

# South Ayrshire Planning Performance Framework 2021 - 2022



Turnberry Lighthouse

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The Walking Poet sculpture at the Robert Burns Museum Alloway

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# Introduction

This is South Ayrshire's Eleventh Planning Performance Framework and it provides an opportunity to report on how the Service has performed, what areas of work it has contributed to and led. It also identifies Service improvements for 2022/23. The Council Plan 2018-22 sets out the Council's vision with a focus on "Our People, Our Place". It details high level objectives and outcomes we want to achieve for our people and places by 2022. The work of the Planning Service is key in the delivery of the Council's vision and the ongoing recovery process.

As we move forward we will continue to embrace new ways of working, learn from good practice, work strategically and collaboratively and create opportunities to influence, grow and make a difference. Yet again there has been a high level of performance in the last 12 months across all teams in spite of vacant posts, the implementation of restructure, recent change in Service Lead and a pandemic. The challenging times have highlighted the knowledge, commitment and versatility of the Planning Service as well as the determination to deliver a high performing and quality Service to the residents of South Ayrshire.



The Heads of Ayr

# Local Development Plan

During the reporting period, work on progressing LDP2 continued, with the formal period of Examination commencing. 110 separate issues covering both the plan as originally proposed, and the proposed plan as modified were considered, with the narrative of the Examination following the same format.

13 Informal Further Information Requests and 24 Further Information Requests, to provide clarification and further evidence on matters ranging from documentation associated with the Main Issue Report of 2017, to an ongoing monthly update on the progress of live planning applications which might have had a bearing on the Examination outcomes 9th last of which was sent in December 2021.

The examination was undertaken wholly by means of written representation and was well managed by the Planning Service and Department of Planning and Environmental Appeals in a non-adversarial and efficient manner during the ongoing Covid restrictions period.

The Examination Report was submitted to the Council in January 2022. It recognised the Council's efforts to ensure consultation during the Covid pandemic, acknowledging the difficulties and issues associated with lockdown restrictions and was satisfied with the way the Council undertook and managed the process during those difficult times.



Modifications recommended by the Reporter were relatively minor in nature and predominantly concerned matters of clarity. Of particular note, the Reporter confirmed that the plan reflects the aspirations of the Council and is consistent with Scottish Government Guidance for sustainable growth, and has an appropriate targeted approach to support town centres and villages.

The Council considered the Reporter recommendations at a special meeting of the Council on 10th March 2022, and agreed to incorporate them into the Development Plan. The Plan has now been updated to incorporate those recommendations, published, and submitted to Scottish Ministers with formal notification that the Council intends to adopt Local Development Plan2. We are waiting to hear back from the Scottish Government. The Strategic Environmental Assessment and Habitats Regulations Assessment have also been updated and the Council is on track to adopt the document in the summer of 2022.

The Planning Service's web page has been kept up to date throughout the process to advise interested parties of progress and provide Planning Officer contact details and work is now progressing at pace to complete and adopt a suite of supplementary guidance documents to support the LDP2 policy framework. Please see weblink below:

[Review of Local Development Plan \(LDP2\) - South Ayrshire Council \(south-ayrshire.gov.uk\)](https://www.south-ayrshire.gov.uk)

Key Performance Markers:



- 7- Local Development Plan Update
- 8- Next LDP
- 11- Production of relevant and up to date advice



Royal Troon The 145th Open

# Governance, culture of continuous improvement, quality of service and engagement

## Digital

We continued with online working practices and further reliance on digital tools in the reporting period. All Regulatory Panels were successfully held online and included officers, Councillors, members of the public and occasion, consultees. This ensured applications continued to be progressed and applicants had certainty around decision making.



We continued to successfully manage the health and wellbeing of colleagues remotely during the reporting period. We introduced 'clinic time' across the Place Planning/ Development Management Service where staff can come together and connect at an informal online meeting to discuss cases, troubleshoot and learn from each other. Besides the professional development benefits of the clinic, it is also an opportunity for staff to catch up over a cuppa which supports wellbeing. Regular team catch ups also take place across the Planning Strategy Team, supporting professional development and wellbeing.

As restrictions have eased, we have held our first in person Regulatory Panel and staff have got together in our offices in Ayr. We look forward to sharing more about this in the next reporting period.

## Site visits

In the reporting period we eased off the reliance of photographs and video footage from applicants to help progress planning applications which was relied on during the strict covid restrictions. In early 2022 staff have been going back out on site as part of good practice. Staff are still expected to apply a dynamic risk assessment in the interest of their health and safety.

## Validation

Other improvements made during the reporting period include changes to how the service validates planning applications. Previously this was done by two Place Planning (Development Management) Co-ordinators. A re-structure in the period replaced these two posts with one single Place Planning Co-ordinator. It was considered that support was necessary for the validation of planning applications to ensure that this was carried out swiftly in accordance with the service standards for the processing of planning applications:

[planning service standard 2016.pdf \(south-ayrshire.gov.uk\)](https://www.south-ayrshire.gov.uk/planning-service-standard-2016.pdf)

The responsibility for the validation of all local applications moved to the planning administration team. Training was provided by the planning staff during the reporting period and provision for support is in place. This has been a successful transition and any issues experienced are being captured on a spread sheet so that further training can be targeted. The validation of applications has in some instances taken longer than the service standard due to the period of staff learning and experience that comes with this transition and in these cases, we have communicated any delay with applicant and agents alike by way of including a disclaimer/advisory note into all our regular communications (i.e., written correspondence) to applicants and agents. We have explained the longer - term benefits to this way of working which includes speeding up the validation process and building resilience into this area of work.

### Key Performance Markers:



- 6- Continuous Improvements
- 9- Stakeholders including elected members
- 12- Corporate working across services
- 13- Sharing good practice



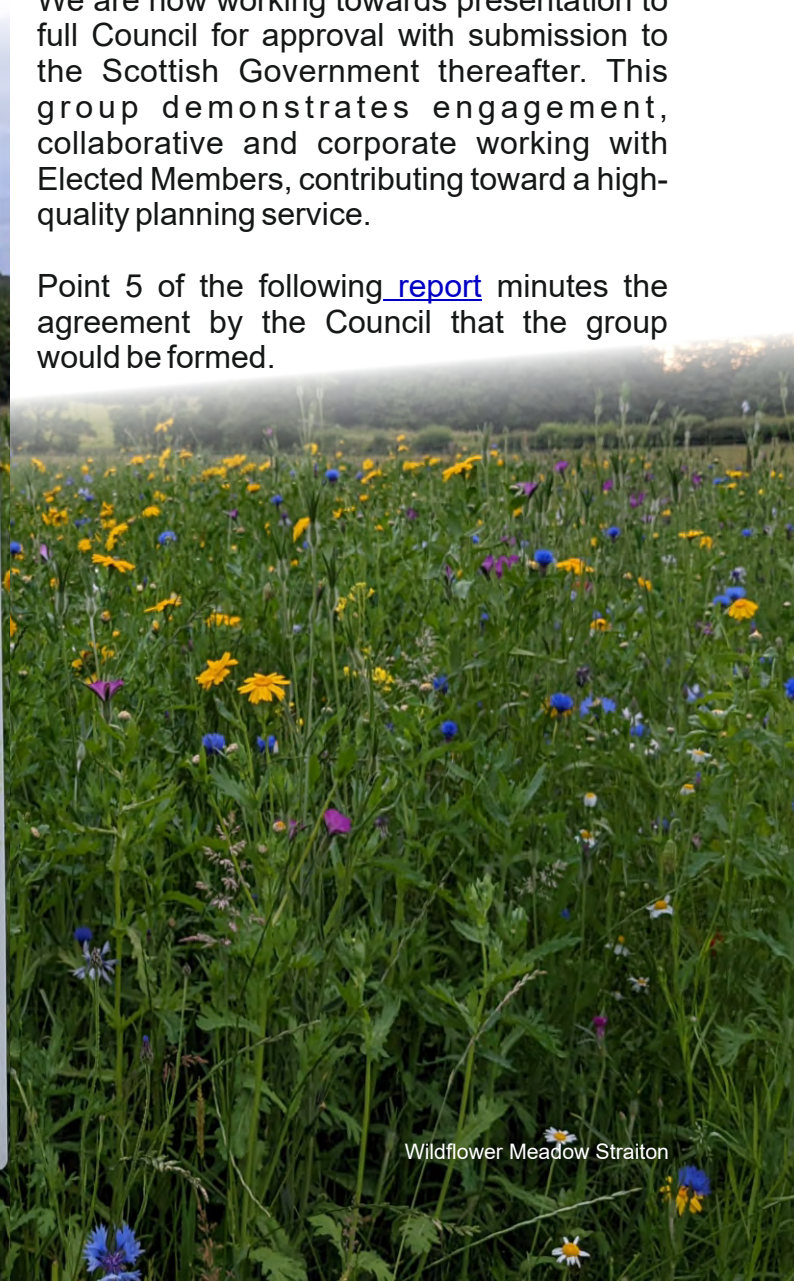
## Environmental Impact Assessment Screening and Scoping Opinions

We have a new system in place for registering requests for Screening and Scoping Opinions. These have their own dedicated file and reference number containing all the submission and these are then digitally linked with any subsequent application received by the service in the same way as Pre-applications. We have found this to be a more successful way of document management and there is more transparency for members of the public as the information is available in the same way and means as a planning application, for example; via the online planning portal. We continue to publish screening and scoping opinions on our website and weekly lists.

## Planning Liaison Group

The Planning Liaison Group (PLG) is made up of Elected Members, the assistant Director of Place, the Service Lead for Planning and Building Standards and the Place Planning (Development Management) Co-ordinator. The Planning Liaison Group was initiated in 2021 with the first meeting of the group in November that year. The PLG provides a forum for elected Members to support robust discussion with officers and help steer emerging areas of work including the implementation of the 2019 Planning (Scotland) Act, development and implementation of the emerging LDP and supplementary guidance, planning procedures and service performance and profile. The proposed Scheme of Delegation relative to planning was presented to the PLG at the first meeting in November 2021. Actions were discussed and this was presented to the PLG again at a recent meeting and agreed. We are now working towards presentation to full Council for approval with submission to the Scottish Government thereafter. This group demonstrates engagement, collaborative and corporate working with Elected Members, contributing toward a high-quality planning service.

Point 5 of the following [report](#) minutes the agreement by the Council that the group would be formed.



Wildflower Meadow Straiton



## Corporate working across services

We support other Council services including the Council's Capital Group and Housing Services with regards Council housing projects that require to comply with the Local Development Plan. This is agreed through an established and agreed Council protocol. We engage in a process similar to the pre-application service where planning strategy and place planning (development management) teams meet and provide direction on the site layout and design, ensuring compliance with LDP policies. We met with this group in the reporting period about the redevelopment of the former St Ninian's Primary School site in Prestwick. There have been various iterations of the site layout and it is evident where the early planning input has improved and added value. We also assist the Economic Development Team with the progression of various projects and met during the reporting period to discuss projects identified as part of the Ayrshire Growth Deal; we offered pre-application advice and direction prior to the submission of two Proposal of Application Notices; one for Prestwick Space Port and the other a manufacturing facility.

### Local Development Plan:

[Local Development Plan - South Ayrshire Council \(south-ayrshire.gov.uk\)](https://www.south-ayrshire.gov.uk)

Emerging LDP2:

[South Ayrshire Plan 2](#)

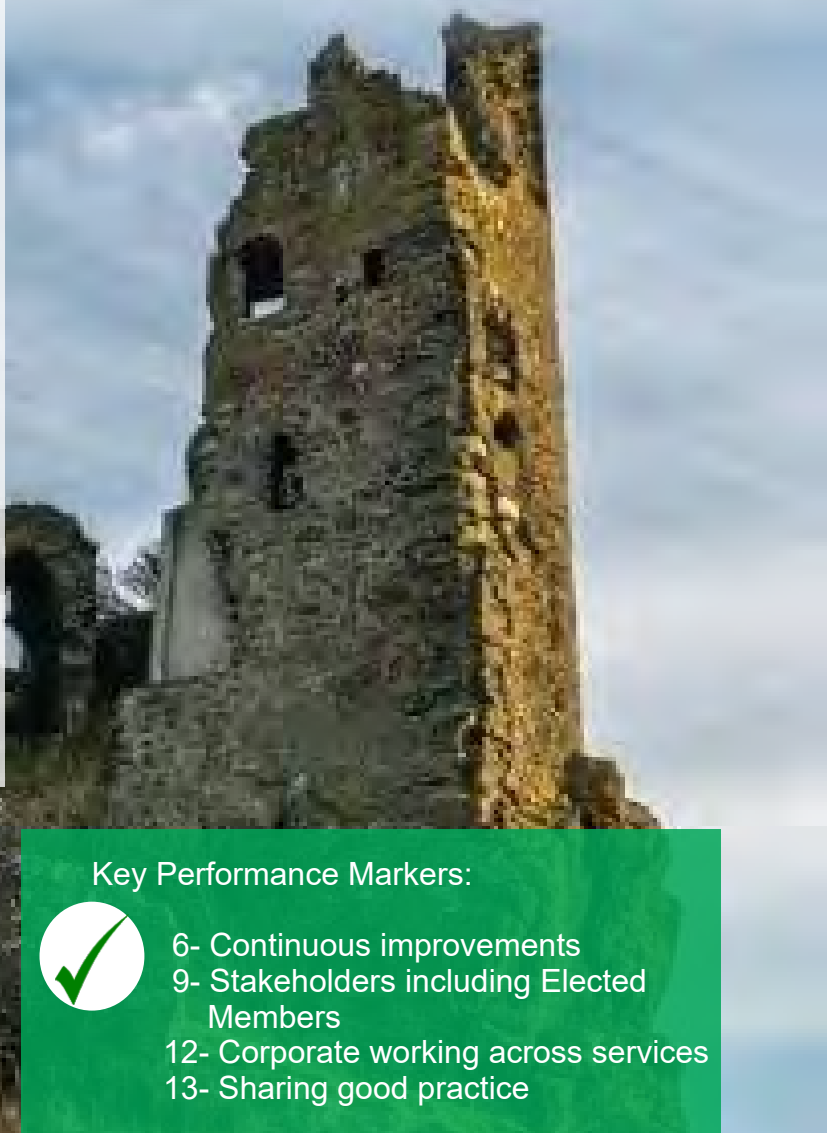
### Ayrshire Growth Deal:

[Ayrshire Growth Deal - South Ayrshire Council \(south-ayrshire.gov.uk\)](https://www.south-ayrshire.gov.uk)

## Working with other Authorities

South Ayrshire Council Planning Service met with our peer review partner – Stirling Council planning service in July 2022. We reviewed and discussed our draft PPF submissions against the HoPS annual report guidance notes and shared comments to better align our reports. This was an enjoyable, worthwhile and collaborative experience of sharing good practice and knowledge.

The Co-ordinators for Planning Strategy and Place Planning (Development Management) attended the respective Heads of Planning Scotland (HoPS) Sub Committee meetings throughout the reporting period to partake in discussions on current planning topics on a national level. This is an opportunity to discuss, share issues and ideas with other authorities and is always a learning opportunity.



### Key Performance Markers:



- 6- Continuous improvements
- 9- Stakeholders including Elected Members
- 12- Corporate working across services
- 13- Sharing good practice

# Enforcement

The Council's planning Enforcement Charter 2020 remains relevant and is scheduled to be updated. An explanation for why this has been delayed is set out in the staffing narrative below.

Enforcement - Priority Projects - Planning Services ([south-ayrshire.gov.uk](http://south-ayrshire.gov.uk))

It continues to be a particularly useful document for the service and members of the public alike, as it sets out for South Ayrshire how the enforcement process works, the service standards and how complaints are investigated and the appeal process. The Charter also outlines how the Council will carry out pro-active enforcement, as opposed to simply being reactive. The service continues to undertake spot checks of Notifications of Initiation of Development and Certificates of Completion of Development and to record this 'pro-active' component of the Enforcement Service.

This reporting period has been particularly challenging across this area of work as the Enforcement Officer has been on long term absence since September 2021 and the associated Compliance Officer retired in March 2022. This area of work has been absorbed by the Development Management planning staff who also have their own caseload of planning applications. We are proud of the commitment and resilience shown amongst the team and their combined efforts and co-operation to ensure that an enforcement service is still being delivered and meeting the expectations of our communities. We consider this to be epitome of a high - quality planning service.

Higher profile enforcement cases in the reporting period included the re-profiling of ground and reconfiguration of a holiday home site. Early collaboration with the site operator and a thorough investigation into the relevant planning permission, previous ground levels information compared with the works that had been carried out resulted in a conclusion that the works were being implemented on site in

line with the approved planning permission. The quick response of the service and gathering and consideration of relevant information ensured the planning position was arrived at quickly and effectively. Another case involved unauthorised ground works and a retrospective planning application has been sought to regularise the matter. The pro-active and proportionate response from the service in the case together with clear and effective communication with interested parties is another example of a high-quality planning service.

Communication with the Planning Enforcement Forum has continued and shows collaborative working together with other Planning Authorities and agencies and sharing expertise.

Consideration and review of resourcing across enforcement is ongoing with a view to building in ensuring that we can continue to deliver a high - quality planning service. We are looking forward to providing an update on this in the next reporting period.



## Key Performance Markers:



- 5- Enforcement charter updated/ re-published
- 6- Continuous improvements

# Pre- application service

The pre-application service was suspended for local developments in the reporting period as a result of resourcing challenges. The former Service Lead for Planning and Building Standards moved to a post in another Authority in September 2021 and Craig Iles – the current Service Lead did not start in post until December 2021.

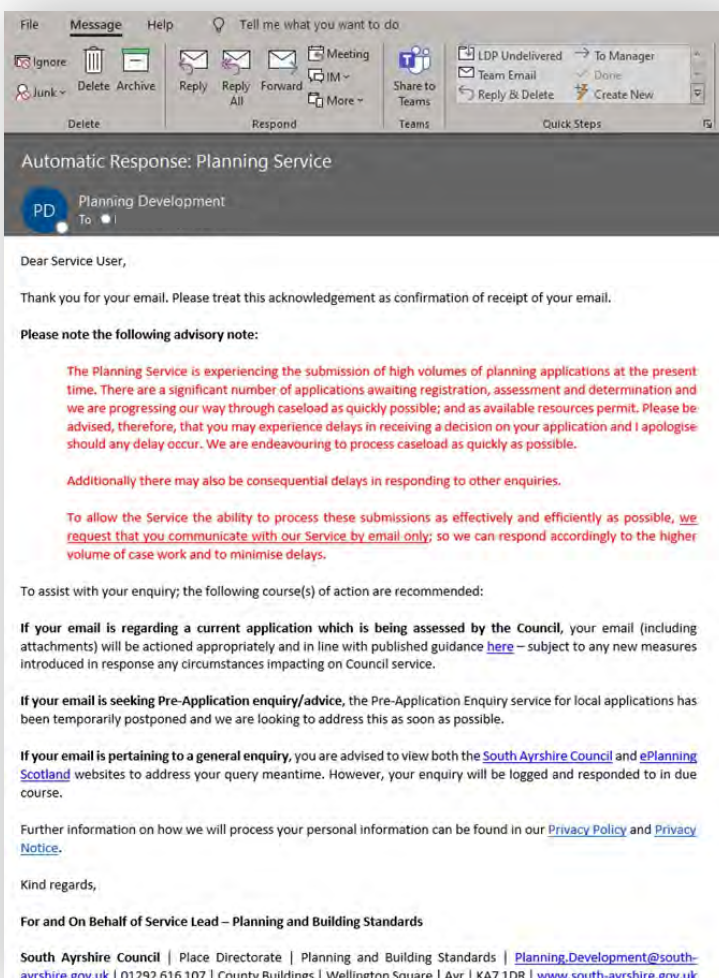
Both the Place Planning Co-ordinators (local and priority applications) retired in May and July 2021 respectively and the replacement Place Planning Co-ordinator – Erin Goldie did not start in post until the end of October 2021.

The Enforcement Officer for the service went on long term sickness absence in September 2021 and the associated Compliance Officer retired in March 2022; the planning assistants, officers and supervisors have been absorbing this work. The local development pre-application service will fully open to customers once we have enforcement staff in place.

It should be noted that while the local development pre-application service has been suspended, the service continues to engage in pre-application for major developments, Energy Consent consultations and priority projects including all allocated sites within the Local Development Plan and emerging LDP2 and, also, all Council related projects.


We also make exceptions in cases where an application is going to be refused but the applicant withdraws their application on advice of the service to work with us through the pre-application process to address the issues. This ensures the subsequent re-submission is fit for purpose, adheres to the framework of planning policy and is a quality submission. This is of obvious benefit to the service and, also to applicants from a customer service perspective. We have communicated the pre-application position with our customers through the Council's website and also via email acknowledgements.

To ensure that requests for information are clear and proportionate we have a pre-application enquiry form online that details the information required to be submitted for a pre-application to be processed:



[Pre-Application Enquiry Form \(south-ayrshire.gov.uk\)](#)

**Key Performance Markers:**

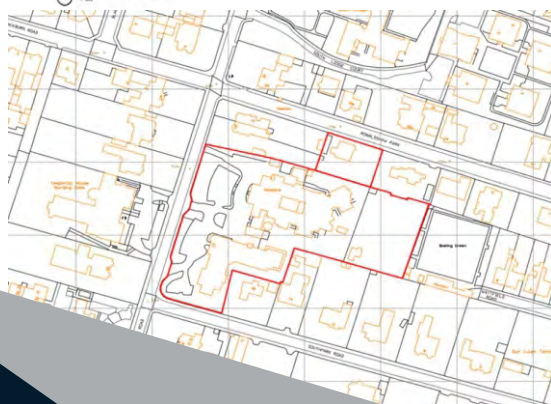
 3- Early Collaboration with Applicants

# Part 1: Qualitative Narrative and Case Studies



Seafield House Ayr

# Ayrshire Hopsice Re-development Case Study



<b>Case Study Title:</b>	
Ayrshire hospice re-development	
<b>Location and Dates:</b>	
35 – 37 Racecourse Road, Ayr, December 2021	
<b>Elements of a High-Quality Planning Service this study relates to:</b>	
<ul style="list-style-type: none"> <li>• Quality of outcomes</li> <li>• Quality of service and engagement</li> </ul>	
<b>Key Markers:</b>	
<i>1 – Decision making; 3 – collaborative working</i>	
<b>Key Areas of Work</b>	
<ul style="list-style-type: none"> <li>• Design</li> </ul>	<ul style="list-style-type: none"> <li>• Conservation</li> </ul>
<b>Stakeholders Involved</b>	
<ul style="list-style-type: none"> <li>• General Public</li> </ul>	<ul style="list-style-type: none"> <li>• Authority Planning Staff</li> </ul>
<b>Overview:</b>	
<p>The Ayrshire Hospice has provided specialist palliative care to the Ayrshire and Arran community since 1989. The Hospice provide care at its main clinical, administrative and operational hub in Ayr, in care homes and hospitals, as well as in people’s homes in the Ayrshire area.</p> <p>The existing hospice site, is located in a historic and established residential area in close proximity to Ayr town centre and is accessible by a choice of modes of transport. The hospice facilities and services are provided within two separate detached buildings, which in their original form, comprise of two, two storey detached sandstone villas which date from circa 1820. The buildings have been altered and extended incrementally over the years to provide additional accommodation, including an on-site in-patient unit. There are various category-B listed buildings at the site, including; one of the villas, the former coach house which has been integrated as a reception entrance for the main building, the former dovecot, and also the gatepiers and boundary walls. The site is lies within Ayr II Conservation Area, and is included as part of the confirmed Tree Preservation Order No.1. A walled garden lies to the rear of the site, and provides communal amenity space.</p> <p>The Hospice’s current facility at Racecourse Road was identified as requiring refurbishment and redevelopment to address urgent issues with the built environment of the existing facility, as identified by Health Improvement Scotland. The Hospice considered a range of various options, including the possible relocation of the entire</p>	

facility to alternative location(s) in, and also outwith settlements in the wider Ayrshire area.

Extensive pre-application dialogue between the hospice and the Planning Service commenced in December 2020 for the redevelopment of the existing hospice site. The intention of the redevelopment was to facilitate not only, a consolidation of the activities onto a single site, but also a permanent move to a new hybrid, virtual and community based operating model which has been successfully adopted post Covid-19. Prior to the submission of the applications, as encouraged by the Planning Service, the applicant sought to engage with key stakeholders, including; hospice patients and staff, national and local NHS services, neighbouring residents, Historic Environment Scotland, Ayrshire Roads Alliance, elected members, and various MP's and MSP's, during which the proposals evolved. Given the rich historic environment of the site and its setting, the approach to the refurbishment /redevelopment project has been predominantly restorative in nature with interventions on the listed fabric occurring only in areas where alterations already exist. The redevelopment proposal was sensitively and sympathetically designed by the architect Austin-Smith:Lord to preserve and enhance the historic environs within which the Hospice lies, and to ensure that the proposals did not adversely impact on the residential amenity of adjacent and nearby properties.

A planning application and accompanying listed building consent application, and supporting design and access statement, transport statement, and specialist topical reports regarding; ecology, trees noise, drainage, site investigations and sustainability, were submitted in September 2021 for the redevelopment of the existing site, comprising of;

- a new larger, and replacement in-patient unit extending eastwards into the walled garden. The design of the new in-patient unit seeks to facilitate the provision of excellent palliative care services, and high quality environment with family focussed social spaces for patients. A total of 18 individual en-suite bedrooms were proposed each with a private patio onto the garden area, patient and family respite rooms, along with emergency overnight accommodation for family and carers. Externally, the in-patient unit embraces a contemporary design and appearance, with a low profile sedum roof, which offers an assertive contrast to the traditional sandstone villa to which it is attached, with the newly extended elements being a more or less equal partner to the old, and together providing an appropriate and lasting design solution to better meet the needs of the occupier. A palette of high quality contemporary materials were secured through the process, including; timber and zinc cladding for the external walls, large glazed window and door openings for each bedroom, and a glazed new entrance porch.
- a new Day Services centre offering medical and therapeutic support, and a consolidation of clinical and community nursing hubs.
- an interlinking extension at the frontage of the site connecting the existing villas and restoration of the former dovecot building
- an extended curtilage by incorporating the grounds and property of an adjacent residential property into the hospice, the proposed use of the property as an office, and for ancillary staff accommodation, and the relocation of ancillary accommodation:

- the formation of a new, dedicated access to the in-patient unit and associated facilities, which provides an improved and easily accessible access for patients:
- the proposals also necessitate tree removal and compensatory tree and landscape replanting to provide a qualitative landscape setting for the development and its patients

As a charitable organisation, the hospice has sought to undertake a significant capital project requiring a substantial community fundraising initiative, and given the extent of the work involved, a temporary relocation of the existing hospice facility. In recognition of the challenges and timeline associated with the relocation, fundraising, and redevelopment of the site, a need for project management of the applications was identified at an early stage. Acknowledging the importance of the wider community benefits of the proposals, the Planning Service sought to target resources to the registration and thereafter, the consideration of the applications. Statutory consultees involved in the pre-application dialogue also sought to prioritise their consideration of the proposals. After a short extension period was agreed with the applicant/ agent, the applications were granted by the Council’s Regulatory Panel on 9<sup>th</sup> December 2021. The site has been vacated and preparations made to commence the redevelopment proposals. A target date of Autumn 2023 is scheduled for the opening of the new facility

**Goals:**

The Core Principles of the South Ayrshire Modified Proposed Local Development Plan 2 seek to support the “right development in the right place, at the right time” through; prioritising the development of brownfield land over greenfield, land, prioritising sustainable travel and development, safeguarding existing community facilities, and facilitating new community facilities where practicable. Equally, the obligation for the sustainable use of built heritage resources is identified as a Core Principle, as is the need to ensure that proposals do not have an unacceptable impact on the amenity of its surroundings. Notwithstanding the wider community benefit, in terms of facilitating the continuation and improvement of the established community palliative healthcare facilities at the site for the benefit of residents of South, North and East Ayrshire, it was equally important and challenging to ensure that the proposals retained and maintained the historic environment of the listed buildings, and their setting within the conservation area, but also the residential amenity of adjacent and nearby properties.

**Outcomes:**

The approved redevelopment will result in the provision of a modern, well-designed, high quality and fit-for-purpose community hospice facility for the benefit of local Ayrshire residents, which is in keeping with its setting within the conservation area, and which does not detract from the setting of the listed buildings.

Extensive pre-application lead in and engagement with key stakeholders, supported and encouraged by the planning authority and carried out by the applicant, was critical in the case of the planning and listed building consent applications and ensured that any issues could be recognised and addressed effectively through the planning application submission. Project management of the application and informal



processing agreement ensured that the application was presented to the Council's Regulatory Panel and determined as quickly as possible.

Quote from Ayrshire Hospice CEO (paraphrased);

"I wanted to write specifically to offer my thanks and commendations for (the) management of the submission and presentation at committee today. The successful outcome is down to (the Service's) hard work and efforts. A huge thank you to her from all of us at the Hospice"

**Name of key officer**

Fiona Sharp



**Key Performance Markers:**

- 1 Decision Making
- 3 Corporate working

**Key Areas:**

- Design
- Conservation

**Stakeholders:**

- General Public
- Authority Planning Staff

# Redevelopment of Brownfield Site Former Mainholm Academy Case Study



<b>Case Study Title:</b>	
<p>Re-development of brownfield site for affordable housing (160 units)</p> <p>Erection of residential development (including one integral residents hub unit), associated roads, infrastructure and landscaping</p>	
<b>Location and Dates:</b>	
<p>Mainholm Road, Ayr</p> <p>Former Mainholm Academy site, located within the settlement boundary of Ayr.</p> <p>As this proposal constituted a ‘Major’ development under The Town and Country Planning (Hierarchy of Developments) (Scotland) Regulations 2009, it was necessary for the development to undertake statutory pre-application consultation. Under the Town and Country Planning (Development Management Procedure) (Scotland) Regulations 2013 (“the DMRs) a PAN was validated in April 2020 and approved in May 2020 by the Council’s Case Officer acting under delegated powers. The planning application could then be submitted no sooner than 12 weeks following the validation date.</p> <p><b>The planning application (Ref. 21/00605/APPM) was validated on 17<sup>th</sup> June 2021 and a <u>Processing Agreement</u> was issued to the agent on 7<sup>th</sup> July 2021 outlining consultees and setting out clear timescales for the assessment. The Processing Agreement was signed by the agent on 19<sup>th</sup> July 2021 with the stated intention to take the application to Regulatory Panel by 6<sup>th</sup> October 2021. The application was taken to Regulatory Panel earlier than this on 9<sup>th</sup> September 2021.</b></p> <p>At the time of writing, all the buildings which were previously located on the site have been cleared and the commencement of building works are imminent. Pre-start condition have been discharged.</p>	
<b>Elements of a High-Quality Planning Service this study relates to</b>	
<ul style="list-style-type: none"> <li>• Quality of outcomes</li> <li>• Quality of service and engagement</li> </ul>	
<b>Key Markers:</b>	
<i>1 – decision making; 2 – processing agreements; 3 – early collaboration</i>	
<b>Key Areas of Work</b>	
<ul style="list-style-type: none"> <li>• Regeneration</li> </ul>	<ul style="list-style-type: none"> <li>• Affordable Housing</li> </ul>
<b>Stakeholders Involved</b>	
<ul style="list-style-type: none"> <li>• Local Developers</li> </ul>	<ul style="list-style-type: none"> <li>• Authority Planning Staff</li> </ul>

**Overview:**

The application site comprised of land which was occupied by the John Pollock Centre, which itself was previously Mainholm Academy, and the allocated AYR1 site in the LDP and extends to an area of approximately 6 hectares. The development involved the erection of 160 dwellings which comprised a mixture of bungalows, two storey houses and 3 storey flats.

All of the proposed dwellings are amenity units, designed specifically to meet the standards of older, ambulant disabled and general needs.

The site also included the benefit of a supplementary guidance Design Brief to support the allocation of housing which set out key constraints and parameters for consideration as part of the development. These outline parameters were taken into consideration on the overall design analysis process. The key ambitions outlined included:

- Houses along Gemmell Crescent and Mainholm Road to complete the established streetscape.
- Houses on Gemmell Crescent to be one or one and a half storeys to replicate existing built form.
- Housing fronting onto the racecourse to be included.
- Providing links and vehicle access between Mainholm Road and Gemmell Crescent
- Open space provision, and contribution to local amenity in line with the Council guidance

Initial proposals were submitted to South Ayrshire Council as pre-application 19/00233/PREAPP in March 2019. A planning meeting took place in early March between South Ayrshire Council and LMA Architects. A site plan, massing analysis, site background and early development sketches were presented along with the proposed mix and unit numbers as developed with S.A.C housing department. The sketch layout covered the whole site, i.e. including the area occupied by the John Pollock Centre, which is not designated within the Local Development Plan for Housing. The meeting feedback led to a revised design on which the formal pre-application response was then based. The revised design submitted for pre-application review consisted of 262 affordable housing units and incorporated a more defined mix of one and two bedroom flats and bungalows in line with resident requirements. The response was received in June 2019.

The pre-application response received in June 2019 highlighted the following key points:

1. The development site of AYR 1, zone 1 and zone 2 should be looked at holistically, assessed together and any planning application submitted, should be on this basis. It noted that there was no objection to continuation of housing within the part of the site outwith AYR1, and that housing in this location would require a Planning Application.
2. 262 units was considered an over development of the site.
3. The principle of the development was consistent with the spatial strategy policy.
4. The principle of a residential development was deemed to be acceptable.
5. With regard to the Housing Site Design Brief, the following key points were noted:
  - new houses should front onto Mainholm Road with access at the AYR 1 site.
  - new houses should also front onto Gemmell Crescent and complete this streetscape.

- new houses onto Gemmell Crescent should be single storey or storey and a half
- dwellings should front onto the racecourse.
- AYR1 should incorporate a low-level natural boundary with the racecourse boundary including a well overlooked pedestrian and cycle route.
- within AYR1, open space and play areas should be provided along the southern boundary, with pedestrian links throughout the site and natural surveillance.
- AYR1 should have vehicular access to Mainholm Road and Gemmell Crescent, the principles of Designing Streets should be employed and pedestrian movement should be a priority.
- proposed amenity space should be overlooked

Following on from this, a further pre-application submission was made in May 2020. This proposal also sought to development the AYR 1 site and the site of the John Pollock Centre and former Mainholm Academy. The proposal was for the erection of 182 residential units as a mixture of one and two storey houses and three storey flats. Discussions subsequently continued between the Planning Service and the agent and a planning application was submitted in June 2021 which was assessed in a timeous manner as a result of the extensive pre-application discussions and a processing agreement which ensured transparency and certainty around decision making.

**Goals:**

Scottish Planning Policy (SPP) states that the planning system should contribute to raising the rate of new house building by identifying a generous supply of land for the provision of a range of housing, including affordable housing, in the right places. Affordable housing is defined in the SPP as housing of a reasonable quality that is affordable to people on modest incomes. The Planning Service therefore has a key role to play in the provision of affordable housing. It is considered that this case study has evidenced a plan led system providing affordable housing (social rented) in action – the application site was allocated in the LDP for residential use and the expansion into an adjacent redundant site has allowed for a permeable and attractive place to be created.

**Outcomes:**

The earliest possible engagement with the Planning Service generally results in any potential layout or design issues being highlighted at an early stage in the process and allows for comments to be considered prior to the submission of a formal planning application. These pre-application discussions informed the application process and resulted in the ‘major’ planning application being determined within 3 months – well within the statutory determination period. The processing agreement ensured transparency and certainty around decision making.

Allocating sites for residential use within the LDP is crucial in order for the Council to deliver affordable housing – in this instance all of the housing approved is for the social rented sector.

The application site has been cleared of all previous buildings and building work has commenced at the time of writing. Pre-commencement conditions have been also been discharged in the reporting period.

**Name of key officer**

Alastair McGibbon



Key Performance Markers:

- 1 Decision Making
- 2 Processing Agreements
- 3 Early Collaboration

Key Areas:

- Regeneration
- Affordable Housing

Stakeholders:

- Local Developers
- Authority Planning Staff

# Seafield House Restoration of Category B Listed Building Case Study



<b>Case Study Title:</b>	
Restoration of Category B listed building (property was on Buildings at Risk Register)	
Restoration, conversion and extension of Seafield House to form 10 residential units, erection of 27 dwellinghouses in the grounds including the formation of a new vehicular access, associated access, infrastructure and landscaping	
<b>Location and Dates:</b>	
Seafield House, Doonfoot Road, Ayr	
Application approved at Regulatory Panel on 14 <sup>th</sup> November 2019.	
Across the 2021 and 2022 reporting period there was significant work undertaken in terms of the discharge of various conditions associated with the planning permission and listed building consent and the works on site are nearly complete at the time of writing.	
<b>Elements of a High-Quality Planning Service this study relates to:</b>	
<ul style="list-style-type: none"> <li>• Quality of outcomes</li> <li>• Quality of service and engagement</li> </ul>	
<b>Key Markers:</b>	
2 – <i>processing agreements</i> ; 3 – <i>early collaboration</i> ;	
<b>Key Areas of Work:</b>	
<ul style="list-style-type: none"> <li>• Conservation</li> </ul>	<ul style="list-style-type: none"> <li>• Regeneration</li> </ul>
<b>Stakeholders Involved</b>	
<ul style="list-style-type: none"> <li>• Local Developers</li> </ul>	<ul style="list-style-type: none"> <li>• Authority Planning Staff</li> </ul>
<b>Overview:</b>	
<p>The applicant acquired the site in late 2014 with the view that a viable solution could be found to enable the restoration of Seafield House to its former glory. The vision was to develop a sensitive residential scheme that would enable Seafield House to be retained. The applications for planning permission and for listed building consent which were submitted to the Council in 2019 represented the culmination of years of work to ensure the proposals appropriately and sensitively reflect the highest standards of design and placemaking; while ensuring every effort has been made to retain as much of what remains intact of the original Seafield House.</p> <p>As this proposal constituted a ‘Major’ development under The Town and Country Planning (Hierarchy of Developments) (Scotland) Regulations 2009, it was necessary for the development to undertake statutory pre-application consultation. Under the Town and Country Planning (Development Management Procedure)</p>	



(Scotland) Regulations 2013 (“the DMRs) a PAN was validated on the 8th September 2017 and approved on the 15th September 2017 by the Council’s Case Officer acting under delegated powers. The planning application could then be submitted no sooner than 12 weeks following the validation date.

As part of the application process, the applicant undertook pre-application consultation discussions with the Council. This included a number of meetings and site visits with Council officers some of which are referenced below:

- Liaising with the Council from an early stage of the development proposal process;
- Undertaking a site visit with Council planning officers on the 9th August 2016;
- A pre-application meeting with the Council on 7th December 2017.

A pre-application enquiry was sent to the Council on 13th June 2017. A pre-application response was issued on 18th September 2017 (Reference: 17/00607/PREAPP). This outlined a number of points including:

- Identified the policy position of the LDP;
- Initial concerns and points for further study;
- Clarification on what developer contributions may be needed;
- A viability statement would be needed to justify the “enabling development” being proposed;
- EIA screening request was advised; and
- Confirmation that this would be a ‘major’ development under the ‘Hierarchy of Developments’.

The planning application and listed building applications were validated in April 2019 and a Processing Agreement was issued to the application on 23<sup>rd</sup> April 2019 outlining consultees and setting out clear timescales for the assessment. The Processing Agreement was signed by the applicant on 30<sup>th</sup> April 2019.

Discussions with the Council’s Estates Service were crucial in the assessment as the redevelopment of the Category B Seafield House relied upon the erection of 27 new build dwellings in the grounds as ‘enabling development’. Discussions were required in order to ensure that the costs stated were an accurate reflection of the situation. Discussions with the Council’s Legal Services were also of importance due to the nature of the development – a key factor was to ensure that the redevelopment of Seafield House was tied to the progress of the new build dwellings in order that there would not be a situation whereby new properties had been erected within the grounds but Seafield House remained in a ruinous state.

Members of the public have also had an input in the development process, with local group ‘Friends of Seafield House’ being very supportive of the restoration of the property. The new build element of the development was relatively controversial as this involved the removal of a large amount of trees which were covered by a TPO; however, without this enabling development, the viability of restoring Seafield House was not economically possible – the planning history of the site highlights applications for demolition which were refused. The decision was taken that the loss of the trees was justifiable in order to save the listed building. An extensive replanting scheme of semi-mature trees also formed a key part in the favourable assessment of the development proposal.

The COVID pandemic has had an impact on progression on site and on the ability to carry out site visits. However, upon the easing of restrictions, regular monitoring site meetings have been undertaken at Seafield House to witness the quality of the restoration works and ensuring that works are consistent with the high - quality details and value secured through the planning process. Significant work has also taken place in the reporting period with regards the discharge of conditions and ensuring the details agreed are consistent with the quality secured through the planning process.

**Goals:**

The Planning Service is responsible for the protection and management of the historic environment through the designation and enhancement of conservation areas, the formulation of policy, and the processing of applications for planning permission, listed building consent, and other related statutory consents. It also has duties in relation to listed buildings, scheduled monuments and historic gardens and designed landscapes. The Planning Service is responsible for the protection and management of the historic environment through the designation and enhancement of conservation areas, the formulation of policy, and the processing of applications for planning permission, listed building consent, planning and related statutory consents. It also has duties in relation to listed buildings, scheduled ancient monuments and historic gardens and designed landscapes.

**Outcomes:**

Seafield House has a wealth of history including being the home of one of Scotland’s greatest engineers, Sir William Arrol, but latterly was a hospital for sick children. It closed in the early 1990s. Over the past 30 years its condition deteriorated and it became the victim of severe vandalism culminating in an extensive fire in 2008. This resulted in roof and floor structures collapsing and the internals of Seafield House being predominantly destroyed. The development has brought a listed building which was previously on the Buildings at Risk Register (added in 2009) back into residential occupancy by creating 10 high quality dwellingflats.

Strong importance was placed on ensuring the restoration of Seafield House was not diluted. To this degree, a careful and sensitive design process was undertaken to ensure the conversion of Seafield House into apartments respected and retained the traditional architectural style, material finish and form. This has resulted in very large and unique apartments each of which has been designed around every existing external door and window opening being retained. Externally the building has been restored with traditional materials and the only element of new development to the existing historic building has been in the form of a small single storey extension on the western elevation where the previous conservatory of Seafield House stood and then more recently the hospital wing attached; both are sympathetic and subordinate in character to the original Seafield House.

The development at Seafield House has illustrated what can be achieved when a passionate local developer, the Planning Service and local community groups (Friends of Seafield House) work collaboratively with the same aim of restoring to

past glory a valued building within the historic fabric of the town of Ayr. This saved the building from demolition of which there has been previous applications. The close collaborate working continued through from the pre-application stage to the planning application stage and then more recently in the reporting period through site monitoring and the discharge of conditions. This has ensured the careful restoration of the building has been carried out in strict accordance with the approved plans and details, ensuring the historically valuable buildings restoration to an exceptional standard.

The project is currently very close to completion, with some internal completion works and landscaping works to the front of the listed building still to be undertaken. Site meetings with the developer will continue over the coming weeks in order to discharge the remaining planning conditions.

[Seafield-House-Historic-and-Distinct.pdf \(corumproperty.co.uk\)](#)

**Name of key officer**

Alastair McGibbon



Key Performance Markers:

- 1 Processing Agreement
- 3 Early Collaboration

Key Areas:

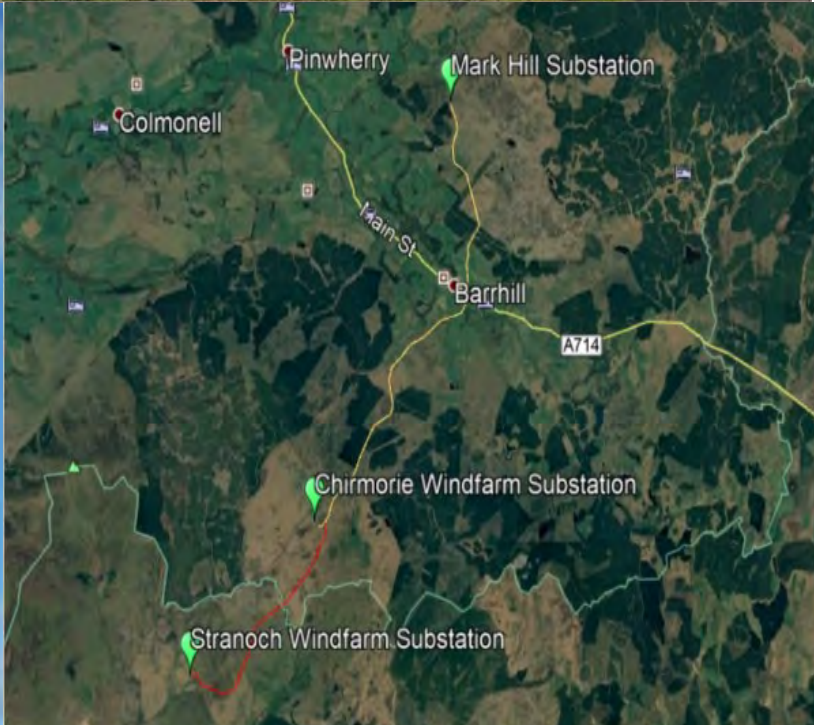
- Regeneration
- Conservation

Stakeholders:

- Local Developers
- Authority Planning Staff

# Enabling Windfarm/ renewable energy development – Overhead Lines Case Study

Photomontage



<b>Case Study Title:</b>	
Enabling Windfarm/ renewable energy development – Overhead Lines	
<b>Location and Dates:</b>	
<p>In October 2021, South Ayrshire Council was consulted by the Scottish Government, under Section 37 of the Electricity Act 1989, on three applications by Scottish Power Energy Networks to install an Overhead Line (OHL) which sought to connect consented windfarms to an existing and established substation.</p> <p>More specifically, the developments were required to facilitate an electricity connection of a 132kV OHL associated with Mark Hill Substation to the proposed Chirmorie and Stranoch Windfarms respectively. The OHL project itself would extend approximately 16km (or 9 miles) in length overground, starting in Dumfries and Galloway Council administrative boundary before entering South Ayrshire for the majority of its length and route. 181 wood pole structures would be delivered in total with each pole approximately 12 metres in height. Whilst the three Section 37 applications covered different sections and stretches of the wider OHL project along its 16km route, they were all intrinsically linked and were dependent upon one another in terms of delivering electricity connections between the relevant wind farms to Mark Hill Substation.</p>	
<b>Elements of a High-Quality Planning Service this study relates to</b>	
<ul style="list-style-type: none"> <li>• Quality of service and engagement</li> <li>• Governance</li> </ul>	
<b>Key Markers</b>	
<p>1- Decision Making</p> <p>9 - Stakeholders</p>	
<b>Key Areas of Work:</b>	
<ul style="list-style-type: none"> <li>• Climate change</li> </ul>	<ul style="list-style-type: none"> <li>• Environment</li> </ul>
<b>Stakeholders Involved</b>	
<ul style="list-style-type: none"> <li>• Planning Committee</li> </ul>	<ul style="list-style-type: none"> <li>• Authority Planning Staff</li> </ul>
<b>Overview:</b>	
<p>Not long after receiving the OHL consultations from the Scottish Government, the Planning Service received a number of letters and emails of objection from the local community of Barrhill, who raised strong concerns about the project. Whilst these objections covered a variety of issues with the OHL proposals, the primary and</p>	

consistent concern related to the specific route and alignment of the OHL which would pass close by to the settlement of Barrhill on the eastern side of the village and the adverse and significant visual and landscape effect this would have on the village as a result.

Although the Planning Service were a consultee to the wider process and we were aware that considering and responding to any representations was ultimately the responsibility of the Scottish Government, we understood the concerns being raised and the strength of feeling on these issues and we felt it was still good practice and important to acknowledge the community concerns and consider them as part of our own wider assessment as a consultee. In turn and as part of undertaking our own assessment, through the Scottish Government we sought additional justification from the applicant as to why the lines around the east of the settlement of Barrhill could not be delivered underground instead of overground as well as further clarification on alternative routes that could be utilised to avoid the settlement of Barrhill.

In response, the applicant provided both a bespoke detailed statement alongside other technical supporting information. This firstly conveyed in great detail the implications of undergrounding the OHL to the east of the settlement of Barrhill and this included a mixture of financial, environmental and technical issues which would be incurred if a section of line was to be undergrounded in this particular area. Specific challenges including the required level and depth of excavation of fields and landscapes to bury the high voltage lines, the navigation of the lines under and across road networks and watercourses and the unknown implications for geology, groundwater, archaeology and ecological receptors at points along this section.

In addition to this, the developer demonstrated the design evolution of the alignment of the line which involved initially considering a variety of conceptual routes before narrowing it down to three more formalised option. Whilst the final proposed route did travel through the edge of the settlement on Barrhill on the eastern side, it became apparent from review of the other two options that this would essentially be unavoidable with both of these routes also required to intersect by Barrhill albeit on the western side of the village. The differentiator in this case however was that the other two options in both instances were longer than the route selected and would add significant costs, with one of the options also requiring significant tree felling of an established forest. Alongside the economic and forestry issues, the other two options were also demonstrated to have greater visual amenity and landscape impacts, were found to be closer to ecology designations and also had greater risk of affecting cultural heritage features in the southern part of the study area.

**Goals:**

The Planning Service had to carefully balance all of the factors at play and make a reasoned judgement, weighing up all of the different material planning considerations including those concerns raised by the community, the issues and implications

articulated by the applicant in their response and the overall merits of this form of renewable energy related development. This was a challenging assessment and whilst the Planning Service recognised that despite the justification provided we were still technically able to object on the grounds of the landscape and visual impacts and request the OHL to be installed underground around the settlement Barrhill, we did not consider this to be justifiable or appropriate given the suite of other issues and problems that we were aware this could implicate and generate.

**Outcomes:**

This example demonstrates the way in which we as a Planning Service carefully considered a range of technical and challenging factors in order to reach a position whereby we could offer support to the OHL's which were a necessary form of infrastructure to support and connect consented windfarms and that this project would contribute towards the delivery of renewable energy developments and in turn help the transition to zero carbon energy development. In the end, both the merits underpinning the proposals (which aligned with overall Council objectives) combined with our own responsibility as a Planning Service to seek to minimise and mitigate relevant environmental and technical issues that could result from the development took precedence.

Given the concerns raised by the community, the Planning Service took our consultation responses to the Council's Regulatory Panel in February 2022. All of the above considerations were set out in a detailed panel report and the case officer presented to the Panel to explain and demonstrate the range of considerations. In the end, the recommended position of 'no objections' for all three Section 37 consultations was agreed by Members and with the report and recommendations submitted to the Scottish Government in late February 2022.

**Name of key officer**

*Ross Lee (Supervisory Planner)*



**Key Performance Markers:**

- 1 Decision Making
- 9 Stakeholders

**Key Areas:**

- Climate Change
- Environment

**Stakeholders:**

- Planning Committee
- Authority Planning Staff

# Replacement dwellinghouse within Troon Conservation Area Case Study





<b>Case Study Title:</b>	
Replacement dwellinghouse within Troon Conservation Area	
<b>Location and Dates:</b>	
45 South Beach, Troon granted planning permission 2022	
<b>Elements of a High-Quality Planning Service this study relates to:</b>	
<ul style="list-style-type: none"> <li>• Quality of outcomes</li> <li>• Quality of service and engagement</li> </ul>	
<b>Key Markers:</b>	
1 – <i>Decision making</i> ; 3 – <i>collaborative working</i>	
<b>Key Areas of Work</b>	
<ul style="list-style-type: none"> <li>• Design</li> <li>• Conservation</li> </ul>	<ul style="list-style-type: none"> <li>• Collaborative Working</li> </ul>
<b>Stakeholders Involved</b>	
<ul style="list-style-type: none"> <li>• Local Developers</li> </ul>	<ul style="list-style-type: none"> <li>• Authority Planning Staff</li> </ul>
<b>Overview:</b>	
<p>This case study examines the work undertaken by the Planning Service to ensure that the proposed replacement dwellinghouse would be appropriate to the locale and meet the statutory tests to preserve and enhance the character and setting of Troon Conservation Area.</p> <p>This particular case study/ application came about following the withdrawal of a previous application for a replacement dwelling due to concerns in respect of the design, massing and scale of the proposed dwellinghouse. Rather than refuse the application, we worked with the applicant and encouraged the withdrawal so that pre-application discussion could take place to try and resolve the issues. The pre-application discussions were with the applicants and their appointed architect were extensive in this case. The purpose of which was to offer guidance as to how the design, massing and scale of the proposed dwellinghouse could be amended so as to address the concerns of the Planning Service and arrive at a solution that was acceptable for all parties. Discussions centred on the breaking up of the massing of the previously proposed dwellinghouse in an attempt to add interest to the principal elevation, with suggestions made in respect of varying heights, proportions of openings, and use of different materials. It was also suggested by the planning service that the dwellinghouse be moved further forward within the application site to better align with the building line established by other properties. A series of sketch proposals and ideas were presented as a result.</p>	

<b>Goals:</b>
To ensure that the proposed dwellinghouse did not have an adverse impact on the character and setting of Troon Conservation Area but rather positively enhance and contribute to the character of the Conservation Area.
<b>Outcomes:</b>
<p>Whilst the final proposal represents a modern intervention to Troon Conservation Area, it is considered that the dwellinghouse will sit comfortably within the streetscene. With the exception of the flat roofs, the external finishes in the main replicate those of the surrounding dwellinghouses (natural stone, slate and, to a lesser extent, zinc) and are of a high quality. The massing and proportions of the dwellinghouse are well considered, with the proposed dwellinghouse not only less tall than the existing dwellinghouse on site, but also with finished floor levels that correspond with wallhead heights and roof ridge heights of neighbouring properties. This, together with the breaking up of the elevations with different materials and varying fenestration heights, add interest to the streetscape whilst ensuring that the design integrates well with surrounding development. The repositioning of the dwellinghouse further forward within the plot strengthens the established building line along this side of South Beach at this locale and provides a rear garden area for the new dwellinghouse that is more characteristic of the locale.</p> <p>The approval of the planning application and the associated conservation area consent application was only possible in this instance due to the strong collaborative working between the Planning Service, the applicants and their appointed architect. The withdrawal of the initial application avoided a refusal and allowed us to work collaboratively through the preapplication process to address all issues and arrive at a positive outcome. This also resulted in the subsequent re-submission being approved and within the statutory determination period.</p> <p>We are excited to see works get underway on the site and the positive contribution that this development will make to the Troon Conservation Area.</p>
<b>Name of key officer</b>
David Hearton



Key Performance Markers:

- 1 Decision Making
- 3 Collaborative Working

Key Areas:

- Conservation
- Design

Stakeholders:

- Local Developers
- Authority Planning Staff

# Chief Planners of Tomorrow – RTPI Training Initiative



# RTPI

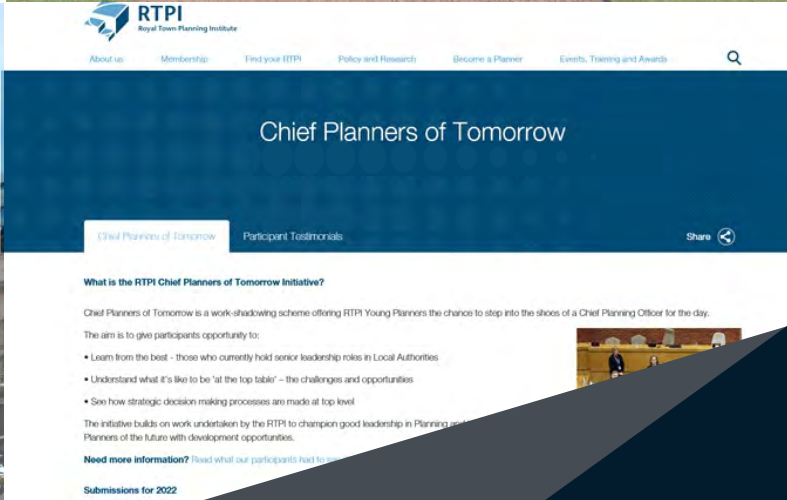
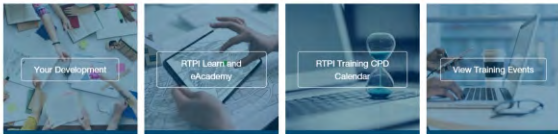
Royal Town Planning Institute

## CHIEF PLANNERS OF TOMORROW



RTPI Training  
Learning created for planning

RTPI Training provides exceptional continuing professional development for planners and their teams. We offer a variety of practical and specialised online CPD courses and eLearning topics.



<b>Case Study Title:</b>	
Chief Planners of Tomorrow – RTPI Training Initiative	
<b>Location and Dates:</b>	
At the start of 2022, I was one of several young planners to successfully secure a place on the RTPI ‘Chief Planners of Tomorrow’ training initiative. I was offered an exciting opportunity to work shadow Glasgow City Council’s Head of Planning, Sarah Shaw. The shadowing experience took place in May 2022 with a number of follow on workshops and events which continue to take place on a monthly basis.	
<b>Elements of a High-Quality Planning Service this study relates to:</b>	
<ul style="list-style-type: none"> <li>• Quality of outcomes</li> <li>• Quality of service and engagement</li> </ul>	
<b>Key Markers:</b>	
<p>6 - Continuous Improvement</p> <p>13 - Sharing good practice, skills and knowledge</p>	
<b>Key Areas of Work</b>	
<ul style="list-style-type: none"> <li>• Staff Training</li> </ul>	<ul style="list-style-type: none"> <li>• Skills Sharing</li> </ul>
<b>Stakeholders Involved:</b>	
<ul style="list-style-type: none"> <li>• Key Agencies</li> </ul>	<ul style="list-style-type: none"> <li>• Authority Planning Staff</li> </ul>
<b>Overview:</b>	
<p>The day started with a relatively informal chat getting to know one another and this was really useful as I gained an early, valuable insight into her role as the Chief Planner, the structure of the Planning Service at Glasgow City Council and in turn her various departments and sections she is responsible for.</p> <p>Not long after this, we were into our first virtual meeting of the day with this focusing on the programming for a high profile and major sporting event coming to Scotland in 2023; the ‘Cycling World Championships’. With Glasgow being the hub and focus of this event, it was immediately apparent that this was an extremely important meeting for the Council. Being part of this and listening to the nature of the discussions allowed me to gain an appreciation of how planning feeds into other sections and more specifically, the importance of the role of Chief Planner in both being aware and understanding the interactions and overlaps between services to ensure that the Planning Service can manage expectations and deliver on duties and functions.</p>	

After this, we then took the opportunity to leave the office for the hour and walked up to Sauchiehall Street in Glasgow to take a look at the streetscape improvement works that the Council had delivered over the last few years. This included a series of public realm improvements such the introduction of mature trees and seating areas alongside widened pedestrian footpaths and the formation of a bespoke cycle lane to prioritise and encouraging cycling activity. Sarah talked me through the changes that have taken place and the vision for the area going forward and it was particularly interesting for me as it was this very project (albeit it at infancy stage) that I was involved in the charette events for whilst I was studying for my Master’s degree at the University of Glasgow.

Upon return to the office, Sarah set aside further time for one-on-one discussion, and this allowed me to ask more questions before the afternoon meeting. As part of this session, I found out more about the expectations of her role, the challenges and opportunities of leading on delivering planning functions during the pandemic period and some of her professional views on both contentious and topical planning issues which apply and are affecting authorities across Scotland.

The final meeting of the day related to a discussion about the opportunities around Hydrogen production facilities in Scotland, with the meeting chaired and facilitated by industry specialists and involving senior planning professionals from authorities across the country. Being involved in this type of meeting provided me with an awareness of the importance of a Chief Planner in ensuring they keep up to date and informed about development opportunities which are likely to affect their area. In this case, as the discussions related to a form of renewable energy, it was apparent from speaking with Sarah that it was particularly important to have an early and sound understanding of these types of projects particularly given the notable shift in focus in planning terms towards the delivery of cleaner forms of energy in Scotland and the expectations for us in planning to be doing more to secure sustainable forms of development.

**Goals:**

To allow a member of staff to gain exposure to a potential career progression path by stepping into the shoes of a Chief Planning Officer for a day. Also to allow staff to feel valued and invested in and to ensure staff are given opportunities to grow and develop as professionals by their organisation.

**Outcomes:**

Having only been in my post as ‘Supervisory Planner’ at South Ayrshire Council for just over 6 months, this was an invaluable opportunity to get additional experience at a different local authority. It has given me additional confidence from meeting with

and talking to such a senior accomplished planning professional and I am now enthused to apply what I have learned in my current role.

Following my placement at Glasgow, I now continue to take part in the next phase of the programme, where I attend monthly workshop sessions in my working week with other planning professionals from across the UK and discuss different planning themes and areas. This has also been really useful as it has provided me with forum to network and develop relationships with other planners in a similar stage of their career as me as well as share ideas and be exposed to different ways of working and delivering in a planning role in a local authority. It has also facilitated and encouraged me to showcase and expose others in completely different planning roles and locations to some of the unique and varied projects and developments that I have been involved in at South Ayrshire Council which I have really enjoyed doing.

I am extremely grateful to the RTPi for this opportunity and to South Ayrshire Council and my managers for encouraging me to get take part and actively supporting and encouraging my involvement in the training programme during work time.

**Name of key officer**

*Ross Lee (Supervisory Planner)*



Key Performance Markers:

6 Continuous Improvement  
13 Sharing good practice, Skills and Knowledge

Key Areas:

Skills Sharing  
Staff Training

Stakeholders:

Authority Planning Staff

## Staff training/ development, morale and support. Case Study

### Staff training/ development, morale and support.





<b>Case Study Title:</b>	
Staff training/ development, morale and support.	
<b>Location and Dates:</b>	
A Question and Answer session with Emma McKie who was promoted from Planning Assistant to Planning Officer in summer of 2021.	
<b>Elements of a High-Quality Planning Service this study relates to</b> (please select all that apply):	
<ul style="list-style-type: none"> <li>• Quality of service and engagement</li> <li>• Governance</li> </ul>	
<b>Key Markers:</b>	
<i>6- continuous improvement</i>	
<b>Key Areas of Work:</b>	
<ul style="list-style-type: none"> <li>• Staff Training</li> </ul>	<ul style="list-style-type: none"> <li>• Skills Sharing</li> </ul>
<b>Stakeholders Involved:</b>	
<ul style="list-style-type: none"> <li>• Authority Planning Staff</li> </ul>	
<b>Overview:</b>	
<p>We had a Q and A with Emma as we were keen to reflect on her experience and journey from Planning Assistant to Planner and to understand if there are any areas where we can better support the development of staff through skills sharing and training.</p>	
<b>Goals:</b>	
<p>The goal was to find out the answer to the following:</p> <p><b><i>What attracted you to a career at SAC planning?</i></b>          South Ayrshire Council is the area which I live and know well. It covers a large geographical area, offering a good mix of both rural and more urban developments, with a vast built, cultural and natural heritage. This setting provides SAC planning officers with a diverse and varied workload and therefore offers a variety of opportunities for career development.</p> <p><b><i>Tell us about your promotion?</i></b>          Prior to my promotion I held the position of Planning Assistant within the local developments team of the development management function. During my time in that position, I had a workload of planning applications and enquiries, which I had the responsibility of assessing and determining, with the support of the Supervisory Planners in the team.</p> <p>During this period there were unexpected changes to working practices as a result the Covid-19 pandemic. This allowed me to demonstrate a resilience to change</p>	

through adapting my working practices as required to ensure I continued to process my workload. I also had to adapt to new ways of working with colleagues to ensure that the team continued to collaborate and communicate efficiently in order for the service to continue to function effectively.

My time as a Planning Assistant and how I met the unexpected challenges which transpired over that period, enabled me to gain sufficient experience to progress to a more diverse and varied workload through promotion to Planning Officer.

***What do you enjoy most about your role?***

I most enjoy the variety of my caseload in development management which results from both the diversity of SAC area and the infinite nature of development proposals which may be brought forward.

I also appreciate that the nature and variety of my workload can vary day to day and week to week.

***What are your ambitions for the future at SAC?***

Overall, I would like to build on the foundations I have established through being open to opportunities to grow my planning knowledge and experience.

Last year I also achieved chartered membership of the RTPI. Going forward I would hope to be able advocate and support others who also want to achieve chartered membership of the RTPI, as there was no formal mentoring available when I undertook this process myself. I think supporting others through this process will be invaluable for the whole planning team at South Ayrshire Council. Particularly in building both the knowledge and resilience to meet any challenges which the service may face in the future.

**Outcomes:**

At South Ayrshire Council planning service we want to support staff to grow and develop in their roles and beyond. It is clear that South Ayrshire is an authority that can provide a diverse range of experience for planners across, urban and rural related work which is not always possible in other authorities. It is also clear that Emma enjoys and benefits from this diversity. Emma demonstrated her resilience and that of the planning service during the Covid-19 pandemic through adapting working practices and becoming more digitally reliant. Communication and mutual support were provided and relied on during this challenging period. Emma was able to demonstrate her abilities and built on her experience during this time, giving her the confidence to successfully step into the promoted role of Planner. Emma has provided some excellent feedback with regards support in obtaining her MRTPI membership and as a result we set up an MRTPI support group made up of the Place Planning Co-ordinator for the service together with Supervisory Planners and other planning assistants and planners who are working towards their MRTPI. The first meeting took place within the reporting period. We feel this demonstrated a high quality planning service.

**Name of key officer**

Emma McKie

<b>Case Study Title:</b>	
Staff training/ development, morale and support.	
<b>Location and Dates:</b>	
A Question and Answer session with our new graduate Planning Assistant who joined the Place Planning (Development Management Team) in early 2022.	
<b>Elements of a High-Quality Planning Service this study relates to</b> (please select all that apply):	
<ul style="list-style-type: none"> <li>• Quality of service and engagement</li> <li>• Governance</li> </ul>	
<b>Key Markers</b>	
<i>6- continuous improvement</i>	
<b>Key Areas of Work</b>	
<ul style="list-style-type: none"> <li>• Skills Sharing</li> </ul>	<ul style="list-style-type: none"> <li>• Staff Training</li> </ul>
<b>Stakeholders Involved:</b>	
<ul style="list-style-type: none"> <li>• Authority Planning Staff</li> </ul>	
<b>Overview:</b>	
<p>Russell Dominy is a graduate Planning Assistant and started with South Ayrshire Council in early 2022. We did a question/ answer session with Russell to capture what he has learned to date, what he enjoys most about his role, how is professional development has been supported and his ambitions for the future at South Ayrshire Council Planning service:</p> <p><b><i>Tell us about your role?</i></b></p> <p>In my position as a Planning Assistant within South Ayrshire Council’s Development Management Team, my responsibilities primarily relate to the processing of local household planning applications from throughout the local authority, whereby I assess the submitted plans against planning policy and legislation, subsequently determining an appropriate response to the application under the guidance of the team’s Supervisory Planners. More recently, my role has been extended to incorporate responsibilities as they relate to the handling of certificate of lawfulness and advertising consent applications, as well as enforcement cases and responding to general planning enquiries from the public.</p> <p><b><i>What attracted you to a career at SAC?</i></b></p> <p>Having previously interned within the South Lanarkshire Council planning office (the local authority of which I’m a resident within), I was extremely interested in pursuing a career in planning within a local authority that shared similar geographical characteristics, which could expand upon my understanding of managing change within rural areas while also providing me with experience in planning within the built</p>	

environment, navigating the challenges of sustainable development and the climate change agenda.

SAC is a local authority with a broad array of rural and urban landscapes, featuring a range of communities faced with differing economic, societal, and environmental pressures. I could not imagine any better setting in which I can develop a truly comprehensive understanding of the planning system, where I am able to see how it adapts to accommodate and consider the wide variety of development scenarios, corresponding with the needs of each locality.

***What do you enjoy the most about your role?***

My role with SAC requires me to make sound personal judgement calls based on the context of each development scenario, utilising planning policy and legislation as an effective framework to establish a basis for a decision, while also understanding the limitations of such guidance. I find this to be both an incredible affirmation of my personal resourcefulness and creativity in navigating complications within a planning proposal, but also a significant challenge to meet, having typically experienced roles which were relatively rigid in their approach to problem solving. However, SAC has provided me with a great deal of support whereby I can feel assured in the knowledge and experience of the development management team, where I can come to understand the limitations of my personal input in establishing to a truly effective solution in response to problems in a planning submission.

***What have you learned so far?***

Having only started approximately 3 months ago, this role has provided me with a strong understanding of the fundamentals of development management, allowing me to establish a firm footing within not only SAC but the field of town planning. Having now worked on a relatively broad range of planning applications throughout South Ayrshire, I've developed a sound understanding of different types of development and how they are most effectively managed in accordance with their setting. Moreover, not being a resident of South Ayrshire, I began my role expecting a steep and complex learning curve as I come to familiarise myself with the expansive geography of the local authority, however, having been allocated various applications based throughout South Ayrshire, I've been able to rapidly establish a firm knowledge of the majority of the core investment towns and their setting, as well as many of the smaller rural settlements, and how each interact with the planning system.

***How has your personal and professional development been supported so far?***

Notwithstanding my relatively short time being employed at SAC, I have always felt fully supported by the entire Development Management Team, in terms of my personal development. Having been afforded a truly comprehensive array of learning experiences as an individual, and a level of involvement with the team I expected would be difficult to attain, given the challenges associated with remote working. I feel genuinely confident in advancing in my role within Development Management team, and I am fully committed to developing my knowledge and skills to best support the team.

***What are your ambitions for the future at SAC?***

Primarily my focus at SAC is to familiarise myself with the processes and systems associated with my role as a planning assistant, in terms of the general administration of tasks within the department and how the development management team interacts with the broader SAC organisation (e.g. regulatory panels). Moreover, I want to expand upon the pool of knowledge I can draw upon when handling more complex planning applications. Over the next two years I intend to cultivate a broad range of experiences within the Development Management team, upon which I can form an effective basis to achieve chartered membership status within RTPI, so that I may better placed to pursue more advanced roles within SAC and take on greater responsibilities.

In the long-term, I would hope to begin specialising in areas where I can better draw upon my prior experience and knowledge in relation to renewable/low-carbon energy technologies, and managing development within built heritage environments. Whereby, I will be able to support SAC’s efforts to effectively adapt and respond to the challenges of sustainable development.

***Why should others join SAC planning service?***

As I stated previously, SAC has proven to be an immensely helpful and accommodating organisation to work for. Particularly for myself at an entry level position, I have been afforded an unwavering level of support from colleagues and management within the Development Management team, that have demonstrated genuine care and interest in my personal and professional development. In turn, I feel genuinely committed to supporting the team. I find this to be an incredibly healthy work environment, that benefits both the individual worker and the broader organisation.

**Goals:**

The goal and purpose of this Q&A exercise was to really listen and learn from Russell’s experience of joining the service and to learn if we are on the right track with support, training and development and to embrace and learn from the honest feedback provided. We are nurturing a healthy culture where staff are encouraged to be honest and to have a voice with regards their professional views and development. This encourages confidence amongst staff and a space where it is safe to raise issues and ideas.

**Outcomes:**

We are really pleased and proud that Russell is embracing his new position as Planning Assistant and is feeling supported while developing in the role. Russell is making a valuable contribution as Planning Assistant and has made a positive impact since joining our team both in terms of his team player attitude and also in ensuring that his workload of planning applications is meeting statutory deadlines. We look forward to seeing him grow in his role.

**Name of key officer**

Russell Dominy



Key Performance Markers:

6 Continuous Improvement

Key Areas:

Skills Sharing  
Staff Training

Stakeholders:

Authority Planning Staff

## Qualitative Narrative Table

Case Study Topics	Issue covered in case studies	Case Study Topics	Issue covered in case studies
Design	✓	Interdisciplinary Working	
Climate	✓	Collaborative Working	✓
Conservation	✓	Community Engagement	
Biodiversity		Placemaking	
Regeneration	✓	Design Workshops/ Charrettes	
Environment	✓	Place Standard	
Greenspace		Performance Monitoring	
Town Centres		Process Improvement	
Masterplanning		Project Management	
Local Develop Plan & Supplementary Guidance		Skills Sharing	✓
Housing Supply		Staff Training	✓
Affordable Housing	✓	Online Systems	
Economic Development		Data and Information	
Enforcement		Digital Practice	
Development Management Processes		Transport	
Planning Applications	✓		
Other: please note			

# Part 2: Supporting Evidence





# Part 3: Service Improvements



Girvan Harbour

# Part 4: National Headline Indicators



Maybole High Street

Effective Land Supply and Delivery of Outputs	2021	2020
Established housing land supply	7558 units (Agreed 2020 HLA (Aug 2021))	7,795 units HLA Year: 2020 draft
5-year effective housing land supply programming	2148 units (Agreed 2020 HLA (Aug 2021))	2,696 units HLA Year: 2020 draft
5-year effective land supply total capacity	6432 units (Agreed 2020 HLA (Aug 2021))	2,696 units HLA Year: 2020 draft
5-year housing supply target	1350 units (As of LDP2 adoption TBC)	2545 units
5-year effective housing land supply (to one decimal place)	4.2 years (Agreed 2020 HLA (Aug 2021))	5.3year Draft HLA 2020
Housing approvals		
Housing completions over the last 5 years	1336 units (17/18 - 21/22)	1,209units (2016-21)
Marketable employment land supply	105.4 ha Data only pertains to previous reporting year	105.4 ha
Employment land take-up during reporting year	0.93 Ha Data only pertains to previous reporting year	0.93ha



## A: NHI Key outcomes- Development Planning:

Local and Strategic Development Planning:	2021-22	2020-21
Age of local/strategic development plan(s) at end of reporting period  <i>Requirement: less than 5 years</i>	SALDP: 7 yr 6 mth  TCRLDP: 4 yr 11 mth	LDP1- 6 years and 9months TCRLDP- 4years and 3 months
Will the local/strategic development plan(s) be replaced by their 5 <sup>th</sup> anniversary according to the current development plan scheme?	No	LDP1 -No TCRLDP- Yes
Has the expected date of submission of the plan to Scottish Ministers in the development plan scheme changed over the past year?	N/A  LDP2 Report of Examination issued within reporting year (Jan '22)	No
Were development plan scheme engagement/consultation commitments met during the year?	Y  No discrete commitments specified for 21/22 itself. NB. Next DPS update will reflect LDP2 adoption	No

## B: NHI Key outcomes – Development Management

Project Planning	2021-22	2020-21
Percentage and number of applications subject to pre-application advice	5.5% (41)	13.7% (98)
Percentage and number of major applications subject to processing agreement	100% (7)	100% (11)
<b>Decision Making</b>		
Application approval rate	93.3%	92.2%
Delegation rate	96.8%	97.3%
Validation	49.5%	52.9%
<b>Decision-making Timescales</b>		
Major Developments	16.1 weeks	N/A
Local developments (non-householder)	8.2 weeks	8.5 weeks
Householder developments	8.0 weeks	7.4 weeks
<b>Legacy Cases</b>		
Number cleared during reporting period	0	1
Number remaining	0	0

## C: Enforcement activity

	2021-22	2020-21
Time since enforcement charter published / reviewed Requirement: review every 2 years	27 months	15 months
Complaints lodged and investigated	122	99
Breaches identified – no further action taken	-	-
Cases closed	150	89
Notices served	7	5
Direct Action	0	0
Reports to Procurator Fiscal	0	0
Prosecutions	0	0

## D: NHI Key outcomes

Commentary
Update Required



# Part 5: Official Statistics



New Bridge Ayr

## A: Decision-making timescales (based on 'all applications' timescales)

Overall	2021-22	2020-21	2019-20
Major developments	16.1 weeks	N/A	7 weeks
Local developments (non -householder)	8.2 weeks	8.5 weeks	7.2 weeks
Local: less than 2 months	(65.2%)	(73.3%)	(83.1%)
Local: more than 2 months	(34.8%)	(26.7%)	(16.9%)
Householder developments	8.0 weeks	7.4 weeks	6.5 weeks
Local: less than 2 months	(72.5%)	(77.1%)	(91.8%)
Local: more than 2 months	(27.5%)	(22.9%)	(8.2%)
Housing Developments			
Major	N/A	N/A	N/A
Local housing developments	8.6 weeks	9.4 weeks	7.5 weeks
Local: less than 2 months	(63.0%)	(66.7%)	(78.4%)
Local: more than 2 months	(37.0%)	(33.3%)	(21.6%)
Business and Industry			
Major	N/A	N/A	N/A
Local business and industry developments	8.5 weeks	7.9 weeks	10
Local: less than 2 months	(57.1%)	(78.9%)	(100%)
Local: more than 2 months	(42.9%)	(21.1%)	(0%)
EIA Developments	-	11.4 weeks	-
Other Consents			
As listed in the guidance(right)	7.1 weeks	6.3 weeks	5.0 weeks
Planning/legal agreements			
Major: average time	N/A	N/A	N/A
Local: average time	N/A	35.5 weeks	N/A



## B: Decision-making: local reviews and appeals

		Original decision upheld			
Type	Total number of decisions	2021-22		2020-21	
	No.	No.	%	No.	%
Local reviews	31	12	38.7	10	52.6
Appeals to Scottish Ministers	7	2	28.6	4	66.6

## C: Context

Commentary
Required update



# Part 6: Workforce Information



Ayrshire Coastal Path

## South Ayrshire Council Planning Service

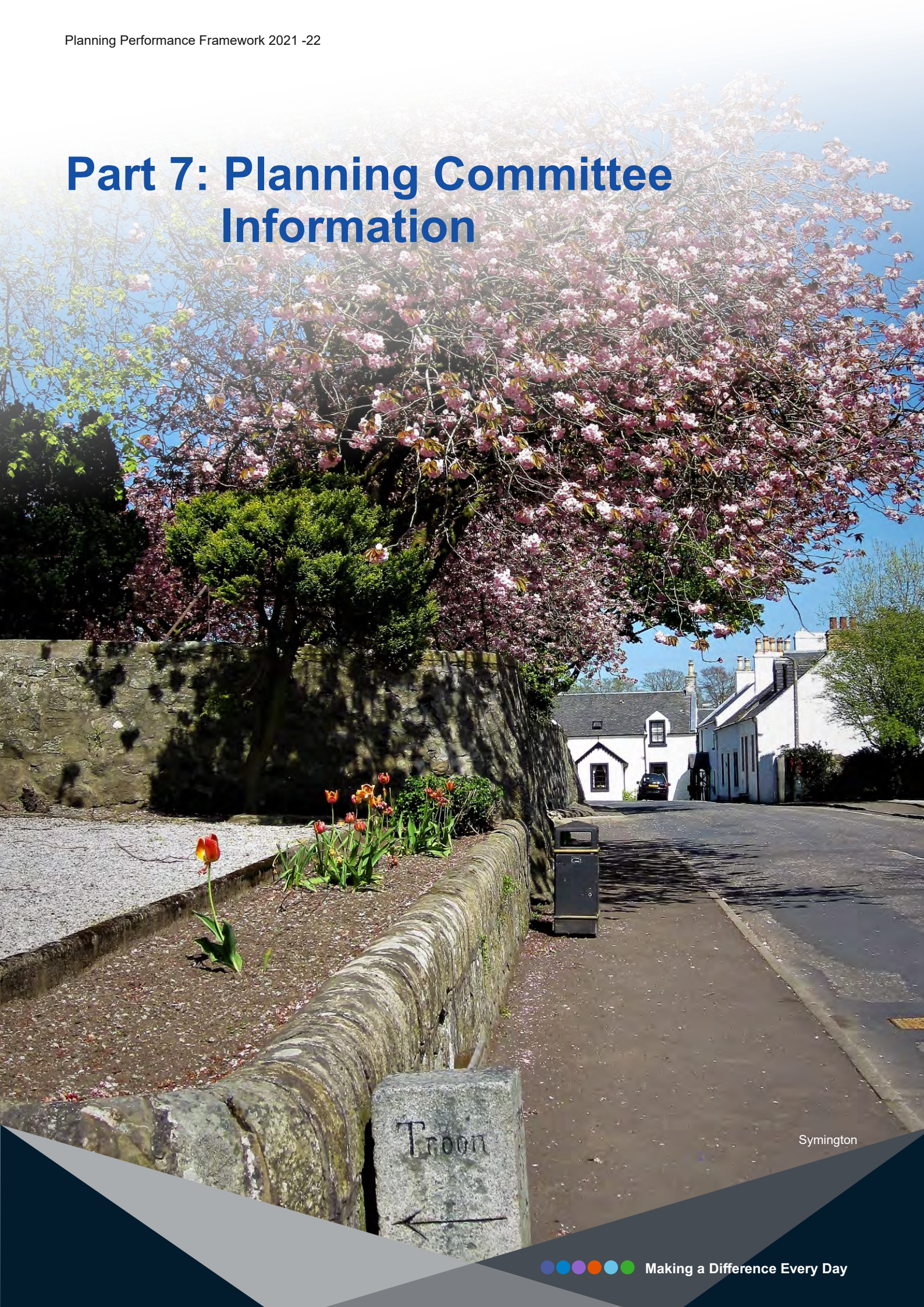
	<b>Tier 1 Chief Executive</b>	<b>Tier 2 Director</b>	<b>Tier 3 Assistant Director</b>	<b>Tier 4 Service Lead</b>
Service Lead Planning & Building Standards				1

<b>RTPI Chartered Staff</b>	<b>Headcount</b>
	14

<b>Staff Age Profile</b>	<b>Headcount</b>
Under 30	5
30-39	7
40-49	6
50 and over	7



# Part 7: Planning Committee Information



Symington

<b>Committee &amp; Site Visits</b>	<b>Number per year</b>
Full council meetings	2
Planning committees	11
Area committees	0
Committee site visits	2
Local Review Body	14
LRB site visits	0



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درخواست کرنے پر یہ معلومات نابینا افراد کے لئے ابھرے حروف، بڑے حروف یا آڈیو میں مہیا کی جاسکتی ہے اور اسکا مختلف زبانوں میں ترجمہ بھی کیا جاسکتا ہے۔ رابطہ کی تفصیلات نیچے فراہم کی گئی ہیں۔

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ਇਹ ਜਾਣਕਾਰੀ ਮੰਗ ਕੇ ਬੋਲ, ਵੱਡੇ ਅੱਖਰਾਂ ਅਤੇ ਸੁਣਨ ਵਾਲੇ ਰਾਹੀਂ ਵੱਖ ਵੱਖ ਢੰਗਾਂ ਵਿੱਚ ਲਈ ਜਾ ਸਕਦੀ ਹੈ, ਅਤੇ ਇਹਦਾ ਤਰਜਮਾ ਹੋਰ ਬੋਲੀਆਂ ਵਿੱਚ ਵੀ ਕਰਵਾਇਆ ਜਾ ਸਕਦਾ ਹੈ। ਸੰਪਰਕ ਕਰਨ ਲਈ ਜਾਣਕਾਰੀ ਹੇਠਾਂ ਵੱਡੀ ਗਈ ਹੈ।

Niniejsze informacje mogą zostać udostępnione na życzenie w alfabecie Braille'a, w druku powiększonym lub w formie audio oraz mogą zostać przetłumaczone na wiele języków obcych. Dane kontaktowe znajdują się poniżej.

Faodar am fiosrachadh seo fhaighinn, le iarrtas, ann am braille, clò mòr no clàr fuaim agus tha e comasach eadar-theangachadh gu grunn chànanan. Tha fiosrachadh gu h-ìosal mu bhith a' cur fios a-steach.

## South Ayrshire Council