

**The Highland Council**  
**Planning, Development and Infrastructure Committee**

Agenda Item	<b>7</b>
Report No	<b>PDI/ 60/16</b>

**2 November 2016**

**Quarter 2 Performance Review**

**Report by Director of Development & Infrastructure**

**Summary**

This report advises Members on the delivery of the Development Management, Building Standards, and Development Plan services for the 2nd Quarter of 2016/2017.

**1. Introduction**

1.1 Key performance indicator information is reported to committee every Quarter, and the outturn figures for the second Quarter of 2016/17 are now available.

**2. Development Management**

2.1 During Q2, 68% of all local planning applications were determined within 2 months, taking an average time of 11.3 weeks (**Appendix 1**). The year to date figure for all planning applications now stands at 69% determined within 2 months, against a target of 70%.

2.2 Two major planning applications were determined during this period, including the new golf course at Castle Stuart. This application had a Processing Agreement, and the target date agreed with the developer was met.

2.3 The major developments pre-application advice service continues to deliver 100% of packs within four weeks. Performance of the local pre-applications advice service has slightly dipped this quarter, with 61% of the packs being delivered within the target 6 week period. Whilst the quarter has included the summer holiday period, the team is committed to improving the pre-application response times for Q3.

**3. Building Standards**

3.1 Performance for responding to an application for building warrant (KPI1) during Q2 dropped to 55% (**Appendix 2**). The main reason for this drop in performance is the impact of the introduction of eBuilding Standards. The introduction of the Pilot to the area offices in the lead up to the launch and the period following the launch on 24 Aug, has meant a significant and sweeping change to the way surveyors and customers use this new electronic system. Performance data for September indicates that performance is improving as the new processes and procedures bed in.

- 3.2 On a positive note, the launch of eBuilding Standards has been a great success in Highland, where since the launch date on 24 Aug, the Council has received 394 electronic applications out of a total 478 (82.4%). This far exceeds expectations - during September (the first full month after the launch), that number has increased to 84.5% - one of the highest receivers of electronic applications in Scotland. Recognition of the efforts undertaken by the eBS Project Manager and the team supporting him in preparing for the change was recognised by the Minister for Local Government and Housing Kevin Stewart who stated in his launch speech of eBuilding Standards that Highland Council was an exemplar to other LAs in Scotland.
- 3.3 The number of completion certificates accepted during Q2 was 743. Last quarter recorded 1032 CCs accepted; this figure was misleadingly high due to the significant number of external wall insulation certificates accepted during this time. Q2 is comparable to last year.
- 3.4 The value of work submitted for building warrant during Q2 was £101m. This is an increase of £33m when compared to last quarter; but less than last year.
- 3.5 Building Warrant fee income for Q2 was £533,309 and is slightly above (3%) budget forecasts. The fee income for Q2 increased 10% from last quarter.

#### **4. Development Plans**

- 4.1 Q2 saw a range of development plans activity being undertaken in the team including consideration of the comments made during the West Highland & Islands LDP consultation and the results of the Caithness & Sutherland Proposed LDP consultation being reported to Area Committees. In August the PDI Committee agreed the Council responses to issues raised in the first stage of reviewing the Highland-wide LDP, and approved for adoption the Council's new Onshore Wind Supplementary Guidance. This was followed by an updated Development Plans Newsletter being approved and published providing customers with the latest timescales for preparing and getting involved in Local Development Plans.
- 4.2 Monitoring information was updated with the consultation and publication of the 2016 Housing Land Audit setting out updated information on housing completions and future delivery across Highland. An audit of minerals sites was also being progressed to provide an up to date picture of minerals operations. Officers are also working closely with the Care and Learning Service to update School Roll Forecasts for publication in late 2016.
- 4.3 In late September a consultation was launched on new sites identified in response to the West Highland and Islands LDP, and this will inform the preparation of the next stage known as the Proposed Plan. An Aquaculture Planning Guidance document has been prepared and will be discussed at item 17 of this committee. We have also assisted Transport Scotland in holding consultation events on a new A9/A96 link road which forms part of the Inverness City-Region Deal. To guide future development in the surrounding area we have begun background work on an Inverness East Development Brief and will be holding public workshops in Q3.

## **5. Implications**

- 5.1 There are no direct resource, legal, equality, climate change/Carbon Clever, rural, Gaelic or risk Implications arising from this report.

### **Recommendation**

Members are asked to note the performance updates across the Development Management, Building Standards and Development Plans teams.

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Date: 17 October 2016

**Appendix 1  
Performance Statistics**

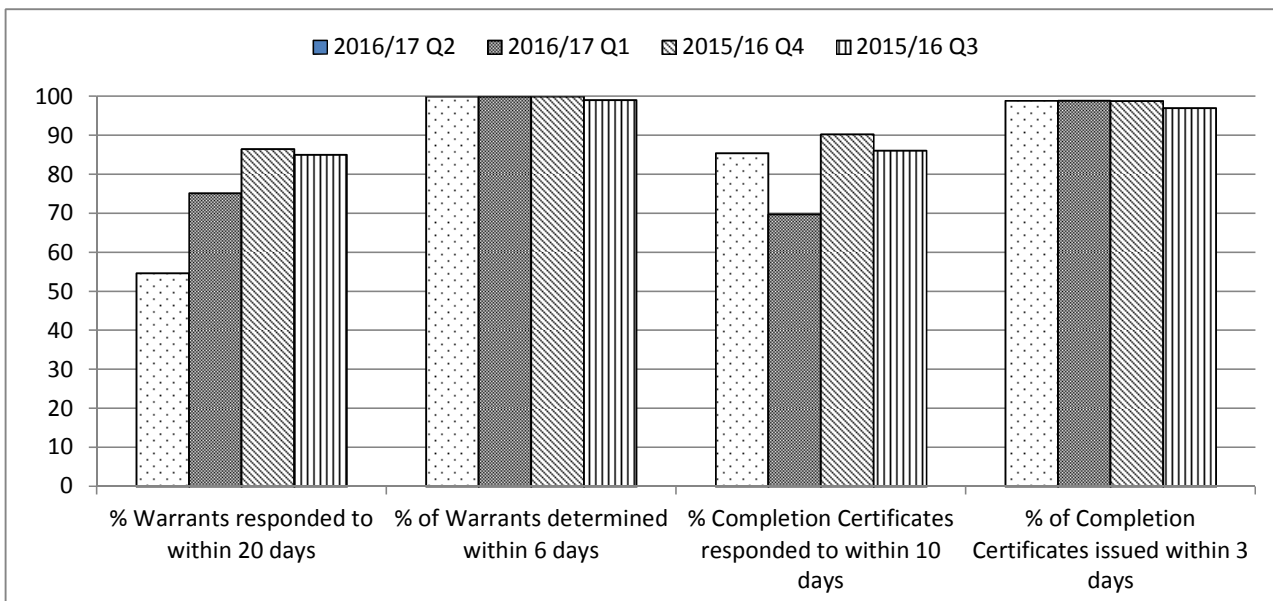
**Highland  
Quarter 2 2016/17**

<b>Planning Applications</b>			
<b>Category</b>	<b>Total Number of Decisions</b>	<b>% Within Agreed Timescales</b>	
	1	100.0%	
Major Applications	1	100.0%	
Local Applications			
EIA developments			
Other Applications			
	<b>Total Number of Decisions</b>	<b>% within timescales*</b>	<b>Average Time (Weeks)</b>
<b>All Major Developments</b>	2	50.0%	25.5
<b>All Local Developments</b>	583		11.3
Local: less than 2 months	394	67.6%	
Local: more than 2 months	189	32.4%	
<b>Local developments (non-householder)</b>	414		11.9
Local: less than 2 months	244	58.9%	
Local: more than 2 months	170	41.1%	
<b>Local developments (householder)</b>	169		8.4
Local: less than 2 months	150	88.8%	
Local: more than 2 months	19	11.2%	
<b>Other Consents</b>	82		9.3
Other : Less than 2 months	57	65.5%	
<b>Enforcement Activity</b>			
	<b>Number</b>		
Cases Taken Up	90		
Notices Served	4		
Reports to Procurator Fiscal	0		
Prosecutions	0		
<b>Pre-Application Advice</b>			
Major Packs within 4 weeks	100.0%		
Local Packs within 6 weeks	61.0%		

\* 4 months for major developments and 2 months for local developments and other consents

## Appendix 2 Building Standards Performance 2016/17 Quarter2

	% Warrants responded to within 20 days	% of Warrants determined within 6 days	% Completion Certificates responded to within 10 days	% of Completion Certificates issued within 3 days	Target
<b>2016/17 Q2</b>	54.7	100	85.5	98.9	90
<b>2016/17 Q1</b>	75.2	100	69.8	98.9	90
<b>2015/16 Q4</b>	86.54	100.00	90.30	98.80	90
<b>2015/16 Q3</b>	85.00	99.04	86.10	97.00	90



## Building Standards Volumes and Income (Last 4 Quarters)

	2015/16 Q3	2015/16 Q4	2016/17 Q1	2016/17 Q2
Warrants Decided	677	660	772	775
Compl. Certs	743	666	1097	743
Income (£000)	586	437	479	533