

**Glasgow and the Clyde Valley Strategic Development Planning Authority**

**To: Glasgow and the Clyde Valley Strategic Development Planning Authority  
Joint Committee**

**On: 9<sup>th</sup> March 2015**

**Report by  
Stuart Tait, Manager**

**Glasgow and the Clyde Valley Strategic Development Planning Authority  
Planning Performance Framework 2013/14 - Scottish Government Feedback**

**1. Summary**

- 1.1 The purpose of this report is to update the Joint Committee on the feedback from Scottish Government on its Planning Performance Framework 2013/14.

**2. Recommendation**

- 2.1 It is recommended that the Joint Committee
- note and welcome the feedback report from Scottish Government on the Authority's 2013/14 Planning Performance Framework;
  - consider the possible areas for further consideration set out in paragraph 5.4; and,
  - note the earlier submission date for the 2014/15 Planning Performance Framework.

**3. Context**

- 3.1 As part of the Scottish Government's ongoing commitment to improving planning performance across Scotland the Authority submitted its Planning Performance Framework 2013/14 on 10<sup>th</sup> September 2014.

**4. Feedback Report**

- 4.1 The Scottish Government on 11<sup>th</sup> December 2014 provided feedback on the Authority's submission and this is set out in the Appendix.
- 4.2 The Scottish Government have indicated that the 2014/15 Planning Performance Framework is required to be submitted 2 months earlier than previous years, namely by 31st July 2015.

**5. Observations**

- 5.1. The report template for feedback was designed by Heads of Planning Scotland and is primarily aimed at Local Development Planning and Development Management however notwithstanding this the SDPAs are keen to be involved in this process and have been encouraged to submit a response by the Scottish Government.
- 5.2 Work is ongoing via Heads of Planning Scotland to consider appropriate indicators for the SDPs.
- 5.3 The Scottish Government in their response have welcomed a number of activities undertaken by the Authority including:

- recognition of the commitment to working in partnership with a range of stakeholders to deliver the SDP vision and Action Programme;
- welcomed the commitment of delivering brownfield regeneration and support for active travel;
- pleased to see that pre-MIR engagement for SDP2 was based on the key themes of NPF3 and would expect future consultation to also focus on the key aspects of Scottish Planning Policy;
- recognition of the pro-active approach to improve the electronic communication options through the redesign of the website, Twitter and use of the Knowledge Hub for housing/HNDA purposes with the constituent authorities;
- the use of a range of forums to engage with local authorities, key agencies and other stakeholders is a positive approach to delivering planned development;
- clear structures and measures in place to support efficient and effective decision making through a steering group of LDP managers and elected member involvement;
- commitment to a culture of continuous improvement is evidenced through ongoing appraisal and supporting flexible working.

5.4 In term of potential areas for further consideration by the Authority these include:

- a need to provide details of the pre-MIR engagement undertaken with elected members and cross sector stakeholders to evidence the relevant performance markers;
- the approach to partnership working and influencing the outcomes of key strategies should be evidenced further through the provision of case studies or detailed examples;
- a need to provide details of measures to improve the monitoring and collection of data analysis.

5.5 A set of Performance Markers have also been set and these are based on a RAG rating system. The Clydeplan ratings are set out in the attached feedback report and are also set out in the following table.

Performance Marker	RAG Rating	Comments
<b>Continuous improvement:</b> <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>	<b>Green</b>	SDP up to date (approved in May 2012 and published 29 August 2012). Report states that SDP2 is due for submission to Ministers before end of May 2016 to meet the required 4 year timescale. Most recent Development Plan Scheme estimates submission of Proposed Plan in May 2016. Good progress achieved in meeting previous service improvement commitments. Relevant service improvements identified for 2014-15 and should help contribute to SDP

		processes.
<b>Strategic development plan</b> less than 4 years since approval	<b>Green</b>	SDP up to date (approved in May 2012 and published 29 <sup>th</sup> August 2012). <i><u>Note: actually published 13<sup>th</sup> July 2012</u></i>
<b>Development plan scheme - next SDP:</b> <ul style="list-style-type: none"> <li>on course for submission within 4 years of current plan's approval; and</li> <li>project planned and expected to be delivered to planned timescale</li> </ul>	<b>Green</b>	Report states that SDP2 is due for submission to Ministers before end of May 2016 to meet required 4 year timescale. Most recent Development Plan Scheme estimates submission of Proposed Plan to Ministers in May 2016.  Report highlights that SDP is project planned and Gantt chart is used for SDP activities.
<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>	<b>Amber</b>	Pre-MIR engagement consultation ' <i>Shaping Our Future</i> ' commenced during the reporting period.  Further engagement is planned as part of Pre-MIR process. Next report needs to describe how elected members have been engaged.
<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> <i>*including industry, agencies and Scottish Government</i>	<b>Amber</b>	Pre-MIR engagement consultation ' <i>Shaping Our Future</i> ' commenced during the reporting period.  Further engagement is planned as part of Pre-MIR process. Next report needs to describe how cross sector stakeholders (including industry, agencies and Scottish Government) have been engaged.
<b>Sharing good practice, skills and knowledge</b> between authorities	<b>Amber</b>	Report refers to good practice being shared through informal benchmarking with other local authorities and development plan liaison meetings, but lacks detail of the issues discussed, outcomes and benefits. Future reports need to explain how sharing good practice, skills and knowledge is achieved in more detail.



Cabinet Secretary for Social Justice, Communities and Pensioners' Rights  
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Cllr Harry Curran  
Convener  
Glasgow and Clyde Valley SDPA

In 2014 Scotland Welcomes the  
World



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11 December 2014

Dear Cllr Curran

## **PLANNING PERFORMANCE FRAMEWORK 2013/14**

Thank you for submitting your authority's annual Planning Performance Framework (PPF) report covering the period April 2013 to March 2014.

I am delighted to have planning within my portfolio and I am pleased to see that continued progress is generally being made across the country to improve planning performance.

Please find enclosed feedback on your 2013/14 PPF, which has been prepared by a Scottish Government contractor, and is based on the evidence provided within your report. Contact details for my officials are available in the feedback report should you wish to clarify any element of the contractors commentary. We will be publishing an Annual Performance Report in the new year which will summarise performance across the country against the key markers of performance.

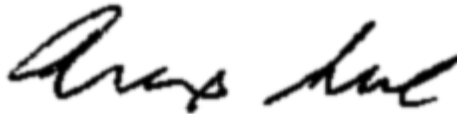
The quality of PPF reporting has significantly improved with many PPF reports setting out a very clear story of how the service is operating and their priority actions for improvement. There is still some inconsistency in planning authority decision making timescales across the country and I look forward to seeing progress in the next set of performance statistics.

You will be aware that Section 55 of the Regulatory Reform (Scotland) Act commenced on 30 June 2014. It provides Scottish Ministers with powers to vary the planning application fee payable to different planning authorities where the functions of a planning authority are not being, or have not been, satisfactorily performed. The High Level Group on Performance has been considering the process which would be

used to determine if any authorities have not satisfactorily performed. It is hoped to finalise that process at our next meeting in February 2015. Please note that following the last meeting, the preferred option was to base the process on decision making statistics alone using the annual statistics for the period 2014/15. I shall write again to planning authority Heads of Planning in February to update them on discussions at the High Level meeting. COSLA, HOPS, SOLACE, SOLAR, the RTPi and key agencies are all represented on this group.

I am determined to keep up the momentum with the performance agenda, maintaining continual improvement and enhancing the reputation of our planning service. I look forward to working with you to achieve this shared goal.

Yours sincerely

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

**ALEX NEIL**

**Cc:** Stuart Tait, GCVSDPA Manager

## PLANNING PERFORMANCE FRAMEWORK: 2013-14

### FEEDBACK REPORT: Glasgow and Clyde Valley Strategic Development Planning Authority



Date performance report due: 30 September 2014

Date of receipt of report: 10 September 2014

#### **General comment**

While working with the report template provided within the HOPS Planning Performance Framework document, you have continued to provide surplus text which does not need to feature within your report:

- The National Headline Indicators relating to Development Management, Decision-making timescales and Enforcement are not relevant to the work of SDPAs. We advise you to delete those sections rather than have to explain the irrelevance in each.

#### **National Headline Indicators**

- Your SDP remains up to date, having been approved in May 2012 and published in August 2012. We note that you have commenced work on SDP2 and look forward to hearing more about the progress you have made in your next report.
- Your report highlights that SDP2 requires to be submitted to Scottish Ministers no later than 29<sup>th</sup> May 2016 and it is noted that your Development Plan Scheme estimates submission of the Proposed Plan within this timescale.
- We note that your SDP is project planned and uses a Gantt chart for SDP2 activities. It is essential that your SDP continues to use strong project management principles to remain on course for submission to Ministers within the required 4 year timescale.
- Further to our comments last year, it is pleasing to see that the GCVSDP Overview document has been well received by planning authorities in your area.

#### **Defining and measuring a high-quality planning service**

- You have provided a useful context of the purpose and value of the SDP in the introductory section of your report. This clearly emphasised the value of partnership working, and the role of the SDP in delivering certainty through influencing policy and alignment with Scottish Government outcomes of delivering sustainable economic growth. This is supported by your evidence section which demonstrates commitment to working in partnership with a range of stakeholders to deliver the SDP vision and Action Programme.

- The 'Open for Business' section of your report highlights examples where you have supported work and influenced outcomes on a number of key strategies and initiatives through partnership working. You may wish to consider using case studies in future reports to evidence some of the key outcomes in greater detail.
- We welcome your commitment to delivering brownfield regeneration and support for active travel. It would be helpful if future reports provided more detail of how the SDP sets the context for delivering high quality development on the ground within your constituent authorities LDPs and included examples or cases studies, where possible.
- You highlight that discussions are ongoing with A&DS and the Scottish Government to embed the placemaking agenda firmly into SDP2. We look forward to hearing about the progress you have made in your next report.
- It would have been helpful if your report had provided some further evidence of how your engagement and support for constituent authorities is informing the progress of their LDPs.
- An up to date SDP will continue to provide certainty and confidence for investors in your area. In the period since the SDP was approved Scottish Planning Policy and National Planning Framework 3 were published. We are therefore pleased to see that pre-MIR engagement for SDP2 was based on the key themes of NPF3 and would expect future consultation to also focus on the key aspects of SPP.
- With regard to pre-MIR engagement your next report should clearly evidence how elected members and cross sector stakeholders have been engaged early in the process. This is required to demonstrate that you have met the relevant PPF performance markers (9 and 10).
- We note that you continue to monitor decisions where the SDP policy context is utilised as grounds for determining planning applications. Further to our comments last year, it would be helpful if analysis and findings of this monitoring could be included in your report.
- You have taken a pro-active approach to improve your electronic communication options through the redesign of your website, Twitter and use of the Knowledge Hub for housing/HNDA purposes with your constituent authorities.
- Once complete, the development of graphics for your Action Programme and MIR may be something you wish to share with other SDP authorities.
- The use of a range of forums to engage with local authorities, key agencies and other stakeholders is a positive approach to delivering planned development. It would be helpful if future reports could explain in more detail some of the issues discussed and outcomes that were achieved. You should also consider whether these forums would present an opportunity for receiving customer feedback on the services you provide.
- You have clear structures and measures in place to support efficient and effective decision making through a steering group of LDP managers and elected member involvement. We previously queried to what extent other elected members are engaged in your SDP. This may be something you wish to pursue as you take forward your MIR.



- Your commitment to a culture of continuous improvement is evidenced through ongoing appraisal and supporting flexible working. It was helpful to have an indication of the training delivered in the reporting period.
- We note that during early 2014 your Core Team was supplemented by staff from constituent authorities in support of GIS analysis of retail data and accessibility mapping. Has this resulted in any benefits or knowledge improvements for your staff?
- The reference to good practice being shared through informal benchmarking with other local authorities and development plan liaison meeting is welcomed, but it lacked detail of the issues discussed, outcomes and benefits that have been delivered. Future reports need to explain this in more detail.
- We welcome the reference to the Review of Strategic Development Plans and look forward to working with you and other SDP authorities to implement the actions.

### **Service improvements 2013-14: delivery**

- You have made good progress in delivering your previous service improvement commitments with the majority being completed within the reporting period.
- Some of your improvements, such as elected member awareness raising and the appointment of a graduate intern post could have been covered in more detail within the main body of your report.

### **Service improvement commitments 2014-15**

- You have again set a good range of improvement commitments in keeping with the culture envisaged through the PPF. This includes measures to improve the monitoring and collection of data analysis and we look forward to hearing about the outcomes in your next report.
- Where possible, it would be helpful for future reporting if your service improvement commitments could identify when they are due to be completed.

### **Conclusion**

- Your report demonstrates a strong commitment to partnership working to deliver your Action Programme and take forward your second SDP. We look forward to hearing about the progress you have made in your next report.
- Given the tight timescales you have set for submitting SDP2 to Scottish Ministers it is important that it continues to be strongly project managed.
- Your next report needs to provide details of the pre-MIR engagement you have taken with elected members and cross sector stakeholders to evidence the relevant performance markers.
- Your approach to partnership working and influencing the outcomes of key strategies could be evidenced further through the provision of case studies or detailed examples in your next report.

*The feedback in this report is based solely on the information provided within your Planning Performance Framework Report covering the period April 2013 to March 2014.*

*If you need to clarify any aspect of the report please contact us on 0131 244 7148 or email [Chief.Planner@scotland.gsi.gov.uk](mailto:Chief.Planner@scotland.gsi.gov.uk)*

**Please note that Planning Performance Framework Reports covering the period April 2014 to March 2015 are due to be submitted to the Scottish Government by 31 July 2015.**

## PERFORMANCE MARKERS REPORT 2013-14

Name of planning authority: **Glasgow and Clyde Valley SDPA**

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
6	<b>Continuous improvement:</b> <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>SDP up to date (approved in May 2012 and published 29 August 2012).</p> <p>Report states that SDP2 is due for submission to Ministers before end of May 2016 to meet the required 4 year timescale. Most recent Development Plan Scheme estimates submission of Proposed Plan in May 2016.</p> <p>Good progress achieved in meeting previous service improvement commitments. Relevant service improvements identified for 2014-15 and should help contribute to SDP processes.</p>
7	<b>Strategic development plan</b> less than 4 years since approval	Green	SDP up to date (approved in May 2012 and published 29 August 2012).
8	<b>Development plan scheme – next SDP:</b> <ul style="list-style-type: none"> <li>on course for submission within 4 years of current plan's approval; and</li> <li>project planned and expected to be delivered to planned timescale</li> </ul>	Green	<p>Report states that SDP2 is due for submission to Ministers before end of May 2016 to meet required 4 year timescale. Most recent Development Plan Scheme estimates submission of Proposed Plan to Ministers in May 2016.</p> <p>Report highlights that SDP is project planned and Gantt chart is used for SDP activities.</p>
9	<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>	Amber	<p>Pre-MIR engagement consultation 'Shaping Our Future' commenced during the reporting period.</p> <p>Further engagement is planned as part of Pre-MIR process. Next report needs to describe how elected members have been engaged.</p>

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	<p>Pre-MIR engagement consultation 'Shaping Our Future' commenced during the reporting period.</p> <p>Further engagement is planned as part of Pre-MIR process. Next report needs to describe how cross sector stakeholders (including industry, agencies and Scottish Government) have been engaged.</p>
13	<p><b>Sharing good practice, skills and knowledge</b> between authorities</p>	Amber	<p>Report refers to good practice being shared through informal benchmarking with other local authorities and development plan liaison meetings, but lacks detail of the issues discussed, outcomes and benefits. Future reports need to explain how sharing good practice, skills and knowledge is achieved in more detail.</p>