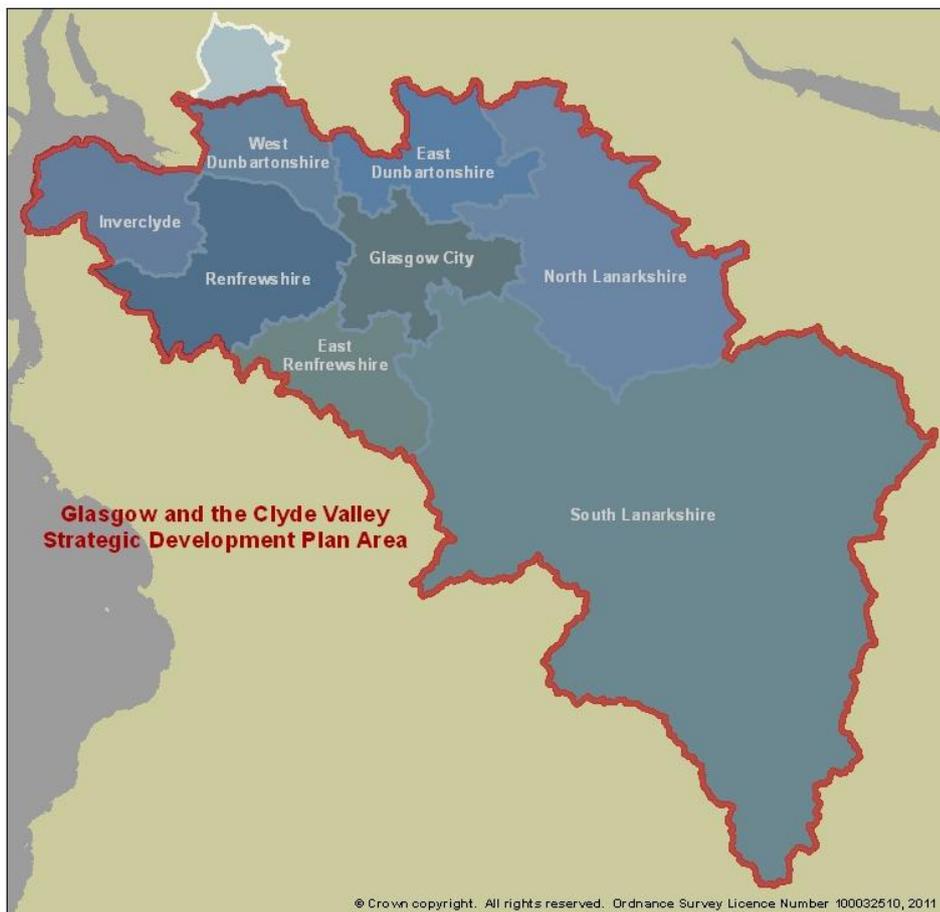




GLASGOW and  
the CLYDE VALLEY  
strategic development  
planning authority

## THE PLANNING PERFORMANCE FRAMEWORK



SEPTEMBER 2013

## **Preamble**

1. This is the second '*Planning Performance Framework*' (PPF) report submitted by the Glasgow and the Clyde Valley Strategic Development Planning Authority (GCVSDPA).
2. The Scottish Government's feedback report on the GCVSDPA's first PPF 2011/12 recognised that the full range of national headline indicators set out in the PPF do not apply the work of a strategic development planning authority. Recognising this the GCVSDPA has attempted to complete this PPF constructively to assist the modernising planning agenda. and the Scottish Government's central purpose.
3. The GCVSDPA aims to support the Scottish Government's central purpose of delivering sustainable economic growth and its drive to continue the reforms within planning in the context of promoting a plan led system, improving performance, simplifying and streamlining, and ultimately in delivering high quality sustainable economic development on the ground.

## **Introduction**

4. The GCVSDPA covers the eight council areas in the Glasgow and Clyde Valley area, including East Dunbartonshire, East Renfrewshire, Inverclyde, Glasgow City, North Lanarkshire, Renfrewshire, South Lanarkshire and West Dunbartonshire. The Authority sets out a long-term spatial planning strategy that broadly defines the future location of development and related activity in the wider Glasgow metropolitan area up to 2035.
5. The GCVSDPA:
  - covers an area with a third of Scotland's population and GVA;
  - addresses forecast population and household growth;
  - provides a framework for the future development and growth across the Glasgow and Clyde Valley city region from 2012 to 2035 incorporating key development 'drivers of change' including the economy, sustainability, climate change and land-use transport integration.
6. There is a long standing tradition of strategic planning in the west of Scotland which recognises that the communities of the conurbation are interdependent and that a shared vision and land use strategy are required to tackle the major economic, social and environmental challenges facing the area.

## **GCVSDP Purpose and alignment with the Scottish Government's National Outcomes**

7. The aim of the GCVSDP is to be '*concise and visionary*' and to set out a long-term spatial vision and related spatial development strategy i.e. the future geography of development in the city-region to 2035 in order to support economic competitiveness and social cohesion within a sustainable environmental approach.
8. In doing this the GCVSDP takes account of a refreshed policy context including the dual drivers of the government's central purpose of sustainable economic growth and its aim to address climate change.
9. The GCVSDP is about creating a quality of place by focusing on the continued regeneration and transformation of the city-region's communities whilst securing positive action on its key asset, its natural environment. The Plan's strategy seeks to minimise the development and carbon footprints of the city-region, meet climate change emissions targets and above all, support a drive towards a sustainable low-carbon economy.
10. The GCVSDP therefore provides the overall geographical framework for development within which the eight constituent local authorities will formulate their LDP's and within which they will assess planning applications and proposals. It is also intended to provide the public, stakeholders and the development and investment industries with confidence that a consistent strategic planning approach to creating a long-term sustainable future for the city-region is in place.
11. The key aims and purpose of the GCVSDP as described, aligns closely with the Scottish Government's central purpose of the promotion of sustainable economic growth. In particular the GCVSDPA took a positive decision to plan for optimistic forecasts of demographic and economic growth as the basis for the strategy, and this approach will now become reflected in Local Development Plans and Development Management decisions within the eight constituent authorities of the city region.
12. In these respects, the current SDP aims to align closely around the Scottish Government's Purpose, "to focus Government and public services on creating a more successful country, with opportunities for all of Scotland to flourish, through increasing sustainable economic growth", and the related national outcomes", the five strategic objectives: Wealthier and Fairer, Smarter, Healthier, Safer and Stronger and Greener; and the related sixteen national outcomes. The National Outcomes are listed in Table 1 and those outcomes with which the SDP's objectives closely align are "asterisked".
13. SDP2, due for submission to Scottish Ministers in May 2016, will seek to align closely to the themes of the new National Planning Framework 3 and the three 'Planning Outcomes' set in the new draft Scottish Planning Policy.

Table 1 - Scottish Government's National Outcomes		GCVSDPA
1	We live in a Scotland that is the most attractive place for doing business in Europe.	
2	We realise our full economic potential with more and better <u>employment opportunities</u> for our people.	
3	We are better educated, more skilled and more successful, renowned for our <u>research and innovation</u> .	
4	Our <u>young people</u> are successful learners, confident individuals, effective contributors and responsible citizens.	
5	Our <u>children</u> have the best start in life and are ready to succeed.	
6	We live longer, <u>healthier lives</u> .	
7	We have tackled the significant <u>inequalities</u> in Scottish society.	
8	We have improved the life chances for <u>children, young people and families</u> at risk.	
9	We live our lives safe from <u>crime</u> , disorder and danger.	
10	We live in well-designed, <u>sustainable places</u> where we are able to access the amenities and services we need.	
11	We have strong, resilient and supportive <u>communities</u> where people take responsibility for their own actions and how they affect others.	
12	We value and enjoy our built and natural <u>environment</u> and protect it and enhance it for future generations.	
13	We take pride in a strong, fair and inclusive <u>national identity</u> .	
14	We reduce the local and global <u>environmental impact</u> of our consumption and production.	
15	Our people are able to maintain their <u>independence as they get older</u> and are able to access appropriate support when they need it.	
16	Our <u>public services</u> are high quality, continually improving, efficient and responsive to local people's needs.	

## Overview of Performance Report

14. Attached below is the GCVSDPA's second formal Planning Performance Framework Report. The Minister's statement in Sep 2012 confirms that these performance reports will be utilised "to assess standards of planning in Scotland." Additionally, a review of the SDPs will be undertaken in late 2013 *"to ensure that the current procedural arrangements and approaches to the preparation of SDPs are fit for purpose and we will therefore review the experience with the first generation of these plans in 2013."*
15. Given this context, relevant considerations for this Planning Performance Framework Report in respect of the SDP include therefore, Plan Preparation, Plan Implementation and some identified Delivery Risks.

### **(i) Plan Preparation**

16. The first SDP for the Glasgow and the Clyde Valley city region was approved by Scottish Ministers on 29<sup>th</sup> May 2012 exceeding the statutory minimum requirement for plan preparation. The eight constituent GCV Local Authorities are subsequently proceeding with the development of their Local Development Plans.

### **(ii) Plan Implementation**

17. Achieving SDP plan implementation and outcomes is more challenging however. Firstly, it is important to recognise that the SDPA does not directly implement the plan's strategy and has no budgetary provisions for so doing. Implementation of the GCVSDP and the constituent LDPs, is through the following types of activity;
  - provision of an appropriate policy framework that aligns with Scottish Planning Policy, the NPF and the National Outcomes;
  - determination of Development Management decisions in accordance with the GCVSDP;
  - provision of an adequate supply of land in the right locations in order to facilitate the future development of the area and support sustainable economic growth;
  - identification of key infrastructure requirements to support development and the removal of impediments to the delivery of development;
  - facilitation of private sector investment in the identified locations for development;
  - prioritisation of public sector activity around the spatial priorities identified in the Development Plan and its accompanying Action Programme, e.g. Regeneration activities;
  - partnership working to achieve shared priorities including on cross boundary issues e.g. liaison with the SPT and the partner authorities on transportation issues; collaboration with the GCV Community Planning Partnership; and the provision of a spatial framework for Wind Energy.

### **(iii) Delivery Risks**

18. The Scottish Government has set ambitious targets in respect of a number of agendas including on matters such as sustainable economic growth, housing targets, sustainable places including town centres, high quality development, carbon emissions reductions, and waste recycling. Additionally, the GCVSDPA recognises a number of key challenges for the GCV region on issues such as vacant and derelict land, brownfield redevelopment, regeneration priorities, health inequalities, climate change adaptation and mitigation, and delivery of infrastructure projects.

19. As described above however, the GCVSDP has a limited role in direct delivery on these agendas although its central purpose is to achieve these outcomes. The current economic climate has impacted on the ability to deliver effectively a number of key policy priorities of the SDP however the GCVSDPA considers that in the context of a 20+ year development strategy the direction set in the current SDP remain appropriate to deliver the sustainable low carbon economy agenda set by Scottish Government.
20. Specific issues highlighted which require further consideration including potentially Scottish Government intervention include the following list: unlocking stalled development; delivery of difficult to develop sites including brownfield sites; the housing and affordable housing delivery; implementation of “Designing Places” and “Designing Streets”, the health and quality of town centres; carbon emissions; climate change and waste targets in relation to the Zero Waste Plan.
21. Additionally, in the current economic climate, there is a risk of taking short term decisions which potentially could undermine the long term development strategies set out in the NPF3 MIR, Draft SPP and the SDP’s.
22. In respects of the identified delivery risks, the Scottish Government is referred to the comments of the Heads of Planning in relation to Draft SPP and NPF3 MIR, and in particular their comments on “Delivery and Infrastructure”.

### **Observations**

23. The Scottish Government is undertaking a review of SDPs late 2013/early2014 and clearly these Planning Performance Frameworks can be seen as part of that process. The opportunity is therefore taken to emphasise that the GCVSDPA seeks to adopt an outcome focused approach to all of its activities and to pursue and implement continuing service improvements. The Plan has been produced efficiently, on time and within budget, and in the spirit of the planning reform agenda and the policy context adopted fully reflects the Scottish Governments’ National Performance Framework, Scottish Planning Policy and the NPF. The GCVSDPA seeks to ensure that the correct outcomes are being achieved on the ground and some potential concerns and risks in terms of delivery are highlighted in the foregoing.
24. In that respect, it is understood that a wide range of activities extending beyond development planning, and initiated by the Scottish Government, are ongoing to address many of these delivery risks for example on the Climate Change agenda and ongoing regeneration activities. The GCVSDPA, with its planning responsibilities for the city region, will aim to continue to fulfil its role in an outcome focused manner and as effectively as its remit enables, and to work with its planning partners including the Scottish Government to deliver outcomes important to this area.
25. The SDPA would wish to reiterate its commitment to working with the Scottish Government towards desired outcomes, and would wish to offer its continuing support and assistance, in considering the outputs from this planning performance review and the required response as we move forward.

**PLANNING PERFORMANCE FRAMEWORK  
ANNUAL REPORT 2012-2013**



GLASGOW and  
the CLYDE VALLEY  
strategic development  
planning authority

**1. National Headline Indicators (NHIs)**

<b>Key outcomes</b>	<b>2012-2013</b>	
<p><b>Development Planning:</b></p> <ul style="list-style-type: none"> <li>age of local/strategic development plan(s) (full years) <i>Requirement: less than 5 years</i></li> <li>development plan scheme: on track? (Y/N)</li> </ul>	<ul style="list-style-type: none"> <li>The Glasgow and the Clyde Valley Strategic Development Plan (SDP) was approved with modifications by Scottish Ministers on 29<sup>th</sup> May 2012 and was published by the GCVSDPA on 29<sup>th</sup> August 2012.</li> <li>Yes - Development Plan Scheme on track</li> </ul>	
<p><b>Effective Land Supply and Delivery of Outputs</b></p> <ul style="list-style-type: none"> <li>effective housing land: years supply</li> <li>effective housing land supply</li> <li>housing approvals</li> <li>effective employment land supply</li> <li>employment land take-up</li> <li>effective commercial floor space supply</li> <li>commercial floor space delivered</li> </ul>	<p><b>years</b></p> <p><b>units</b></p> <p><b>units</b></p> <p><b>ha</b></p> <p><b>ha</b></p> <p><b>m<sup>2</sup></b></p> <p><b>m<sup>2</sup></b></p>	<p>SDP provides the strategic context for housing and employment land supplies.</p> <p>LA's hold this information</p>
<p><b>Development Management</b></p> <p><b>Project Planning</b></p> <ul style="list-style-type: none"> <li>percentage of applications subject to pre-application advice</li> <li>number of major applications subject to processing agreement or other project plan</li> <li>percentage planned timescales met</li> </ul> <p><b>Decision-making</b></p> <ul style="list-style-type: none"> <li>application approval rate</li> <li>delegation rate</li> </ul>	<p><b>%</b></p> <p><b>%</b></p> <p><b>%</b></p> <p><b>%</b></p>	<p>The GCVSDPA makes no formal decisions in respect of Development Management</p>
<p><b>Decision-making timescales</b></p> <p>Average number of weeks to decision:</p> <ul style="list-style-type: none"> <li>major developments</li> <li>local developments (non-householder)</li> <li>householder developments</li> </ul>		<p>The GCVSDPA makes no formal decisions in respect of Development Management</p>

<p><b>Enforcement</b></p> <ul style="list-style-type: none"> <li>• time since enforcement charter published / reviewed (months) <i>Requirement: review every 2 years</i></li> <li>• number of breaches identified / resolved</li> </ul>	/	<p>The GCVSDPA has no role in respect of Enforcement matters</p>
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*Text box: short contextual statement – focus on reasons/factors which have influenced performance and any increase/decrease*

The first SDP for the Glasgow and the Clyde Valley city region was approved by Scottish Ministers on 29th May 2012 exceeding the statutory minimum requirement for plan preparation.

The Plan has been produced efficiently and in the spirit of the planning reform agenda and the policy context adopted fully reflects the Scottish Governments' National Performance Framework, Scottish Planning Policy and the NPF.

## PLANNING PERFORMANCE FRAMEWORK

### 2. Defining and measuring a high-quality planning service

#### **Open for business**

The GCVSDPA works in partnership with its eight constituent local authorities and Scottish Enterprise in the development of the economic context for the GCV area. The SDP's focus is on identifying those Strategic Economic Investment Locations across the GCV area which support of the Scottish Government's identified key economic sectors.

The SDP has supported and underpinned the work of the Clyde Valley Community Planning Partnership's Economic Strategy and Vision.

Other partnership working includes for example liaison with the Central Scotland and Glasgow and Clyde Valley Green Network Partnerships, Strathclyde Partnership for Transport Liaison Group, Metropolitan Glasgow Strategic Drainage Plan, Firth of Clyde Forum, the Clyde Area Advisory Group for River Basin Management Planning, Adaptation Scotland and Climate Ready Clyde.

A full list of meetings with external partners is provided in the attached Appendix III.

Much of this collaboration and activity with partners is focused around delivery of the 21 proposals identified within the Action Programme.

#### **High quality development on the ground**

The SDP seeks as part of its Vision a focus on healthy urban planning through delivering brownfield regeneration and support for active travel. In addition the SDP recognises the importance of green infrastructure through the promotion and delivery of the GCV Green Network.

In this context on 12<sup>th</sup> July 2013 the GCVSDPA published in partnership with the Glasgow and the Clyde Valley Green Network Partnership Green Network Supplementary Guidance. This guidance provides a strategic overview of what the Green Network is and what its key components are in order to support the delivery of the GCV Green Network. Its purpose is to provide the 'front end' of Supplementary Guidance documents for local authorities in order to provide some consistency across the planning authorities in the GCV area, and ultimately to achieve a holistic design led approach to the implementation of Integrated Green Infrastructure within development. The document was produced in collaboration with Scottish Natural Heritage, GCV Green Network Partnership, GCVSDPA and its eight constituent local authorities.

Further collaborative work is planned on the approach to the placemaking agenda later in 2013

The Scottish Government feedback on the inaugural PPF for the GCVSDP referred to "a reasonable and proportionate approach to developer contributions". To date, the SDP has not included any policy provisions in respect of developer contributions. Further consideration will be given to this through the Steering Group arrangements and liaison with the other SDPAs.

### **Certainty**

The GCVSDP was prepared and approved by Scottish Ministers on 29th May 2012 exceeding the statutory minimum requirement for plan preparation. The Plan has been produced efficiently and in the spirit of the planning reform agenda and the policy context adopted fully reflects the Scottish Governments' National Performance Framework, Scottish Planning Policy and the NPF. As such it provides an up to date policy context for the preparation of the eight LDPs in the GCV city region.

The GCVSDPA has actively engaged with the Key Agencies and Lead Persons in the development of its Action Programme in support of the approved SDP.

The SDP and its Action Programme will provide the strategic context for the forthcoming Local Development Plans and their Action Programmes.

In terms of process the GCVSDPA publishes its Development Plan Scheme annually with a view to meeting the legislative requirements of a five year review (SDP2 requires to be submitted to Scottish Ministers no later than 29<sup>th</sup> May 2016). The latest DPS was published on 28<sup>th</sup> March 2013. Additionally, a Gantt Chart is utilised for project planning the SDP preparation activities.

Decisions, including those by Scottish Ministers, where the SDP policy context is utilised as grounds for determining applications, will continue to be monitored.

### **Communications, engagement and customer service**

The GCVSDPA as part of the development of its first ever SDP designed and maintains an up to date website, [www.gcvsdpa.gov.uk](http://www.gcvsdpa.gov.uk), in support of that process. The web site is the main portal for the consultation process related to the SDP particularly at the MIR and Proposed Plan stages. Work is ongoing to redesign the website at beginning of 2014.

To improve communication regarding the preparation of SDP2 and its related Housing Need and Demand Assessment agendas the GCVSDPA has develop a GCVSDPA specific group and a GCV Housing Market Partnership specific group on the Local Government Association's Knowledge Hub. Along with the other SDP areas and working with Scottish Government, Architecture + Design Scotland the GCVSDPA have been involved in a study to consider graphical communication in Strategic Development Plan the output of which was a toolkit for improvement.

The GCVSDPA has established two Forums, an Environmental Forum and a Economy, Infrastructure and Placemaking Forum, to bring together the local authorities and key agencies and other stakeholders to consider the issues and potential approach to these agenda for SDP2.

The GCVSDPA published its Annual Report on 22<sup>nd</sup> March 2013.

On 12<sup>th</sup> March the GCVSDPA published a '*GCVSDP Overview*' document. To be read in conjunction with the approved SDP the document is aimed at providing an overview of the SDP by setting out its key components and to assist the preparation of Local Development Plans (LDPs).

Following on from the preparation of SDP1, a key area of feedback from our LA partners and other stakeholders was in respect of the need to build in time for comments on the Draft MIR and Draft SDP. As we go forward, Project Planning will be utilised to ensure that sufficient time is built in to plan preparation stages to allow for consultation feedback to be taken on board.

### **Efficient and effective decision-making**

The GCVSDPA has a well defined decision making structure based upon a formal Minute of Agreement and Scheme of Delegation. The Authority comprises 16 elected Councillors, two from each member local authority and meets at least four times per year. Provisions exist for special meetings to be called should circumstances require them. The Authority is supported by a Steering Group of senior officers who oversee the budget and work programme for the SDP and its dedicated Core Team as well as a Heads of Policy group of Local Development Plan managers.

In respect of the Development Management decisions, this authority does not have a direct decision making role. It does however indirectly support Development Management decision making through the provision of an up to date approved plan and strategic policy context, and from time to time prepares guidance on matters relevant to Development Management. For example, guidance has been prepared on the definition of strategic scales of development and Green Network, and an "Overview Of The SDP" has been published. Additionally, decisions including those by Scottish Ministers where the SDP policy context is utilised as grounds for determining applications, will continue to be monitored and experience is shared of Development Management decisions is shared across the eight authorities.

### **Effective management structures**

The GCVSDPA has well established management structures including a Steering Group of senior officers from the constituent Local Authorities and SDP team which has overseen and delivered the first SDP for the GCV area both on time and in budget.

### **Financial management and local governance**

The GCVSDP is funded on an equal eight way split with budgets audited annually by Audit Scotland and reported to the SDP Joint Committee. As a result of a programme of Voluntary and Early Retirement undertaken in 2011/12, combined with prudent management of budgets, this has enabled a reduction in budgetary requirements from the authorities of 10%. This has however introduced minor resourcing issues including a lack of specific support with respect to graphics and document design. This has been managed through procurement of external services, virtual secondment from a Local Authority and through internal up-skilling but continues to present issues.

### **Culture of continuous improvement**

The Core Team staff are all subject to ongoing appraisal and have undertaken a skills audit which following the team's restructuring has assisted in identifying the necessary staff training required to support continuing professional development and the delivery of SDP2.

Along with the other SDPA's the GCVSDPA worked with the Scottish Government, Architecture + Design Scotland to identify how SDP's could make better use of graphics.

Secondments both to and from the SDP Team are supported subject to the immediate demands of the workload, and during early 2013, a member of staff was supported in undertaking a 3 month secondment to the Scottish Government to develop a key emerging area of policy with respect to Energy and Heat mapping.

As detailed above under "Open for Business" the SDPA undertakes regular stakeholder engagement including with industry representatives in order to remain responsive to changing circumstances (see Appendix of meetings and Forums). Examples of this include a recent infrastructure session focussing on energy, broadband and water management.

The SDPA takes part in informal bench marking with other Local Authorities and specifically with the other three SDPAs through a series of regular liaison meetings at which a Scottish Government representative usually attends.

The SDP Team has been able to support the hosting of a Graduate Intern Project Assistant post to support the development of the agendas of the Clyde Valley Community Planning Partnership, with cross arching benefits and synergies in respect of the shared aims of the GCVSDPA.

### **3. Supporting evidence**

Part 2 of this report was compiled, drawing on evidence from the following sources.

- Development Plan Scheme March 2013 - March 2014;
- *'Graphical Communication in Strategic Development Plans - A Toolkit for Improvement'* published on 29<sup>th</sup> June by Matrix Partnership Ltd and Urban Graphics;
- SDPA Meeting 10<sup>th</sup> December Committee Report 12 GCVSDPA Budget 2012/13;
- SDP Annual Report 2012 published 22<sup>nd</sup> March;
- SDP Overview document published 12<sup>th</sup> March 2013;
- SDP Autumn Newsletter published 8<sup>th</sup> August 2013;
- GCV Green Network Supplementary Guidance published 12<sup>th</sup> July 2013.

### **4. Service improvements: 2013-14**

In the coming year we will:

- republish our Development Plan Scheme and Participation Statement;
- refresh the GCVSDPA website;
- publish for consultation an early engagement document in January 2014 to help inform the SPD2 Main Issues Report;
- publish our Annual Report and Newsletter;
- appoint a Housing Technical Officer to support the delivery of HNDA 2;
- support and build stronger relationships the Clyde Valley Community Planning Partnership by hosting the Clyde Valley Community Planning Partnership Graduate Intern Project Assistant Post;
- raise awareness amongst elected members of the GCVSDPA by identifying key stakeholders to present to them prior to each Authority meeting;
- develop an approach to monitoring the Plan's performance which can be utilised in conjunction with the Action Programme to further develop the outcomes focus;
- working with the Government and other partners, continue to develop the Action Programme, including identifying appropriate vehicles for improving delivery of the SDP strategy, and the identification of any resource gaps or limitations.

Delivery of our service improvement actions in 2012-13:

Committed improvements and actions	Complete?
<p><b>Republish our Development Plan Scheme and Participation Statement</b></p> <ul style="list-style-type: none"> <li>• <i>Published 28<sup>th</sup> March 2013</i></li> </ul>	<p><b>Yes</b></p>
<p><b>Development of a work programme to support SDP2</b></p> <ul style="list-style-type: none"> <li>• <i>Regular update SDP subject related report to SDPA and Steering Group based upon the Environmental Forum and Economy, Infrastructure and Placemaking Forum, identified work streams</i></li> <li>• <i>Detailed work programme developed for HNDA 2</i></li> </ul>	<p><b>Yes</b></p>
<p><b>Raise awareness amongst elected members of the GCVDPA by indentifying key stakeholders to present to them prior to each Authority meeting</b></p> <ul style="list-style-type: none"> <li>• <i>Presentations by SNH (September 2012), Historic Scotland (June 2013)</i></li> </ul>	<p><b>Partial</b></p>
<p><b>Establishment of an Environmental Forum</b></p> <ul style="list-style-type: none"> <li>• <i>'Environmental Forum' established along with the 'Economy, Infrastructure and Place Making Forum'.</i></li> </ul>	<p><b>Yes</b></p>

## Appendix I

### PLANNING PERFORMANCE FRAMEWORK OFFICIAL STATISTICS

\* This section does not relate to the activities of the Strategic Development Planning Authority

#### Decision-making timescales

Category	Total number of decisions 2012-2013	Average timescale (weeks)	
		2012-2013	2011-2012
<b>Major developments</b>			
<b>Local developments (non-householder)</b>			
<ul style="list-style-type: none"> <li>Local: less than 2 months</li> <li>Local: more than 2 months</li> </ul>	(%) (%)		
<b>Householder developments</b>			
<ul style="list-style-type: none"> <li>Local: less than 2 months</li> <li>Local: more than 2 months</li> </ul>	(%) (%)		
<b>Housing developments</b>			
<b>Major</b>			
<b>Local housing developments</b>			
<ul style="list-style-type: none"> <li>Local: less than 2 months</li> <li>Local: more than 2 months</li> </ul>	(%) (%)		
<b>Business and industry</b>			
<b>Major</b>			
<b>Local business and industry</b>			
<ul style="list-style-type: none"> <li>Local: less than 2 months</li> <li>Local: more than 2 months</li> </ul>	(%) (%)		
<b>EIA developments</b>			
<b>Other consents*</b>			
<b>Planning/legal agreements**</b>			
<b>Local reviews</b>			

\* Consents and certificates: Listed buildings and Conservation area consents, Control of Advertisement consents, Hazardous Substances consents, Established Use Certificates, certificates of lawfulness of existing use or development, notification on overhead electricity lines, notifications and directions under GPDO Parts 6 & 8 relating to agricultural and forestry development and applications for prior approval by Coal Authority or licensed operator under classes 60 & 62 of the GPDO.

\*\* Legal obligations associated with a planning permission; concluded under section 75 of the Town and Country Planning (Scotland) Act 1997 or section 69 of the Local Government (Scotland) Act 1973

## Decision-making: local reviews and appeals

Type	Total number of decisions	Original decision upheld			
		2012-2013		2011-2012	
		No.	%	No.	%
Local reviews					
Appeals to Scottish Ministers					

## Enforcement activity

	2012-2013	2011-2012
Cases taken up		
Breaches identified		
Cases resolved		
Notices served***		
Reports to Procurator Fiscal		
Prosecutions		

\*\*\* Enforcement notices; breach of condition notices; planning contravention notices; stop notices; temporary stop notices; fixed penalty notices, and Section 33 notices.

## Context

*Text box: short contextual statement – focus on reasons/factors which have influenced performance and any increase/decrease*

## Appendix II

### WORKFORCE AND FINANCIAL INFORMATION

*Appendix 2 is an integral part of the Annual Performance Assessment. It is designed to be a snapshot of staffing at 31 March 2013.*

**As at 31 March 2013**

**Please note - The figures do not have to be exact - we are looking for a snapshot of each authority**

Head of Planning Service (1)	Tier?									
	1	2	3	4						
	Managers (2)		Main Grade Posts		Technician Posts		Office support/Clerical		Totals	
	No. Posts	Vacant	No. Posts	Vacant	No. Posts	Vacant	No. Posts	Vacant		
Development Management	0	0	0	0	0	0	0	0	0	
Development Planning	1	0	4	0	1	0	2	0	8	
Enforcement Staff	0	0	0	0	0	0	0	0	0	
Cross Service/Other Planning	0	0	0	0	0	0	0	0	0	

Staffing profile	Number
Under 30	1
30-39	4
40-49	2
50 and Over	1

Committees & site visits (3)	No. per year
Full Council committees	4
Planning Committees	0
Area Committees (where relevant)	0
Committee site visits	0
LRB (4)	0
LRB site visits	0

Budgets	Budget	Costs		Income (7)
		Direct (5)	Indirect (6)	
Planning Service				
Development Management	0	0	0	0
Development Planning	596,000	400,000	196,000	0
Enforcement	0	0	0	0

**Notes on Completion:**

- 1 In relation to service structure, 1st tier post holders are Chief Executives, 2nd tier are Directors, 3rd tier are Heads of service and 4th tier are managers.
- 2 Managers are those people who are responsible for the operational management of a team/division. They are not necessarily line managers. References to committees also include National Park Boards. Number of site visits are those cases where were visits carried out by committees/boards
- 3 committees/boards
- 4 This related to the number of meetings of the LRB, application numbers going to LRB are reported elsewhere.
- 5 Direct staff costs covers gross pay, including overtime, national insurance and the superannuation contribution. The appropriate proportion of the direct cost of any staff member within the planing authority concerned spending 30% or more of their time on planning should be included in costs irrespective of what department they are allocated to. (For example: Legal advice, Administration; Typing)  
Exclude staff costs spending less than 30% of their time on planning.
- 6 Indirect costs include all other costs attributable to determining planning applications. Examples (not exhaustive) are:
  - Accommodation
  - Computing Costs
  - Stationery
  - Office machinery/Equipment
  - Telephone charges
  - Print
  - Advertising
  - T&S
  - Committees
  - Elected Members' expenses
  - The relevant apportionment of Support Service costs
- 7 Income - include planning fees for applications and deemed applications. (exclude income from property and planning searches)

## **APPENDIX III**

### **List of SDPA related Meetings**

#### **GCVSDPA Joint Committee**

11<sup>th</sup> June 2012  
10<sup>th</sup> September 2012  
10<sup>th</sup> December 2012  
11<sup>th</sup> March 2013

#### **GCVSDPA Steering Group**

24<sup>th</sup> May 2012  
24<sup>th</sup> August 2012  
23<sup>rd</sup> November 2012  
11<sup>th</sup> January 2013  
22<sup>nd</sup> February 2013

#### **GCVSDPA Heads of Policy**

2<sup>nd</sup> May 2012  
18<sup>th</sup> September 2012  
30<sup>th</sup> October 2012  
7<sup>th</sup> November 2012  
11<sup>th</sup> January 2013  
25<sup>th</sup> January 2013

#### **Economy, Infrastructure and Place Making Forum**

17<sup>th</sup> December 2012 - City region context  
1<sup>st</sup> March 2103 - Scottish Government Growth sectors

#### **Environmental Forum**

11<sup>th</sup> September 2012 - Environmental Context  
27<sup>th</sup> September 2012 - River Basin Management Planning and Forestry  
2<sup>nd</sup> October 2012 - Green Network and Wind Energy  
6<sup>th</sup> December 2012 - Urban Health and Accessibility  
17<sup>th</sup> January 2013 - Green Network  
31<sup>st</sup> January 2013 - Renewable Energy

#### **Industry and Business Topic Group**

12<sup>th</sup> June 2012  
14<sup>th</sup> August 2012  
26<sup>th</sup> September 2012  
14<sup>th</sup> November 2012  
20<sup>th</sup> February 2013

#### **Vacant and Derelict Land Topic Group**

29<sup>th</sup> January 2013

#### **Retail Topic Group**

6<sup>th</sup> February 2012  
22<sup>nd</sup> March 2012  
28<sup>th</sup> March 2013

## **Housing Need and Demand Assessment (HNDA) related meetings**

### Housing Market Partnership Core Group (HMPCG)

12<sup>th</sup> June 2012 HMPCG

5<sup>th</sup> March 2013 HMPCG

### HNDA Project Management

21<sup>st</sup> August 2012

### Planning Sub Group

19<sup>th</sup> August 2012

19<sup>th</sup> June 2012

12<sup>th</sup> March 2013

### Toolkit and Methodology Sub Group

4<sup>th</sup> December 2012

15<sup>th</sup> January 2012

23<sup>rd</sup> January 2013

29<sup>th</sup> January 2013

13<sup>th</sup> February 2013

19<sup>th</sup> February 2013

### Urban Capacity Study

15<sup>th</sup> April 2012

### SDPA HNDA Liaison

9<sup>th</sup> November 2012

### Housing Officers Sub

9<sup>th</sup> April 2013

### Others

25<sup>th</sup> April 2012 HNDA Evaluation Sub Group

21<sup>st</sup> May 2012 Homes for Scotland

30<sup>th</sup> May 2012 Translating SDPs to LDPs