA - action plan

Action Plan

Horsham District Council

Instructions:

1. Using the suggested actions on the previous sheet, select up to 3 actions that you plan to undertake in the next 6-12 months and paste them into the plan (**feel free to tweak to suit your ambitions/context**).
2. For each action (column by column), detail the change you expect to see, the partnerships needed and the resources required.



Priority area 1:

Why:

Data and insights

The funding provided by Digital Planning is to first and foremost to support you on improving your data by providing the 4 listed data sets that meet the data standards required. Below, we have pre-completed key actions your team should carry out to prepare for completing your data work.

	Action 1:	Action 2:	Action 3:
	E.g. Identify what data is collected and generated across the 4 requested data sets - establish how it is maintained, where it is stored, who is responsible for it and how it is shared	E.g. Undertake training in data and insight specialisms - namely GIS training (ODP GIS training coming soon)	[paste/paste and adapt your chosen action 3 here]
Change What is the short term change you anticipate seeing over 6-12 months as a result of this activity?	1 We have a better grasp on the existing status of listed data sets, and ready to start data improvement work	2 Can upskill staff to carry out data set work better, and ease pressure on existing GIS experts within the department.	3
Planned Completion Date Write down the month by which you aim to expect to have completed the action. This can then be used as a guide in your project plan.	1 By summer 2024 (at the latest, although many will complete this sooner)	2 By September 2024	3
Partnerships	1	2	3



Who are you?

We've done it all. - nice!

We need to submit our action plans. - please do as soon as you can.

We're keen to fill this out. - please let your community manager know.

**We'd like to fill this out in future. - again, let your community manager know
and all the resources are on Notion**

Update on Learning and Development

Learning Sessions

The initial run of short learning sessions (on a variety of topics informed by your results from the Digital Planning Maturity Assessment) is now complete.

We'll now take a summer break on these, whilst I review feedback, attendance, interest, needs from multiple sources - and shape a new agenda starting October.

If you have any additional feedback, on the content or structure, please let me know and I feed it into next round.

Content Design		12th June
User Research		26th June
Agile		3rd July
Power BI		10th July
Procurement		17th July
Change Management		24th July
Human-centred Design		31st July

What if you missed the learning sessions

All content is available on the Notion/ODP Hub under 'access digital and data training'

For each session there is:

- A recording
- A clickable deck
- A downloadable Powerpoint
- Links to resources the speakers mentioned.
- Links to relevant slack working groups associated with the topic

Short learning sessions (spring/summer 2024)

Short introductions to new topics. We hold these online and they last an hour.

We'll invite you to any new sessions that we run and will make the recording available after.

[Sign up to sessions here](#)

 [Introduction to Content Design](#)

 [Introduction to User Centred Design](#)

 [Introduction to User Research](#)

  [Introduction to Agile](#)

 [Introduction to Power BI](#)

 [Introduction to Procurement](#)

 [Introduction to Change Management](#)

What next for training?

Agile - 1 day in person (Aug/Sept)

Building on Eva's Introduction to Agile, we'll be running 4 day long in person training sessions at LPA venues across the country.

Still beginner level, but more in depth.

The sign up sheet is open, you can access it here (same link as short learning sessions).

We did have to cancel Cotswolds one due to lack of confirmed attendees.

GIS - 1 day in person (Sept)

Currently working with an external supplier to run 2 x1day in person sessions, and 2x1day online sessions that introduce the basics of GIS

This will be for planning officers, and those who want to better understand how to use data to create GIS maps (*not for GIS experts!*).

Contracts have now been sent with supplier, so I will start to set up dates/venues (likely Sept)

Some suggested topics

- Power BI - detailed training
- Machine learning and latest tech
- GIS (for dummies)
- Intro to Plan X editor
- How to set up on GovPay
- 'Self help' planning service website guidance/examples

A reminder of the types of support that are available

Self-service support

A purpose built website that contains guidance and information

Peer support

You're the biggest community for digital planning in the country - tap into that collective knowledge and experience

DLUHC support

Support from the DLUHC Planning Data Team and Community Managers when you need to escalate something

Community Values

What are values?

- Values are the things we prioritise as a community. They define how we work together, what we put effort into, and what we avoid doing.
- Values are the things we look back to when considering why we may (or may not) do something as a community.
- Good values are clear, easy to understand, and active.

How did we come up with them?

- We were starting from a great place, where the original ODP crew had discussed values and a team charter previously.
- At each of our welcome events this spring, we facilitated discussions about what mattered most to all of us about the ODP community.
- We then worked to synthesise themes across those discussions while also being informed by previous values.

OFFICIAL



OFFICIAL

Our values!

Be realistic & idealistic

**Start small, think big &
change the sector**

Be brave

**We're here to learn
& grow**

Learn from our mistakes

**Communicate open
& honestly**

**The value of ODP is
the people**

Collaborative by default

What comes next for these?

- Give them a bit more oomph (a definition and descriptive language to make them clearer).
- We circulate them to all of you for final feedback & to ensure we've got everything right.
- We start using them!

ODP Open Day

The details

- Where: Newcastle
- When: Wednesday 2 October 2024
- Who: absolutely everybody!

What the autumn holds

Thank you!