

Cabinet Secretary for Social Justice, Communities and Pensioners' Rights
Alex Neil MSP

T: 0300 244 4000
E: scottish.ministers@gov.scot



Ms Bernadette Malone
Chief Executive
Perth and Kinross Council



5th October 2015

Dear Ms Malone

PLANNING PERFORMANCE FRAMEWORK 2014-15

Thank you for submitting your authority's annual Planning Performance Framework (PPF) report covering the period April 2014 to March 2015.

Please find enclosed your authority's feedback on the 15 performance markers. I intend to share the performance ratings with the High Level Group on Performance when we next meet at the end of October.

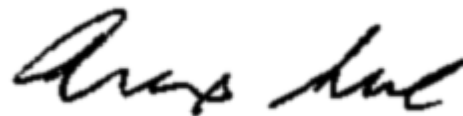
You will note that this year we have only provided feedback on the performance markers. I am encouraged to hear that supported by Heads of Planning Scotland, you will be providing wider feedback to other authorities through your benchmarking groups. I am grateful to HOPS for taking this proactive approach and I very much hope that it will help communication and better support the sharing of practice amongst authorities.

I am pleased to report that Scotland-wide performance is improving and the number of red markings has reduced considerably over the last 3 reporting periods. Overall, I am impressed with the commitment to improvement and the good position that many authorities are now in. There are however, a small number of authorities where progress in delivering the markers has been slower. I will be encouraging COSLA and Heads of Planning Scotland at the next High Level meeting to ensure that those authorities are supported.

I would also like to thank those of you who submitted information on your live applications which are over a year old. The study shows that there are over 1800 legacy cases, dating as far back as 1983. I accept that there are circumstances where applications will take an extended amount of time and that withdrawal or

refusal is not in the best interests of either the applicant or authority. However, it is critical that action is taken to reduce the number of legacy cases and I would again encourage you all to put strategies in place to prevent cases reaching legacy status. I will discuss legacy cases at the next High Level Group and the Chief Planner will also set up a meeting to discuss the situation with HOPS and the development industry.

You will be aware of my recent announcement to hold a review of the planning system. The review will depend on the co-operation, expertise and input of all those with an interest in the planning system. There will be opportunities to provide evidence to the panel and I strongly encourage planning authorities to actively participate. We will communicate further information through our website, e-alerts and twitter feeds as soon as the panel confirm the process and timetable.

A handwritten signature in black ink, appearing to read 'Alex Neil', written in a cursive style.

ALEX NEIL

CC: David Littlejohn, Head of Planning

PERFORMANCE MARKERS REPORT 2014-15

Name of planning authority: **Perth & Kinross 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 Developments</p> <p>You have reduced your decision making timescales again this year and that at 42.2 weeks they are now quicker than the 46.4 week national average.</p> <p>RAG = Green</p> <p>Local (Non-Householder) Developments</p> <p>At 11.8 weeks you have improved on last year's timescales (12.5 weeks) and remain ahead of the 12.9 week national average.</p> <p>RAG = Green</p> <p>Householder Developments</p> <p>You have continually improved your decision making timescales in this category and at 6.8 weeks are quicker than the national average of 7.5 weeks.</p> <p>RAG = Green</p> <p>TOTAL 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>Processing agreements are publicised on your website and offered to all prospective applicants. It is noted that for the second year running no applications have been concluded which have been subject to a processing agreement however, we are pleased to hear that there will potentially be some coming forward in the current year.</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 	Green	<p>Only 11.6% of applications are subject to formal pre-application consultation.</p> <p>You state that you have guidance on submitting applications published on your website which outlines the information required to be submitted to support an application.</p>
4	<p>Legal agreements: conclude (or reconsider) applications after resolving to grant permission</p> <ul style="list-style-type: none"> • reducing number of live applications more than 6 months after resolution to grant (from last reporting period) 	Green	<p>Timescales for deciding major and local applications subject to a legal agreement have improved in the past year. These stand at 50.2 and 54.6 weeks respectively.</p> <p>We are pleased to note that a Working Group has been established to review the use of legal agreements, identify alternative solutions and to streamline the process.</p>
5	<p>Enforcement charter updated / re-published within last 2 years</p>	Green	<p>Last updated June 2014.</p>
6	<p>Continuous improvement:</p> <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 	Green	<p>Good progress has been made on the NHIs in the past year with reductions in timescales for the 3 categories of applications. You have an up to date LDP and enforcement charter and are reducing the number of legacy cases.</p> <p>Good range of SIP commitments for the coming year and pleased to see that most of your previous commitments have been completed with the remainder partly complete or ongoing.</p>
7	<p>Local development plan less than 5 years since adoption</p>	Green	<p>LDP published in 2014.</p>
8	<p>Development plan scheme – next LDP:</p> <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 	Green	<p>Development plan scheme was updated and published in March 2015. You have project management mechanisms in place through a project plan, regular team meetings and reporting and monitoring mechanisms.</p>

9	Elected members engaged early (pre-MIR) in development plan preparation – <i>if plan has been at pre-MIR stage during reporting year</i>	Red	You have not provided any evidence of how elected members have been involved.
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>	Green	You have outlined various methods for engaging stakeholders through your Call for Issues and Sites exercise.
11	Regular and proportionate policy advice produced on: <ul style="list-style-type: none"> • information required to support applications; and • expected developer contributions 	Green	<p>Guidance notes are available outlining information required to be submitted to support applications. Case conferences are held for major applications involving a range of stakeholders to make applicants aware of consultee issues or requirements.</p> <p>RAG = Green</p> <p>Expected Developer contributions are set out during pre-app stage or soon after submission of application.</p> <p>Supplementary Guidance has been produced on a range of subjects setting out expected developer contributions.</p> <p>RAG = Green</p>
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	<p>Good evidence provided of working across services and with other agencies. Convening case conferences for major applications is a good example of providing a joined up approach.</p> <p>You have taken a positive approach to online engagement through the use of twitter and the establishment of the Planning and Development Marketing and Communications Group.</p>
13	Sharing good practice, skills and knowledge between authorities	Green	You continue to work with TAYPlan, providing advice and expertise when required. We note that a number of groups have been established to help share skills and expertise and you have outlined a broad range of training throughout the past year for both officers and elected officials. You continue to work with your SOLACE benchmarking group.

14	<p>Stalled sites / legacy cases: conclusion or withdrawal of old planning applications and reducing number of live applications more than one year old</p>	Green	<p>49 cases cleared throughout the year although 38 remain. It is noted that some additional cases have become legacy cases during the year.</p> <p>We are pleased to see that the protocol introduced in 2013 is continuing to reduce the number of cases and that regular Development Management Team Leader meetings are held to identify any issues or delays and prevent cases reaching legacy status.</p> <p>It is also noted that officers are set a 5 week deadline to come to an initial view on an application or to identify what further action is required.</p>
15	<p>Developer contributions: clear and proportionate expectations</p> <ul style="list-style-type: none"> • set out in development plan (and/or emerging plan); and • in pre-application discussions 	Green	<p>Supplementary guidance is in place for education, transport and affordable housing and outlines how the levels have been arrived at and how they support the delivery of the LDP.</p> <p>RAG = Green</p> <p>Expected Developer contributions are set out during pre-app stage or soon after submission of application.</p> <p>RAG = Green</p>

PERTH AND KINROSS COUNCIL
Performance against Key Markers

Marker		2012-13	2013-14	2014-15
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 (pre-MIR)	N/A	N/A	
10	Stakeholders engaged early (pre-MIR)	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)

	Red	Amber	Green
2012-13	4	7	2
2013-14	1	5	7
2014-15	1	0	14

Decision Making Timescales (weeks)

	2012-13	2013-14	2014-15	2014-15 Scottish Average
Major Development	37.5	55.4	42.2	46.4
Local (Non-Householder) Development	12.0	12.5	11.8	12.9
Householder Development	8.1	7.8	6.8	7.5