

South Ayrshire Council

**Report by Assistant Director - People
to Service and Performance Panel
of 29 March 2022**

Subject: Planning Performance Framework 2020-2021

1. Purpose

- 1.1 The purpose of this report is to set out the Council's performance against the National Planning Performance Framework for 2020-21 (Appendix 1) and the Scottish Government's feedback to this (Appendix 2).

2. Recommendation

- 2.1 **It is recommended that the Panel considers the contents of South Ayrshire Council's 2020-21 Planning Performance Framework Report (Appendix 1) and the feedback from the Scottish Government provided within Appendix 2.**

3. Background

- 3.1 In 2012, the Scottish Government introduced a requirement for Councils to annually submit performance reports on their Planning Services to the Scottish Ministers for their consideration.
- 3.2 The performance reports are submitted through the Planning Performance Framework (PPF) which was developed by Heads of Planning Scotland in conjunction with Scottish Government. The Framework involves a mix of qualitative and quantitative measures to provide a toolkit of indicators for a balanced measurement of the overall quality of the Planning Service whilst contributing towards driving a culture of continuous improvement. It does not measure or reflect works in relation to historic and natural environment conservation, tree preservation and protection, the Ayrshire Regional Spatial Strategy and outdoor public access.
- 3.3 Scottish Government provides feedback on the PPF reports and this is focussed around 15 Performance Markers with red, amber, and green ratings given based on the evidence provided within the PPF report.
- 3.4 The PPF reports require to be submitted annually by 31 July and although the Scottish Government did acknowledge the challenges of producing the PPF reports in the previous two years during the height of the pandemic, the submission date for 2021 was unchanged.

4/

4. Proposals

- 4.1 The Scottish Government's feedback was received in November 2021 and is contained in Appendix 2 of this report. Table 1 provides an overview of performance against key markers over a nine-year period. Last year's performance has dipped in certain areas compared to previous years, although some of the Government's feedback does not reflect improvements already actioned by the Council and acknowledged by the Government. Consequently, there are aspects of the feedback report which are inaccurate, and this is highlighted where necessary below.
- 4.2 Of the 15 indicators to be reported against, only 13 were applicable to the Council at the time of writing and of these, 8 have been given a green rating by Scottish Government. Some key highlights, detailed in table 3, are that:
- the timescales for decision-making for all types of development last year is faster than the Scottish average but was slower than the year before;
 - processing agreements were encouraged for all major planning applications;
 - South Ayrshire Council offer a pre-application service through the website and the priority projects team;
 - the timescales for determining applications subject to a legal agreement were faster than the Scottish average;
 - the enforcement charter was up-to-date; and
 - we have demonstrated corporate working and alignment with the Council's vision.
- 4.3 One indicator has been marked as red due to the age of the Local Development Plan. Significant progress has been made in relation to the Modified Proposed Local Development Plan 2 which will be presented to the Council for adoption on 10 March 2022.
- 4.4 Four indicators were marked as amber in response. These relate to:
- incomplete improvement commitments;
 - out of date Local Development Plan;
 - developer contributions guidance still awaiting adoption; and
 - It was not clear within the report if developer contributions are discussed during pre-application engagement.
- 4.5 As can be seen from Appendix 2, progress is being made on a number of fronts and will be reflected in this year's submission. Several factors had an impact on Service delivery in 2020-2021 including staff vacancies at officer and Service Lead level. A new Service Lead is now in post and other vacancies have or are being addressed.
- 4.6 A Service Plan has been prepared and sets out key areas of work for 2022 and these will be reflected in this year's PPF report together with progress made in relation to any outstanding issues.

5. Legal and Procurement Implications

5.1 There are no legal issues arising from this report

5.2 There are no procurement issues arising from this report.

6. Financial Implications

6.1 Not applicable.

7. Human Resources Implications

7.1 Not applicable.

8. Risk

8.1 *Risk Implications of Adopting the Recommendations*

8.1.1 There are no risks associated with adopting the recommendations.

8.2 *Risk Implications of Rejecting the Recommendations*

8.2.1 There are no risks associated with the rejection of the recommendations.

9. Equalities

9.1 The proposals in this report have not been assessed through the Equality Impact Assessment Scoping process. There are no significant potential positive or negative equality impacts of agreeing the recommendations and therefore an Equalities Impact Assessment is not required. A copy of the Equalities Scoping Assessment is attached as Appendix 3.

10. Sustainable Development Implications

10.1 ***Considering Strategic Environmental Assessment (SEA)*** - This report does not seek recommendations that would require a Strategic Environmental Assessment.

11. Options Appraisal

11.1 An options appraisal has not been carried out in relation to the subject matter of this report.

12. Link to Council Plan

12.1 The matters referred to in this report contribute to Commitment 4 of the Council Plan: South Ayrshire Works/ Make the most of the local economy.

13. Results of Consultation

13.1 There has been no public consultation on the contents of this report.

13.2 Consultation has taken place with Councillor Ian Cochrane, Portfolio Holder for Environment, and the contents of this report reflect any feedback provided.

Background Papers **Planning Performance Framework Feedback 2020-21**

Person to Contact **Louise Reid, Assistant Director – Place
County Buildings, Wellington Square, Ayr, KA7 1DR
Phone 01292 612032
E-mail louise.reid@south-ayrshire.gov.uk**

**Craig Iles, Service Lead – Planning and Building Standards
County Buildings, Wellington Square, Ayr, KA7 1DR
Phone 01292 616107
E-mail craig.iles@south-ayrshire.gov.uk**

Date: 18 March 2022

**South Ayrshire
Planning Performance
Framework
2020 - 2021**



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Introduction

This is South Ayrshire's tenth 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 and identifies Service improvements for 2021/22.

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.

There has been a high level of performance in the last 12 months across all teams in spite of vacant posts, a restructure, recent change in Service Lead, office move and a pandemic.

We have made progress with all of our Service improvements for this year and whilst the content of this year's Planning Performance Framework has again been impacted upon by the COVID-19 pandemic and resourcing issues, its simplified nature aims to convey key performance information and areas of improvement and outcomes for the coming year.

The challenging times have highlighted the knowledge, commitment and versatility of the Planning Service and the determination to deliver a high performing and quality Service to the residents of South Ayrshire.



Development Planning

Indicative Ayrshire Regional Spatial Strategy

The Planning Service led the preparation of an Indicative Ayrshire Regional Spatial Strategy (iARSS), working collaboratively with colleagues in East and North Ayrshire Councils, through virtual meetings during the pandemic. The various decision-making bodies of the 3 Councils, together with the Ayrshire Regional Economic Partnership, approved the iARSS at various times during September 2020. Approval of the iARSS enabled submission of the document to the Scottish Government by the end of September, in order to influence NPF4. We presented the iARSS to the Government and other RSS groupings, by means of a video, in the course of a virtual Show and Tell event, convened by the Government, on 2 October. Since then, we have been consulting with neighbouring RSS groupings, to identify any strategic developments in their area that should be referred to in an amended indicative ARSS.

Local Development Plan

During the Pandemic, the Planning Service also progressed work on the second South Ayrshire Local Development Plan. Following the decision of the Council on 24th March 2020 to make a set of Notifiable Modifications to the Proposed South Ayrshire local Development Plan, the modified text and graphic material was prepared and published for public consultation on 1st July 2020 on the Council's website.

Consultation on the Modified Local Development Plan2 (MPLDP2) took place from 1st July to 14th August 2020. In compliance with Scottish Government Guidance on consultation during the Covid lockdown, all interested parties were contacted directly by letter or email. Contacts included neighbouring authorities, key agencies and Scottish Ministers. Notices were placed in local press, and on the Council's 'have your say' consultation web-page as well as the Planning Service web-page. Notifications were also made via the Council's social media outlets. Update briefings were issued to the dedicated Local Development Plan Board (of specific Council Members), as well as to all elected Members so as to alert them of the LDP progress and to advise them of consultation procedures and protocol.

In response to the consultation, some 98 representations were received from 35 individual respondents. These comments, together with a recommended Council response to them were reported to a meeting of the Council held on 1st September 2020,

where it was agreed that no further Notifiable Modifications would be made.

Following the decision of the Council on 1st September 2020, all unresolved consultation representations submitted at Proposed Plan and Modified Proposed Plan stage have been grouped together into a series of issues for consideration at DPEA Examination. Documentation for submission to DPEA has been completed, including the preparation of the necessary detailed schedule 4 statements, compilation of Authority and respondents Core Documents, the proposed Action Programme, Strategic Environmental Assessment and Habitats Regulations Appraisal. All of these documents were submitted to the Scottish Government, together with the formal request for DPEA Examination in December 2020. The council's Planning web page has been kept up to date throughout this submission process to advise interested parties of progress and provide Planning Officer contact details.

Subsequent to the Submission of MPLDP2 to the DPEA for Examination, three Informal Further Information Request have been completed and the formal Examination has now commenced. It is anticipated and hoped that the Examination will be concluded and Plan adopted during 2021.

INDICATIVE AYRSHIRE SPATIAL STRATEGY – AUGUST 2020
STRATEGIC DEVELOPMENT PRIORITIES

1. Hunterston FARC
2. Aerospace and Space Cluster, Prestwick
3. Irvine
4. Advanced Engineering Park, Moorfield
5. Ayrshire Manufacturing Investment Corridor
6. Ardrossan Regeneration & International Marine Science and Environment Centre
7. National Energy and Demonstrator Centre, Cumnock
8. Kilmarnock and Irvine Valley flood protection scheme
9. Ayrshire Coast and Shoreline Management Plan
10. Stewarton
11. South East Ayr
12. Ayr Town Centre
13. HALO, Kilmarnock Town Centre and South Irvine and The Great Harbour
14. Irvine and The Great Harbour
15. East Ayrshire Coalfields
16. The Galloway & Southern Ayrshire Biosphere & proposed National Park
17. Lochshore, Kilbirnie

- A. Bellfield Interchange
- B. A77/M77 Corridor
- C. A77 Corridor
- D. Connections to M74
- E. Ferry Services
- F. Digital Subsea Connectivity
- G. Central Scotland Green Network

▲ Ayrshire Growth Deal Project





Effective land supply and Delivery of Outputs

Within South Ayrshire, land is available for 7,795 housing units (the Established Land Supply), and there is a programmed effective 5-year housing land supply of 2696 units, equivalent to 5.3 years' supply. Planning permissions were issued for 386 housing units in the reporting year. As in previous years, there were no significant additions to the employment land supply and take up of land remained low, at 0.93 hectares. From the survey of employment land, the area of marketable employment land in South Ayrshire is estimated at 105.4 hectares. No significant business related development on new sites was undertaken in the previous year.

Development Management

The local development team is tasked with the processing of local planning applications, applications for listed building, conservation area, advertisement and other consents and certificates. The team also prepares responses to pre application enquiries. Prior to the Service review it comprised 1 Coordinator, 2 Supervisory Planners, 2 planning officers and 2 planning assistants.

Over the 2020/21 reporting period the team considered 703 local applications and applications for amongst other things listed building and advertisement consent.

The increased volume of planning applications received in the period following the emergence from the Covid lockdown placed a considerable burden on the Service. Working practices were adapted to help manage the workload including re allocation of staff resources, the filtering of telephone access to officers by the administrative support team and updates on Service delivery and the impact of the pandemic placed online and on planning application communication.

These actions together with the focussed and hard work of the teams has ensured that performance has remained high.

Priority Projects

The Priority Projects Team is tasked with 3 main areas of work; dealing with all applications for national, major and energy consent development, all planning enforcement and compliance matters and also with providing planning advice to the Council's Local Review Body. Prior to the Service review it comprised a Planning Co-ordinator, 2 Supervisory Planners, a Compliance Supervisor and an Enforcement Officer.

The total application fee income from all applications for major development and energy consent consultations for which decisions were issued in the reporting year was £451,450.00 which was an increase of £299,051.00 from the last reporting year. This illustrates the fluctuations that there can be in fee income. The fees received for formal pre-application advice on major development and energy consents which was issued in the reporting year was £13,000.00 which was slightly more than the previous reporting year (£10,300.00).

Major developments and energy consents

Over the 2020/21 reporting year the Priority Projects Team considered 11 major development applications for planning permission and planning permission in principle. These applications were for a wide range of development types including; residential development (3), Quarry (1), Athletics complex (1), large scale warehousing (1), retail development (2), Educational campuses (2) and Commercial leisure (1). Of the 11 major applications that were considered and determined by the Council all but one were approved (91%). The one application that was refused was significantly contrary to the development plan and considered by Full Council. It is notable that the decision of the Council was not subject to appeal.

In addition to these 11 applications, one application for approval of matters specified in conditions for a major residential development was approved at Regulatory Panel. A second major application for approval of matters specified in conditions for a residential development was withdrawn during the reporting year as material amendments were required.

The Team also responded to three Section 36 windfarm consultations in the Reporting year, one of which was in the form of a formal objection. These consultations are generally large scale and complex and presented a particular challenge this year due to Covid-19 restrictions, home-working, the large volume of work and staff absence through illness. The

applicant was the same in all 3 cases and would not allow the Council additional time to respond to these consultations which resulted in significant additional pressure on staff. Despite these challenges all consultation responses were issued within the initially agreed timeframe. Notably the fees received by the Council for these 3 consultations was £116,500.00 which was approximately £100,000.00 more than both preceding years.

Processing Agreements

All applications for major development and energy consents considered and determined by the Priority Projects Team were the subject of processing agreements and all timescales were achieved. The processing agreement continues to be used as a valuable project management tool which is strongly advocated by the Team in order to be very clear regarding; information requirements, consultee input, key dates, the timeline to determination and post decision arrangements and timescales. Processing Agreement Guidance and Template is available to view online alongside all other information relating to the planning application process. The use of the processing agreement together with the Council's Major Development Tracker ensures that all major development is carefully managed and tracked through the application and post determination process.

Legacy Cases

The new definition of 'legacy' cases is where an application is more than one year old. South Ayrshire Council deals with a relatively large number of major developments which are likely to involve complex submissions, potentially EIA and addendums and legal agreements to be concluded regarding matters such as affordable housing and development contributions. All of these factors can cause delay to processing, assessment, determination and the issuing of a decision notice. Consequently the timescale associated with such applications will quickly move in to the new definition of 'legacy'. In the 2020/21 reporting year, of the 11 decisions issued, only one was for a legacy case. The one legacy case decision was for a quarry application that was particularly large scale and complex with the requirement for extensive negotiations and the timeframe for determination was managed through the use of a processing agreement. The Council has to date adopted a very focussed project management approach to the consideration of major development applications and has been monitoring caseload carefully to ensure that the necessary action is taken to keep applications moving.

Pre-application Consultation

The number of formal Proposal of Application Notices received in the Reporting year was 7 which is broadly consistent with recent years. These were for large residential development (4), energy related (2) and a mixed retail / residential proposal (1). The Priority Projects Team encourages pre-application engagement for major developments and energy consents and operates this through a formal pre-application process for which there is a fee. In the reporting year the maximum fee chargeable was 20% of the forthcoming application fee subject to a ceiling of £1000 for mainstream applications and £5000 for S36 proposals.

11 pre-application enquiries were dealt with by the Priority Projects Team in the reporting year for a wide range of major and energy consent developments including; wind energy and battery storage (4), residential and affordable housing (5), Leisure (1) and Office development (1). The total fee income from these pre-application enquiries was £13,000.00 which was up from £10,300.00 received in the previous reporting year. While this is a reasonable sum it does not adequately cover the staff resource that such pre-applications involve.

Advice to Local Review Body

The Planning Co-ordinator within the Priority Projects Team has continued to act in the role of Planning Adviser to the Local Review Body. In the 2020/21 reporting year 19 cases were heard and this represents a reduced number over previous years due to the Covid-19 pandemic and means that a backlog of cases has developed. Of these 19 cases, 17 cases were determined (89.5%), 2 remain continued for site visit (10.5%), 7 were overturned (36.8%) and 10 refused (52.6%).

The rate of overturn in the previous 4 reporting years was 14 cases (70%) in 2016/17, 11 Cases (44%) in 2017/18, 16 cases (52%) in 2018/19 and 16 cases (55%) in 2019/20. The Planning service would like to see the number of cases and rate of overturn reducing. The restructuring of the Planning Service in the summer of 2021 sees the responsibility for providing planning advice to the LRB move to the new 'Strategy' Team but it is the intention of the Service to continue to monitor and hopefully reduce overturns over time with further member training and reviewing delegated procedures

Receiving and checking new cases and providing planning advice to the LRB has been a significant draw on the resources of the Priority Projects Team and the Planning Service.

In accordance with our aim of continuous improvement, the Council will continue to review the LRB processes and decision making in an attempt to establish if there are any

patterns that point to a need for a review of; professional advice, procedure, policy and guidance, delegated decision-making or member training.



Enforcement

The number of cases investigated by the enforcement team was 387. Of those, 187 were taken up (founded) with 179 of the taken up (founded) cases being resolved. The number of Enforcement Notices served was 6 which is at a similar level to the last 3 years.

Successful outcomes this year have included;

- The benefits of the positive and persistent approach of the enforcement team was the resolution of a breach on the development of two semi-detached dwellinghouses which resulted in the cessation of works, on a sensitive site covered by a tree preservation order. The approved development comprised the conversion of an existing redundant building (former cottages) where the developer proceeded to demolish the existing structure and progressed new build on the site for the erection of 2 new semi-detached dwellinghouses. The outcome of a positive process of negotiation and action by the Enforcement Team, along with partner Council Services, was the successful cessation of the works. A new application for planning permission has since been lodged for due consideration.
- The enforcement team members have continued communication with the Scottish Planning Enforcement Forum showing collaborative working together with other Planning Authorities and agencies, sharing expertise and to continue to provide a high quality service.

The Council's Enforcement Charter was reviewed and updated in February last year thus ensuring that it continues to be a particularly useful document for the Enforcement Team and members of the public alike, as it sets out for South Ayrshire how the enforcement process works, 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 Enforcement Team continue 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.



Part 2



Adaptation to restrictions imposed by Covid-19 pandemic

In March 2020 at the onset of the Covid pandemic, the switch to homeworking was swift and limited advance planning was possible. The Planning Service had to adapt quickly, from being entirely office based to becoming fully agile.

The teams quickly relocated office furniture (chairs, desks and monitors) to their home offices and the transition was virtually seamless. In fact, the potential for remote meetings to discuss projects and pre-applications was quickly recognised as a very effective and efficient way of dealing with work.

The removal of antiquated ways of working and the introduction of new procedures and protocols have enabled business continuity and created significant benefits in terms of time management, cost savings and communication. New working practices were put in place by our Administrative support team which enabled use of 3rd party providers for the issuing of neighbour notifications, site notices were put in place by applicants/ agents and remote site inspections were utilised.

When possible the teams still managed to meet up physically in the open air to maintain good team spirits. Although pro-active and positive engagement with applicants and developers has been a consistent thread in the teams working over the years, this was clearly highly useful in maintaining effective communication with applicants and agents to

ensure timescales were appropriately managed and they had the reassurance that the planning system was still operating effectively.

A significant early step for the Service was to hold a Regulatory Panel in order to consider and decide 3 major planning applications. That Regulatory Panel was the first requirement for officers and Members to attend remotely and present remotely on applications from home. We very quickly moved to the use of Skype meetings and colleagues using their own hardware prior to laptops etc being rolled out.

In terms of the planning enforcement function in particular, this has continued largely as normal through lockdown, also with enhanced communication with enquirers. In particular we have sought a higher standard of information on potential breaches with, for example, the submission of photographic evidence to assist with establishing the nature of any works carried out and whether or not a breach may have occurred. We have also embraced fully the advice issued by the Chief Planner regarding flexibility in terms of progressing enforcement and this has not generated the negative feedback that may have been expected.

Significant progress was made in terms of Local Development Plan preparation with the Modified Proposed Plan prepared and consulted upon through the use of a Story mapping online consultation. This was highly

successful and the Proposed Plan was subsequently approved by Council and submitted for Examination in December 2020.

All in all, the Service has performed to an exceptionally high standard throughout the pandemic.

We have moved to an agile Service model which is underpinned by e development and new, more efficient working practices which provide greater flexibility and cost saving. All staff are IT equipped and now only require intermittent access to office space and the Service has greater resilience as a consequence.

The screenshot shows the South Ayrshire Council website. At the top, there is a navigation bar with links for 'My South Ayrshire', 'Pay', 'Report', and 'Contact us'. Below this is a search bar with the text 'Search e.g. bin days, pay council tax'. A yellow banner below the search bar contains the text 'COVID-19: latest update on how our services are affected and the support available'. The main heading is 'Coronavirus in South Ayrshire'. Below this, there are two buttons: 'Coronavirus support' and 'Service information'. Another yellow banner below the buttons contains the text 'COVID-19: latest update on how our services are affected and the support available'. The page title is 'Planning and building standards'. At the bottom, there is a small text block stating: 'As with many other services, South Ayrshire Council Planning and Building Standards Service has taken steps to prevent the further spread of the coronavirus (COVID-19), and to protect both employees' and public health. We have altered the way in which we are working, and as a consequence, staff are now operating remotely from home and contactable at their usual e-mail addresses or telephone numbers. The Service continues to perform its statutory duties and is available to process your Planning and Building Warrant applications and deal with enquiries by phone or e-mail. We are doing everything we can to ensure that we can deliver the Planning and Building Standards Service and will continue to review our position and keep you up to date as our Service adapts. The current tier 4 lockdown has resulted in the introduction of certain restrictions which impact on Service delivery and you may experience a delay in the processing your Planning Application, Building Warrant Application or enquiry during this period. Access to County Buildings is now restricted during the COVID - 19 pandemic and staff will not be available for face to face meetings until further guidance is issued by the Scottish Government.'

Collaborative working

Sacred Heart Primary School

As a Service we have undertaken significant collaborative working in relation to the ongoing preparation of the Proposed Local Development Plan 2 and as lead authority for the preparation of the indicative Ayrshire Regional Spatial Strategy in partnership with East and North Ayrshire Councils.

We undertook engagement with elected Members holding 1 Local Development Plan Board in advance of the Modified Proposed Local Development Plan 2 being reported to full Council. Remote working has however made continued communication with Members on various topics possible and a programme of future engagement is being established.

We have provided support to other Council Services in the delivery of the Council's Capital Programme. Examples of project delivery include Prestwick Educational Campus, Maybole Community Campus, early years expansion projects, Craigie Sporting Facility, affordable housing projects at Prestwick Main Street, Fort Street and Waggon Road and Riverside Public Events Space. In addition, planning advice and policy support was provided in relation to ongoing project development work associated with the Ayrshire Growth Deal.

Our work supported the local economy through the approval of a number of significant

planning applications including affordable housing at Dundonald, business expansion at Wm Grants distillery and the expansion of Barbae and Hillhouse quarries.

The Service negotiated development contributions in excess of £1.8m which contributed towards the provision of active travel, green infrastructure and play facilities amongst other things and negotiated a range of planning restoration bonds for applications relating to a range of planning consents including quarries and renewable energy projects.

The Council is a key stakeholder in the Prestwick Strategic Drainage Project and Planning alongside Scottish Water, Ayrshire Roads Alliance, the community and political representatives is contributing to the development of proposals to help alleviate flooding within the local area.

The Council through Planning and Building Standards has also taken on a leading role in working with other transportation and historic environment stakeholders in relation to the former Station Hotel in Ayr. The building, which is in private ownership, is listed and in a dangerous condition and the stakeholders are working together to consider future options for the building whilst ensuring public safety and the future operation of the rail line.

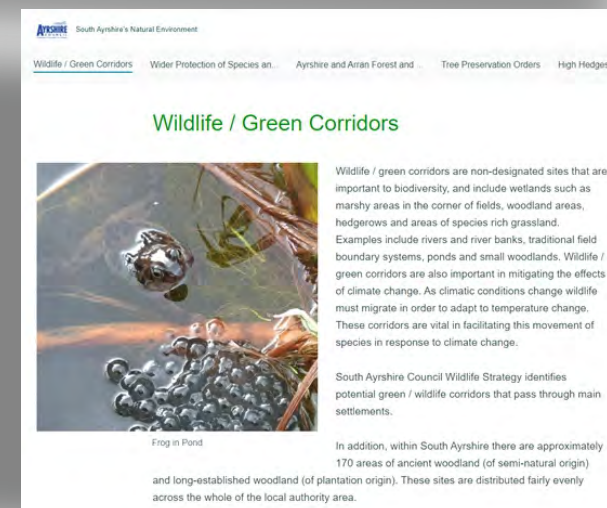
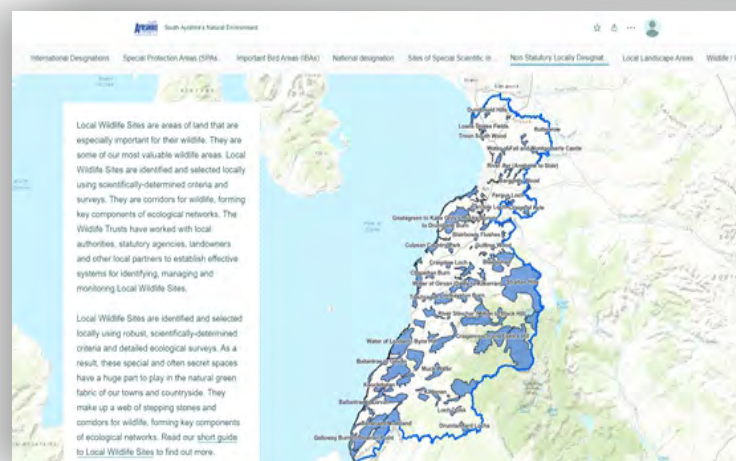


Craigie Sporting Facility



Natural Environment Webpage

Work on the preparation of a Natural Environment webpage is at an advanced stage. Taking the form of a Story Map (which allows for ease of use and increased interaction from users), the intention of the page is to identify and increase awareness of the natural environment assets that can be found within South Ayrshire, and outline the Council's role and responsibilities regarding the protection, preservation and, where applicable, enhancement of these assets under relevant legislation. This webpage will serve as a landing page to allow the general public to learn about topics of interest, and links will be embedded within the Story Map to allow for users to further pursue their interests on external websites should this be desired.



Part 3: Service Improvements



Committed improvements and actions 2020-21

Whilst good progress and performance can be seen throughout the year, vacant posts within the structure, the impact of the pandemic and the implementation of a Service review have impacted on the Service's ability to fully implement its actions.

1	Consider our procedures for the handling and reporting of Planning Applications and provision of information to the Regulatory Panel.	No Early work has started in relation to this including engagement with key elected Members. It was decided however that the work be postponed to allow substantial input from the new Place Planning Coordinator who will take up post in October 2021.
2	Undertake a Planning Service review.	Yes During the PPF review period a 4th tier restructure was agreed by the Council and will see the creation of a new Business Development team to support Planning and Building Standards. 3 Planning Coordinator posts were deleted and 2 new posts created- Coordinator (Planning Strategy) and Coordinator (Place Planning). These posts will be filled during 2021. In addition, further vacant posts have been reviewed and will be filled during 2021.
3	Submission of PLDP2 to Examination.	Yes The Modified Proposed Local Development Plan 2 was submitted to Ministers for Examination in December 2020. This was a significant achievement following the consultation on modifications, completion of schedule 4's and approval by Council during the pandemic. It is anticipated that the Plan will be adopted during 2021.
4	Lead the preparation of the Indicative Regional Spatial Strategy.	Yes The Planning Service led the preparation of an Indicative Ayrshire Regional Spatial Strategy (iARSS), working collaboratively with colleagues in East and North Ayrshire Councils, through virtual meetings during the pandemic.

Committed improvements and actions 2021-2022

	SERVICE IMPROVEMENTS 2021-22
1	Adoption of the Modified Proposed Local Development Plan 2
2	Lead the preparation of the Indicative Ayrshire Regional Spatial Strategy
3	Finalise the implementation of the planning and Building Standards Service review
4	Consider our procedures for the handling and reporting of Planning Applications and provision of information to the Regulatory Panel
5	Prepare guidance and internal handling procedures for development contributions and planning bonds

Part 4: National Headline Indicators



Effective Land Supply and Delivery of Outputs	2020	2019
Established housing land supply	7,795 units HLA Year: 2020 draft	7,676 units HLA Year: 2019 final
5-year effective housing land supply programming	2,696 units HLA Year: 2020 draft	2,859 units HLA Year: 2019 final
5-year effective land supply total capacity	2,696 units HLA Year: 2020 draft	2,859 units HLA Year: 2019 Final
5-year housing supply target	2545 units	2545 units
5-year effective housing land supply (to one decimal place)	5.3year Draft HLA 2020	5.6 years HLA Year: 2019
Housing approvals		386units
Housing completions over the last 5 years	1,209units (2016-21)	1,363units (2015-20)
Marketable employment land supply	105.4 ha	88.4 ha
Employment land take-up during reporting year	0.93ha	

A: NHI Key outcomes- Development Planning:

Local and Strategic Development Planning:	2020-21	2019-20
Age of local/strategic development plan(s) at end of reporting period <i>Requirement: less than 5 years</i>	LDP1- 6 years and 9months TCRLDP- 4years and 3 months	LDP1 – 5 years and 6 months. TCRLDP – 2 years and 11 months.
Will the local/strategic development plan(s) be replaced by their 5 th anniversary according to the current development plan scheme?	LDP1 -No TCRLDP- Yes	LDP1 – No (15 months later) TCRLDP - Yes
Has the expected date of submission of the plan to Scottish Ministers in the development plan scheme changed over the past year?	No	Yes
Were development plan scheme engagement/consultation commitments met during the year?	No	No. Public consultation on the Proposed Replacement South Ayrshire Local Development Plan concluded 2 weeks later than estimated in the 2019 DPS. This was due to political and resourcing reasons.

B: NHI Key outcomes – Development Management

Project Planning	2020-21	2019-20
Percentage and number of applications subject to pre-application advice	13.7% (98)	7.2 % (54)
Percentage and number of major applications subject to processing agreement	100% (11)	85.7 % (6)
Decision Making		
Application approval rate	92.2%	91.1 %
Delegation rate	97.3%	96.7 %
Validation	52.9%	73.7 %
Decision-making Timescales		
Major Developments	N/A	7 weeks
Local developments (non-householder)	8.5 weeks	6.8 weeks
Householder developments	7.4 weeks	6.5 weeks
Legacy Cases		
Number cleared during reporting period	1	2
Number remaining	0	3

C: Enforcement activity

	2020-21	2019-2020
Time since enforcement charter published / reviewed	15 months	
Requirement: review every 2 years		
Complaints lodged and investigated	99	252
Breaches identified – no further action taken		
Cases closed		
Notices served	5	10
Direct Action		
Reports to Procurator Fiscal	0	0
Prosecutions	0	0



D: NHI Key outcomes

Commentary

Whilst it is acknowledged that the Local Development Plan has not been replaced within the 5 year period, substantial work has been undertaken this year and the Modified Proposed Plan has now been approved by Members as the Council's settled position and is currently with Scottish Ministers for Examination.

The development management teams have performed to a very high standard under challenging circumstances and the high take up of pre application advice and processing agreements has helped in the delivery of this service. There are no legacy cases.

The Service continues to develop its collaborative working and will embark on a fuller programme of elected member engagement during 2021/22.

Part 5: Official Statistics



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

Overall	2020-21	2019-20	2018-19
Major developments	N/A	7 weeks	2 weeks
Local developments (non-householder)	8.5 weeks	7.2 weeks	6.6 weeks
Local: less than 2 months	(73.3%)	(83.1%)	(90%)
Local: more than 2 months	(26.7%)	(16.9%)	(10%)
Householder developments	7.4 weeks	6.5 weeks	6.8 weeks
Local: less than 2 months	(77.1%)	(91.8%)	(93.8%)
Local: more than 2 months	(22.9%)	(8.2%)	(6.2%)
Housing Developments			
Major	N/A	1	6.9 weeks
Local housing developments	9.4 weeks	97	(88.9%)
Local: less than 2 months	(66.7%)	(78.4%)	(11.1%)
Local: more than 2 months	(33.3%)	(21.6%)	
Business and Industry			
Major	N/A	N/A	N/A
Local business and industry developments	7.9 weeks	10	6.5 weeks
Local: less than 2 months	(78.9%)	(100%)	(89.2%)
Local: more than 2 months	(21.1%)	(0%)	(10.8%)
EIA Developments		N/A	N/A
Other Consents		211	5.1 weeks
• As listed in the guidance(right)	6.3 weeks	5.0 weeks	
Planning/legal agreements			
• Major: average time	N/A	N/A	4 weeks
• Local: average time	35.5 weeks	N/A	N/A

B: Decision-making: local reviews and appeals

Type	Total number of decisions	Original decision upheld			
		2020-21		2019-20	
		No.	%	No.	%
Local reviews	17	10	58.8	14	61
Appeals to Scottish Ministers	6	4	66.6	10	80

C: Context

Commentary

The Council continues to improve processing times for local developments and all major developments are project managed through the use of processing agreements. The Council continues to monitor appeal and Local Review Body decision making.

Part 6: Workforce Information

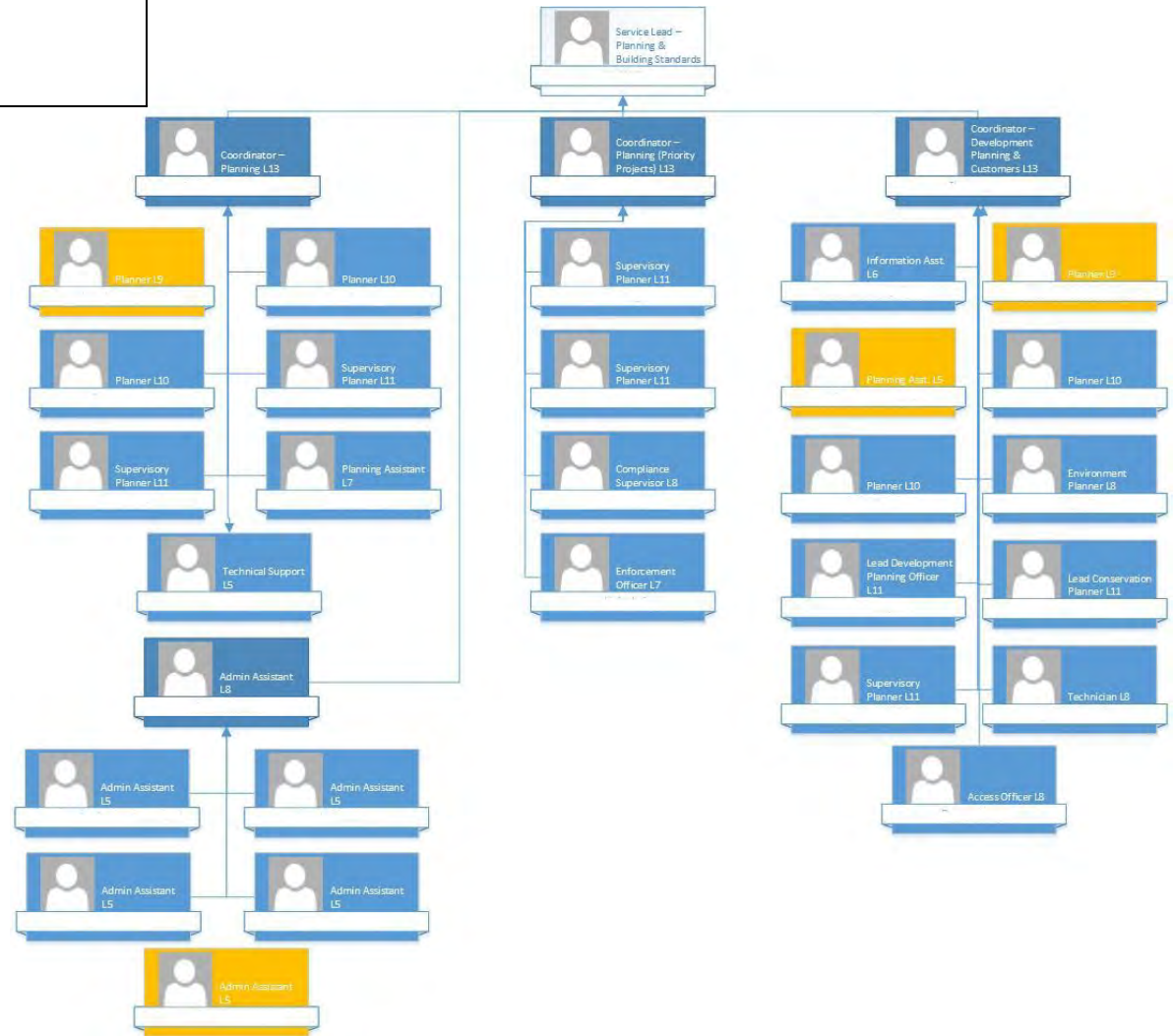


South Ayrshire Council Planning Service

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

Staff Age Profile	Headcount
Under 30	1
30-39	4
40-49	5
50 and over	10

RTPI Chartered Staff	Headcount
	14



Part 7: Planning Committee Information



Committee & Site Visits	Number per year
Full council meetings	2
Planning committees	9
Area committees	N/A
Committee site visits	0
Local Review Body	11
LRB site visits	0

**Planning and Building Standards
County Buildings
Wellington Square
Ayr
South Ayrshire
KA7 1DR**

Email:
planning.development@south-ayrshire.gov.uk

This information can be made available, on request, in braille, large print or audio formats and can be translated into a range of languages. Contact details are provided below.

درخواست کرنے پر یہ معلومات ناچینا افراد کے لئے اُبھرے حروف، بڑے حروف یا آڈیو میں موبیا کی جا سکتی ہے اور اس کا مختلف زبانوں میں ترجمہ بھی کیا جا سکتا ہے۔ رابطہ کی تفصیلات نیچے فراہم کی گئی ہیں۔

本信息可应要求提供盲文，大字印刷或音频格式，以及可翻译成多种语言。以下是详细联系方式。

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ਇਹ ਜਾਣਕਾਰੀ ਮੰਗ ਕੇ ਖੋਲ, ਵੱਡੇ ਅੱਖਰਾਂ ਅਤੇ ਸੁਣਨ ਵਾਲੇ ਰਾਹ ਵਿਚ ਵੀ ਲਈ ਜਾ ਸਕਦੀ ਹੈ, ਅਤੇ ਇਹਦਾ ਤਰਜਮਾ ਹੋਰ ਬੋਲੀਆ ਵਿਚ ਵੀ ਕਰਵਾਇਆ ਜਾ ਸਕਦਾ ਹੈ। ਸੰਪਰਕ ਕਰਨ ਲਈ ਜਾਣਕਾਰੀ ਹੇਠਾਂ ਦਿੱਤੀ ਗਈ ਹੈ।

Niniejsze informacje mogą zostać udostępnione na życzenie, w alfabecie Braille'a, w druku powiększonym lub w formacie 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
Contact Centre
0300123 0900**

PERFORMANCE MARKERS REPORT 2020-21

Name of planning authority: **South Ayrshire Council**

The High Level Group on Performance agreed a set of performance markers. We have assessed your report against those markers to give an indication of priority areas for improvement action. The high level group will monitor and evaluate how the key markers have been reported and the value which they have added.

The Red, Amber, Green ratings are based on the evidence provided within the PPF reports. Where no information or insufficient evidence has been provided, a 'red' marking has been allocated.

No.	Performance Marker	RAG rating	Comments
1	Decision-making: continuous reduction of average timescales for all development categories [Q1 - Q4]	Green	<p>Major Applications You determined no applications for major developments during the reporting period. RAG = Green</p> <p>Local (Non-Householder) Applications Your average timescales of 8.5 weeks is slower than the previous year but is faster than the Scottish average of 12.4 weeks. RAG = Amber</p> <p>Householder Applications Your average timescale of 7.4 weeks is slower than the previous year but is faster than the Scottish average of 8.1 weeks and the statutory timescale . RAG = Green</p> <p>Overall RAG = Green</p>
2	<p>Processing agreements:</p> <ul style="list-style-type: none"> offer to all prospective applicants for major development planning applications; and availability publicised on website 	Green	<p>You encourage processing agreements for all major developments and energy consents. RAG = Green</p> <p>Information about processing agreements is on your website. RAG = Green</p> <p>Overall RAG = Green</p>
3	<p>Early collaboration with applicants and consultees</p> <ul style="list-style-type: none"> availability and promotion of pre-application discussions for all prospective applications; and clear and proportionate requests for supporting information 	Amber	<p>You provide a pre-application advice service which is promoted through the website and the Priority Projects team encourages pre-application engagement for major developments and energy consents. RAG = Green</p> <p>Your report does not make any reference to how you ensure requests for supporting information are clear or proportionate. RAG = Red</p> <p>Overall Green = Amber</p>

4	Legal agreements: conclude (or reconsider) applications after resolving to grant permission reducing number of live applications more than 6 months after resolution to grant (from last reporting period)	Green	You determined 2 applications which were subject to a legal agreement with an average timescale of 35.5 weeks which is faster than the Scottish Average. A further 4 applications were determined using a processing agreement.
5	Enforcement charter updated / re-published within last 2 years	Green	Your enforcement charter was 15 months old at the end of the reporting period.
6	Continuous improvement: <ul style="list-style-type: none"> • progress/improvement in relation to PPF National Headline Indicators; and • progress ambitious and relevant service improvement commitments identified through PPF report 	Amber	Your LDP and enforcement charter are up to date. Clear timescales exist for adopting the next LDP. Your decision making timescales are faster than last years and you have made progress on reducing the number of sites reaching legacy case status. RAG = Green You have only completed 1 out of 4 of your improvement commitments with the others not being completed due to resourcing issues. Some of your improvement commitments identified for the coming year could be considered as core business activities and not necessarily improvement activities. RAG = Amber Overall RAG = Amber
7	Local development plan less than 5 years since adoption	Red	Your LDP is 6 years and 9 months old at the end of the reporting period.
8	Development plan scheme – next LDP: <ul style="list-style-type: none"> • on course for adoption within 5 years of current plan(s) adoption; and • project planned and expected to be delivered to planned timescale 	Amber	You LDP is not on course to be replaced within the required 5 year timescale. However it is noted that it is currently at examination. RAG = Amber As your Plan is currently undergoing examination we expect that your DPS for your next LDP will be under development and due to be published in tie for next year's report. RAG = Green Overall RAG = Amber
9	Elected members engaged early (pre-MIR) in development plan preparation – <i>if plan has been at pre-MIR stage during reporting year</i>	N/A	
10	Cross sector stakeholders* engaged early (pre-MIR) in development plan preparation – <i>if plan has been at pre-MIR stage during reporting year</i> <i>*including industry, agencies and Scottish Government</i>	N/A	
11	Regular and proportionate policy advice produced on information required to support applications.	Green	Your report states that you continually monitor council decisions and LRB processes to establish if any guidance or training is required.
12	Corporate working across services to improve outputs and services for customer benefit (for example: protocols; joined-up services; single contact arrangements; joint pre-application advice)	Green	You have stated that you provided support to other Council Services in the delivery of the Council's Capital Programme. Examples include Prestwick Educational Campus, Maybole Community Campus, early years expansion projects, Craigie Sporting Facility, affordable housing projects at Prestwick Main Street, Fort Street and Waggon Road and Riverside Public Events Space. In addition, planning advice and policy

			support was provided in relation to ongoing project development work associated with the Ayrshire Growth Deal. The Council through Planning and Building Standards has also taken on a leading role in working with other transportation and historic environment stakeholders in relation to the former Station Hotel in Ayr.
13	Sharing good practice, skills and knowledge between authorities	Green	Your reports outlines that team members have attended the Scottish Planning Enforcement Forum to share and learn from other authorities.
14	Stalled sites / legacy cases: conclusion or withdrawal of old planning applications and reducing number of live applications more than one year old	Green	You have cleared 1 case during the reporting year, with no cases still awaiting conclusion. Last year you reported that you had 3 cases awaiting conclusion therefore it is not clear what has happened to the other 2 cases.
15	Developer contributions: clear and proportionate expectations set out in development plan (and/or emerging plan); and in pre-application discussions	Amber	Your developer contributions guidance is still awaiting adoption which was the case last year. however, it is noted that this is one of your service improvements for 2021-22 RAG = Amber It is not clear within your report if developer contributions are discussed during your pre-application engagement. RAG = Red Overall RAG = Amber

SOUTH AYRSHIRE COUNCIL
Performance against Key Markers

Marker		13-14	14-15	15-16	16-17	17-18	18-19	19-20	20-21
1	Decision making timescales								
2	Processing agreements								
3	Early collaboration								
4	Legal agreements								
5	Enforcement charter								
6	Continuous improvement								
7	Local development plan								
8	Development plan scheme								
9	Elected members engaged early	N/A	N/A	N/A		N/A	N/A	N/A	N/A
10	Stakeholders engaged early (pre-MIR)	N/A	N/A	N/A		N/A	N/A	N/A	N/A
11	Regular and proportionate advice to support applications								
12	Corporate working across services								
13	Sharing good practice, skills and knowledge								
14	Stalled sites/legacy cases								
15	Developer contributions								

Overall Markings (total numbers for red, amber and green)

2012-13	3	6	4
2013-14	2	5	6
2014-15	1	7	5
2015-16	0	4	9
2016-17	1	2	12
2017-18	1	2	10
2018-19	0	2	11
2019-20	2	5	6
2020-21	1	4	9

Decision Making Timescales (weeks)

	13-14	14-15	15-16	16-17	17-18	18-19	19-20	20-21	2020-21 Scottish Average
Major Development	50.7	26.0	42.6	-	13.9	5.1	7	-	41.3
Local (Non-Householder) Development	7.9	8.7	7.0	7.1	7.7	6.6	7.2	8.5	12.4
Householder Development	6.4	7.1	5.9	6.6	7.1	6.8	6.5	7.4	8.1

South Ayrshire Council Equality Impact Assessment Scoping Template

Equality Impact Assessment is a legal requirement under the Public Sector Duty to promote equality of the Equality Act 2010. Separate guidance has been developed on Equality Impact Assessment's which will guide you through the process and is available to view here: <https://www.south-ayrshire.gov.uk/equalities/impact-assessment.aspx>

Further guidance is available here: <https://www.equalityhumanrights.com/en/publication-download/assessing-impact-and-public-sector-equality-duty-guide-public-authorities/>

The Fairer Scotland Duty ('the Duty'), Part 1 of the Equality Act 2010, came into force in Scotland from 1 April 2018. It places a legal responsibility on Councils to actively consider ('pay due regard to') how we can reduce inequalities of outcome caused by socio-economic disadvantage, when making strategic decisions. [FSD Guidance for Public Bodies](#) in respect of the Duty, was published by the Scottish Government in March 2018 and revised in October 2021. See information here: <https://www.gov.scot/publications/fairer-scotland-duty-guidance-public-bodies/>

1. Policy details

Policy Title	Planning Performance Framework 2020-21
Lead Officer (Name/Position/Email)	Craig Iles, Service Lead – Planning and Building Standards Craig.iles@south-ayrshire.gov.uk

2. Which communities, groups of people, employees or thematic groups do you think will be, or potentially could be, impacted upon by the implementation of this policy? Please indicate whether these would be positive or negative impacts

Community or Groups of People	Negative Impacts	Positive impacts
Age – men and women, girls & boys	-	√
Disability	-	√
Gender Reassignment (Trans/Transgender Identity)	-	√
Marriage or Civil Partnership	-	√
Pregnancy and Maternity	-	√
Race – people from different racial groups, (BME) ethnic minorities and Gypsy/Travellers	-	√
Religion or Belief (including lack of belief)	-	√
Sex – gender identity (issues specific to women & men or girls & boys)	-	√
Sexual Orientation – person's sexual orientation i.e. LGBT+, lesbian, gay, bi-sexual, heterosexual/straight	-	√
Thematic Groups: Health, Human Rights & Children's Rights	-	√

3. What likely impact will this policy have on people experiencing different kinds of social disadvantage i.e. The Fairer Scotland Duty (This section to be completed for any Strategic Decisions). Consideration must be given particularly to children and families.

Socio-Economic Disadvantage	Negative Impacts	Positive impacts
Low Income/Income Poverty – cannot afford to maintain regular payments such as bills, food, clothing	-	√
Low and/or no wealth – enough money to meet Basic living costs and pay bills but have no savings to deal with any unexpected spends and no provision for the future	-	√
Material Deprivation – being unable to access basic goods and services i.e. financial products like life insurance, repair/replace broken electrical goods, warm home, leisure/hobbies	-	√
Area Deprivation – where you live (rural areas), where you work (accessibility of transport)	-	√
Socio-economic Background – social class i.e. parent's education, employment and income	-	√

4. Do you have evidence or reason to believe that the policy will support the Council to:

General Duty and other Equality Themes Consider the 'Three Key Needs' of the Equality Duty	Level of Negative and/or Positive Impact (High, Medium or Low)
Eliminate unlawful discrimination, harassment and victimisation	Low
Advance equality of opportunity between people who share a protected characteristic and those who do not	Low
Foster good relations between people who share a protected characteristic and those who do not. (Does it tackle prejudice and promote a better understanding of equality issues?)	Low
Increase participation of particular communities or groups in public life	Low
Improve the health and wellbeing of particular communities or groups	Low
Promote the human rights of particular communities or groups	Low
Tackle deprivation faced by particular communities or groups	Low

5. Summary Assessment

Is a full Equality Impact Assessment required?	YES
------------------------------------------------	------------

<p>(A full Equality Impact Assessment must be carried out if impacts identified as Medium and/or High)</p>	<p>NO ✓</p>
<p>Rationale for decision:</p> <p>This report advises the Panel of 10 March 2022. Members' decision on this has no specific equality implications.</p>	
<p>Signed :Craig IlesService Lead</p> <p>Date:02 March 2022.....</p>	