

PLANNING PERFORMANCE FRAMEWORK 11

2021 - 22

Appendix 1



CONTENTS

Pg03 Introduction

The purpose of the Planning Performance Framework (PPF) is to show how as a planning authority we are working to achieve a high-quality planning service: how we have performed and also, how we plan to improve. It also provides more measured information on the authority's work programmes, called National Headline Indicators (NHI), along with the Scottish Government Annual Official Statistics for that authority. The PPF concludes with a snapshot covering the workforce and planning committee meeting information.

The last year has continued to prove challenging with restrictions limiting certain activities and staff continuing to perform and deliver the majority of the service from home. Nevertheless, the workforce has been increasingly adaptive, demonstrating creative approaches to online consultation, investigating new digital platforms, and identifying alternative forms of communication. This past year has allowed us to reflect on the time saved by use of technology and online resources to support our work. It has also, however, highlighted the importance of place, how integral it is to our health and well being, and how vital it is for us to listen to the needs of others and respond with kindness. Our work

and our improvements for next year will continue to focus our efforts on supporting everyone in Perth and Kinross, both staff and communities, to live life well, and enjoy all aspects of Perth & Kinross, whether through the quality of our environment, homes or business spaces. We also want to be more responsive to customers, ensuring they have a great experience of the planning service. be that access to great outdoor space, the creation of new tourism destinations or simply providing a quick response to an enquiry.

At the heart of this approach will be our response to the new legislation and the aspirations of the draft NPF4. As this PPF demonstrates, work has already begun on the Open Space Strategy and the groundwork for supporting Local Place Plans, whilst work within Development Management has focused on consolidating the learned experiences of the pandemic. The programmed improvements for the following year are focusing on continuing to provide an excellent service to our customers and stakeholders, whilst the Council adapts to future challenges. To achieve this, actions will be structured into a three-year programme – see [Part 2](#) for details.



PART 1

QUALITATIVE NARRATIVE & CASE STUDIES



PART 1 QUALITY OF OUTCOMES

The last year has continued to prove challenging with COVID-19, still restricting site visits and a return to the office. However, the case studies evidence Perth & Kinross Council's focus on customer service, innovation and addressing climate change actions. Staff have maintained high standards of professional advice, identified service improvements and adapted to the challenges set by the pandemic.

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PART 1 Case Study 1: Guidance on Ancillary Accommodation

Location
Perth & Kinross wide
Elements of a High-Quality Planning Service This Study Relates To
<ul style="list-style-type: none">• Quality of outcomes• Culture of continuous improvement
Key Markers
11 Regular and proportionate policy advice
Key Areas of Work
<ul style="list-style-type: none">• Local Development Plan & Supplementary Guidance• Collaborative Working
Main Stakeholders Involved
<ul style="list-style-type: none">• Local developers• Authority: Planning Staff

Key Officers:

Bea Nichol & Andrew Ballantine, Planning Officers, Planning & Housing Strategy
Christine Brien (Team Leader), Gillian Peebles, & Keith Stirton, Planning Officers, Development Management

Overview

Discussions over the need for further guidance in terms of ancillary accommodation had been raised prior to the first lockdown. The rise in home working and improvements in the digital network had already seen an increase in applications for office space, people sometimes using their garden to create an additional room. After the first lockdown in 2020, this rise was accelerated with increasing numbers of applications for separate accommodation, some of which had the potential to create a separate dwelling. To support the needs of the service, several policy officers were involved in the processing of householder applications to ensure that the council's targets were still being met. As a result, the policy and householder teams collaborated to produce a guidance document that officers, agents and the public could use when making proposals.

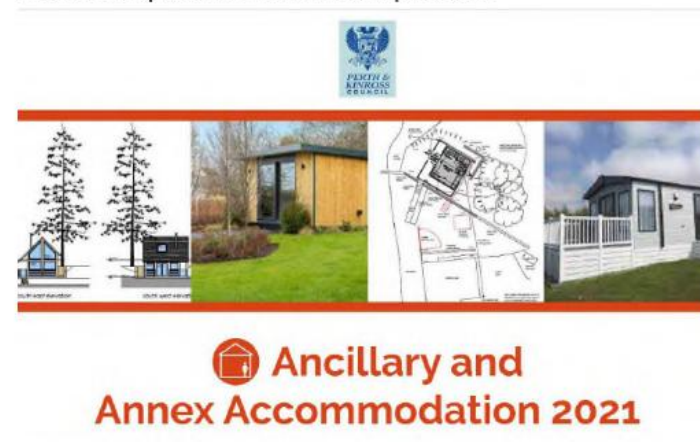
The document was drafted and prepared for consultation in May 2021. Agents on Uniform that had been registered for householder applications in the previous 5 years were sent the draft copy as well the LDP list of interested parties for placemaking issues. An online consultation took place with no objections to the approach taken. The document was then prepared for the Strategic Planning & Resources Committee and was adopted in November 2021. The Elected Members welcomed this proactive and collaborative approach to provide clear guidance for the public and agents and were appreciative of the efforts to move this through the process efficiently.

Goals

The non-statutory guidance provides detailed advice on what is likely to achieve planning permission in terms of separate and extended accommodation within garden grounds. It is linked to the Placemaking Guidance, the Council's statutory document on designing places and is intended work in tandem with the principles of placemaking. A review of the guidance will be undertaken with the development of LDP3, currently in its early engagement phase.

Outcomes

This is an example of collaborative working across policy and development management teams. The new ways of working, using technology to keep in touch, update and innovate, have supported this collaborative approach and allowed for more informal discussions on planning applications. The use of policy staff to assist the Development Management service provided an opportunity to proactively identify and address the need for additional guidance, creating a more transparent and efficient process.



PART 1 Case Study 2: Analysing open space for LDP3

Location
Perth & Kinross wide
Elements of a High-Quality Planning Service This Study Relates To
<ul style="list-style-type: none">• Quality of outcomes• Culture of continuous improvement
Key Markers
12 Corporate working across services
Key Areas of Work
<ul style="list-style-type: none">• Greenspace• Digital Practice
Main Stakeholders Involved
<ul style="list-style-type: none">• Authority: Planning Staff• Authority: Other Staff• General public

Key Officers:
Shelley McCann, Planning Officer &
Dante Sosa, Graduate Planner, Planning &
Housing Strategy

Overview

Scottish Government guidance on the preparation of Local Development Plans under the new planning act requires planning authorities to provide evidence regarding the capacity and planned investment for grey, green, and blue infrastructure. This corresponds with draft NPF4's Policy 8 (Infrastructure First), which suggests planning authorities provide evidence on infrastructure capacity, condition, needs, and desirability, to make informed decisions about the type, level, and location of development contributions. The Planning (Scotland) Act 2019 also introduced a requirement for planning authorities to prepare and publish an Open Space Strategy for their area. The strategy will aid in the coordination of policies across council departments responsible for the development, maintenance, and use of green infrastructure.

Draft guidance on LDPs suggests that the above open space and infrastructure data will likely be required in the evidence report for the new plan. Planning authorities may also be required to provide data on the health needs of the population and the likely effects that land use has on those health needs. Recognizing the beneficial links between greenspace and health and wellbeing, we should seek to analyse and compare data across services to better inform and build upon these linkages. For example, whether there is a correlation between health performance indicators and green space

accessibility and quality indicators across areas.

Several policy areas within the draft NPF4 are also likely to benefit from this work. Policy 7 (Local Living) establishes a framework for the implementation of 20-minute neighbourhoods, a key spatial principle in draft NPF4. Delivering this principle requires cleaner, safer, and greener places, as well as improved open spaces, to build resilience and provide wider benefits for people, health, and biodiversity. This links with Policy 12 (blue and green infrastructure, play and sport), which suggests development plans should identify, protect, enhance, and expand blue and green infrastructure. This then informs Policy 3 (Nature Crisis), which encourages planning authorities to gather information on green networks across development plan areas so that development can expand and improve them. Green networks are a key consideration for development allocations under the new planning system, and the data gathered for the open space strategy is key to understanding them.

To help Perth and Kinross Council deliver on these requirements, we undertook an assessment of key infrastructure and open spaces to assess the quality in terms of accessibility and to better plan and understand resource capacity and needs to inform future planning. The resulting digital maps and dashboards will help delivery insights needed to plan and respond in a rapidly changing environment and target infrastructure to meet community needs.

PART 1 Case Study 2: Analysing open space for LDP3

Goals

Open spaces promote health, improve well-being, build social cohesion, and make cities more resilient to climate change. This work addressed the need to assess the quality of open spaces to ensure that they are in good quality in terms of accessibility by employing GIS (Geographic Information Systems) network analysis.

Similarly, the quality of accessibility to key services is required to understand the infrastructural capacity across Perth and Kinross and identify threats and opportunities in relation to new developments helping us shape the next Local Development Plan, future strategies and development proposals.

GIS network analysis was used to assess the walking and driving distance to key services and open space providing valuable evidence for policy and planners in addition to the general public for framing future plans in a way that will enhance accessibility to services and open space.

Outcomes

The Infrastructure Accessibility analysis prioritised services that are also relevant for the Council's response to Covid-19. 5-, 10- and 20-minute walk and drive times were assessed to GP surgeries, pharmacies and primary schools. Using the same accessibility thresholds drive times were assessed to strategic level services including hospitals, secondary schools,

pharmacies.

The Open Space audit will be the evidence base for developing our Open Space Strategy which will be a framework for the development, maintenance, and use of greenspaces in the area and inform existing provision at neighbourhood scale to identify future need, sites which have a potential for improvement and those which should be maintained. Understanding the quality of access to open spaces is a key aspect of this work.

The audit will assess quantity, accessibility and quality for settlements over 500 people and for sites which are 0.2ha or above. Further engagement may highlight smaller sites which are important for the local community and/or biodiversity (e.g., green infrastructure 'steppingstones'). The audit focus is on key open space typologies. Quality of accessibility has been assessed for the following areas: public parks, amenity open spaces, play spaces, playing fields, green corridors and core paths and community food growing spaces based on walk time thresholds to conform to national standards and in line with PKC's [Open Space Supplementary Guidance](#). The outcomes of this accessibility audit will provide insights and future planning aids to determine which households are within an ideal walking distance and where there is a shortfall in provision, highlighting any neighbourhoods where access to open space is especially poor.



PART 1 Case Study 2: Analysing open space for LDP3

Digital surveys are being developed using ArGIS Survey123 solution to conduct on-site assessments for the open space audit and will be further considered to assist with engagement and consultation. Data gathered through these surveys can be linked to existing spatial data, analysed, shared and published through PKC's ArcGIS Online platform, and various other business intelligence systems used within the Council. Survey123 is currently being piloted across teams, for uses such as a waste bin audit and it is hoped that use of this solution for the open space audit will further demonstrate its functionality within the Council.

A key outcome of this work is the production of digital tools for rapid evidence-based decision-making. Using data dashboards and interactive web maps provides an accessible method for sharing the analyses and outcomes, both internally and externally to key stakeholders and the public. These tools allow users to filter, compare and analyse data at various spatial scales and can be used for council-wide analysis of green networks or individual settlements' open space profiles. This creates an opportunity for people to engage with the data and to compare performance across places and services.

The use of digital tools for data management improves the opportunity for sharing across services, delivering a more collaborative approach to evidence-based decision-making. more efficient use of resources by minimising duplication of efforts. Synergies have been identified with data being gathered for the open space and infrastructure assessments and data

needed across projects in the Development Plan, Greenspace, and Climate Change and Sustainable Development Teams. A collaborative, digital approach provides consistency in providing robust evidence to support decision making and supports more efficient use of resources by minimising duplication of efforts.



PART 1 Case Study 3: Enforcement goes virtual

Location
Perth & Kinross wide
Elements of a High-Quality Planning Service This Study Relates To
<ul style="list-style-type: none">• Quality of service and engagement• Culture of continuous improvement
Key Markers
6. Continuous improvement
Key Areas of Work
<ul style="list-style-type: none">• Enforcement• Digital Practice
Main Stakeholders Involved
<ul style="list-style-type: none">• Key agencies• Authority other staff

Key Officer:
Mary Barr, Enforcement Officer,
Development Management

Overview

The pandemic increased focus on developing new ways of working, using technology and enhancing collaborative approaches to enforcement issues. This sought to reduce barriers, including a default of officers undertaking a site visit, creating new ways of gathering information, communication and use of online resources. Furthermore, as demonstrated in PPF10, continued voluntary redeployment to support priority services has seen positive experiences strengthen working relationships internally and externally and supported improvements in evidence gathering and communication.

The use of virtual meetings has eased and speeded up access to interested parties. In addition, the opportunity to have monthly catch ups and quick calls has allowed more effective communication, reducing complexities of co-ordinating diaries, venues, and travel. Such cross agency working related to the unauthorised use of a building for temporary accommodation purposes led to the discovery of a human trafficking ring and a multi-agency taskforce (PKC Planning Enforcement, Safer Communities alongside Police Scotland and PKAVS) investigation and action.

This taskforce built up evidence and shared new information. Through co-ordination of evidence gathering and good communication, Police Scotland advanced with an ongoing prosecution. Importantly a number of vulnerable people were assisted, and the unauthorised use of the property stopped. This has highlighted how important the work of Planning Enforcement is to the public, in more respects that a breach of planning control. Particularly helpful was the fact that Planning Enforcement officers can access a site without the need for a 'warrant', allowing them to observe and gather information. This work was invaluable for the police and has enabled them to pursue convictions.

A further enhancement to the Planning Enforcement teams working has been the development of the 'submission of evidence online'. This evolved as a result of pandemic 'lockdowns' preventing or limiting site visits and thus delaying progress, officers encouraged the public to evidence their complaints in more detail. In less serious cases, this can save time and result in speedy responses on whether there was a breach of planning control and the approach to be taken.

PART 1 Case Study 3: Enforcement goes virtual

In the case of an appeal to DPEA against an enforcement notice, there was disagreement over the number of trees that had been cleared from a site without prior permission. The appellant provided evidence from a specific date that seemed to demonstrate there had been a limited number of trees on site and contradicted the evidence provided by the planning authority. However, with the use of online aerial photography dated to the previous year, it was demonstrated that there were considerably more trees on site than the appellant had claimed. The enforcement case was upheld, and the Reporter stated that they considered the appellant to have acted criminally. The Council is now pursuing fixed penalties notices for not complying with the steps of the notice with the appellant.

Whilst enforcement matters can often be emotive the enforcement team are working to improve engagements and build positive relations with all interested parties, particularly those who may have breached planning controls. Ongoing work with a particular case has allowed the enforcement officer to develop a relationship with the landowner, with a collaborative approach to tackling the enforcement issues. In this instance, the site has multiple infringements, built up over many years. This approach has seen some of the key unauthorised development issues addressed. The continued contact throughout the pandemic, providing support, advice and allowing trust to build during a time when many rural communities felt isolated

made a difference and reminds us all that whatever the issue is, we are all human and make mistakes. In such cases, a measured and proportionate approach has achieved more than may have otherwise been the case.

Goals

Staff have had to look for innovative ways to provide quality evidence. To ensure a continued and effective planning enforcement service. The results have seen new working practices emerge and evolve that are time efficient and cost effective, whilst also improving service quality and allowing for staff resources to be concentrated on a more fluid response to customer and Council priority areas.

Outcomes

The pandemic has enabled us to develop new working practices. There have been challenges but also positive outcomes. Keeping in contact has at times been made easier by use of technology and avoiding spatial and time barriers.



Planning
Enforcement
Charter
Revised January 2021



PART 1 Case Study 4: Evidence gathering for Local Place Plans

Location
Perth & Kinross wide
Elements of a High-Quality Planning Service This Study Relates To
<ul style="list-style-type: none">• Governance
Key Markers
12 Corporate working across services
13 Sharing good practice, skills and knowledge
Key Areas of Work
<ul style="list-style-type: none">• Place Standard• Collaborative Working
Main Stakeholders Involved
<ul style="list-style-type: none">• Authority: Planning Staff• Authority: Other Staff• General Public

Key Officer:
Alasdair Finlayson, Planning Officer, Planning & Housing Strategy

Overview

Provisions for the preparation of Local Place Plans were introduced by the Scottish Government as part of the new measures in the Planning (Scotland) Act 2019. They are intended to improve community engagement and build public trust in planning matters.

Local Place Plans are a way for community bodies to prepare their own proposals for the development and use of land in their areas. Local Planning Authorities have a new additional duty to engage with and support communities wishing to prepare community-led Local Place Plans.

Although the Local Place Plans powers and provisions are new, local authorities already have existing and extensive engagement with the communities they serve. And it became clear that this additional engagement relating to raising awareness about Local Place Plans would partly duplicate existing work and therefore there would be potential to obtain more valuable engagement using existing resources if better coordinated. More could be achieved by building and integrating the new engagement work to raise awareness of Local Place Plans into the work already carried out by existing teams.

Key officers from the Council's teams working in Planning & Development and in Community Planning met to discuss where they would potentially be working across each other and to try to identify strengths and gaps.

Our approach was to build on the work that was already being carried out by teams and to make better use of existing resources instead of adding potentially unfunded duties to existing workloads.

In addition, we identified a need to co-ordinate our activities relating to awareness raising about Local Place Plans with our two overlapping National Park authorities. Both the Cairngorms National Park Authority and Loch Lomond and the Trossachs National Park Authority administer parts of Perth & Kinross Council's area for Development Planning (and therefore also Local Place Planning) purposes.

Goals

This case study aims to highlight the contribution that raising awareness in respect of Local Place Plans, and supporting communities wishing to prepare a Local Place Plan, will make to two areas of the Council's work.

Firstly, Local Development Plans will be more likely to contain deliverable proposals if it can be demonstrated that their LDP policies and proposals are founded on good evidence. This includes evidence of engagement with communities so that they have a say in expressing their aspirations and ambitions for the future development of their area. We will issue an invitation to communities to prepare Local Place Plans before work starts on the preparation of our next Local Development Plan.

PART 1 Case Study 4: Evidence gathering for Local Place Plans

Secondly, we aim to align our resources when engaging with communities by pooling training opportunities in the use of tools such as Place Standard, and by avoiding repeat consultations on similar issues in an area.

We have met with internal colleagues to assess whether this approach would be a good corporate fit with the [Perth & Kinross Offer](#) – working with and for our communities and drawing on the strengths and assets of individuals and communities to improve outcomes. The approach is a good fit with our existing commitments, especially to ensure that resources in respect of Local Place Plans will be directed to where communities need them most.

Outcomes

Work on this project has commenced but it is still to be completed. Parts of the 2019 Act have not yet been commenced, including section 14(2) relating to the local authority invitation to prepare Local Place Plans. However, we do have a framework setting out the arrangements for the preparation, submission and registration of Local Place Plans including the 2019 Act, the Town and Country Planning (Local Place Plans) (Scotland) Regulations 2021, which came into force in January 2022, and Planning Circular 1/2022: Local Place Plans.



PART 1 Case Study 5: Rattray Active Travel Plan

Location
Blairgowrie & Rattray, Strathmore
Elements of a High-Quality Planning Service This Study Relates To
<ul style="list-style-type: none">• Quality of Service & Engagement• Culture of Continuous Improvement
Key Markers
12 Corporate working across services
Key Areas of Work
<ul style="list-style-type: none">• Active Travel• Community Engagement
Main Stakeholders Involved
<ul style="list-style-type: none">• Authority: Planning Staff• Authority: Other Staff• General Public

Key Officer:
Lachlan MacLean, Project Engineer,
Planning & Housing Strategy

Overview

Perth & Kinross Council has been working closely with Planning Aid Scotland and Proactive Communities Blairgowrie and Rattray to better understand how to improve transport options for the community of Rattray. Planning Aid Scotland (PAS) sourced funding from Paths for All through Smart Choices, Smarter Places Open Fund to undertake a community led consultation exercise with a number of communities across Scotland, with Rattray being one of them. The goal of the project was to develop an increased evidence based to support sustainable transport and active travel interventions in each location.

After the community of Rattray had been selected by Planning Aid Scotland, Perth & Kinross Council worked with Proactive Communities to help facilitate the project. Proactive Communities assisted the project team to contact key members of the community and set up engagement sessions; inviting members of the community along to the events. Proactive Communities, community facilitator was given training to help them engage with their communities in an online environment.

Goals

Community facilitators were trained in engagement principles using an adapted version of PAS's SP=EED® training. They were

also trained in the Place Standard Tool to use it as a structured framework to shape the discussion around our Anchor Statement. The Anchor Statement for Rattray was:

"Do you want to help shape our community and improve transport options that work for everyone in Rattray? How can we improve opportunities to walk, cycle and wheel around town, and improve public transport while reducing emissions?"

A number of engagement methods were used on the project including:

1. Online session being hosted by PAS staff and volunteers
2. Community facilitator hosted an online session with help from Perth & Kinross Council
3. Face-to-Face engagement session with young people
4. Online survey

In each of the methods used above, three questions were selected from the Place Standard Tool to help focus the discussion and allow participants to rate how they felt about each topic area. The engagement sessions attracted 57 members of the public, who fed into the process. The discussion points in each of the engagement sessions were collated and analysed by the PAS staff to create a list of 19 priorities and 46 actions.

PART 1 Case Study 5: Rattray Active Travel Plan

Outcomes

In the final session with the community a Delivery Summit was held, where nine of the action points were selected to help scope future work with the community. The nine actions chosen for discussion were:

1. Install more bike storage facilities, particularly next to bus shelters.
2. Install physical wayfinding for places of interest, cycle paths and walks.
3. Explore improvements to town bus service.
4. Better support for bus and bike connectivity (bus stop storage, on-bus bike storage).
5. Offer essential cycling skills courses.
6. Install a town notice board for Rattray to share information.
7. Install more street benches.
8. Make crossing easier and safer on the High Street, make cycling and walking safer.
9. Explore 20mph speed limit along whole of the High Street.

The actions discussed would either be delivered by the community or Perth & Kinross Council or in collaboratively with between both parties. There are a number of actions remaining and it is proposed that these will be entered into the

Community Action Plan, with a view to these being worked on in the future.



PART 1 Case Study 6: Self build pilot projects

Location
Perth & Kinross
Elements of a High-Quality Planning Service This Study Relates To
<ul style="list-style-type: none">Quality of outcomes
Key Markers
3 Local Development Plan
Key Areas of Work
<ul style="list-style-type: none">Affordable Housing
Main Stakeholders Involved
<ul style="list-style-type: none">Local DevelopersAuthority Planning: StaffAuthority Other: Staff

Key Officer:
Campbell Hall, Affordable Housing
Enabler, Planning & Housing Strategy

Overview

The Scottish Planning Act 2019 requires Planning authorities to prepare and maintain a list of interested Self Builders in their area. Local Development Plans also need to have regard to the list in policy making and for masterplan consent areas to include self build housing development. PKC also has a commitment in the Local Housing Strategy (LHS) to providing affordable self build homes.

Self build is defined as 'Where an individual commissions or (whether acting alone or with other individuals) is personally involved in the design and construction of a dwelling which is intended to be the individual's main residence once it is built.' In addition, Housing to 2040 aims to 'make self provided housing a mainstream option'.

Goals

PKC Planning & Housing Strategy commissioned self-build specialist consultancy Assemble Self-Build Collective CIC, to assist with these aims and objectives :

- Undertake a baseline review of Planning Policy and Housing Strategy
- Review Self Build as a form of Affordable Housing Report
- Write new policy to support self build
- Assess how PKC can support provision of infrastructure for affordable self build

- Working with developers to encourage self and custom build
- Develop proposals for a Pilot Project of affordable self build in Auchterarder

Outcomes

It is anticipated that a broad range of outcomes can be delivered, to address, amongst other things:

- Accelerate and grow supply of affordable and market housing
- Improvement in housing choice and quality
- Support for local economies and SME builders
- Innovation and climate change, for example, modular housing and microgeneration
- Simplifies and streamlined approach to planning and fewer planning objections
- Opportunities for landowners
- Early involvement of planning

Self and custom build in PKC has reached a key stage in identifying two pilot projects which are currently at feasibility/master plan stage. These will be evaluated with a view to continually improving outputs and outcomes.



PART 2 Delivery of Service Improvements 2020-21

In last year's PPF, we identified a number of areas where we could improve the service to the benefit of our customers. The tables below set out what we hoped to achieve and how successful we were.

What we said we would do

DELIVERED

Collaborative development of Ancillary & Annex Accommodation between Policy & Development Management. COVID-19 has changed the way that we use our homes. Many now require office space or are accommodating extended family, both young and old. This has caused a rise in planning applications for ancillary and annex accommodation. We will develop non-statutory guidance on ancillary accommodation proposals, providing applicants and agents with advice on how the Council assess these applications. This should ensure consistency in terms of submissions and decisions.

What we have achieved

1. We established a working group of officers combining DM and Policy to discuss the development of guidance and identify the aims of the guidance, including audience and outcomes.
2. Policy officers then drafted guidance based on working group decisions and sourced best practice examples to support the guidance.
3. The guidance was then consulted upon, contacting all agents who had submitted household applications in the previous 2 years and members of the public who had been involved in the Placemaking Guide engagement process. The consultation generated supportive comments and no fundamental changes were required prior to the guidance going to committee.
4. The guidance was approved at committee and adopted as non statutory guidance. It is now on the PKC website and used by DM officers, the public and agents requiring guidance when submitting applications for ancillary accommodation.

What we said we would do

ON TARGET

Improve the effectiveness and transparency of the way we use spatial data by continuing to utilise digital analytics tools. The Climate Change & Sustainable Development and LDP teams will collaborate to develop interactive, digital products (StoryMaps, dashboards, webmaps) on the provision and accessibility of open spaces and key community facilities. The tools will assist in our understanding of 20 min neighbourhoods. and the data analysis will form part of the LDP3 Evidence Report and support decision making.

What we have achieved

1. This is a much longer term project and requires collaboration throughout the Council to deliver the necessary data and software support to evolve. There has been considerable investigation into defining the best approach to each project. This can be evidence through the work being undertaken on the Open Space Audit as highlighted by the case study.
2. The 20 minute neighbourhood work is currently being undertaken through the establishment of a settlement audit. This collation of information ranges from spatial, statistical and narrative evidence and therefore it requires both data storage and visualisation tools to provide analysis and outputs. Both PowerBI, Survey 123 and Arch Pro packages are currently being trialled to identify the best fit for the type of evidence required.
3. A further piece of work to provide a Council-wide SEA, State of the Environment and Quality of Life evidence platform that can be used both internally and externally is underway, with collaboration from the Corporate GIS team, the Climate Change & Sustainable Development team and the LDP team.

PART 2 Delivery of Service Improvements 2020-21

What we said we would do

ON TARGET

The establishment of a working group to steer the development of council policy on self and custom-built housing, with input from Housing, Development Plans and Development Management. This will develop an evidenced based approach to the identification of sites and review of current LDP policies. The Council aims to establish a list of interested parties and provide information on locality opportunities. The Council will also investigate the feasibility of a pilot project on Council owned land.

What we have achieved

1. The establishment of a working group that incorporates representatives from various internal teams, including the LDP team, Developer Contributions, Housing Strategy, Climate Change and Sustainable Development.
2. The commissioning of a self build specialist consultancy, Assemble Self-Build Collective CIC, to assist with these aims.
3. The development of a pilot scheme in Auchterarder, working closely with DM to develop a innovative approach to site development.

What we said we would do

IN PROGRESS

A review of Developer Contribution and Legal Agreement procedures and monitoring is to be undertaken to improve efficiency in the collection, spending and monitoring of developer contributions. New remote-working practices as a result of the ongoing COVID-19 pandemic have highlighted opportunities to improve these procedures, with relatively minor but effective actions. This is also in anticipation of new provisions arising from the Planning (Scotland) Act 2019 (35 Planning obligations: publication and 36 Planning obligations: annual report). An internal report has been drafted outlining these.

What we have achieved

1. PKC are taking forward five recommendations to improve Section 75 Legal Agreement procedures. Officers have agreed new measures with the Head of Service to be implemented. They will be led by the Development Contributions Officer with support across Planning and Development, as well as Legal Services.
2. Feedback from key services in PKC was that planning obligations and the Section 75 Legal Agreements process can be difficult to access and monitor. It is important that services have an understanding of obligations and feel involved in the process. New measures aim to promote cross-service awareness and engagement in planning obligations and Section 75 Agreements to improve the preparation, monitoring, and enforcement of these obligations by PKC. One example is, upon registration, a simplified version of the Section 75 Agreement is to be circulated to relevant services containing the clauses relevant to their team.
3. Information available on the PKC website is being reviewed to ensure stakeholders can obtain the advice they need prior to contacting officers. One area we are improving is information on Modification of Planning Obligations (MPO), following revised provisions under Section 75A of the Act for varying Legal Agreements. Better guidance will also provide officers with a point of reference for enquiries, saving time and ensuring consistency.
4. Section 35 and 36 of the Planning (Scotland) Act 2019 have yet to be enacted. These relate to the publication of Section 75 Agreements and an annual report of planning obligations by local authorities. Although there is no statutory requirement for these provisions as yet, officers are reviewing potential platforms for enhanced monitoring of Section 75 Agreements and planning obligations to adopt better monitoring practices.

PART 2 Delivery of Service Improvements 2020-21

What we said we would do

ON TARGET

Rationalise our long-term approach to carrying out site visits. Due to the pandemic, we relied on photo evidence and Google imagery to determine planning applications instead of visiting sites in person. Reducing the need to travel helped officers manage their time more effectively and reduce the environmental impact of our service. In the next reporting year, we will explore how we can consolidate these benefits post-Covid and take a proportionate approach to site visits. We will consider how digital tools such as photographs, videos, live calls and drone footage could be used appropriately, at different stages of the planning process and for proposals at different scales. We will also liaise with the enforcement and building standards teams to learn from their experience.

What we have achieved

The approach to site visits was reviewed on a number of occasions as changes in working practices adapted and improvements and refinements incorporated into the relevant guidance for officers and the published approach on the PKC website. This sees a general risk-based approach determining the value to be added by undertaking a site visit. The guidance is available at this link: [Coronavirus update 21 June 2021.docx \(pkc.gov.uk\)](#).

What we said we would do

ON TARGET

Outline how we will support Local Place Plans. A cross-service working group will be looking at ways in which we can provide support for communities who decide to prepare their own Local Place Plan. The aim is to agree a one Council approach and highlight the skills, support and information that different teams can contribute to the process. For instance, we will explore how the evidence gathering for the Local Development Plan could serve a dual purpose and provide the baseline for preparing LPPs.

What we have achieved

1. We are establishing Locality Working Groups, combining Community Planning, Health & Social Care and Education to identify ways that we can support the development of the Local Place Plans.
2. We have piloted a Settlement Audit process through the LDP which will be available for communities to use to support their evidence base and can also meet with the requirements of the SEA legislation.
3. We have identified communities that have already initiated or delivered Community Action Plans and are approaching them to ask how they would like this work taken forward.
4. We are aiming through the LDP review to support community capacity building through engagement using the Place Standard toolkit and develop a more rolling engagement pattern that communities can input to and use to identify local needs.

Planned Service Improvements for 2022-23

In the coming year, actions will be structured into an improvement programme containing the following themes:

- Leadership & Management
- Customers & Stakeholders
- Digital
- Continuous Improvement

Actions under these themes will include:

Leadership & Management

Develop a People Plan, including a workforce profile and actions to build and retain skills.

Customers & Stakeholders

Review approach to external communications.

Digital

DM introduce and monitor online use of self-service digital tools, e.g. Short Term Let questionnaire and Report a Planning Breach. It is proposed to introduce additional online services to aid customer experience and reduce the need to speak to a staff member. The introduced measures will be monitored and success assessed.

Continuous Improvement

1. DM reduction in average time to check validation status of planning applications. During the 21/22 period there has been a general rise in average times from previous years. This has been impacted by several factors including: increasing number of submissions not meeting validation guidelines and fluctuating staffing levels. A review of the flexibility of the validation standards; engagement with applicants/agents; and the increasing the staffing resource will all be undertaken, and the performance level monitored.
2. DM improvements to speed of decisions being issued where Planning and Placemaking decision varies from the officer recommendation. Current procedure was that the decision would not be actioned until the Minute of the previous Committee had been agreed at the next meeting. This would see delays of at least 4 weeks in the issuing of decision notices. A review of this process is to be undertaken with a desired outcome that a decision could be issued without having to wait until agreement with the meeting minute.



PART 3 National Headline Indicators

The National Headline Indicators (NHI) are a detailed list of different parts of the local planning authority work programme, on which each planning service reports. The NHIs are designed by Heads of Planning Scotland ([HOPS](#)) to enable ongoing measurement of a planning authority's performance. Information on the previous year is included within the table and earlier information is available in our [previous PPF submissions](#).

Key Outcomes - Development Planning

Local and Strategic Development Planning	2020-21	2021-22
Age of local/strategic development plan(s) at end of reporting period Requirement: less than 5 years	1 year 4 months	2 years 4 months
Will the local/strategic development plan(s) be replaced by their 5 th anniversary according to the current development plan scheme?	Yes	No
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?	n/a - no engagement or consultation was scheduled for this reporting year	No

Effective Land Supply and Delivery of Outputs ¹	2020-21	2021-22
Established housing land supply	19,176 units	18,818 units
5-year effective housing land supply programming	3,682 units	4,089 units
5-year effective land supply total capacity	16,600 units	16,355 units
5-year housing supply target	4,230 units	4,230 units
5-year effective housing land supply (to one decimal place)	4.4 years	4.8 years

¹ Housing land supply figures are taken from the Final 2020 Housing Land Audit

PART 3 National Headline Indicators

Key Outcomes - Development Planning

Effective Land Supply and Delivery of Outputs ¹	2020-21	2021-22
Housing approvals	866 units (Covering the period April 2020 to March 2021)	555 units (Covering the period April 2021 to March 2022)
Housing completions over the last 5 years	3,508 units (Covering the period April 2020 to March 2021)	3,488 units (Covering the period April 2021 to March 2022)
Marketable employment land supply	289.21 ha (Base date June 2020)	286.14 ha (Base date June 2021)
Employment land take-up during reporting year	1.15 ha (Base date June 2020)	1.61 ha (Base date June 2021)

¹ Housing land supply figures are taken from the Final 2021 Housing Land Audit

PART 3 National Headline Indicators

NHI Key Outcomes - Development Management

Project Planning	2020-21		2021-22	
Percentage and number of applications subject to pre-application advice	16.7%	236	12.8%	240
Percentage and number of major applications subject to processing agreement	100%	3	25%	4
Decision-Making	2020-21		2021-22	
Application approval rate	91.1%		87.8%	
Delegation rate	97.6%		97.7%	
Validation	19.5%		25.5%	
Decision-Making Timescales	2020-21		2021-22	
Major Developments	24.1 weeks		35.1 weeks	
Local developments (non-householder)	8.5 weeks		8.6 weeks	
Householder developments	6.9 weeks		7.4 weeks	
Legacy Cases	2020-21		2021-22	
Number cleared during reporting period	13		20	
Number remaining	30		20	

Enforcement Activity

	2020-21	2021-22
Time since enforcement charter published/reviewed Requirement: review every 2 years	15 months Planning Enforcement Charter 2021 	19 months Planning Enforcement Charter 2021 
Complaints lodged and investigated	268	234
Breaches identified - no further action taken	268	234
Cases closed	237	286
Notices served	31	47
Direct Action	0	0
Reports to Procurator Fiscal	0	0
Prosecutions	0	0

PART 3 National Headline Indicators

Commentary

Both the timetable in the previous and current versions of the DPS have been indicative based on the information available at the time of preparation in relation to the impending publication of the Development Planning Regulations and Guidance to accompany the 2019 Planning Act. The Scottish Government acknowledges that transitioning to the new planning system will have implications for LDP timescales and envisages that every planning authority in Scotland will have a 'new style' local development plan in place within 5 years of the development plan regulations coming into force (currently anticipated in summer 2022) i.e. summer 2027. In line with these anticipated timescales our current indicative timetable envisages the Proposed Plan being consulted on during 2024 and we are therefore on target to have our first 'new style' LDP adopted before summer 2027. In terms of progress on the next plan we have continued to gather evidence for the Evidence Report and to develop our Communication Strategy to focus on meeting the new engagement requirements set out in the Act. We have drafted the SEA Baseline Report and are currently working on the Scoping Report.

During the reporting period there were four more applications subject to pre-application advice (236 v 240), although the percentage when measured against all applications reduced from 16.7% to 12.8%. It is not clear why there was this variation, however, it is not considered a significant factor requiring detailed investigation.

There was a marked decrease in the percentage of 'Major' applications that were subject to processing agreements, a drop from 100% (3 applications) to 25% (4 applications) this may reflect the at times lack of willingness of applicants to enter into processing agreements, as these are offered and encouraged for all major applications. It is also notable that the smaller percentage also reflects a higher number of applications, showing the increased number of this application type.

Application approval rates fell slightly, from 91% to 88%, but again this is not considered significant. The rate of delegation remained constant.

The validation rate shows those submissions which were valid on receipt. Whilst the percentage remains disappointing, especially given the guidance available on our website, there is an increase over the previous year. We would hope to build on this modest improvement going forward. It is worth noting that a further 318 application submissions were checked, invalidated and subsequently returned by our office, as the applicants/agents had not submitted the required information within a reasonable period. Although these 'returned applications' do not count in total applications, they do take a significant amount of time to assess, advise, follow up, return and refund.

It has been disappointing that the period to determine 'Major' applications has slipped from 24 to 35 weeks, however this reflects the staffing situation within that team, where both planning officers and the Team Leader left PKC during the reporting period, lengthy recruitment periods now see that team repopulated and additional resources added – 1x Planning Officer and 1x Planning Support Officer. Improved performance is already evident.

Both Local and Householder timelines increased slightly, reflective of the reduced capacities within the wider DM Team, as staffing issues saw other parts of the team provide cover.

On a more positive note, concerted efforts were made to reduce the number of legacy cases, reducing the number by 10 to 20.

In terms of Planning Enforcement, a reduced number of complaints arose, but the backlog of cases was tackled, and more cases were closed than received. In addition, a significant increase in Notices Served is evident, rising from 31 to 47.



PART 4 SCOTTISH GOVERNMENT OFFICIAL STATISTICS

Scottish Government Official Statistics are drawn from quarterly returns submitted to them by all Scottish planning authorities. They are collated into an annual set of figures that is published on the [Scottish Government website](https://www.scotland.gov.uk/Topics/Statistics/Scottish-Government). The template below allows the information from these returns to be recorded in a consistent format.

Timescales	2021-22	2021-22	2020-21
Overall			
Major Developments	12 (with additional 4 as PPA)	35.1 weeks	24.1 weeks
Local Developments (Non-Householder)	595 (with additional 124 as PPA)	8.6 weeks	8.5 weeks
<ul style="list-style-type: none"> Local: less than 2 months Local: more than 2 months 	428 (71.9%) 167 (28.1%)	6.6 13.7	6.4 14.3
Householder Developments	560 (with additional 13 with PPA)	7.4 weeks	6.9 weeks
<ul style="list-style-type: none"> Local: less than 2 months Local: more than 2 months 	453 (80.9%) 107 (19.1%)	6.5 10.9	6.6 10.1
Housing Developments			
Major	1 (with additional 3 as PPA)	40.3 weeks	- weeks
Local Housing Developments	229 (with additional 65 with PPA)	8.8 weeks	9.3 weeks
<ul style="list-style-type: none"> Local: less than 2 months Local: more than 2 months 	167 (72.9%) 62 (27.1%)	6.4 weeks 15.1 weeks	6.4 weeks 15.7 weeks

Timescales	2021-22	2021-22	2020-21
Business and Industry			
Major	3 (with additional 1 with PPA)	15.9 weeks	28.1 weeks
Local Business and Industry Developments	98 (with additional 15 with PPA)	9.6 weeks	8.1 weeks
<ul style="list-style-type: none"> Local: less than 2 months Local: more than 2 months 	64 (65.3%) 34 (34.7%)	7.0 14.7	6.3 12.8
EIA Developments	0	-	37.3 weeks
Other Consents	295 (with additional 16 with PPA)	7.2 weeks	6.3 weeks
<ul style="list-style-type: none"> Including Listed Buildings and Conservation Area consents, Control of Advertisement consents, Hazardous Substances consents, Established Use Certificates, Certificates of Lawfulness of Existing Use or Development, notifications, directions and applications for prior approval under the General Permitted Development Order. 			
Planning/legal agreements			
<ul style="list-style-type: none"> Major: average time Local: average time 	1 22	129.3 15.7	47.6 18.4

PART 4 SCOTTISH GOVERNMENT OFFICIAL STATISTICS

Decision-Making: Local Reviews and Appeals

Type	Total number of decisions	Original Decision Upheld			
		2021-22		2020-21	
		No.	%	No.	%
Local Reviews	44	31	70.5	31	79.5
Appeals to Scottish Ministers	7	3	42.9	4	44.5

NOTE: The numbers of applications included in the timescale tables above for decisions made either within two months or more than two months include only those applications which were not the subject of Planning Processing Agreements (PPA) and including agreed Extensions of Time, to provide consistency with the Scottish Government's approach.

Context

DM performance overall remains excellent, although there are some fluctuations when drilling down into individual development types. This is most marked in relation to 'Major' applications and those subject to legal agreements. Where no processing agreement is entered into timelines can extend, as complex processes can see significant delays on both sides. Particularly when applications reach a 'minded to grant' stage, subject to a legal agreement, efforts to continue forward progress can wane. This may reflect that applicants see the positive position and 'take the foot off the pedal'. The Planning Authority is then reluctant to move to a refusal position, if some progress is being made.



PART 5 WORKFORCE INFORMATION



PART 5 WORKFORCE INFORMATION

The workforce information below is a snapshot of our planning staff in position on the 31st of March 2021.

	Tier 1 Chief Executive	Tier 2 Director	Tier 3 Head of Service	Tier 4 Manager
Head of Planning Service			1	

Staff Age Profile	Headcount
Under 30	6
30-39	14
40-49	17
50 and over	22

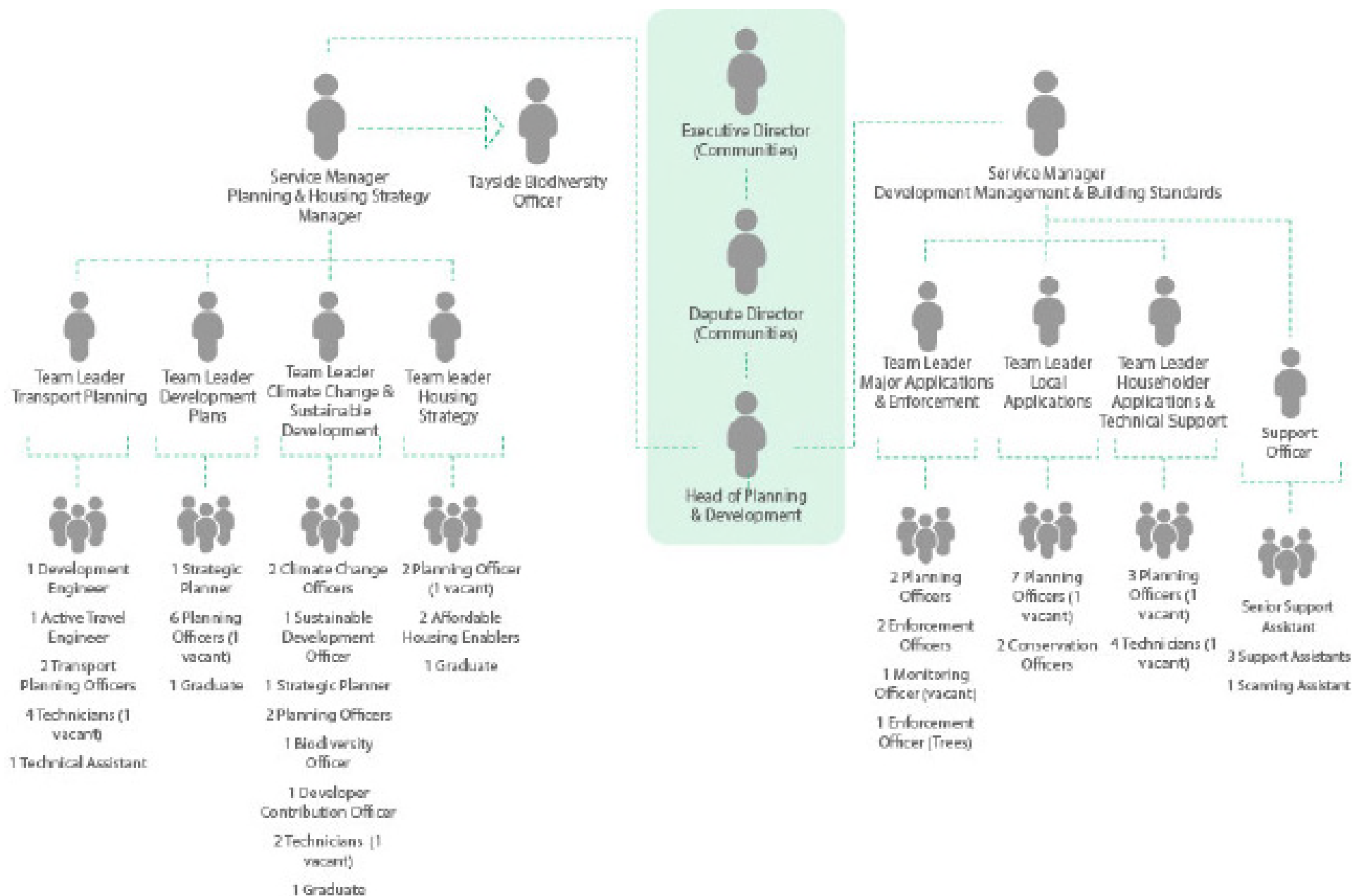
RTPI Chartered Staff	Headcount
Chartered Staff	25

Our Staffing Structure

There have been significant staffing changes during the last year, with several staff leaving to work within for private sector organisations. These staff departures has seen considerable impact on the operational side of the service, as well as in relation to recruitment actions. In a number of cases backfilling posts has proven very difficult, with a number having to be advertised multiple times and with different approaches. In the case of the Enforcement and Monitoring Officer posts, these have been vacant of over 12 months.

The level of staff changes and areas affected has seen a requirement for significant different way of working and distribution of duties and work streams. This was largely able to be mitigated during the reporting period, but resilience has reduced and it is likely that performance outputs reflected in PPF12 will reduce.

PART 5 Development Management and Strategy and Housing Structure

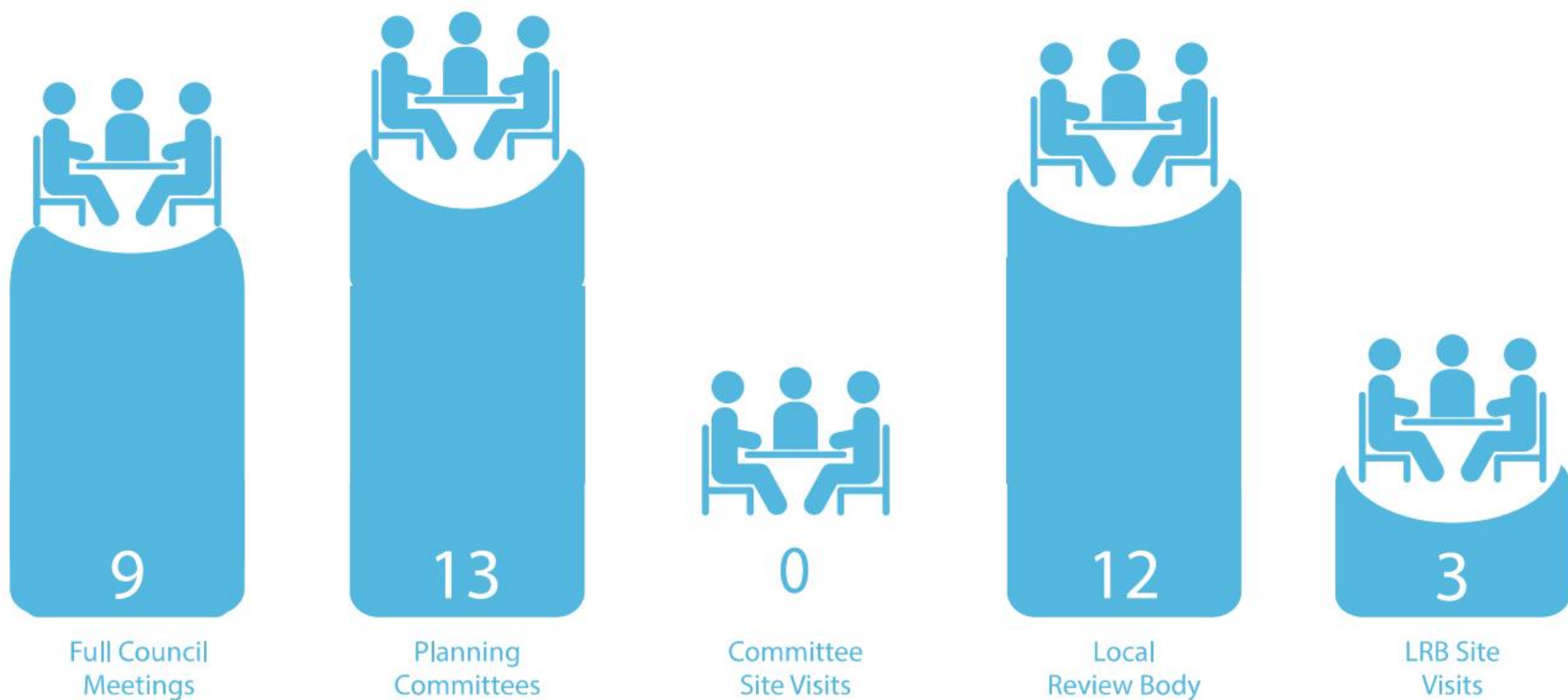


PART 6 PLANNING COMMITTEE INFORMATION



PART 6 PLANNING COMMITTEE INFORMATION

In order to fulfil our statutory duties, we are required to report certain matters to different Council committees. The most regular of these is the Planning & Development Management Committee where applications that cannot be considered under delegated powers are determined. Planning policy matters are considered by the Policy & Strategic Resources Committee and enforcement by the Environment & Infrastructure Committee. A breakdown of the committees and associated site visits is provided below.



PART 7 PERFORMANCE MARKERS



PART 7 PERFORMANCE MARKERS

National oversight of the performance of the Scottish Planning System is taken by a High-Level Group, chaired by the Minister for Local Government and Communities. Heads of Planning Scotland sit on this group alongside COSLA and the Royal Town Planning Institute (RTPI). In 2013 the group agreed a set of "Performance Markers" which allow the Scottish Government a consistent basis to consider performance.

The table below, setting out these markers, shows the measure that Scottish Government will apply, the policy background to the marker being applied and where we have evidenced that this marker has been met.

The PPF feedback report we receive from the Scottish Government stems purely from an assessment of whether these markers have been met and are shown to be met. There is no assessment of the situation behind

that information. We therefore need to provide evidence showing the way we work meets the key markers. We have done this by including case studies and illustrating how we have operated and improved over the past year. The table below references these as well as provides additional examples of projects which we wish to be recognised as evidence of our performance as a planning service.

Performance Marker	Evidence
<p>1 Decision-Making</p> <p>Decision-making: continuous reduction of average timescales for all development categories [Q1 - Q4]</p>	<p>The statistics above show how we have performed in comparison to last year. Decision timescales for Major applications has however increased significantly, primarily as a result of the staff within that dedicated team departing during the reporting period, with time taken to fill those vacancies to an enhanced level. However, that process has been completed and early indications are that performance levels have turned around. There was only a 0.1 week increase in determination time of 'Local' non-householder applications, remaining very favourable when measured against the Scottish Average and in spite of the pressures on that team due to wider staffing issues. Whilst our performance related to householder applications increased by 0.5 weeks, but remains within the target period, this team also seeing two of the 3 officers moving to other areas of the wider team to promoted posts and filling vacancies. Although simply 'shuffling the pack' this has rewarded long serving staff with career progression.</p>
<p>2 Processing agreements</p> <ul style="list-style-type: none"> offer to all prospective applicants for major development planning applications; and availability publicised on website 	<p>Planning Processing Agreements (PPAs) are recommended to all applicants of Major and Local pre-application enquiries, as a standard part of our response, and are promoted on the relevant pages on our website, which also relates to EIA developments. PPAs can also be offered during the life of an application, in order to allow transparent programming. In the past year, there has only been a 25% take up with major applications, perhaps reflective of applicants unwillingness to enter into such agreements, although there continues to be a rise in relation to the more complex Local applications.</p>

Continued

PART 7 PERFORMANCE MARKERS

Performance Marker	Evidence
<p>3 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 	<ol style="list-style-type: none"> 1. As noted above we continue to offer pre-application enquires and pre-validation checks for all proposals on our website and promote this service to potential applicants whenever possible. In this reporting year, there has been an increase in the number of applications subject to pre-application advice, from 236 to 240; although a reduction in the overall percentage from 16.7% to 12.8%. 2. The Development Management and the Development Plan teams are working towards a more collaborative approach to pre-apps to ensure that applicants get early guidance on how their proposal should be approached and what policy barriers they will need to overcome. 3. Guidance is available on our website in relation to requirements for supporting information and this can be further enhanced by using our pre-application advice service, which will seek to identify areas where information is required. It also remains the case that supporting information on certain subject areas will not be insisted upon, where the principles or direction of travel sees the proposals not supportable and such a request could be seen as disproportionate.
<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)</p>	<p>Although it is made clear in Reports of Handling what the expected timeframes are for either upfront payment to be made (28 days) or a legal agreement to be concluded (4 months); and that the applicant/agent is further advised that the application may be refused under delegated powers, should progress not be made within these timeframes. As discussed above, we are keen to work with developers to bring forward as many permissions as we can, ideally within these target timeframes. This demonstrates good governance and commitment to a quality service, however, there remain difficulties in achieving these timelines – particularly where there is a lack of urgency from applications once a positive recommendation is advised.</p>
<p>5 Enforcement Charter updated / re-published within last 2 years</p>	<p>The most recent detailed review of the Perth & Kinross Council Planning Enforcement Charter was published in January 2021.</p>

Continued

PART 7 PERFORMANCE MARKERS

Performance Marker	Evidence
<p>6 Continuous Improvements</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 	<ol style="list-style-type: none"> 1. In the circumstances of a global pandemic and thereafter significant staffing issues performance levels have remained excellent, with minimal impact on indicators, other than in relation to 'Major' applications. However, as indicated above this was largely unavoidable due to the wholesale loss of that team in the period and redistribution of work to the remaining team. We worked hard to liaise with applicants and keep things moving forward, but delay was unavoidable. It is important to note that the overall number of cases affected was very low and that the team now has enhanced staffing levels and clear improvements in performance. 2. Several service improvements identified last year have been successfully progressed, as detailed in Part 2. For 2022-23, actions are to be grouped into a new three-year improvement programme. This is structured in four themes: leadership & management (which includes workforce planning); continuous improvement, customer; and digital. This will help coordinate and deliver new and existing improvement actions, including work on developer contributions and legal agreements.
<p>7 Local Development Plan less than 5 years since adoption</p>	<ol style="list-style-type: none"> 1. The Local Development Plan 2 was adopted in November 2019. The Development Plan Scheme for LDP3 sets out an indicative timetable showing key milestones in the plan preparation process. It notes that these dates may be subject to potential change depending on the timescale of publication, and details of the new regulations and guidance for Development Planning. At the time of drafting our DPS, it was anticipated that the Regulations and Guidance would be laid in Parliament in the spring/summer of 2022, and our indicative timeline was amended to reflect this, with preparation of our Evidence Report in 2023. 2. The Scottish Government acknowledges that transitioning to the new planning system will have implications for LDP timescales and envisages that every planning authority in Scotland will have a 'new style' local development plan in place within 5 years of the development plan regulations coming into force (currently anticipated in summer 2022) i.e. summer 2027. In line with these anticipated timescales our current indicative timetable envisages the Proposed Plan being consulted on during 2024 and we are therefore on target to have our first 'new style' LDP adopted before summer 2027.

Continued

PART 7 PERFORMANCE MARKERS

Performance Marker	Evidence
<p>8 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 	<ol style="list-style-type: none"> As can be seen from the Development Plan Scheme, a significant amount of work has been undertaken in relation to early data gathering for LDP3 and this will continue during 2022/23 with a programme of place based engagement with local communities using the Place Standard Tool. In preparation for this PAS delivered training to officers in the LDP team in relation to both use of the Place Standard Tool and facilitation techniques for online and in person engagement. A programme for cascading the training across the wider Planning & Development Service and to colleagues in Community Learning and Development and the Housing and Social Care Partnership has been developed to enable a collaborative placed based approach to engagement across the council. The outcomes will feed into the evidence report and the wider work of other Services across the Council. Work is progressing on LDP3 in line with the indicative timeline in the DPS and is expected to be delivered to planned timescales going forward subject to the timely adoption of the Development Planning Regulations and Guidance.
<p>9 Elected Members engaged early (pre-MIR) in development plan preparation – if plan has been at pre-MIR stage during reporting year</p>	<ol style="list-style-type: none"> Regular virtual Members and Officers Working Group sessions have continued to be organised to discuss planning matters, informing Elected Members of legislation changes, staffing requirements and policy approaches. This is an informal approach to negotiations and supports the good working relationship that is so vital to delivering the planning service. Matters discussed during the reporting year include Draft National Planning Framework 4, Regional Spatial Strategies, Local Place Plans and the Planning Performance Framework Feedback Report 2019-20 A briefing session on Draft NPF4 was held to inform members of its content and to provide an opportunity for issues to be raised. The key concerns raised related to the policy framework and also the need for collaboration across all stakeholders, in particular health providers, with concern about silo mentality, and the need for other National Strategies to be aligned with NPF4. In terms of the policy framework, concerns related to contradictions between policies, for example directing development towards brownfield land instead of greenfield land without addressing viability issues. The challenges of making planning decisions where NPF4 policies contradict adopted LDP policies especially where the national policy wording is vague was also raised. These concerns were included within the consultation response.

Continued

PART 7 PERFORMANCE MARKERS

Performance Marker	Evidence
<p>10 Cross sector stakeholders* engaged early (pre-MIR) in development plan preparation – if plan has been at pre-MIR stage during reporting year</p> <p>*including industry, agencies and Scottish Government</p>	<ol style="list-style-type: none"> Following on from the production of the first iteration of the Tayside Indicative Regional Spatial Strategy (iRSS) referred to in PPF10, further collaborative work has been undertaken with Angus and Dundee City council's to produce a second iteration which was submitted to Scottish Government in April 2021. In advance of preparation of the refined document officers from the Tayside iRSS Working Group engaged with other authorities, the Scottish Government and Key Agencies during a show and tell workshop to review and learn from the collective experience of producing the initial documents. Re-instatement of our House Builder Liaison meetings enabled engagement with the house building industry on matters covering population trends and the economy, expectations for the housing market in the future, housing delivery, draft National Planning Framework 4, the evidence gathering for the LDP and opportunities for the housebuilders to engage further in this process, in addition to these 6 monthly meetings.
<p>11 Regular and proportionate policy advice produced on information required to support applications</p>	<ol style="list-style-type: none"> The LDP and Greenspace teams led on the preparation of the Food Growing Strategy which was adopted in August 2021. It sets out the Council's approach to providing food growing sites and identifies settlements and neighbourhoods with unmet demand for space to support the implementing Policy14: Open Space Retention and Provision. As highlighted in last years PPF service improvements section, we had been working on new planning guidance that provides more information for Ancillary & Annex Accommodation proposals. This Guidance was adopted in November 2021 We have produced new non-statutory Planning for Nature Guidance to support Policy 41 of LDP2. The guidance supports developers and decision makers to implement the requirements in law and policy with regards to biodiversity. Current law, policy and best practice expectations are set out in the one document. The intention is to ensure proposals are robust and supported by evidence when submitted, thereby reducing the amount of time between validation and final decision. By setting out the best practice expectations of the Council, developers and decision makers are provided with greater certainty when designing or assessing submissions. We have produced updated non-statutory guidance for Loch Leven. The Loch Leven Special Protection Area and Ramsar Site Guidance supports Policy 46 of LDP2 and sets out the tests and information required for developments within the catchment area to address phosphorus emissions that affect the Loch.

PART 7 PERFORMANCE MARKERS

Performance Marker	Evidence
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)	<ol style="list-style-type: none"> 1. The Pre-Application Advice service sees proportionate liaison with other consultees, reflective of the nature of the proposal. This sees the most rounded advice given and aids progress in relation for applications submitted. 2. There is also close liaison with the Building Standards Service, particularly in relation to 'Dangerous Buildings'. It is also important to note the benefits of having both Development Management and Building Standards sitting under a single service manager, aiding cross service understanding and collaboration. 3. As is demonstrated by the case studies, there has been significant collaboration across services to deliver ongoing projects such as the Active Travel work in Rattray and the Self Build pilot work being undertaken. The digital work discussed in Case Study 2 encompasses input from the Corporate GIS team, Community Greenspace and Planning to transform our approach to data analysis and visualisation.
13 Sharing good practice, skills and knowledge between authorities	<ol style="list-style-type: none"> 1. Officers from Planning and Housing Services across the Tayside partner authorities have been collaborating on the preparation of a new Housing Needs and Demand Assessment to inform individual Local Housing Strategies and Local Development Plans but also to provide an evidence base for considering the cross-boundary issues relating to the Greater Dundee Housing Market Area which spans all four Authorities. 2. There has been considerable discussion regarding the 20 minute neighbourhood analysis required and discussions have taken place with Aberdeenshire, Angus and Nick Wright, sharing what work is underway and how to move forward with the analysis. Staff have also attended SURF events to develop an approach to this work. This has culminated with a settlement audit being established to gather evidence on infrastructure and services and will become part of the evidence to support place standard engagement with communities next year. Case Study 2 demonstrates some of the work that will be undertaken towards this analysis.

Continued

PART 7 PERFORMANCE MARKERS

Our Performance Graphic Against The Key Markers

Marker	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21
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 (pre-MIR)	●	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
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	●	●	●	●	●	●

Our Overall Markings

The red, amber and green ratings issued by Scottish Government show where we have evidenced our continued improvement (green), where we have not evidenced or performed as well as the previous year (amber) and where we have missed a key marker (red).

Clearly, we have been consistently surpassing statutory decision-making timescales and improving our performance year-on-year. Our Enforcement Charter is always current. It is recognised that we provide proportionate advice to applicants on both developer contributions and supporting information for applications.

Within PKC there is a strong ethos of working together to provide a clear message to all our customers and this is shown in our ability to work collaboratively across services. We also have many established links with other local authorities where we can share and develop good practice. These are a few of the trends we will continue to build upon in the coming year and we will endeavour to resolve the issues contributing to our ambers.

Get in Touch

We welcome any comments you may have about our service and suggestions about how we can improve. This might include comments about things that have gone well, what has not, and what we should continue to do. Please feel free to contact us with your views.



@PKCplanning



DevelopmentPlan@pkc.gov.uk



DevelopmentManagement@pkc.gov.uk



PlanningEnforcement@pkc.gov.uk



PlanningVaildUpdates@pkc.gov.uk



01738 475000



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إن احتجت أنت أو أي شخص تعرفه نسخة من هذه الوثيقة بلغة أخرى أو تصميم آخر فيمكن الحصول عليها (أو على نسخة معدلة لمختص هذه الوثيقة مترجمة بلغة أخرى) بالاتصال ب: الاسم: Customer Service Centre رقم هاتف للاتصال المباشر: 01738 475000

اگر آپ کو یا آپ کے کسی جاننے والے کو اس دستاویز کی نقل دوسری زبان یا فارمیٹ

(بعض دفعہ اس دستاویز کے خلاصہ کا ترجمہ فراہم کیا جائے گا) میں درکار ہے

تو اس کا بندوبست سروس ڈیولپمنٹ Customer Service Centre سے ہون

نمبر 01738 475000 پر رابطہ کر کے کیا جاسکتا ہے۔

如果你或你的朋友希望得到這文件的其他語言版本或形式 (某些時候，這些文件只會是概要式的翻譯)，請聯絡

Customer Service Centre 01738 475000

來替你安排。

Jeżeli chciałbyś lub ktoś chciałby uzyskać kopię owego dokumentu w innym języku niż język angielski lub w innym formacie (istnieje możliwość uzyskania streszczenia owego dokumentu w innym języku niż język angielski), Proszę kontaktować się z Customer Service Centre 01738 475000

P ejete-li si Vy, anebo n kdo, koho znáte, kopii této listiny v jiném jazyce anebo jiném formátu (v n kterých p ípadech bude p cložen pouze stru ný obsah listiny) Kontaktujte prosím Customer Service Centre 01738 475000 na vy ízení této požadavky.

Если вам или кому либо кого вы знаете необходима копия этого документа на другом языке или в другом формате, вы можете запросить сокращенную копию документа обратившись Customer Service Centre 01738 475000

Nam bu mhath leat fhèin no neach eile as aithne dhut lethbhreac den phàipear seo ann an cànan no ann an cruth eile (uair annan cha bhi ach gearr-iomradh den phàipear ri fhaotainn ann an eadar-theangachadh), gabhaidh seo a dhèanamh le fios a chur gu Ionad Sheirbheis Theachdaichean air 01738 475000.

You can also send us a text message on 07824 498145.

All Council Services can offer a telephone translation facility.

