

THE HIGHLAND COUNCIL

PLANNING, ENVIRONMENT & DEVELOPMENT COMMITTEE

6 NOVEMBER 2013

Agenda Item	7
Report No	PED 67/13

PLANNING PERFORMANCE FRAMEWORK AND QUARTER 2 PERFORMANCE REVIEW

Report by Director of Planning and Development

Summary

This report advises Members on the delivery of the Development Management, Building Standards and the Development Plan services for the 2nd Quarter of 2013/2014. The report also updates Committee on progress being made on the Service Improvement commitments which are set out in the Planning Performance Framework, submitted annually to Scottish Government.

1.0 Introduction

1.1 Key performance indicator information is reported to committee every Quarter and the outturn figures for the second Quarter of 2013/14 are now available.

2.0 Development Management

2.1 The total number of applications received during quarter 2 was 1161. Fee income was £670k.

2.2 It is encouraging that the performance continues to build on the improved performance demonstrated during last year, and the targets set out in the Service Improvement Plan are currently being met. The figures set out in Appendix 1 demonstrate that 73% of all planning applications were determined within 2 months. The Year to Date figure stands at 71%, against the Service Improvement Plan target for 2013/14 of 68%.

2.3 Quarter 2 saw some significant schemes receiving planning permission, including the extension to south quayside, new berthing facilities and new areas of hard standing & temporary lay down areas at Nigg and the secondary school, primary school, nursery & community facility in Wick. It is particularly pleasing that these schemes met the targets set out in the Processing Agreements which accompanied them.

2.4 The pre-application advice service for local and major planning applications has continued to operate well over the last three months. The major developments pre-application advice service continues to deliver 100% of packs within four weeks. The local pre-applications advice service is however still operating below

the target figure of 80% within 6 weeks. Quarter 2 performance stood at 64%, which was an improvement from Quarter 1.

- 2.5 Enforcement information is shown in Appendix 2. For Quarter 2, 106 enforcement complaints were received. 77 of these were taken up, with a significant proportion (25) resolved through negotiation. Work is continuing on improving enforcement procedures, with full implementation still on track for the end of the year. The new Enforcement officer, Aidan Brennan, started with the Service in October 2013.

3.0 Building Standards

- 3.1 It is pleasing to report KPIs 1 – 6 continue to deliver above target performance levels, averaging 92%, where the targets are between 80 – 85%. The KPIs are consistent with Q2 last year.

- 3.2 The number of building warrant applications received during Q2 was 746, an increase of 56 (7.5%) when compared with 12/13. However, this number represents a drop of 81 applications when compared to Q1 13/14. The number of building warrant applications determined during Q2 was 766, an increase of 80 (10%) when compared with 12/13. This represents drop of 58 when compared to Q1 13/14. The number of completion certificates accepted during Q2 was 586. This represented a drop in number of 41 (6%) when compared to 12/13.

- 3.3 Fee income for building warrants was £495k, an increase of £186k (38%) from last year, and £17k more than Q1 13/14. The value of work submitted for building warrant was £90m, an increase in value of £47m (52%) compared to last year.

- 3.4 There were 8 applications received in Q2 where the value of work was in excess of £1m. This compares with 5 in Q1. Five of these applications were for the erection of new housing at various locations totalling £9m. Two applications are for the construction of new Schools (Wick High and Plockton High) at £30m. The other is for a College/office building at Sabhal Mor Ostaig at £2m.

- 3.5 Two trainee surveyors have now been appointed to vacant posts in Golspie and Dingwall. A structured training programme will be implemented shortly to develop these people into competent building standards surveyors based on the RICS Competency Framework. A Youth Trainee has also recently started work in the Wick office.

- 3.6 As part of the Home Energy Efficiency Programme for Scotland – Area Based Scheme (Heeps-Abs), the team has engaged with E-on and has committed to providing a ‘fast-track’ service when dealing with Building Warrant applications for the re-cladding/rendering of properties.

4.0 Development Plans

- 4.1 September PED Committee agreed the Council’s settled view on its choice of future development sites for the Inner Moray Firth area together with details of

how these sites will be progressed in collaboration with other Council Services, public sector partners and the private sector. This is a major milestone in enabling growth in the area. Detailed guidance for one of these sites, in the form of a statutory Torvean and Ness-side Development Brief was also approved by September Committee after consideration by the August City of Inverness Area Committee. This Brief is crucial to the successful passage of the Council's West Link project through its planning application, compulsory purchase and if necessary public local inquiry processes and implementation of its associated development and recreational opportunities.

- 4.2 The Call for Sites and Ideas for the Caithness and Sutherland Local Development Plan (CaSPlan) was launched on 23 August. This provides everyone with an opportunity to submit their suggestions of sites for development or protection and also ideas for addressing planning issues before any decisions are made on the contents of the new Plan. This follows on from engagement earlier this year through the Wick and Thurso Charrettes. We have used this opportunity to trial a new method for people to submit comments online and a new method for handling the customer information and comments once we receive them. The Call for Sites and Ideas suggestions will feed in to preparation of the Main Issues Report and CaSPlan will have a key role in addressing issues such as regeneration, growth (particularly that related to marine renewables) and fragility.
- 4.3 The Council's response to consultations on National Planning Framework 3 and on the review of Scottish Planning Policy was submitted to Scottish Government.
- 4.4 A policy assessment and capacity study for Lamington in Easter Ross was undertaken; its aim is to assist in the determination of future planning applications in the area by providing guidance on the capacity for future development taking account of the Development Plan, particularly in relation to landscape, character, settlement pattern and the local road network. A draft has been discussed with the community council and the next step is the Skye, Ross & Cromarty Area Committee.
- 4.5 The Council is part of the Working Group with Marine Scotland and Orkney Islands Council, developing the Pilot Marine Spatial Plan (MSP) for the Pentland Firth and Orkney Waters. This work reached a key stage in the summer with a Planning Issues and Options Consultation. Preparation of this pilot MSP, ahead of the commencement of requirements for future statutory regional marine plans, will help in particular with the planning of marine renewables. Whilst part of the working group, a Council response to the consultation was submitted and this was homologated by Committee in August.

5.0 Service Improvement Plan Update

- 5.1 The Service Improvement Plan was submitted to Scottish Government, following agreement at the last Planning Environment and Development Committee.

5.2 The actions contained within it are being progressed, but Members may wish to note the following projects:

- Community Council training has been arranged for late November 2013. The role of Community Councils in the planning process will be a key part of each of the sessions, which will be held throughout Highland.
- All applications for Major Developments are now accompanied by Processing Agreements, which is one of the key performance markers set out by Scottish Government.
- The Service has taken part in a time recording exercise designed to determine the cost of delivering the Development Management Service. Results will be available in early 2014.

6.0 Implications

6.1 There are no direct Resource, Legal, Equalities, Climate Change/Carbon Clever or Risk Implications arising from this report.

Recommendation

That the Committee notes the performance updates across the Development Management, Building Standards and the Development Plans teams.

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Date: 24 October 2013

APPENDIX 1

Development Management Performance QUARTER 2 2013/14

i)

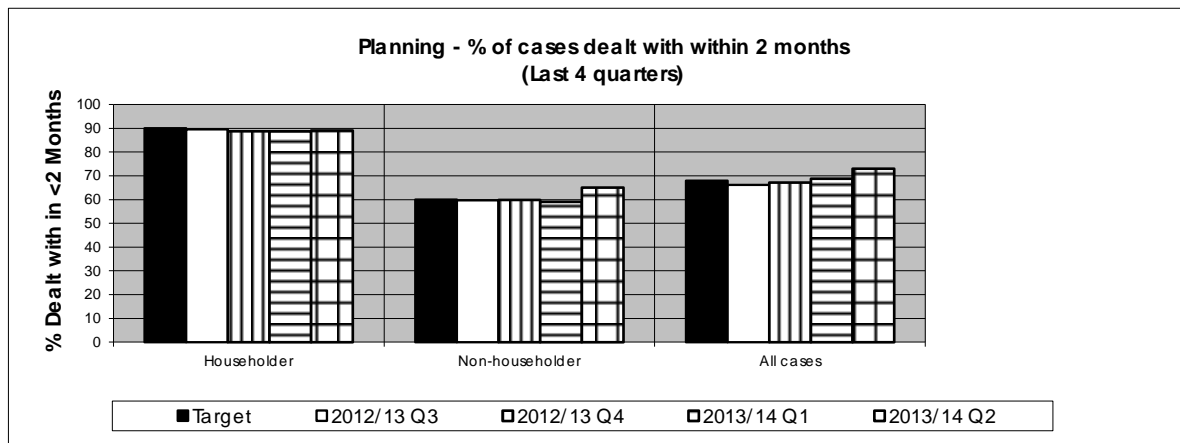
Development Management Volumes and Income (Last four Quarters)

	21012/13 Q3	2012/13 Q4	2013/14 Q1	2013/14 Q2
Applications	1054	1119	1216	1161
Income (£000)	443	510	591	670

ii)

Percentage of Cases Dealt with Within 2 Months (last 4 Quarters):-

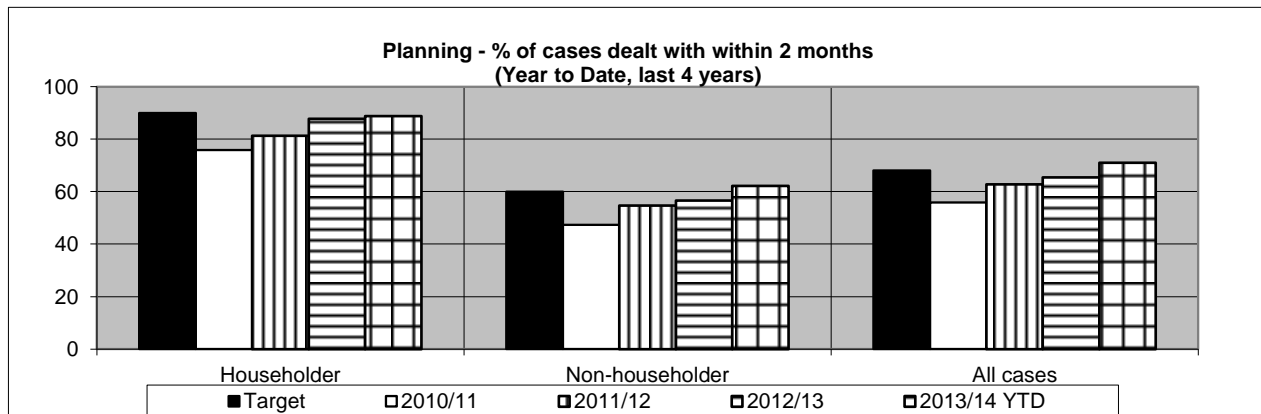
	Target	2012/13 Q3	2012/13 Q4	2013/14 Q1	2013/14 Q2
Householder	90	89.57	88.67	88.74	89.04
Non-householder	60	59.70	59.84	58.98	65.13
All cases	68	66.20	67.12	68.83	73.08



iii)

Percentage of Cases Dealt with Within 2 Months (Annual):-

	Target	2010/11	2011/12	2012/13	2013/14 YTD
Householder	90	75.83	81.40	87.76	88.89
Non-householder	60	47.32	54.80	56.66	62.21
All cases	68	55.91	62.80	65.49	71.01



Appendix 2 - Enforcement Statistics QUARTER 2 2013/14

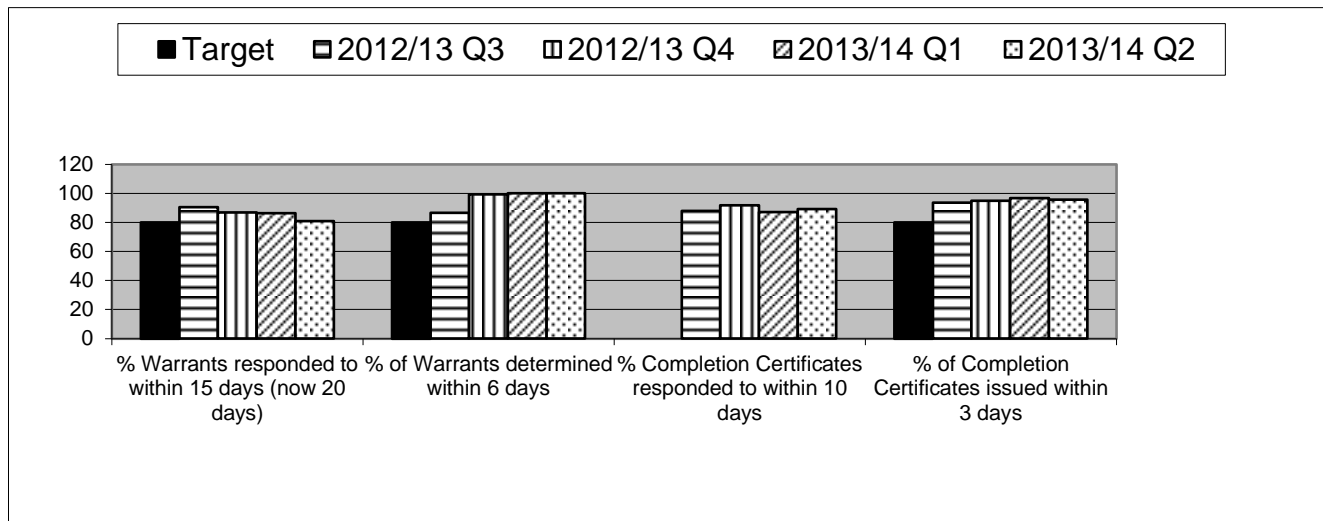
Office	No of Enforcement Complaints Received	No of Breaches Identified	No of Cases Taken Up (Breaches pursued)	No of Breaches Resolved (through negotiation - No Notice Served)	Total No of Notices Served (All Types)	No of Breaches resolved	No of Cases Outstanding	No of Enforcement Notices	No of Breach Notices	No of Contrav. Notices	No of Stop Notices	No of Temp Stop Notice	No of FPN	No of Section 33	No of Reports to Procurator Fiscal	No of Prosecutions
DINGWALL	22	21	21	6	1	7	15	0	1	0	0	0	0	0	0	0
DRUMMUIE	3	3	3	0	0	0	3	0	0	0	0	0	0	0	0	0
INV & NAIRN	51	40	40	11	1	12	28	0	0	0	0	0	0	1	0	0
KINGUSSIE	4	4	4	3	0	3	1	0	0	0	0	0	0	0	0	0
LOCHABER	5	3	3	1	0	1	2	0	0	0	0	0	0	0	0	0
SKYE	20	7	5	4	0	4	1	0	0	0	0	0	0	0	0	0
WICK	1	1	1	0	1	1	0	0	0	0	0	0	0	1	0	0
TOTAL	106	79	77	25	3	28	50	0	1	0	0	0	0	2	0	0

APPENDIX 3

Building Standards Performance QUARTER 2 2013/14

i) **Performance against targets, fourth quarter**

	Target	2012/13 Q3	2012/13 Q4	2013/14 Q1	2013/14 Q2
% Warrants responded to within 15 days (now 20 days)	80	90.50	86.80	86.40	81.00
% of Warrants determined within 6 days	80	86.50	99.30	100.00	100.00
% Completion Certificates responded to within 10 days	n/a	88.00	91.80	87.20	89.20
% of Completion Certificates issued within 3 days	80	93.50	94.80	96.60	95.70



ii) **Building Standards Volumes and Income (Last 4 Quarters)**

	2012/13 Q3	2012/13 Q4	2013/14 Q1	2013/14 Q2
Warrants Decided	700	663	824	766
Compl. Certs	768	536	680	586
Income (£000)	392	439	478	495

