

Agenda Item	8
Report No	EDI/20/18

HIGHLAND COUNCIL

Committee: Environment Development and Infrastructure

Date: 17 May 2018

Report Title: Planning Performance Framework and Quarter 4 Performance Review

Report By: Director of Development and Infrastructure

1 Purpose/Executive Summary

- 1.1 This report advises Members on the delivery and performance of the Development Management, Building Standards and the Development Plan services for the last Quarter of 2015/2016.

2 Recommendations

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

3 Background

- 3.1 Key performance indicator information is reported to committee every Quarter and the outturn figures for the fourth Quarter of 2017/18 and the year-end figures are now available.

4 Development Management

- 4.1 During Q4, 70% of all local planning applications were determined within 2 months, taking an average time of 12.6 weeks. The year to date figure for all planning applications now stands at 64% determined within 2 months, although the improvements seen in the last two quarters indicate a much improved picture from quarters 1 and 2 (see **appendices 1 and 2**).
- 4.2 The continued improvement in how the Service deals with householder applications through the establishment of the Small Applications Team has delivered further benefits throughout Quarter 4 and has proved a successful imitative. A significant planning application was granted permission by the South Planning Applications Committee in January at the Lochaber Smelter for a new alloy wheel plant – the application met the targets set out in the Processing Agreement and involved excellent partnership working to ensure all relevant issues were assessed.
- 4.3 The major developments pre-application advice service continues to deliver 100% of packs within four weeks. Performance of the local pre-applications advice service has again improved from last quarter, with 59% of the packs being delivered within the target 6 week period.

5 Building Standards

- 5.1 Performance for responding to warrant applications (KPI1) dipped slightly to 91.3% when compared to last quarter (94%). The main reason for the dip was the Festive Holiday period (**appendix 3**). Quarter 4 does however indicate a significant improvement when compared to last year (75%). Performance for responding to completion certificate submissions (KPI2) indicates a similar output 84% when compared last quarter 84.7%; but an improvement when compared to last year (78.1%).
- 5.2 When viewing KPI outputs generally over all 6 internal indicators an average 94.75% is recorded. This is an improvement over last year at 89.0%. The number of BW applications received during Q4 is 732; this is more than last quarter (699) but less than last year at 817. The number of BWs determined during Q4 is 636; this is more than Q3 (557) but less than last year 793.
- 5.3 The value of work submitted for BW during Q4 is £132m; this is more than Q3 - £106m and significantly more than last year at £84m. Building warrant fee income during Q4 is £723k. This is higher than reported last quarter £658k and last year at £521k.
- 5.4 Response times for dealing with BW applications have improved and are almost at target of 95%; the team continues to work to maintain this figure. Completion Certificate inspections and inspections of works to comply with the Construction Compliance Notification Plans (CCNP) will be targeted with customer engagement Focus Group work highlighting the critical importance of the Council being notified of specific stages in construction so that CCNPs can be complied with. Focus Group work will commence in May.

6 Development Plans

- 6.1 During Q4 the process of seeking approval from relevant Local Committees to submit the West Highland and Islands LDP to Scottish Ministers for Examination was started. The three Committees have now had the opportunity to scrutinise the Plan and it has been agreed. The Reporters Report for the Caithness and Sutherland LDP has been received in mid-April which will allow us to progress the steps towards adoption in Q1 2018/19.
- 6.2 The Lochaber Committee also provided an overview of the Fort William 2040 Masterplan, which is being prepared alongside the Local Development Plan to reflect the longer term implications of the significant developments taking place at the smelter. Further engagement will take place over the coming months.
- 6.3 In Q4 consultations were undertaken on two important documents for future development in Highland; the Draft Inverness East Development Brief which sought views on how this area of the City could be developed, and the Draft Developer Contributions Supplementary Guidance which seeks to update the Council's evidence base and methodology for calculating developer contributions.

7 Implications

- 7.1 Resource – the delivery of the services outlined within this report are contained within the overall Service budget.
- 7.2 Legal – none.
- 7.3 Community (Equality, Poverty and Rural) – none.
- 7.4 Climate Change/Carbon Clever - none
- 7.5 Risk – none.
- 7.6 Gaelic – none

Designation: Director of Development and Infrastructure

Date: 3 May 2018

Author: Malcolm Macleod, Head of Planning and Environment

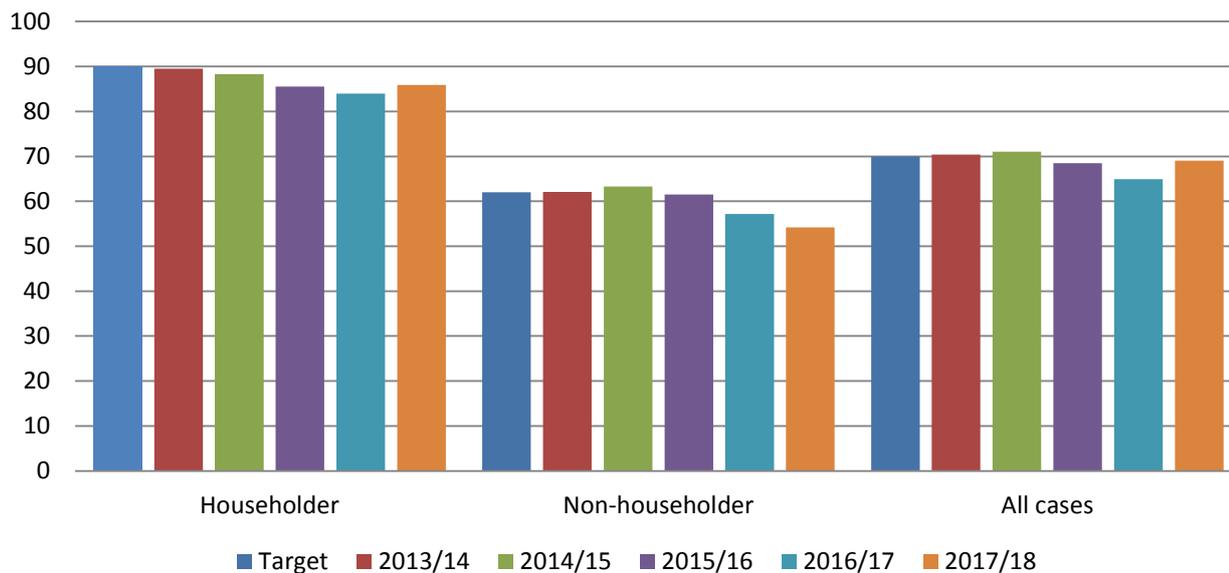
**Appendix 1
Performance Statistics**

**Highland
Quarter 4 2017/18**

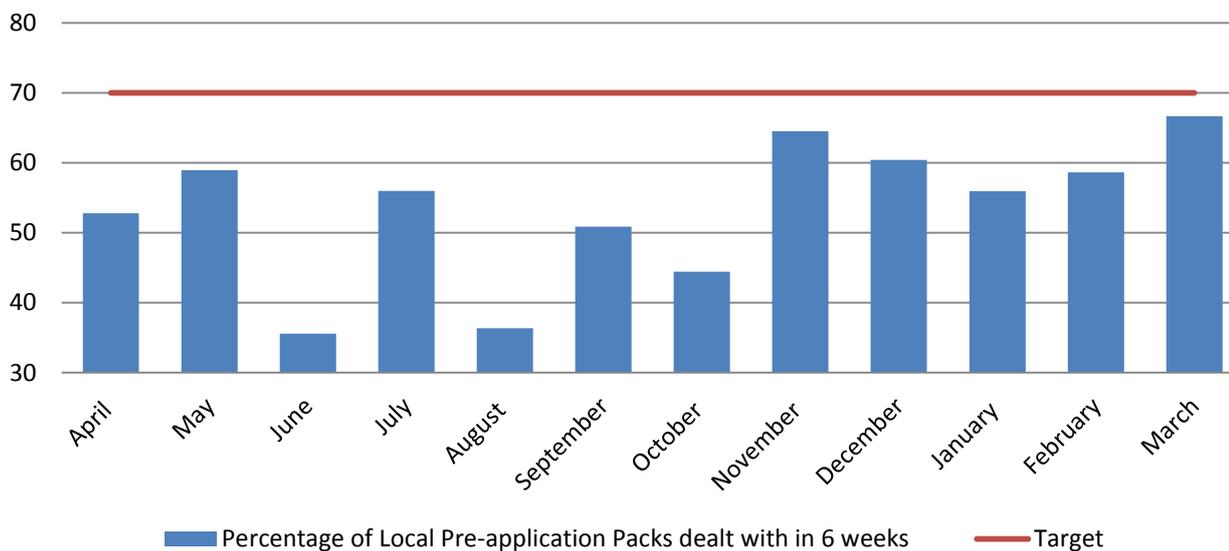
Planning Applications			
Category	Total Number of Decisions	% Within Agreed Timescales	
Processing Agreements			
Major Applications	4	50.0%	
Local Applications			
EIA developments			
Other Applications			
	Total Number of Decisions	% within timescales*	Average Time (Weeks)
All Major Developments	4	50.0%	35.4
All Local Developments			
	577		12.7
Local: less than 2 months	402	69.7%	
Local: more than 2 months	175	30.3%	
Local developments (non-householder)			
	407		14.6
Local: less than 2 months	247	60.7%	
Local: more than 2 months	160	39.3%	
Local developments (householder)			
	170		7.2
Local: less than 2 months	155	91.2%	
Local: more than 2 months	15	8.8%	
Other Consents			
	58		14.2
Other : Less than 2 months	46	79.3%	
Enforcement Activity			
	Number		
Cases Taken Up	37		
Notices Served	11		
Reports to Procurator Fiscal	0		
Prosecutions	0		
Pre-Application Advice			
Major Packs within 4 weeks	100.0%		
Local Packs within 6 weeks	59.3%		

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

Development Management Performance - % of local planning applications dealt with in 2 months



Percentage of Local Pre-application packs in 6 weeks



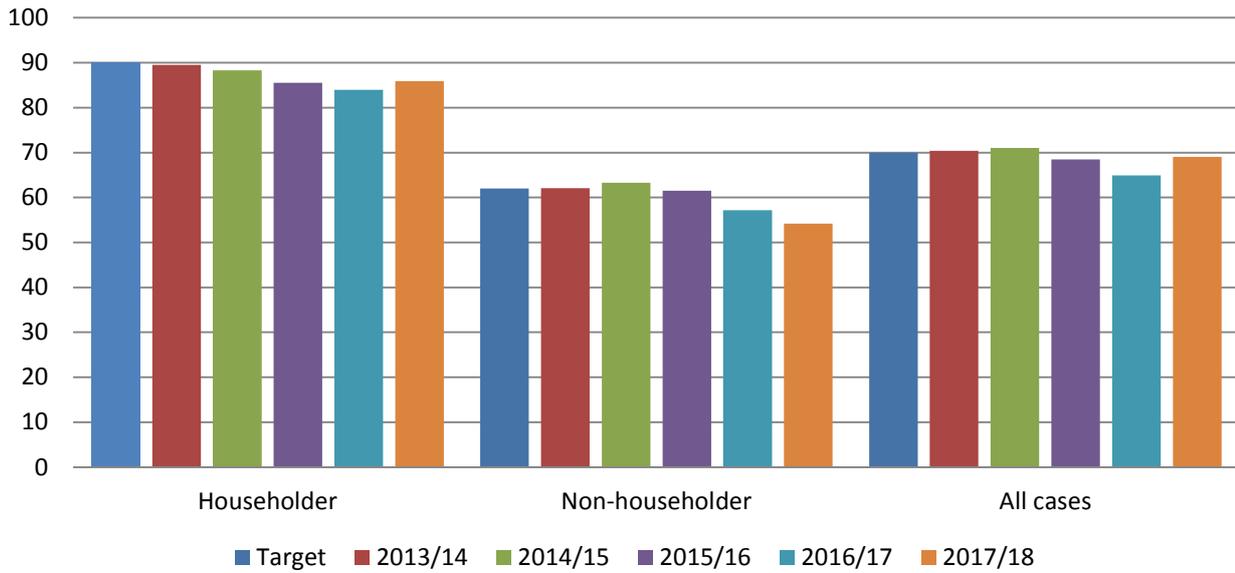
**Appendix 2
Performance Statistics**

**Highland
2017/18**

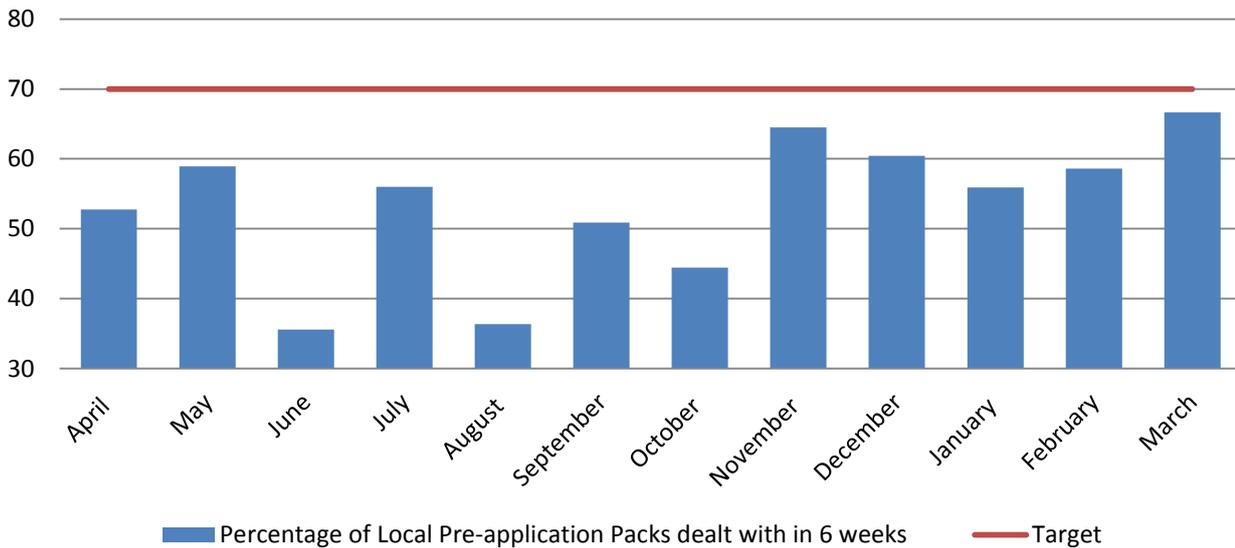
Planning Applications			
Category	Total Number of Decisions	% Within Agreed Timescales	
Processing Agreements			
Major Applications	10	70.0%	
Local Applications			
EIA developments			
Other Applications			
	Total Number of Decisions	% within timescales*	Average Time (Weeks)
All Major Developments	15	33.3%	30.0
All Local Developments			
	2,515		11.8
Local: less than 2 months	1,598	63.5%	
Local: more than 2 months	917		
Local developments (non-householder)			
	1,772		13.5
Local: less than 2 months	960	54.2%	
Local: more than 2 months	812		
Local developments (householder)			
	743		7.1
Local: less than 2 months	638	85.9%	
Local: more than 2 months	105		
Other Consents			
	281		11.4
Other : Less than 2 months	194	69.0%	
Enforcement Activity			
	Number		
Cases Taken Up	138		
Notices Served	55		
Reports to Procurator Fiscal			
Prosecutions			
Pre-Application Advice			
Major Packs within 4 weeks	96.9%		
Local Packs within 6 weeks	53.0%		

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

Development Management Performance - % of local planning applications dealt with in 2 months

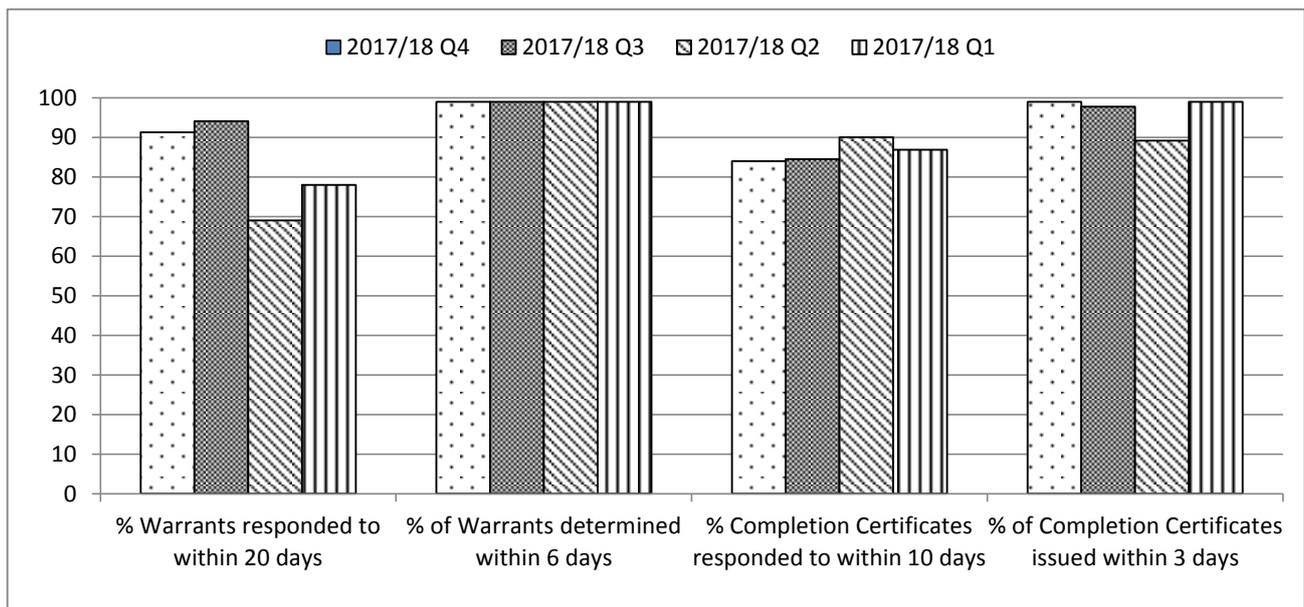


Percentage of Local Pre-application packs in 6 weeks



Appendix 3
Building Standards Performance 2017/18 Quarter 4

	% Warrants responded to within 20 days	% of Warrants determined within 6 days	% Completion Certificates responded to within 10 days	% of Completion Certificates issued within 3 days	Target
2017/18 Q4	91.3	99	84	99	90
2017/18 Q3	94.1	99	84.5	97.8	90
2017/18 Q2	69	99	90	89.2	90
2017/18 Q1	78	99	86.9	99	90



Building Standards Volumes and Income (Last 4 Quarters)

	2017/18 Q1	2017/18 Q2	2017/18 Q3	2017/18 Q4
Warrants Decided	767	682	557	636
Compl. Certs	696	941	588	541
Income (£000)	554	515	429	723