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Ms Bernadette Malone  
Chief Executive  
Perth and Kinross Council

25 November 2016

Dear Ms Malone

## **PLANNING PERFORMANCE FRAMEWORK 2015-16**

Thank you for submitting your authority's annual Planning Performance Framework (PPF) report covering the period April 2015 to March 2016. Please find enclosed your feedback report, which is based on the evidence provided within your PPF.

I am very pleased that the quality of PPF reporting has again improved with many authorities setting out a very clear story of how the service is operating and detailing their priority actions for improvement. There have been general improvements across most of the categories however, there still remains high levels of inconsistency in planning authority decision making timescales across the country. This was also reflected through the recent publication of the statistics for the first quarter of 2016-17 which shows that certain authorities, and certain cases, are dragging the statistics down considerably. I asked officials to look into the reasons for delay in some of the lengthiest cases and will report on that to the High Level Group on Performance.

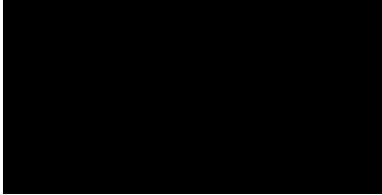
Planning performance improvement has come a long way in recent years and the PPF framework provides an excellent opportunity for authorities to set out the details behind their performance and showcase good practice and innovative ideas. I hope we can continue to work positively with authorities to improve monitoring processes and continue our collective commitment to improving services.

This is an exciting time for planning – the momentum of the independent planning review is continuing and we will be publishing a consultation outlining options for change in the winter, to inform the future Planning Bill. The consultation will cover a variety of options to enhance community involvement in planning; help deliver homes and infrastructure; simplify development planning and management processes; and focus on improving the service and reputation of planning. It is a challenging timetable but a fantastic opportunity to deliver real change.



Although there are some things that we need legislation to change, many of the panel's recommendations don't need legislation, they need a change in working practices, a recognition that planning creates the places where people work, live, learn and play. To achieve the outcomes we all want to see, authorities need to reposition planning to ensure that it sits at the very heart of the authority and has the resources available to it to make sure it provides the best service possible to developers, stakeholders and the authority in which it sits. To help achieve this we will shortly be launching a consultation on raising the planning fee maximum in an effort to move towards cost recovery. Following the planning bill we will consult further on potential reform of the fee regime.

I hope that you and your authority will actively participate as we progress, ensuring that we see real change throughout the planning community.



**KEVIN STEWART**

**CC: Nick Brian, Head of Planning**

## PERFORMANCE MARKERS REPORT 2015-16

Name of planning authority: **Perth and 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	<b>Decision-making:</b> continuous reduction of average timescales for all development categories [Q1 - Q4]	Green	<p><b>Major applications</b></p> <p>You have substantially reduced your decision making timescales from 42.2 weeks to 23.7 weeks. You are quicker than the national average of 38.8 weeks.</p> <p>RAG = Green</p> <p><b>Local Non-Householder Applications</b></p> <p>At 11.3 weeks you have reduced your average decision making times from 11.8 weeks and remain better than the national average.</p> <p>RAG = Green</p> <p><b>Householder Applications</b></p> <p>At 6.3 weeks you have improved your timescales and remain quicker than the national average of 7.5 weeks.</p> <p>RAG = Green</p> <p><b>TOTAL RAG = Green</b></p>
2	<p><b>Processing agreements:</b></p> <ul style="list-style-type: none"> <li>offer to all prospective applicants for major development planning applications; and</li> <li>availability publicised on website</li> </ul>	Green	<p>You offer processing agreements to all applicants for major and complex local developments. You entered into 6 processing agreements during the year and met the timescales set out in 5 of those.</p> <p><b>RAG = Green</b></p> <p>You have published a guidance note and processing agreement template on your website.</p> <p><b>RAG = Green</b></p>

3	<p><b>Early collaboration</b> with applicants and consultees</p> <ul style="list-style-type: none"> <li>• availability and promotion of pre-application discussions for all prospective applications; and</li> <li>• clear and proportionate requests for supporting information</li> </ul>	Green	<p>You promote your pre-application service to all prospective applicants. You have produced guidance on the extent and level of advice which the council will provide in response to enquiries. You have a dedicated webpage for major applications and those requiring EIA. The website also provides a form for applicants to request a pre-application meeting with officers.</p> <p>You hold case conferences for major applications to ensure that applicants are aware of consultee issues and their requirements at an early stage.</p>
4	<p><b>Legal agreements:</b> conclude (or reconsider) applications after resolving to grant permission</p> <ul style="list-style-type: none"> <li>• reducing number of live applications more than 6 months after resolution to grant (from last reporting period)</li> </ul>	Green	Timescales for legal agreements are improving.
5	<p><b>Enforcement charter</b> updated / re-published within last 2 years</p>	Green	Your Enforcement Charter is 17 months old and is currently under review.
6	<p><b>Continuous improvement:</b></p> <ul style="list-style-type: none"> <li>• progress/improvement in relation to PPF National Headline Indicators; and</li> <li>• progress ambitious and relevant service improvement commitments identified through PPF report</li> </ul>	Green	<p>Your LDP and enforcement charter are up to date, both processing agreements and pre-application advice have increased and timescales for both major and local applications are reducing.</p> <p><b>RAG = Green</b></p> <p>All service improvement commitments are complete or in progress and you have identified a good range of commitments to take forward this year.</p> <p><b>RAG = Green</b></p>
7	<p><b>Local development plan</b> less than 5 years since adoption</p>	Green	Your LDP is just over 2 years old.
8	<p><b>Development plan scheme</b> – next LDP:</p> <ul style="list-style-type: none"> <li>• on course for adoption within 5 years of current plan(s) adoption; and</li> <li>• project planned and expected to be delivered to planned timescale</li> </ul>	Green	<p>Your LDP is in line to be replaced within the required timescale.</p> <p><b>RAG = Green</b></p> <p>You have a project plan in place and there have been no changes to that.</p> <p><b>RAG = Green</b></p>
9	<p><b>Elected members engaged early</b> (pre-MIR) in development plan preparation – <i>if plan has been at pre-MIR stage during reporting year</i></p>	Green	You have set up workshops with elected members to feed into your MIR and provide updates on the progress of the plan.

10	<p><b>Cross sector stakeholders* engaged early</b> (pre-MIR) in development plan preparation – <i>if plan has been at pre-MIR stage during reporting year</i></p> <p><i>*including industry, agencies and Scottish Government</i></p>	Amber	You failed to set out clearly how you have engaged with key stakeholders on the preparation of your MIR. You have set out how the consultation process was refined to make it more engaging however the evidence was not specific enough for this marker.
11	<p><b>Regular and proportionate policy advice</b> produced on information required to support applications.</p>	Green	You have produced a range of guidance to support applicants in submitting applications including a permitted development questionnaire and a pre-application advice note.
12	<p><b>Corporate working across services</b> to improve outputs and services for customer benefit (for example: protocols; joined-up services; single contact arrangements; joint pre-application advice)</p>	Green	<p>The council has established a programme which encourages cross council sharing of good practice and skills.</p> <p>You also demonstrate the cross service working which has been carried out on a number of cases.</p>
13	<p><b>Sharing good practice, skills and knowledge</b> between authorities</p>	Green	You have set out the variety of ways in which you share good practice with each other and other authorities through the Scottish Cities Alliance, HOPS and the learning event you hosted with Fife Council on the delivery of strategic sites. You also participate in benchmarking.
14	<p><b>Stalled sites / legacy cases:</b> conclusion or withdrawal of old planning applications and reducing number of live applications more than one year old</p>	Green	You have managed to clear a large number of legacy cases during the year. Cases are monitored and you have a protocol in place to ensure cases do not reach legacy status.
15	<p><b>Developer contributions:</b> clear and proportionate expectations</p> <ul style="list-style-type: none"> <li>• set out in development plan (and/or emerging plan); and</li> <li>• in pre-application discussions</li> </ul>	Green	<p>You have a clear developer contribution policy which has been condensed into one document which covers contributions, transport and education. You have established a reduced contribution zone which takes account of increased land values in the city centre.</p> <p><b>RAG = Green</b></p> <p>Applicants are advised to refer to the developer contributions guidance and are advised of the likely contributions which they will be required to make.</p> <p><b>RAG = Green</b></p>

**PERTH AND KINROSS COUNCIL**  
**Performance against Key Markers**

Marker		2012-13	2013-14	2014-15	2015-16
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)**

<b>2012-13</b>	4	7	2
<b>2013-14</b>	1	5	7
<b>2014-15</b>	1	0	14
<b>2015-16</b>	0	1	14

**Decision Making Timescales (weeks)**

	2012-13	2013-14	2014-15	2015-16	<i>2015-16 Scottish Average</i>
Major Development	37.5	55.4	42.2	23.7	38.8
Local (Non-Householder) Development	12.0	12.5	11.8	11.3	12.3
Householder Development	8.1	7.8	6.8	6.3	7.5