

June 2021

# Planning Performance Framework 2020/21 Report



North Ayrshire Council  
Comhairle Siorrachd Àir a Tuath

## Introduction

### North Ayrshire Council Planning Service

It has been an unprecedented 12 months for the Planning Service but we have adapted quickly to the circumstances surrounding the coronavirus pandemic and the challenges of home working. The flexibility and dedication of the team has enabled us to continue to provide an efficient, effective, and innovative planning service. Our focus on delivering sector-leading performance has meant determination timescales for planning applications have largely been maintained and continue to be significantly quicker than the national average.

Following the adoption of the North Ayrshire Local Development Plan in November 2019, the Service's joined-up approach has supported the implementation of the new plan, including by continuing to work with the housebuilding industry to bring new development to North Ayrshire. Over 1800 new homes have been granted permission in the last two years, with development of two LDP2 release sites already underway. Implementation of LDP2 has also supported decision-making in relation to three major applications which has protected the town-centre first principle, the marine environment and landscape quality.

Implementation of the Planning (Scotland) Act 2019 has also been a key area of work over the last 12 months, with the Service responding to consultations on the National Planning Framework, short-term let controls, permitted development rights and mediation. Joint working with neighbouring authorities has been re-established to prepare an indicative Regional Spatial Strategy for Ayrshire.

Moving forward preparing we will support our recovery from coronavirus, including through the Ayrshire Growth Deal and implementation of the Council's ground-breaking Community Wealth Building Strategy.

### Planning Performance Framework

This is the Planning Performance Framework Report for North Ayrshire Council's Planning Service for the period April 2020 to March 2021.

The planning performance framework was introduced by planning authorities in 2012. Developed by Heads of Planning Scotland and supported by the Scottish Government the framework captures key elements of a high-performing planning service, such as:

- speed of decision-making;
- certainty of timescales, process and advice;
- delivery of good quality development;
- an overall 'open for business' attitude.

The framework gives a balanced measurement of the overall quality of the planning service and contributes towards driving a culture of continuous improvement.

All planning authorities, strategic development plan authorities and seven key agencies prepare a Planning Performance Framework (PPF) report on an annual basis and receive feedback from the Scottish Government. PPF reports contain both qualitative and quantitative elements of performance and set out proposals for service improvement. They also report on a set of Performance Markers which were agreed by the High-Level Group<sup>1</sup> on Planning Performance in 2013.

<sup>1</sup> The remit of the High-Level Group on Planning Performance includes supporting improved planning performance and linking performance with planning fees. The Scottish Government and the Convention of Scottish Local Authorities (COSLA) co-chair the group with the remaining members comprising: Heads of Planning Scotland; the Society of Local Authority Chief Executives; the Society of Lawyers and Administrators in Scotland and the Royal Town Planning Institute.

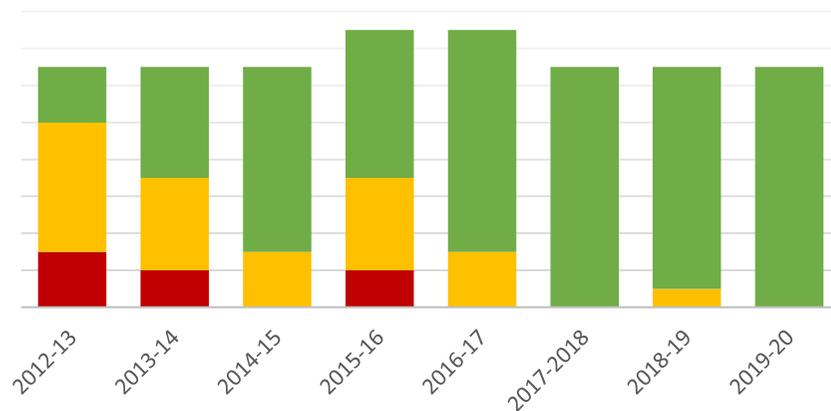
## Scottish Government Feedback 2019/20

North Ayrshire Council's ninth Planning Performance Framework Report, covering the period April 2019 to March 2020, was submitted to Scottish Ministers in July 2020. In December 2020, the Minister for Local Government and Housing provided feedback on the report based around the 15 performance markers agreed by the High-Level Group on Planning Performance. Red, Amber or Green ratings were awarded based on the evidence provided, giving an indication of performance and the priority areas for improvement action.

The graphic below illustrates that, for 2019/20, the Scottish Government rated us green against all 13 performance markers applicable during the monitoring year. This represents a continuation in the high number of good ratings over the past three years.

Part 2 of this Planning Performance Framework Annual Report details the rating given for each performance marker; the feedback received from the Scottish Government; and a summary analysis of how the Council is performing 12 months on.

► Scottish Government Feedback: <https://tinyurl.com/yy6j8ng8>



## Key Performance Markers Summary 2020/21

No.	Performance Marker	Evidence	Page
1	<b>Decision-making:</b> continuous reduction of average timescales for all development categories [Q1 - Q4]	<ul style="list-style-type: none"> <li>• Average timescales for determining <b>major</b> applications were improved, from 13.1 to 11.1 weeks.</li> <li>• Timescales for determining <b>Local (non-householder)</b> applications returned to 5.9 weeks, a minor increase from last year's historic low of 5.4 weeks.</li> <li>• Average <b>householder</b> timescales increased from 4.3 to 5.4 weeks.</li> </ul>	
2	<b>Processing agreements:</b> <ul style="list-style-type: none"> <li>• offer to all prospective applicants for major development planning applications; and</li> <li>• availability publicised on website</li> </ul>	Processing agreements continue to be offered for all major applications and for complex local applications. This is highlighted on our website at: <a href="https://www.north-ayrshire.gov.uk/planning-and-building-standards/make-a-planning-application.aspx">https://www.north-ayrshire.gov.uk/planning-and-building-standards/make-a-planning-application.aspx</a>	
3	<b>Early collaboration</b> with applicants and consultees <ul style="list-style-type: none"> <li>• availability and promotion of pre-application discussions for all prospective applications; and</li> <li>• clear and proportionate requests for supporting information</li> </ul>	The service provides pre-application advice and guidance on development which needs approval from the Council, including: the development of business and commercial properties, or making alterations to existing premises; the development of new housing; change in the use of land or buildings; outdoor advertisements; buildings in conservation areas; listed buildings and trees covered by tree preservation orders. A total of 534 pre-application enquiries were recorded in the past year.  <a href="https://www.north-ayrshire.gov.uk/planning-and-building-standards/do-i-need-planning-permission.aspx">https://www.north-ayrshire.gov.uk/planning-and-building-standards/do-i-need-planning-permission.aspx</a>	
4	<b>Legal agreements:</b> conclude (or reconsider) applications after resolving to grant permission reducing number of live applications more than 6 months after resolution to grant (from last reporting period)	No applications were subject to a legal agreement as we continue to seek to avoid the use of such agreements where possible.	
5	<b>Enforcement charter</b> updated / re-published within last 2 years	The Enforcement Charter was updated and republished in March 2021 <a href="https://www.north-ayrshire.gov.uk/planning-and-building-standards/report-planning-breach.aspx">https://www.north-ayrshire.gov.uk/planning-and-building-standards/report-planning-breach.aspx</a>	
6	<b>Continuous improvement:</b> <ul style="list-style-type: none"> <li>• progress/improvement in relation to PPF National Headline Indicators; and</li> <li>• progress ambitious and relevant service improvement commitments identified through PPF report</li> </ul>	All but one of the 15 key performance markers have been marked green by Scottish Government over the last three years. The 'amber' from 18/19 has been addressed with the adoption of a new local development plan.  See Part 3 for update on Service Improvement Commitments.	

7	<b>Local development plan</b> less than 5 years since adoption	The North Ayrshire Local Development Plan (LDP2) was adopted on 28 November 2019. See: <a href="https://www.north-ayrshire.gov.uk/planning-and-building-standards/ldp/local-development-plan.aspx">https://www.north-ayrshire.gov.uk/planning-and-building-standards/ldp/local-development-plan.aspx</a>	
8	<b>Development plan scheme</b> – next LDP: <ul style="list-style-type: none"> <li>on course for adoption within 5 years of current plan(s) adoption; and</li> <li>project planned and expected to be delivered to planned timescale</li> </ul>	A Development Plan Scheme was published in June 2020 which sets out an indicative timetable for preparing our next LDP (LDP3). Work will formally commence on LDP3 when regulations and guidance pertaining to the Planning (Scotland) Act 2019 is published by Scottish Government. It is expected LDP3 will be adopted within 5 years of LDP2. See: <a href="https://www.north-ayrshire.gov.uk/planning-and-building-standards/ldp/development-plan-next-steps.aspx">https://www.north-ayrshire.gov.uk/planning-and-building-standards/ldp/development-plan-next-steps.aspx</a>	
9	<b>Elected members engaged early</b> (pre-MIR) in development plan preparation – <i>if plan has been at pre-MIR stage during reporting year</i>	Not applicable.	
10	<b>Cross sector stakeholders* engaged early</b> (pre-MIR) in development plan preparation – <i>if plan has been at pre-MIR stage during reporting year</i> <i>*including industry, agencies and Scottish Government</i>	Not applicable.	
11	<b>Regular and proportionate policy advice</b> produced on information required to support applications.	LDP2, adopted in November 2019, forms the basis of our proportionate approach to providing policy advice.  Work to update and rationalise our non-statutory supplementary planning guidance is ongoing and in March 2021 we published a draft policy guidance note on new housing development in the countryside. We also intend to develop policy advice relating to climate change in response to the Council declaring a 'Climate Change Emergency'.  Other Planning Guidance: <a href="https://www.north-ayrshire.gov.uk/planning-and-building-standards/ldp/other-planning-guidance.aspx">https://www.north-ayrshire.gov.uk/planning-and-building-standards/ldp/other-planning-guidance.aspx</a>	
12	<b>Corporate working across services</b> to improve outputs and services for customer benefit (for example: protocols; joined-up services; single contact arrangements; joint pre-application advice)	The Planning Service continues to work across the services to support, among other things, the Ayrshire Growth Deal, the Council's ambitious Strategic Housing Investment Programme (SHIP), Community Wealth Building, implementing the Regeneration Delivery Plan and with regard to school capacity.  A protocol has been developed to provide support to the Housing Service in the design and development of social housing developments. This sees planning officers form part the design team for each site. Rather than full planning permission, proposed schemes are first assessed through submission of an application for a Certificate of Lawful Development.	

13	<b>Sharing good practice, skills and knowledge</b> between authorities	A strong emphasis within the service is placed on sharing good practice, skills and knowledge. In March 2021, the Strategic Planning Manager provided a presentation for a Planning Skills webinar on Community Wealth Building.	
14	<b>Stalled sites / legacy cases:</b> conclusion or withdrawal of old planning applications and reducing number of live applications more than one year old.	One legacy case remains, with no additional live applications more than one year old recorded.	
15	<b>Developer contributions:</b> clear and proportionate expectations <ul style="list-style-type: none"> <li>• set out in development plan (and/or emerging plan); and</li> <li>• in pre-application discussions</li> </ul>	To support development and regeneration in North Ayrshire we do not routinely require developer contributions. The Local Development Plan expects the majority of new development to be directed towards sites that have infrastructure or services in place. Where further provision is required, the Supporting Development Objective: Infrastructure and Services policy within the LPD (p.16) sets out clear and proportionate expectations and the need for relevant assessments is highlighted alongside each development site where potential infrastructure deficiencies are known: <a href="https://www.north-ayrshire.gov.uk/Documents/CorporateServices/LegalProtective/LocalDevelopmentPlan/ldp2.pdf">https://www.north-ayrshire.gov.uk/Documents/CorporateServices/LegalProtective/LocalDevelopmentPlan/ldp2.pdf</a>	

## Part 1 – Demonstrating a high-quality planning service

The Planning Performance Framework Annual Report aims to provide both quantitative and qualitative evidence to illustrate the performance of the Planning Service over the past 12 months, with a focus on our improvement journey.

Part 1 of the Planning Performance Framework Annual Report seeks to document the qualitative story of the past year’s performance, supported by case studies.

The narrative is structured around the following four themes:

**A: Quality of Outcomes** – Demonstrating the added value delivered by planning;

**B: Quality of Service and Engagement** – Demonstrating positive actions to support sustainable economic growth, initiatives to work consistently with stakeholders and deliver a positive customer experience;

**C: Governance** – illustrating how structures and processes are proportionate, effective and fit for purpose;

**D: Culture of Continuous Engagement** – improvements and changes in the last 12 months.

## A. Quality of Outcomes

### A1. Implementing the Local Development Plan – Delivering Private Housing Development

As reported in our 2018/19 Planning Performance Framework Report (case study B1), the Council has been proactively working with the development industry, through Homes for Scotland (HFS), to take an approach that jointly looked to stimulate the housing market in North Ayrshire. LDP2 sought to allocate proven effective sites, which were backed by builders with a track record, in order to have a transformational impact on the housing sector by stimulating demand and demonstrating that land values and sales rates in the region could prove viable, and thereby promote other interests.

The collaboration included jointly refreshing housing land audit, to truly understand the scale of the land supply that could be realistically considered deliverable; capturing market intelligence rather rigid defence of historic allocations; and a new approach to site assessment that focussed on deliverable sites with a clear delivery programme and site details.

Seven additional housing allocations were approved by Council in April 2018 and submitted to Examination in October 2018. Five sites, including Wood Farm in Kilwinning, were supported by the Examination which reported in July 2019. The Local Development Plan was adopted in November 2019.

Even prior to the adoption of the Local Development Plan, attention turned to supporting the developer of the Wood Farm site, Taylor Wimpey, to bring forward a planning application that would allow them to move quickly to develop the newly allocated site. Planning Permission was granted in November 2019, in accordance with the newly adopted LDP.

Throughout 2020, we have worked to discharge conditions and approve non-material variations that have enabled Taylor Wimpey to take forward the site immediately, notwithstanding the delays caused by COVID.

This case study demonstrates a whole service, plan-led approach to promoting new development in North Ayrshire. Development planning and development management processes have, as far as possible, provided certainty to the developer that has allowed them to move rapidly from proposing the site for inclusion in the Local Development Plan to building and selling new homes in little more than four years.

#### Timeline

Pre-application Advice – August 2018

Proposal of Application Notice & EIA Screening Opinion – Sept. 2018

Application submitted – June 2019

Application approved – November 2019

Approved application for variation – March 2020

On site - May 2020

**“Taylor Wimpey have successfully managed to complete the initial phase of construction work on our housing development at Wood Farm, Kilwinning. This has been a direct result of our continual engagement with North Ayrshire Council who we have worked closely with, in respect of dis-charging planning conditions and completing the building warrant / road construction consent processes, all of which were carried out remotely, during a challenging Covid environment”**

Graeme Oswald, Design & Planning Manager, Taylor Wimpey West Scotland

## B. Quality of Service and Engagement

### B1. Street Naming & Numbering

Planning Services has the responsibility for administering the Street Naming and Numbering service for North Ayrshire Council.

The administration of the service is managed through a dedicated module on the Uniform software with integration to the Idox document management system. There is also a dedicated e-mailbox for handling all incoming and outgoing correspondence.

The role of the service is to ensure that new developments are allocated numbers and names as efficiently as possible. Increasingly, developers need confirmation of addresses before they commence works on site to ensure that utilities can be organised. For private housing sites, a postal address is now essential for sales purposes to secure mortgage finance. Gone are the days of a new house simply having a temporary name such as "Plot 1 The Meadows."

Planning officers work closely with the team's planning technicians on identifying the streets and numbering pattern for each new development. The approach taken during 2020/21 was to involve case officers from the Development Management team in the mapping of the streets and numbering to enable the technicians to focus on consultation tasks with other services within the Council and external agencies such as Royal Mail. This has been useful for planning officers in that they are given more responsibility for post-processing of applications which also includes the discharge of conditions and site monitoring. It has been useful for the

planning technicians since it has created more resilience and knowledge of street naming and numbering across the team.

The Council's Locality Partnerships meet quarterly to select names for each street in new developments. The councillors have the final say on the names based on a list that is generated for each town or village, typically based on a historical theme or notable individual relevant to that locality.

The service also works with businesses to ensure that business addresses are named in conjunction with Royal Mail.

The importance of street naming and numbering cannot be underestimated. Without an address, a home or business won't be listed on the Royal Mail gazetteer. Every time you choose an online service or want to book a delivery, you need to be able to choose your address from this gazetteer. If it is not listed, then difficulties will arise. In today's world, having an address properly logged on the systems which underpin all service delivery is therefore essential.

Over the past year, cases dealt with by the service included the numbering of over 800 new houses (including several major sites each in excess of 200 dwellings), numerous corrections to inaccurate postcodes and the renaming of existing homes and businesses where issues had arisen. The service is currently free of charge to all users.

## C. Governance

### C1. COVID-19 Response

The Planning Service moved quickly in response to the COVID-19 emergency to ensure structures and processes are proportionate, effective and fit for purpose to enable to service to continue operating.

Early stages of the outbreak saw the number of staff working from the office reduced to a minimum. Within 24 hours of declaration of lockdown by the Prime Minister in mid-March, we moved seamlessly to all staff working from home and the digital delivery of the service, continuing our support for business and developers, the community and the Council.

All members of staff have adapted well to working from home, with 'business as usual' largely possible for both the development management and development planning functions. Key element of our response have included:

#### ► **Virtual Planning Committees and Local Review Bodies**

During the last 12 months we have been able to maintain our important decision-making structures by moving Planning Committee and Local Review Bodies onto the Microsoft Teams platform. This has enabled Members, officials, applicants, objectors and the general public to engage with such meetings virtually from home. Our first virtual Planning Committee was held on 24 June 2020 and since then meetings have been scheduled as normal.

#### ► **Site Visit Protocol**

A Coronavirus Site Visit Protocol was established to advise planning staff on carrying out site visits and kept up-to-date as coronavirus guidance and restrictions changed over time. The aim and purpose of the protocol is to protect staff, applicants/agents/householders, other users of the planning

system and the general public, in line with Government guidance. Staff have been encouraged only to undertake site visits if they are comfortable doing so.

#### ► **Utilising technology**

Planning staff were already equipped with laptops prior to the pandemic which assisted greatly with the transition to home working. The use of Microsoft Teams and other forms of communication has enabled the Service to continue to offer the opportunity of meetings and respond to correspondence. Clear messaging has been provided on our website to advise service users how best to contact us.

#### ► **Supporting staff wellbeing**

Special attention has been paid to the wellbeing of our staff in recognition that home working can provide a range of different challenges, including home schooling and isolation. Regular catch-ups have been scheduled over the period, both virtually and in person where restrictions have allowed.

Moving forward, we are well placed to support business and developers as we begin to emerge from the pandemic and adapt to new ways of working.

***“Once again the Planning Service has performed very well and met and even exceeded all expectations.***

***This year was particularly difficult due to COVID-19 where there were no physical meetings of the Planning Committee and the Local Review Body but we soon got ourselves established and operational using Microsoft Teams which allowed Members and Officers to meet remotely and efficiently make decisions on Planning matters. We were greatly assisted in this by Committee Services and IT support “***

Cllr Tom Marshall, Chair of the Planning Committee.

## D. Culture of Continuous Improvement

### D1. Training

In February 2021, Zero Waste Scotland and PAS delivered a training session with Elected Members. The training event provided elected members with an update on the Planning Act and NPF4 and an introduction to the Circular Economy as Scotland moves towards net zero carbon by 2045. The training highlighted the importance of the planning system in playing a key role in enabling Scotland to embrace the circular economy, reduce waste and achieve its net zero carbon targets.

The Service continues to provide a training and learning environment to support our staff, with working from home having the benefit of increasing the opportunities to ‘virtually’ attend training events online without the need to travel. Some of the training undertaken by the team this year included:

- ▶ Habitats Regulations Appraisal (June 2020)
- ▶ Public Engagement (July 2020)
- ▶ Land, Planning & Delivering Rural Affordable Housing (July 2020)
- ▶ Examinations (February 2021)
- ▶ Town Centre Regeneration (March 2021)

### D2. Benchmarking

The well-established West of Scotland Planning Benchmarking Group did not convene this year but informal networks ensured exchange of views, information and knowledge on specific planning issues continued throughout the pandemic. The Knowledge Hub online forum also proved to be a valuable resource as did the Service’s engagement with the Heads of Planning Executive and Development Management and Developing Planning sub-groups.

### D3. Sharing Best Practice – Community Wealth Building

North Ayrshire Council is the first Community Wealth Building Council in Scotland, publishing a Community Wealth Building Strategy in May 2020.

Community wealth building is part of a place-based approach which seeks to reduce inequality, specifically seeking to take a proactive approach to supporting local inclusive economies. It is built upon the concept of creating a fairer, more socially just economy.

In March 2021, the Strategic Planning Manager gave a presentation to a Partners in Planning / Planning Skills Webinar on Community Wealth Building and Planning which considered how the planning system can contribute to community wealth building.

The presentation highlighted that community wealth building is already inherent in much of what we are doing, particularly around 20-minute neighbourhoods, town centre first and in the NPF Position Statement; considered how housebuilding can support community wealth building and how Local Place Plans could identify opportunities; and finally the potential to develop specific Community Wealth Policies.

Webinar details ▶ <https://tinyurl.com/4pcp62yh>

## Part 2 – Performance Update

Including National Headline Indicators & Official Statistics

### Development Management

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21
Application approval rate	97.8%	96.7%	96.2%	97.1%	96.6%	95.7%	96.5%	<b>95.2%</b>
Delegation rate	93.8%	96.8%	96.5%	97.0%	97.2%	96.2%	97.5%	<b>97%</b>
Percentage of applications valid upon receipt				58.0%	39.2%	37.5%	37.7%	<b>52.7%</b>
Number of applications determined	629	590	571	639	564	603	560	<b>531</b>

### PM1 – Decision Making

*Major Developments (not subject to processing agreement)*

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21
Number of decisions	8	5	6	0	2	4	4	<b>4</b>
Average number of weeks to decision	21.5	12.6	24.3	-	9.5	10.2	13.1	<b>11.1</b>

*Local (non-householder) Developments (not subject to processing agreement)*

	Number of decisions	261	247	241	259	231	234	221	<b>234</b>
	Average number of weeks to decision	6.8	6.2	5.8	5.9	5.9	5.9	5.4	<b>5.9</b>
< 2 months	Percentage of decisions	93.1%	100%	100%	100%	99.1%	99.6%	99.6%	97.4%
< 2 months	Average number of weeks to decision					5.8	5.6	5.3	5.8
> 2 months	Percentage of decisions	6.9%	4.5%	2.5%	1.5%	1.7%	7.7%	3.6%	2.6%
> 2 months	Average number of weeks to decision					9.8	9.7	9.6	10.1

*Householder Developments*

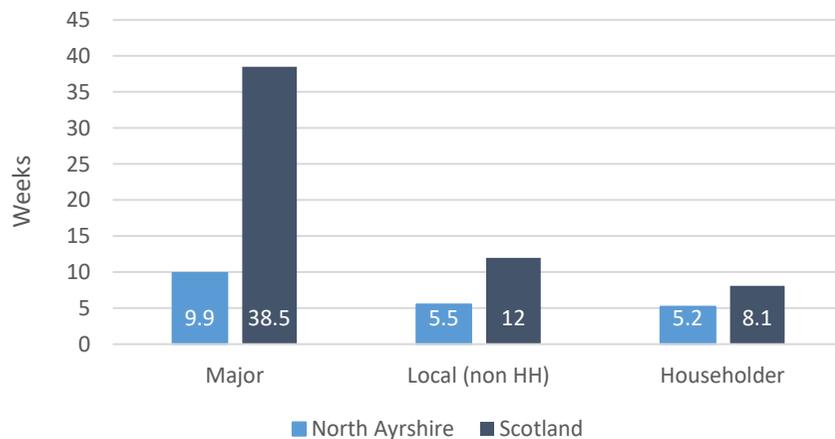
	Number of decisions	234	224	213	253	225	268	229	<b>194</b>
	Average number of weeks to decision	5.7	5.1	4.7	4.6	4.7	4.3	4.3	<b>5.4</b>
< 2 months	Percentage of decisions	99.1%	100%	100%	100%	99.1%	99.6%	99.6%	99.5%
< 2 months	Average number of weeks to decision					4.6	4.3	4.2	5.4
> 2 months	Percentage of decisions	0.9%	-	-	-	0.9%	0.4%	0.4%	0.5%
> 2 months	Average number of weeks to decision					8.6	8.7	9.9	8.7

**2019/20** ● Our previous PPF Report again reported outstanding decision-making timescales. Our average timescale for determining local (non-householder) applications was faster than the previous year (5.4 vs. 5.9 weeks) while our timescales for householder applications remained at 4.3 weeks. There was small increase in timescales for major applications but the timescales for all three development types were faster than the Scottish average. The Scottish Government awarded us a green rating for Performance Maker 1 – Decision-making.

**2020/21** Over the past twelve months we have largely been able to maintain our excellent decision-making timescales. We dealt with 9 major applications in total, with the four that did not have processing agreements determined in an average time of 11.1 weeks. This is an improvement on 13.1 weeks during 2019/20.

There was a small increase in average timescales for local (non-householder) applications, from 5.4 to 5.9 weeks and for householder applications, from 4.3 to 5.4 weeks. 99.5% of householder applications, however, continue to be determined within 2 months.

Figure 1: North Ayrshire average decision-making timescales vs. Scottish average, 2020/21 (Q1+Q2)



### Development Management Overview

Our development management team has remained a team of six planners following an expansion from 5 to 6 planners in 2019/20. The team operates on a broadly area basis, with a ‘west’ team covering the north coast, Three Towns and Arran and ‘east’ team covering Irvine, Kilwinning, and the Garnock Valley. Each team is headed by a Senior Development Management Officer, while there is a planning officer dedicated to the Isle of Arran.

This arrangement provides senior overview of key issues within each area whilst allowing for flexibility for officers. It also reflects the distinctive nature and challenges of serving a large island within a predominantly mainland authority. This system gives the officers the chance to engage in a wide range of development management issues, increasing knowledge and skill base, whilst allowing them to focus on the ethos of providing timely decisions and first-class customer service. The Council’s decision-making performance continues to be class leading with timescales in all classes of development consistently and significantly lower than the Scottish averages.

**Other Development and Decision Types** (not subject to processing agreement)

*Housing developments – Major*

	2018-19	2019-20	<b>2020-21</b>
Number of decisions	4	1	<b>3</b>
Average number of weeks to decision	10.2	21.1	<b>9.6</b>

*Housing developments – Local*

	2018-19	2019-20	<b>2020-21</b>	
Number of decisions	87	83	<b>74</b>	
Average number of weeks to decision	6.4	6.0	<b>6.3</b>	
< 2 months	Percentage of decisions	92.0%	97.6%	<b>97.3%</b>
< 2 months	Average number of weeks to decision	6.1	5.9	<b>6.2</b>
> 2 months	Percentage of decisions	8.0%	2.4%	<b>2.7%</b>
> 2 months	Average number of weeks to decision	10.0	9.2	<b>9.1</b>

*Business & Industry developments – Local*

	2018-19	2019-20	<b>2020-21</b>	
Number of decisions	11	11	<b>16</b>	
Average number of weeks to decision	6.7	5.1	<b>5.4</b>	
< 2 months	Percentage of decisions	72.7%	100%	<b>93.8%</b>
< 2 months	Average number of weeks to decision	5.8	5.1	<b>5.2</b>
> 2 months	Percentage of decisions	27.3%	-	<b>6.3%</b>
> 2 months	Average number of weeks to decision	9.2	-	<b>8.9</b>

NB: There have been 0 Business and Industry developments – Major, EIA Developments or Hazardous Substances applications in 2018-19, 2019-20 and 2020-21

*Advertisements*

	2018-19	2019-20	<b>2020-21</b>
Number of decisions	15	24	<b>10</b>
Average number of weeks to decision	3.8	3.8	<b>5.9</b>

*Listed Building and Conservation Area Consent*

	2018-19	2019-20	<b>2020-21</b>
Number of decisions	35	33	<b>28</b>
Average number of weeks to decision	10.2	5.9	<b>6.0</b>

*Other Consents and Certificates*

	2018-19	2019-20	<b>2020-21</b>
Number of decisions	45	45	<b>55</b>
Average number of weeks to decision	2.6	2.4	<b>3.7</b>

*Local Reviews*

	2018-19	2019-20	<b>2020-21</b>
Number of decisions	7	10	<b>9</b>
Original decision upheld – Number	5	7	<b>7</b>
Original decision upheld – %	71.4%	70%	<b>77.8%</b>

*Appeals to Scottish Ministers*

	2018-19	2019-20	<b>2020-21</b>
Number of decisions	2	1	<b>0</b>
Original decision upheld – Number	0	1	<b>-</b>
Original decision upheld – %	0%	100%	<b>-</b>

## PM2. Processing Agreements

	2016-17	2017-18	2018-19	2019-20	2020-21
Number of major applications subject to processing agreement	6	5	2	6	5
Percentage of major applications subject to processing agreement	100%	62.5%	50%	75%	55%

## PM3. Early Collaboration

	2016-17	2017-18	2018-19	2019-20	2020-21
Number of applications subject to pre-application advice	261	193	148	131	126
Percentage of applications subject to pre-application advice	41%	35%	24%	20%	28.7%

## PM4. Legal Agreements

		2016-17	2017-18	2018-19	2019-20	2020-21
Major	Number	0	1	0	0	0
Major	Average number of weeks	-	13.9	-	-	-
Local	Number	0	0	0	0	0
Local	Average number of weeks	-	-	-	-	-

**2019/20** ●●●

The Scottish Government's Performance Markers Report awarded us a green rating for the performance makers on processing agreements, early engagement and legal agreements for the 2019/20 reporting period. It noted that processing agreements were offered for all major applications and for complex local applications; that our report contained a number of examples of continuing positive pre-application engagement and clear and proportionate requests for supporting information; and that our website promotes both pre-application discussion and the use of processing agreements.

**2020/21**

We continue to encourage the use of processing agreements for all major and relevant local applications and last year five out of nine major applications were subject to such an agreement. Ensuring we use processing agreements proportionately assists us to project manage the formal application process and sets out what is expected of applicants in terms of information needed to reach a decision. The use of Processing Agreements is promoted and explained on our website ► <https://tinyurl.com/y2abqudl>

The Council offers free pre-application advice for all applications, which are recorded within Uniform ensure consistency of advice. This year we received 534 pre-application enquiries. Pre-application Advice for applicants ► <https://tinyurl.com/jmw6sw6w>

Again, no applications were determined with a legal agreement

## Enforcement

### PMS. Enforcement Charter

	2016-17	2017-18	2018-19	2019-20	2020-21
Time since enforcement charter published or reviewed (requirement: every 2 years)	23 months	9 months	21 months	10 months	<b>0 months</b>
<b>Indicators and Statistics</b>					
Complaints lodged and investigated	183	148	162	147	<b>124</b>
Cases taken up	157	146	103	105	<b>64</b>
Breaches identified	124	107	96	90	<b>59</b>
Cases Resolved	125	113	210	152	<b>101</b>
Notices Served	21	17	10	9	<b>12</b>
Direct Action	0	0	0	0	<b>0</b>
Reports to the Procurator Fiscal	0	2	0	0	<b>0</b>
Prosecutions	0	0	0	0	<b>0</b>

The Planning Service's Enforcement Charter was updated in March 2021 ► <https://tinyurl.com/eznpx4hs>

The overall downturn in enforcement statistics is attributable to COVID restrictions throughout the year. The periods of most sustained restrictions on movement saw only 14 cases being taken up. Even as restrictions eased, entry and inspection of particularly domestic properties was not carried out, in accordance with our Site Visit protocol and Government guidance. Notwithstanding, the Council was still able to take appropriate action where considered expedient to do so and the issue of twelve enforcement notices is consistent with previous year's enforcement work. It is anticipated there will be an upturn in enforcement workload when COVID restrictions are fully eased and the backlog of complaints lodged can be investigated fully.

## Development Planning

Following the adoption of the North Ayrshire Local Development Plan, our second local development plan (LDP2) in November 2019, a draft Development Plan Scheme was published in March 2020 setting out an indicative programme for preparing and reviewing the local development plan and a statement on when, how and with whom consultation on the plan will take place.

In June 2020, the Planning Committee endorsed the Development Plan Scheme and our intention not to begin preparation of LDP3 under the ‘old’ legislation and regulations but to prepare our next LDP under new arrangements once they are laid in Parliament and published. It was expected that this would occur in December 2021 and an ambitious timetable was set out that would seek to see LDP3 adopted within five years of LDP2, in November 2024.

It was acknowledged that the proposed timetable for producing LDP3 would be subject to change as the full details of the system under which it will be prepared – and the implications of the coronavirus outbreak – were not yet known and understood. Subsequently, the commencement of the relevant legislative provisions has been delayed until Spring/Summer 2022.

While these implications, for example how the preparation of Local Place Plans can be facilitated, and their implications for the LDP3 timetable are considered we are progressing with audit work that will inform the Evidence Report. Audit work ongoing includes on town centres, Local Nature Conservation Sites, employment land and housing land. Our 2019/20 Housing Land Audit was the first to be agreed with Homes for Scotland in recent years as we continue to work closely with the housebuilding industry to deliver new homes in North Ayrshire.

Another key focus of the Strategic Planning team during 2020/21 has been the implementation of the Planning (Scotland) Act 2019. We have responded to consultations on the National Planning Framework, short-term let controls, permitted development rights and mediation and led on Heads of Planning Scotland’s engagement with Scottish Government on Local Place Plan. Joint working with neighbouring authorities has been re-established to prepare an indicative Regional Spatial Strategy for Ayrshire, setting out the region’s priorities for NPF4.

► LDP webpage: <https://tinyurl.com/yym1blen>

► Development Plan Scheme: <https://tinyurl.com/y6a2g933>

### PM7. Local Development Plan

### PM8. Development Plan Scheme

2019/20 ●

2019/20 ●

	2016-17	2017-18	2018-19	2019-20	2020-21
Age of local development plan at end of reporting period (requirement: < 5 years)	2 years, 10 months	3 years, 10 months	4 years, 10 months	4 months	<b>1 year, 4 months</b>
Will the local development plan be replaced by its fifth anniversary according to the current development plan scheme?	Y	Y	N	Y	<b>Y</b>

**PM7. Local Development Plan**

2019/20 ●

**PM8. Development Plan Scheme**

2019/20 ●

	2016-17	2017-18	2018-19	2019-20	2020-21
Was the expected date of submission of the plan to Scottish Ministers in the development plan scheme changed over the past year?	N	N	N	N/A	N/A
Were development plan scheme engagement/ consultation commitments met during the year?	Y	Y	Y	N/A	N/A

## Land Supply and Development

NB. Latest Housing Land Audit covers 2019/20. Last Employment Land Audit completed in 2017.

Indicators & Statistics	2015-16	2016-17	2017-18	2018-19	2019-20
Established housing land supply (units)	8800	9249	9110	8620	<b>9115</b>
5-year effective housing land supply – programming (units)	2674	2405	2443	2491	<b>2558</b>
5-year effective housing land supply – total capacity (units)	7012	4984	4714	5099	<b>4888</b>
5-year housing supply target (units)	2090	1585 <sup>1</sup>	1585 <sup>1</sup>	1585 <sup>1</sup>	<b>2036<sup>2</sup></b>
5-year effective housing land supply (years)	6.4	7.6	7.7	7.9	<b>6.3</b>
Housing approvals (units)	580	451	551	378	<b>892</b>
Housing completions over last 5 years (units)	1491	1350	1359	1541	<b>1510</b>
Marketable employment land supply (ha)	-	416 <sup>2</sup>	416 <sup>2</sup>	416 <sup>2</sup>	<b>242<sup>3</sup></b>
Employment land take-up (ha)	-	-	-	-	-

<sup>1</sup> Housing Supply Target updated from Local Housing Strategy 2018-22 agreed by Cabinet 12 December 2017

<sup>2</sup> Figure from adopted Local Development Plan (November 2019)

<sup>3</sup> Figure from draft Employment Land Audit 2021 following review of all employment sites.

## PM11. Regular and Proportionate Advice

- 2019/20** ● The Scottish Government’s feedback on last year’s PPF acknowledged that we had commenced a review of your supplementary guidance and you intend to develop advice on climate change in response to the council’s declaration of the Climate Emergency.
- 2020/21** A comprehensive review of our supplementary and other planning guidance is ongoing following the adoption of the Local Development Plan in November 2019, which forms the basis of our proportionate approach to providing policy advice. In September 2020, updated appraisals for 10 of our Conservation Areas were adopted as non-statutory supplementary guidance and in March 2021 a draft policy guidance note on new housing in the countryside was approved for consultation. Guidance on climate change and sustainability will be prepared following the publication of the Council’s strategy on this important subject.
- ▶ Planning Guidance: <https://tinyurl.com/yajqprto>

## PM14. Legacy Cases

	2016-17	2017-18	2018-19	2019-20	2020-21
Number of cases cleared during reporting period	3	2	0	1	<b>0</b>
Number remaining	4	2	2	1	<b>1</b>

- 2019/20** ● At the end of March 2020, the number of legacy cases (applications over 1 year old) had reduced to one. The remaining legacy case relates to a key regeneration project under development and the applicant has indicated the intention to retain the application.
- 2020/21** No change.
- Officers continue to ensure that all new applications are progressed effectively, pro-actively managing cases using a range of approaches including weekly programming meetings, time management of casework, use of processing agreements, and pre-application discussions to enable ‘right first time’ submissions. We continue to focus on negotiating out issues which, in the past, would have resulted in S75 obligations, which limit the likelihood of an increase in legacy cases in the future.

## PM15. Developer Contributions

- 2019/20** ● The Scottish Government feedback rated us 'green' against this Performance Marker, noting where contributions are required your LDP policy sets out the requirements.
- 2020/21** As noted last year, to support development and regeneration in North Ayrshire we do not routinely require developer contributions. The LDP expects most of the new development to be directed towards sites that have infrastructure or services in place. Where further provision is required, the Supporting Development Objective: Infrastructure and Services policy within the LDP (p.16) sets out clear and proportionate expectations and the need for relevant assessments is highlighted alongside each development site where potential infrastructure deficiencies are known: [Local Development Plan](#) ► <https://tinyurl.com/y8e79jgn>

## Part 3 – Service Improvements

Delivery of service improvement actions committed in previous year and planned service improvements in 2021/22



<p><b>Housing:</b> Continue to support delivery of the Council’s ambitious council house building programme, ensuring proposals contribute to good placemaking through Design Team meetings and Certificate of Lawful Development applications.</p> <p>Engage with developers, including through preparation of the Housing Land Audit, maintain increase in private housebuilding</p>	<p>✓ Certificate of Lawful Development applications now submitted by Housing Service for all Council housing schemes, following agreed protocol that means the Planning Service are involved at the Design Stage.</p> <p>✓ Housing Land Audit approved by Homes for Scotland</p>	<p><b>Repositioning the Planning Service to promote Placemaking</b></p>	<p>Continue to support delivery of the Council’s ambitious council house building programme and private sector housing in North Ayrshire.</p> <p>Promote development of smaller sites to SME builders.</p>
<p><b>Development Management:</b> Continue to provide an efficient and effective Development Management Service.</p>	<p>✓ Sector leading performance maintained</p>	<p><b>Driving Improved Performance</b></p>	<p>Continued commitment for 2021/22</p>
<p><b>Service Delivery:</b> review changes to service delivery necessitated by COVID-19 potential opportunities to improve robustness of service delivery.</p>	<p>✓ Idox DMS upgraded to version 5.1, incorporates enhancements including, new insert email functionality, new Idox Viewer for DMS, new document viewer and new redaction features.</p>	<p><b>Driving Improved Performance</b></p>	<p>Continued commitment for 2021/22 as new ways of working are confirmed post-pandemic, including commitment to enhance digital delivery</p>
<p>Deliver the emerging provisions of the Planning Act 2019.</p>	<p>✓ Engagement in a number of workstreams, including via HOPS Executive and sub-groups, as the Scottish Government implements the new Planning Act and prepares NPF4</p>	<p><b>Meeting Statutory Requirements</b></p>	<p>Continued commitment for 2021/22 including developing an approach to support communities to prepare Local Place Plans.</p>

<p><b>Development Planning:</b> Following the timetable set out in the Development Plan Scheme, develop Evidence Base to inform LDP3.</p> <p>Explore how Community Wealth Building can be embedded within the new LDP.</p>	<p>✓ Proposal to prepare a Draft Evidence Report delayed due to COVID but audits underway to inform the next LDP along with establishment of regulate cross-Service meetings to share information and promote corporate approach.</p>	<p><b>Promoting the Plan-led System</b></p>	<p>Continued commitment for 2021/22</p>
<p><b>Supplementary Guidance:</b> implement work programme for the comprehensive review of supplementary and other planning guidance to provide proportionate and up-to-date guidance to support applications.</p>	<p>🔄 Ongoing during the last 12 months, including engagement with Development Management officers on the implementation of Housing in the Countryside Policy and commitment to develop policy advice relating to climate change in response to the Council declaring a 'Climate Change Emergency'.</p>	<p><b>Promoting the Plan-led System</b></p>	<p>Continued commitment for 2021/22, including preparation of Climate Change Planning Guidance.</p>
<p><b>Clyde Regional Marine Plan:</b> Working as part of the Clyde Regional Marine Planning Partnership to adopt a Regional Marine Plan for the Clyde.</p>	<p>✓ Draft Clyde Regional Marine Plan submitted to Scottish Ministers</p>	<p><b>Promoting the Plan-led System</b></p>	
<p><b>Promotion:</b> Continue to highlight examples of good practice and excellence within the service.</p>	<p>✓ The Service has chosen to supporting recovery and not to put resources into perusing awards but continues to highlight examples of good practice and excellence within the Service e.g. Community Wealth Building and Planning webinar</p>	<p><b>Promoting Planning</b></p>	

## Workforce Information

	<b>Tier 1</b> <i>Chief Executive</i>	<b>Tier 2</b> <i>Director</i>	<b>Tier 3</b> <i>Head of Service</i>	<b>Tier 4</b> <i>Manager</i>	
<b>Head of Planning Service</b>				✓	See Appendix 2

<b>Headcount</b>	Chartered RTPI	Licentiate RTPI	All
Development Management	2	3	6
Development Planning	2	2	4
Technical Support			4
<b>Total (inc. Senior Manager)</b>	5	5	15

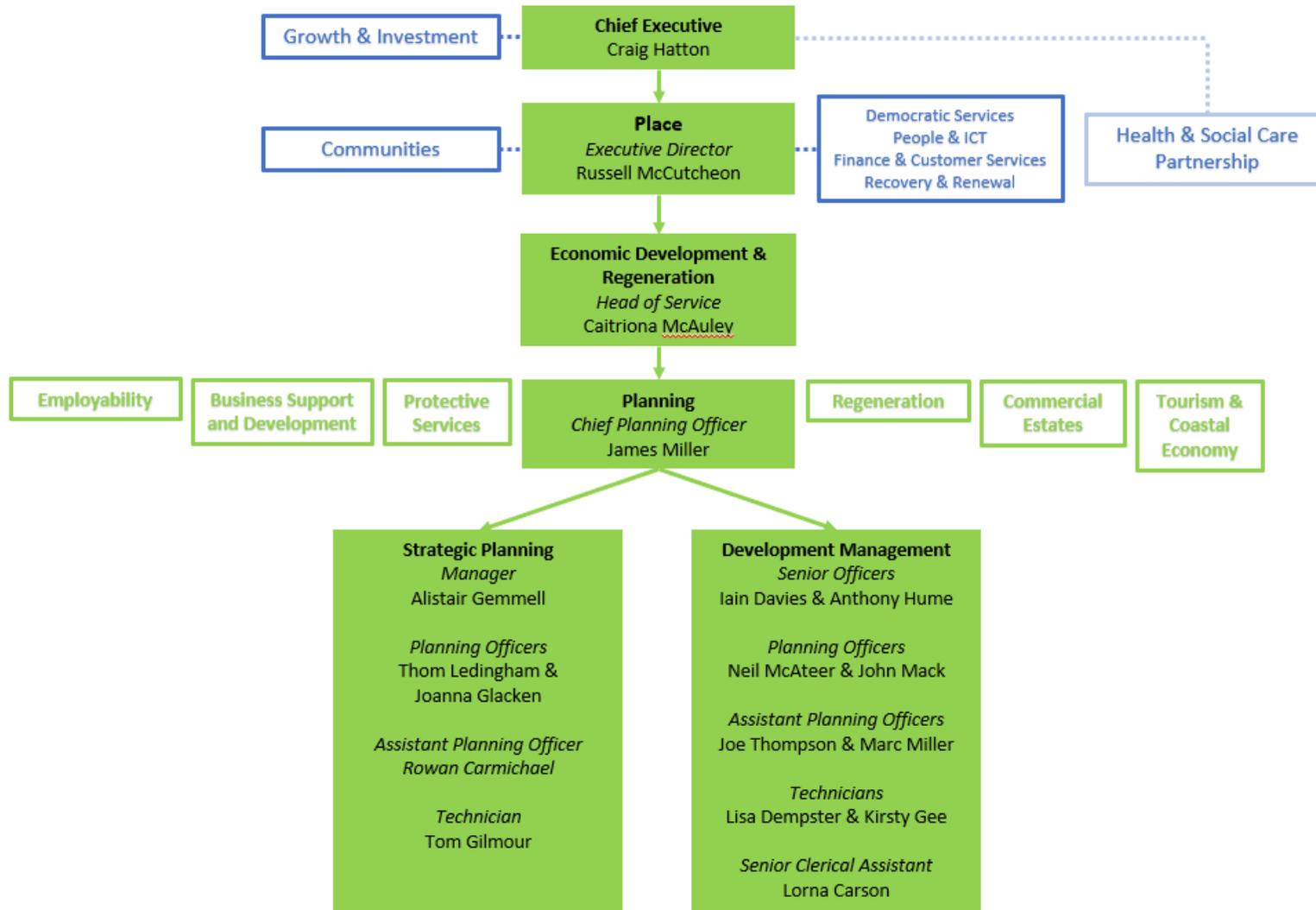
	<b>Age Profile</b>
Under 30	3
30-39	5
40-49	3
50 and over	4

## Planning Committee Information

<b>Committee &amp; Site Visits</b>	<b>Number per year</b>
Full Council meetings	7
Planning committees	9
Area committees	n/a
Committee site visits	0
Local Review Body	11
Local Review Body site visits	0

# Appendix 1 – Corporate Structure

(at 31<sup>st</sup> May 2021)



## Our Contact Details

For more information or advice, please contact:

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This Planning Performance Framework can be made available in other formats such as on audio tape, on CD, in Braille or in large print.  
We can also provide it in other languages if you ask us to.