
To: Communities, Housing and Planning Policy Board

On: 18 August 2020

Report by: Director of Communities, Housing and Planning

Heading: Renfrewshire Planning Performance Framework 2019 - 2020

1. Summary

- 1.1 The purpose of this report is to present the ninth Renfrewshire Planning Performance Framework that was submitted to the Scottish Government on the 31 July 2020. (Attached at Appendix 1)
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2. Recommendations

- 2.1 It is recommended that the Board:
- (i) notes the Renfrewshire Planning Performance Framework 2019 – 2020 as set out in Appendix 1 that was submitted to the Scottish Government on the 31 July 2020.
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3. Background

- 3.1 A system of performance management has been established between local authorities and the Scottish Government, whereby every planning authority is asked to produce an annual Planning Performance Framework.
- 3.2 The Planning Performance Framework is not a policy document. It provides planning authorities an opportunity to demonstrate continuous improvement, changes implemented, achievements and lessons learnt over the year.
- 3.3 The framework was developed by the Heads of Planning Scotland to capture and highlight a balanced measurement of planning performance, showing commitment to the following areas:

- Speed of decision making;
- Providing certainty through timescales, process and advice;
- Delivery of good quality development and design;
- Project management;
- Communication, consultation and engagement;
- An overall 'open for business' attitude.

4 Renfrewshire Planning Performance Framework 2019 – 2020

- 4.1 This is the ninth year of reporting planning performance. Part 1, 2 and Part 3 of the Planning Performance Framework is where the Council demonstrates the evidence of continuous improvement, providing an explanation in support of Planning's performance which is highlighted through various case studies.
- 4.2 Renfrewshire Planning Performance Framework also includes statistical indicators at Part 4, 5, 6, and Part 7. Renfrewshire Council continues to perform well in terms of the Scottish average.
- 4.3 The Planning Performance Framework demonstrates that Renfrewshire Council is committed to continuous improvement in the service it provides in its role as a Local Planning Authority.

Implications of the Report

1. **Financial** - None
2. **HR & Organisational Development** - None
3. **Community/Council Planning** – None
4. **Legal** - None
5. **Property/Assets** - None
6. **Information Technology** - None
7. **Equality & Human Rights** –

(a) The Recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report.

8. **Health & Safety** – None
9. **Procurement** - None
10. **Risk** - None
11. **Privacy Impact** - None

12. **Cosla Policy Position** – None

13 **Climate Risk** - None

List of Background Papers

The foregoing background papers will be retained within Communities, Housing and Planning Services for inspection by the public for the prescribed period of four years from the date of the meeting.

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Renfrewshire
Council

Planning Performance Framework

2019 - 2020



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Introduction

This is the ninth Planning Performance Framework for Renfrewshire and it covers the period from 1 April 2019 to 31 March 2020.

Renfrewshire Planning Performance Framework sets out how Planning has taken into account the Performance Feedback from the Scottish Government in 2018 – 2019 and aims to demonstrate how that feedback has influenced processes, procedures and practices carried out by Planning.

An important consideration in reviewing Planning's role within the Council is how Planning responds to our communities needs, aspirations and the vision for Renfrewshire.

Key to a planners role is ensuring that they enable a high quality planning system to assist in the delivery of quality places with homes, infrastructure and investment in the right places.

Renfrewshire Council Planning

The Planning Performance Framework aims to demonstrate how Planning in Renfrewshire enable our communities to get involved shaping their area. This can be seen in the Foxbar Place Plan and How To Guide getting an award at the Scottish Awards for Quality in Planning and making the shortlist for the National RTPI Awards for Planning Excellence 2020. Place Plans is aimed at people truly being empowered to deliver enhancements to places in their local communities.

Planning also aim to encourage inclusive growth, which can be seen in assisting in the delivery of new Council housing across Renfrewshire as well as assisting with a more strategic overview of places such as Ferguslie.

The progressing of the Proposed Renfrewshire Local Development Plan also demonstrates how Planning is being responsive to changing places across Renfrewshire with Planning playing its part in addressing Climate Change along with sustaining and supporting communities.



Paisley Abbey

Part 1: Defining and Measuring a High Quality of Renfrewshire's Planning Service

Part 1 of the Planning Performance Framework provides the qualitative evidence of performance in terms of the plans, strategies and projects that have been delivered over the past year. The performance of Renfrewshire Council's Planning Service over the year is measured using the following elements:

Quality of Outcomes

Demonstrates the added value delivered by Planning, outlining the high quality development on the ground and how Planning shapes places.

Illustrate how Planning continues to improve planning processes, influence outcomes and achieve excellent quality development over the year.

Governance

Illustrates how structure and processes are proportionate, effective and fit for purpose.

Demonstrates how resources and innovative working practices aimed to address priorities, through collaboration between Council Services, corporate working practices and joint working arrangements.

Case Studies

Case studies are used throughout this section to demonstrate how Planning has assisted in delivering many of the priorities and outcomes of the Service Improvement Plan.

Quality of Service and Engagement

Demonstrates how Planning's positive actions supported sustainable growth by being Open for Business, more importantly directing the right development to the right places.

Highlights how Planning created certainty through consistent advice, efficient and transparent processes, positive early consultation and engagement along with speedy decision-making, promoting good customer service. Sets out how effective communications and partnership working with a range of stakeholders have resulted in successful outcomes.

Culture of Continuous Improvement

Demonstrates a culture of learning and improving. It details the service improvements and changes over the last 12 months with the aim of improving performance, reflecting the importance of ensuring an excellent quality of service for all users of the Planning Service.

Performance Markers

The Scottish Government's Performance Markers have been used to cross-reference and sign post where Renfrewshire Council consider that evidence has been provided in the case studies, highlighting performance, areas of improvements along with future actions and priorities.

Advanced Manufacturing Innovation District Scotland

Performance Marker : 2, 3, 12, 13

The Advanced Manufacturing Innovation District Scotland (AMIDS) is a 52 hectare site at the Glasgow Airport Investment Area being delivered as part of the £391 million investment through the Glasgow City Region City Deal Project. The areas will see the delivery of significant infrastructure investment which aims to realise a world-class business, advanced manufacturing, innovation, research and commercial campus at the heart of Renfrewshire. [LINK](#)

Partnership Working

A national project is led by Renfrewshire Council in partnership with Scottish Enterprise and the Scottish Government. The project requires significant input from a range of stakeholders such as many of the Services in Renfrewshire Council, Key Agencies, Elected Members, Glasgow Airport, the business and local community in and around the area. [LINK](#)

Sustainable Inclusive Economic Growth

The vision for AMIDS is to create a high quality campus style environment which has a sense of place as well as an exemplar manufacturing area. Design, innovation, sustainability, reducing climate change set in a landscape necklace connecting the campus to the surrounding area is the aspiration to showcase the site and reflect the ambition of the Council. [LINK](#)

Added Value of Planning

This project demonstrates the qualitative story of how Planning adds value to delivering quality places. The evolution of the City Deal projects was being developed in the City Region at the same time that the Renfrewshire Local Development Plan (2014) was being prepared.

This ideally set the policy framework for the projects as they evolved. This meant that the City Deal Team at Renfrewshire Council were guided by a Plan Led System, providing confidence in the investment proposals coming forward. [LINK](#)

As the Glasgow Airport Investment Area then evolved into the Advanced Manufacturing Innovation District Scotland, with a specific focus on an internationally recognised hub for innovation, Planning were involved in shaping the masterplan, development guide, design guide and concept frameworks as part of the core principles for the campus. [LINK](#)

Influencing this vision, approach and quality of conceptual delivery has meant that when proposals are being discussed at pre-application stage and planning applications are submitted, a consistent, high quality approach from Planning can be demonstrated. This process can be seen in the following Case Studies.

Priority Project / Buy-in

Another important element of the City Deal projects in Renfrewshire is that there is buy-in from senior management, local members, key agencies and many other stakeholders. Therefore, it is key that Planning confidently led these projects through policy and guidance hierarchy of the National Planning Policy Framework, the Clydeplan and the Renfrewshire Local Development Plan. To do this Planning work very closely with the City Deal Team at Renfrewshire as well as sitting on project management steering groups, design forums and various other stakeholder meetings such as meetings with Key Agencies and Glasgow Airport. [LINK](#)

National Manufacturing Institute Scotland

The National Manufacturing Institute Scotland (NMIS) is an industry-led international centre of manufacturing expertise where industry, academia with public-sector support all work together to transform skills, productivity and innovation making Scotland a global leader in advanced manufacturing for investment. NMIS aims to support businesses, help attract investment and connect all of Scotland's engineering universities and colleges. [LINK](#)

The facility at the centre of AMIDS has been designed to create an open and collaborative environment where knowledge and creativity can be shared. An exemplar project showcasing the best of Scottish construction technology and engineering demonstrating new technologies and methodologies. [LINK](#)

NMIS was the first project to be granted planning consent as part of the AMIDS campus. Following extensive and focused pre-application discussions, the planning application was submitted with all supporting documents and a design concept that had been shaped through the pre-applications discussions with the applicants. Innovative working practices were put in place at the pre-app stage to ensure there was an effective working group involving the relevant services in the Council which was organised by Planning and led by the City Deal Team. Parallel to the internal working group, Planning worked in partnership with the City Deal to inform and collaborate with Key agencies and other stakeholders. This required alignment of staff resources with a planning officer dedicated to assisting all involved. [LINK](#)

Medicines Manufacturing Innovation Centre

The Medicines Manufacturing Innovation Centre (MMIC) aims to ensure the UK is a technology and innovation leader in pharmaceutical manufacturing. It will plug the gap in support for small molecule manufacturing innovation and drug manufacture. [LINK](#)

The state of the art facilities will enable a collaborative innovation culture between industry, academia, healthcare providers and regulators to address challenges and maximise technology opportunities within the medicines supply chain.

This is the second planning application to be submitted and granted for the AMIDS site. In this case Planning learning from the experience gained by the NMIS application approach had appropriate structures and processes in place that were considered to be proportionate, effective, good use of available resources and fit for purpose.

Again good and successful pre-application discussions regarding the design, sustainability, relationship with the surrounding area as well as the connections to the overall design guide and briefs for the area were key to good planning for this new development on the masterplanned exemplar campus. The submission of a very comprehensive planning application package allowed for a streamlined process and good relationship management.

Following the granting of planning permission, a similar project management approach was taken by Development Management in relation to the discharge of various planning conditions for both NMIS and MMIC where a condition tracker and project meetings were held with various parties aiming to discharge all relevant conditions to get both sites on the ground.

DESIGN - National Manufacturing Institute for Scotland (NMIS) / Medicines Manufacturing Innovation Centre (MMIC)

Performance Marker : 2, 3, 11, 12, 13

Key Areas of Work

Design	Environment
Greenspace	Masterplanning
LDP / Supplementary Guidance	Economic Development
Development Management Processes	Planning Applications
Interdisciplinary working	Collaborative Working
Project Management	Process Management
Staff Training	Transport
Active travel	

Stakeholders

University of Strathclyde	The Centre for Process Innovation
City Deal Team	Scottish Government
Scottish Enterprise	Key Agencies
Founding Industry Partners	Local Members

Overview

The innovative and exemplar design of both facilities for National Manufacturing Institute Scotland and The Medicines Manufacturing Innovation Centre certainly excited and challenged Planning. Both buildings required to create a strong presence and impact as the first buildings on the AMIDS site and to the Netherton Campus.

There was a different approach taken by both projects to link the site and surrounding area, with the use of bold design techniques, colours and materiality. Although both buildings had a very individual design, it was for Planning through the pre-apps and application process to shape the buildings and associated facilities in line with the aspirations of the masterplans, development briefs and parameters plan, place shaping as well as place shaping at the same time as balancing the considerations of various stakeholders such as airport safeguarding. A process agreement was used for both projects to given the collaborative nature required for these projects.

It is considered what was granted planning consent for both sites are high quality designed facility with a material palette which reflects the ambition of the AMIDS masterplan which also responds to sustainability, aesthetics all set within a distinctive hard and soft landscape necklace.

Goals

- A BREEAM excellent rating building and associated grounds;
- High quality innovative design that fits and takes cognisance of the surrounding area;
- A simple, bold and contemporary approach to materials and finishes;
- Sustainability;
- Place-making and place-shaping;
- Plan/Policy/Guidance led approach.

Outcomes

Exemplar, well designed, sustainable developments.

Image
Approach to NMIS from
Netherton Square.



DRAFT IMAGE
National Manufacturing Institute for Scotland

PLACEMAKING - Netherton Square

Performance Marker : 3, 10, 11, 12

Key Areas of Work

Design
Greenspace
LDP / Supplementary Guidance
Development Management Processes
Interdisciplinary Working
Placemaking
Process Management

Environment
Masterplanning
Economic Development
Planning Applications
Collaborative Working
Project Management
Active travel

Overview

As part of the overall exemplar masterplan approach for AMIDS / Netherton Campus the design of spaces throughout the site is considered important. Place making as you enter and leave the campus, connections, sustainability and health and well being as you work, visit and meander through the area is central to project vision.

Planning have shaped spaces in Netherton Campus from the masterplan, through to influencing conceptional plans and designs. The first space to come forward in the campus is Netherton Square. This is public realm and amenity space at the centre of the site which provides the setting for both the NMIS and MMIC facilities.

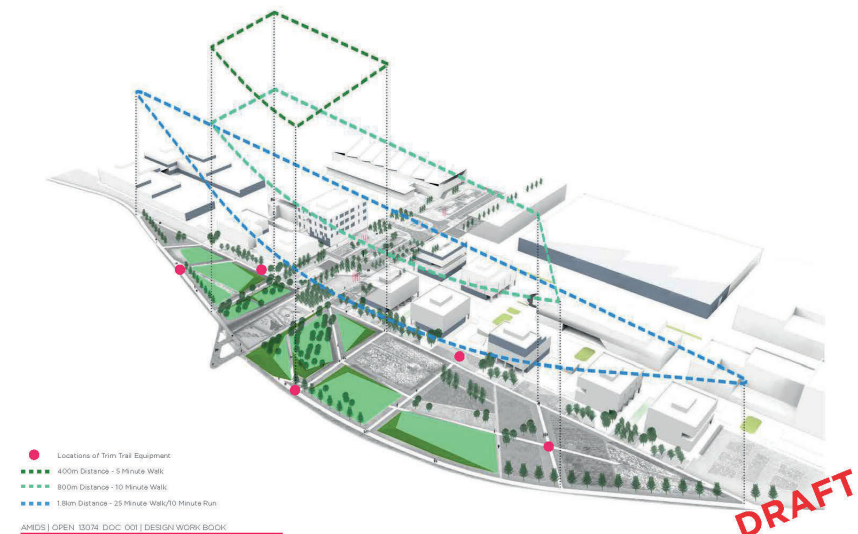
Through strong collaboration between Services within the Council, Planning have led a co-ordinated approach to enable good pedestrian and cycling friendly connections, well designed public realm which has sustainability integrated with rain gardens and other low carbon positive environmental interventions, space for seating, walking and exercise as well as areas of play at the heart of an innovative investment campus.

Stakeholders

Renfrewshire Council Planning
Drainage/Flooding
Glasgow Airport Safeguarding

Roads
City Deal
City Deal Team

Health and Wellbeing

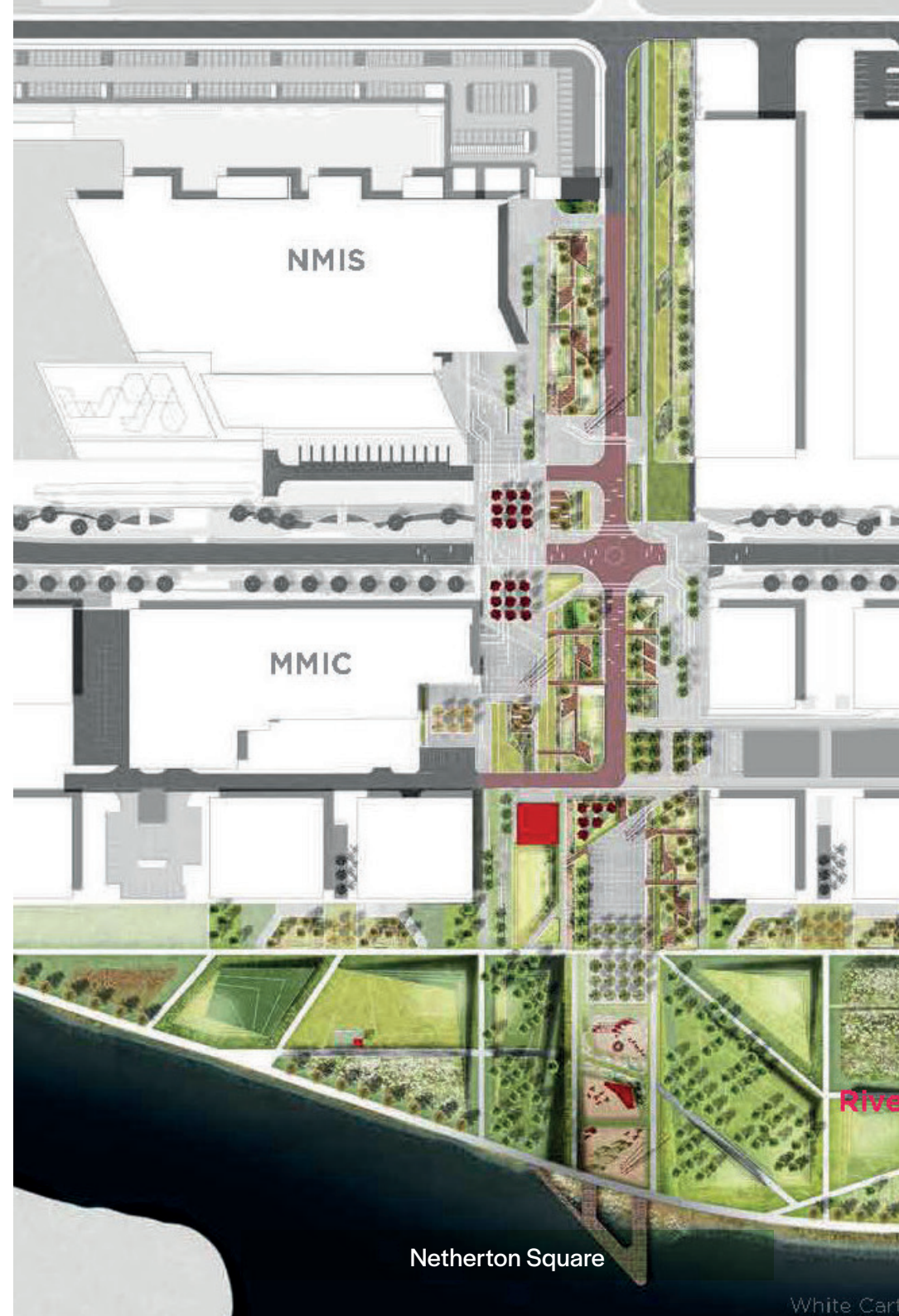


Goals

- Place making;
- Quality;
- Safe Connections and places;
- Sustainability;
- Health and wellbeing;
- Collaboration.

Outcomes

Through shaping the masterplan, concept plans and finally the pre-application plans, the submission of an application has been received which shows the added value of Planning being at the heart of all discussion. It also showcases leadership of Planning through good design quality, environment and the centre of investment.



ECONOMIC INVESTMENT - Wright Street Bridge

Performance Marker : 2, 3, 10, 11, 12

Key Areas of Work

Regeneration
LDP / Supplementary Guidance
Development Management Processes
Interdisciplinary working
Community Engagement
Transport

Masterplanning
Economic Development
Planning Applications
Collaborative working
Placemaking
Active travel

Stakeholders

City Deal Team
Roads
City Deal
Transport Scotland
Applicant - Bidfoods, Westway, Houston's Brewery, Scottish Enterprise, Community
Renfrewshire Council Planning
Drainage/Flooding
Glasgow Airport Safeguarding/NATS

Overview

As part of the AMIDS development, connectivity is key. The addition of the Wright Street Bridge not only provides additional walking, cycling and vehicular connectivity it also was key to the regeneration and economic investment into brownfield sites on Wright Street as well as key to unlocking the masterplanned investment programme for Westway Business Park in Renfrew. [LINK](#)

Prior to the plans for the Wright Street, there was issues with developing the existing vacant, brownfield sites dues to road capacity issues and also amenity issues for local residents and the communities adjacent to these sites. The approval of the consent to enable the implementation of the Wright Street Bridge has meant that Planning have now receive planning applications for significant investment by Westway, Bidfoods and expect the potential expansion plans of Houston's Brewery. Processing agreements were put in place for these applications given the complex considerations in relation to various stakeholders requirements.

It is considered that innovative and collaborative working practices with the City Deal Team has meant that Planning could move forward with successful pre-application discussion and the submission of planning applications for long term regeneration sites. Corporate working as well as close collaboration with Key Agencies has also been key which has unlocked these sites and brought new investment to Renfrewshire.

Goals

- Investment in the right locations;
- Regeneration of brownfield, available sites;
- Consideration of community concerns;

Outcomes

As the City Deal investment intended, the implementation of this infrastructure unlocks brownfield sites and brings investment into the Glasgow City Region. As this planned investment in infrastructure has been brought through a Local Development Plan framework, this has meant the granting of the associated infrastructure with AMIDS has allowed a plan led approach to regeneration and investment in the right locations.



Dargavel Village Progress

Performance Marker : 2, 3, 4, 11, 12, 13, 15

Dargavel Village is the site of a former BAE Systems Royal Ordnance Factory to the south west of Bishopton. At 964 hectares it is one of the largest brownfield sites in Scotland. [LINK](#)

The project has been led by planning from an early stage in partnership with a range of stakeholders, demonstrating successful and ongoing delivery of the spatial strategy from the Local Development Plan.

Masterplan

Delivery of Dargavel Village is through a masterplanned approach to remediate and redevelop the brownfield site. Various planning consents are in place for a range of uses including 4,000 new homes, associated retail, education, health and recreational facilities, along with a Green Network consisting of parks, path networks, woodland and habitat pockets and infrastructure including a motorway junction.

[LINK 1](#) [LINK 2](#)

A legal agreement under Section 75 of the Town and Country Planning (Scotland) Act 1997 is in place between the Council and BAE Systems which identifies a range of planning obligations, delivery mechanisms and timescales. [LINK](#)

Delivery

Delivery of the masterplan at Dargavel Village is led through a Project Management Framework (PMF) and a series of thematic groups which develop and progress elements such as infrastructure, affordable housing and education. Groups meet on a regular basis and enable planning officers to co-ordinate views and resources from internal Council Services, statutory agencies and others.

In addition to the thematic groups, planning officers and BAE Systems meet on a regular cycle to review progress. Community engagement is a key element of successful delivery and planning officers also attend an independently chaired Community Liaison Group attended by local residents, businesses and key stakeholders on a quarterly basis. [LINK](#)

Site Progress

As an update to Renfrewshire Council's 2019 Planning Performance Framework, delivery of Dargavel Village continues to progress well. This has included:-

- The opening of a new motorway junction and design of the Western Link Road, final piece of key road infrastructure serving the later phases of development
- Extensive earthworks and remediation activity, supporting delivery of the next phase of plots aligned to the site masterplan
- Opening of an initial phase of a wider 450ha Community Woodland Park, extending the network of multi-functional blue and green corridors across the site
- Delivery of community facilities, with the opening of new retail units within the Village Centre and construction beginning on a new Dargavel Primary School, due for completion in summer 2021
- Delivery of 1500 homes providing a range and choice of new housing, including 140 homes for social rent

The project continues to be an exemplar of regeneration at a significant scale which has been effectively delivered through strong and sustained partnership working between the public and private sectors, alongside the local community. [LINK](#)



Dargavel Village Housing

DELIVERING HIGH QUALITY DEVELOPMENTS / DESIGN REVIEWS – Dargavel Design Codes

Performance Marker : 3, 6, 10, 11, 12

Key Areas of Work

Design	Regeneration
Environment	Greenspace
Masterplanning	Placemaking
Development Management Processes	Planning Applications
Project Management	

Stakeholders

BAE Systems	Renfrewshire Council
Key Agencies	Existing and New Communities
Commercial & Residential Developers	Investors
NHS	HSCP

Overview

A series of Design Codes for Dargavel Village demonstrate the benefits of a collaborative approach and the commitment of partners to incorporate good design to facilitate high quality development. In addition, the codes reflect a commitment to innovation and the testing of new approaches and solutions to create strong and sustainable places. [LINK](#)

Goals

The Design Codes provide guidance on the design vision and placemaking principles for the development. They set out a series of site wide and 'character area' principles in relation to green infrastructure, open space, the movement network, water management and ecology, as well as buildings and materials.



Western Housing Neighbourhood Stage One
Design Code

Goals Continued...

This provides certainty for developers, the Planning Authority and the local community on design parameters and how new developments will support and integrate with the particular character and setting of the site, while continuing to allow for flexibility.

The Design Codes reflect both best practice and incorporate innovative approaches. This can particularly be seen in the design of a series of multi-functional spaces, which incorporate strategic drainage, access networks and habitats features in a series of blue and green corridors, as a key element of the approach to placemaking within the development.

The commitment to innovation is also reflected in the road, cycle and pedestrian network. Approaches are continually reviewed to consider incorporate new ideas, blending a mix of traditional road design and designing streets principles to support legible and well connected neighbourhoods within the wider development.

Outcomes

The Design Codes are a key element in the successful delivery of initial phases of development at Dargavel Village, supporting key placemaking principles and creating a strong and sustainable new neighbourhood at scale. They add significant value by identifying design principles at the outset, clearly demonstrating a collaborative approach supported by partners and providing certainty to the planning process.



Renfrewshire Local Development Plan

Performance Marker : 7, 8, 11, 12, 13, 15

Last year's Planning Performance Framework set-out the extensive engagement and consultation that was undertaken in preparing the Proposed Renfrewshire Local Development Plan. The twelve-week Proposed Plan consultation ended in June 2019 with 1,444 representations submitted. Subsequently, the focus during the latter half of 2019 has been on collating the submissions received and preparing the Council's response (Schedule 4s). [LINK](#)

The Proposed Renfrewshire Local Development Plan was submitted to the Directorate for Planning and Environmental Appeals on 31st January 2020 for Examination. [LINK](#)

The Proposed Plan aligns with the Council's Community Plan and other Council Strategies and sets out an ambitious strategy to support the delivery of sustainable and inclusive economic growth and includes a policy framework which seeks to create high quality places, protect and enhance the built and natural environment and seeks to address the challenges of climate change in Renfrewshire.

The Proposed Plan also recognises the important role that new developments have in investing in Renfrewshire as well as the associated infrastructure that is required to support development and create sustainable places.

The Proposed Plan sets out a proactive approach to infrastructure provision and the associated developer contributions required to deliver new development. In preparing the Plan, officers investigated potential measures to facilitate development delivery along with early discussions with stakeholders to consider the infrastructure requirements of new developments.

Through this approach developers require to address any reasonable infrastructure deficits which are required to support new development. Potential developer contributions are highlighted through the preparation of the Local Development Plan with early input from Key Agencies and other consultees or where possible at the pre-application stage prior to any application being submitted.



Renfrewshire Local Development Plan

Proposed Plan 2019



PROJECT MANAGEMENT – Renfrewshire Local Development Plan Proposed Plan

Performance Marker : 7, 8, 11, 12, 13

Key Areas of Work

Interdisciplinary Working
Community Engagement
Project Management
Local Development Plan / Supplementary Guidance

Collaborative Working
Process Improvement
Skill sharing
Staff Training

Stakeholders

General Public
Local Developers
Authority Planning Staff
DPEA Staff

Hard to Reach Groups
Key Agencies
Authority Other Staff

Overview

A Local Development Plan Project Management group was set-up to co-ordinate the twelve-week consultation on the Proposed Local Development Plan and supporting Supplementary Guidance and to compile and review the submitted representations before preparing the Council's response and submission of the Proposed Plan to the DPEA for Examination.

The project management group consisted of officers from across the planning team who liaised closely with other local authority staff. The group prepared a project plan related to the Local Development Plan consultation and Schedule 4 preparation with key tasks, focused timetable and potential risks to the Local Development Plan timetable identified early to ensure the Plan could proceed to Examination in line with the Development Plan Scheme.

Weekly meetings took place with all members of the group to review progress, discuss any submitted representations and consider what the Council's response would be within the Schedule 4's.

Goals

The approach adopted sought to prepare a project plan which would:

- Prepare a clear Communications strategy to facilitate extensive consultation on the Proposed Plan and associated Supplementary Guidance;
- Ensure ongoing engagement with local communities, developers, local businesses, key agencies; local members and other Council Services as the Plan progresses to examination;
- Set-up a process to electronically organise and review submitted representations learning from the experience of preparing LDP1;
- Identify any training needs of staff in relation to the preparation of Schedule 4's in close contact with the DPEA; and,
- Support the involvement of staff across planning service in the plan making process and the preparation of Schedule 4's;

Outcomes

The Proposed Plan consultation reached a wide range of stakeholders and communities with an interest in shaping the Development Plan for Renfrewshire. Social media posts reached over 300,000 people, including hard to reach groups, during the consultation and a short Local Development Plan video received more than 2100 views.

Officers delivered a positive customer experience by meeting community groups, members of the public, key agencies and developers throughout the plan preparation process. This provided an opportunity to raise awareness of the Plan, answer any questions and have informal discussions around any issues. Although this approach proved to be resources intensive it helped reduce the number of unresolved issues (in comparison to LDP1) which required to be addressed through the examination of the Plan.

1,444 representations were submitted in response to the Proposed Plan consultation which were grouped into 23 issues, a reduction from the 46 issues considered in the Examination of LDP1.

The team worked closely with officers from the DPEA in setting up the Plan's electronic filing system to compile and review the submitted representations which delivered efficiencies in organising the submission of the Proposed Plan. Officers also attended a training session and meetings at the DPEA offices to discuss the process being adopted to prepare Schedule 4's and took time to provide feedback on the draft examination advice prepared by the DPEA, sharing our experience in preparing the submission of the Proposed Plan.

Officers across the Planning Service were involved throughout the preparation of the Proposed Plan and Schedule 4's and the review of development guidance. This alignment of staffing resources utilised the range of skills and knowledge available and helped build the capacity of officers and promotes a culture of continuous improvement across the planning team.

The Proposed Renfrewshire Local Development Plan was submitted to the DPEA on 31st January 2020 for Examination.

DEVELOPMENT MANAGEMENT PROCESSES

Performance Marker : 2, 3, 4, 5, 11, 12, 13, 14, 15

Development Management Planners are key to progressing priority projects, investment in Renfrewshire, ensuring the right development happens in the right locations and being the important front facing contact for Planning.

Development Management over 2019/20 continue to review and look at ways to continual improve the process and practices to ensure that they are proportionate, effective, responsive and fit for purpose. The following section provides an insight into the review of the team and the aim of continuous improvement.

Processing Agreements

There have been several Processing Agreements entered into over 2019/20 given that there was a number of major applications submitted through that period.

Renfrewshire Council have a standard template. However, there have been a few developers that have given other examples of processing agreements used elsewhere and Renfrewshire Council have updated the template accordingly. [LINK](#)

Pre-applications

Renfrewshire Council continue to encourage pre-application discussions, which remain free, to ensure developments from the erection of a rear extension to a residential development are guided by a plan led system where policies and guidance delivery high quality developments that fit well with the place.

Pre-application discussions on major applications normally require a number of meetings and Renfrewshire Council organise monthly meetings with applicants and their agents to ensure that when the application is submitted that there is a streamline process and all information is submitted timeously with the application. The main point all information being submitted alongside the application is to

ensure that when neighbour notification is carried out that all information related to the application is available so that there should be a good an understanding of the proposals from the outset.

Pre-applications are considered an extremely useful part of the planning process where planners can add the most value is shaping initial thoughts and proposals. The process also assists greatly with relationship management with developers, the community and statutory bodies where timescales, processes and procedures can be highlighted early on to provide confidence to investors through the reliability of clear advice. [LINK](#)

Legal Agreements

The requirement for Legal Agreements to be put in place to support development, in particular where there is an infrastructure requirement for education or active travel interventions through a planning application permission, then these will be sought through discussion and partnership working with developers, landowners and other relevant stakeholders.

Like processing agreements, Renfrewshire Council have been considering legal agreement templates used elsewhere, in particular where developers consider that the process has worked well. Cala Homes have suggested a template for ensuring the delivery of 25% affordable homes at a site which Renfrewshire Council consider would be ideal for this purpose.

The Council continue to work with BAE Systems in the implementation of Dargavel Village which has an extensive Legal Agreement to deliver a new place with interventions currently being delivered such as an Early Years establishment, a new primary school, a motorway junction, affordable homes, bus services, park and ride, community development fund and catering for future health services. [LINK](#)

Working consistently with stakeholders aiming to streamline structures and mechanisms in relation to development processes shows effective leadership by Planning and the ability to evolve and change through feedback and discussion.

Enforcement

Renfrewshire Council refreshed its Enforcement Charter. The Charter has evolved and now has updated Service Standards in line with the feedback from the community and other stakeholders. The refreshed Charter now contains more details on areas where Development Management get a number of enquiries such as householder developments, advertisements and trees. [LINK](#)

Renfrewshire's Enforcement Charter is an example of where a clear communication strategy is key to ensuring consistency, a well defined protocol for the steps involved in investigating potential breaches of planning control and a proportionate response to enquiries.

Development Management Guidance / Duty Planner / Free Advice

Following the extensive consultation and engagement on the Renfrewshire Local Development Plan Proposed Plan (2019), Development Management staff are now refreshing all of the Development Management Guidance. This Guidance provides more detail and best practice advice for specific areas of Planning where there are considerable enquiries such as trees and high hedges or there requires to be more design guidance which supplements the Local Development Plan such as development in Conservation Areas.

The added advantage of clear, consistent advice allows for a self-service approach to aspects of planning, allowing the Duty Planner to assist those with more complex or challenging proposals or those that require more assistance.

Renfrewshire Council operates a Duty Planning Officer system across the working week with no charge of the advice. Renfrewshire Council also operate an electronic inbox for all enquiries and advice. The impact of the COVID19 pandemic meant that being available for many stakeholders to discuss proposals over the phone, via email or by virtual meetings was central to ensuring that Planning continued a business as usual approach. [LINK](#)

Corporate Working

Planning is involved in many corporate working groups and advice and knowledge from Planning can prove invaluable to many areas. Some of the corporate working groups Planning is involved in include the City Deal Co-ordination group, Asset Management Steering Group, Housing Regeneration and New Build Steering Group and the Cultural Infrastructure Corporate Meeting Group.

Corporate working is a key priority for the Chief Executive of Renfrewshire Council, who throughout the last year has been looking at new structures and processes to reduce silo working and increase the sharing of knowledge and skills to ensure Renfrewshire Council is a forward looking, ambitious strategic thinking Council. Planning is part of this structural reorganisation through a programme known as Right for Renfrewshire to ensure processes and procedures are effective and fit for purpose as well as being the core values outlined by our communities.

Sharing Good Practice – DM Forum

The West of Scotland Planning Benchmarking Group is a good example of Councils working collaboratively in a cost effective way. The group (West Dunbartonshire, East Renfrewshire, Renfrewshire, East Dunbartonshire, North Ayrshire and Inverclyde Councils) continues to meet every 3-4 months with high attendance levels. It met three times between 1st April 2019 and 31st March 2020 to share good practice and benchmark on specific planning issues.

The meetings are minuted and chaired by the host council. Topics discussed this year included imposition of additional charges for Pre-apps, Non-material variations and Street naming and numbering, Planning Act, Planning Fees, PPF Feedback/PPF8, SAQP Awards (Queens Quay Design Codes), and specific Development Management issues on Scottish Water's Memorandum of Understanding, mobile advertising, Amenity Notices, Roads' parking standards, Masterplanning, time extensions by DPEA, and performance levels.

In addition there was discussion on publishing sensitive material, stop-the-clock, restoration bonds for quarries, administration support for validation checks, siting adverts on roundabouts, updates on staffing levels, record retention schedules, FOI requests, site layout design reviews, Planning Act S23, Pre-determination hearings, wording on the Decision Notice to state conformity with LDP, decisions taken contrary to SEPA advice, and charges for high hedge applications.

The email group continues to be used by all levels to exchange information and to get views on specific planning issues. In addition this year a well attended training day was held by the Benchmarking Partners for Planners from each Authority at Whitelees Windfarm on renewables and climate change.

Stalled Sites

Over the years, Renfrewshire Council have only ever had a handful of sites that are stalled or considered legacy cases. This is considered to be the result of two things, dealing with Developer Contributions/Legal Agreements as efficiently as possible by close working with the Council's Legal Team as well as other stakeholders. The other is continuing to find solutions through partnership working.

The two legacy cases that Planning continues to work through is a key project for City Deal infrastructure and the other is a masterplan for a strategic business campus next to the airport. Both are complex and require strong collaboration between Services in the Council and Key Agencies, National bodies as well as significant investors. Both applications are close to being determined and this is hoped to be reported in next years Planning Performance Framework.

Developer Contributions

The Local Development Plan recognises the important role that new developments have in investing in Renfrewshire as well as the associated infrastructure that is required to support development and deliver good places.

A proactive approach to infrastructure provision is adopted, investigating potential measures to facilitate development delivery along with early discussions with stakeholders to consider the infrastructure requirements of new developments.

Development that is acceptable in terms of place making and can be delivered without significant increased burdens on infrastructure, services and facilities or whereby the developer can address any deficit will be supported.

Through this proactive approach developers require to address any reasonable infrastructure deficits which are required to support new development and are both appropriate and necessary to the nature of the development and its location. This could include:

- Education – additional classrooms and associated school facilities required to support the operation of a school related to the number of pupils generated by the proposed development;
- Healthcare services and facilities - where investment is required to provide healthcare infrastructure to address increased demand associated with a proposed development;

- Traffic management measures – traffic signals, crossings, measures required in relation to road safety and providing safer routes to school and improvements to the road network required to support the proposed development;
- Public transport infrastructure and services - where investment is required to address increased demand associated with a proposed development;
- Open space and active travel– Where a contribution is required to enhance open space provision off-site to support a proposed development and provide new or enhanced active travel connections to the site;
- Green infrastructure provision – Where a contribution is required in relation to the sustainable management of water and where mitigation including on-site or off-site habitat creation or enhancements to watercourses are required.

Any developer contribution that is required to support a proposed development is secured through the planning application process. Potential contributions are highlighted through the preparation of the Local Development Plan with early input from Key Agencies and other consultees or where possible at the pre-application stage prior to any application being submitted.

Elected Member Engagement (LDP)

There has been extensive Elected Member engagement throughout 2019/20 in shaping the Renfrewshire Local Development Plan Proposed Plan (2019). The main aim of ensuring that Elected Members are fully up to speed in the policies, plans and proposals set out in the Plan is so that they have the confidence in a plan-led system and the ability to discuss the Plan with their constituents. There was both individual and group engagement sessions with Councillors to get them familiar with both the content of the Plan as well as all of the important associated documents such as the Strategic Environmental Assessment as well as all of the background papers which explain the evidence behind the Plan.

As part of these information sessions, there were opportunities to discuss particular proposals and what worked well and not so well in relation to planning applications

and guidance. This allowed Planning to take this constructive feedback and suggestions but more importantly it assisted with buy-in from Councillors.

Councillor Training / Community Council Training (LDP)

Over 2019/20 there have been information sessions set up for Community Council chaired by the Head of Planning and Housing and included members of the Planning team. These sessions were structured around the following themes:

- Planning (Scotland) Act 2019
- National Planning Framework
- Regional Spatial Strategies
- Renfrewshire Local Development Plan
- Housing Land Supply
- Developer Contributions

These information sessions allowed for question and answer sessions and aimed to provide an informative update on all things Planning.

Officers also attended Community Council meetings consulting on the Renfrewshire Local Development Plan Proposed Plan (2019) and in particular any proposed sites for each individual community area.

Prior to the restrictions as a result of the COVID19 Pandemic, other sessions had been organised with Community Councils to provide training and knowledge building these included:

- Planning Act what does it mean for our communities;
- How to do a Local Place Plan;
- Guide to Development Management.

It is hoped that these information sessions will be re-arranged and can be included in the next Planning Performance Framework.

ADDED VALUE OF PLANNING – Design in Planning Applications

Performance Marker : 3

Key Areas of Work

Design
Greenspace

Environment
Development Management Processes

Stakeholders

Applicants/Agents

Neighbouring Properties

Overview

Development Management Planners provide much need added value in planning applications through their design skills that have been built up over the years as well as learning from best practice from elsewhere through attendance at training events and seminars as well as sharing good ideas through other forums.

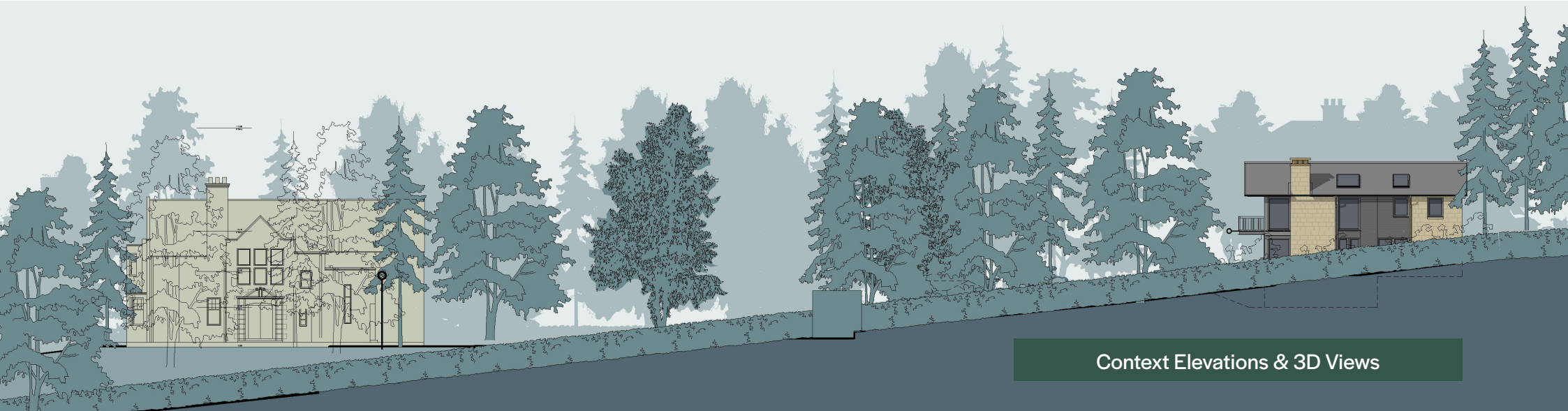
Goals

Added value through design assist both good quality of a proposal on a site as well as good placemaking for the street scene and surrounding area.

Outcomes

Images attached show the added value of Planners contributing to good design outcomes for sites.





Context Elevations & 3D Views

ENVIRONMENT & GREENSPACE

Performance Marker : 3, 6, 9,10, 11

The Planning Team has progressed a variety of actions supporting local environmental improvements across Renfrewshire over the past year, supporting delivery of the spatial strategy within the Renfrewshire Local Development Plan and contributing to the Council's corporate objectives.

Climate Emergency

The Council declared a climate emergency in June 2019 and set up a Cross Party Working Group to set out actions which could drive change across Renfrewshire. The Planning Team provided evidence to the Working Group and contributed to the development of emerging actions. These included:-

- Using effective spatial planning to mitigate the impact of climate change, for example supporting the reuse of brownfield land, encouraging sustainable transport modes and incorporating renewable energy technologies in new developments
- Developing a Carbon Offset plan, setting out opportunities for actions such as additional tree planting and improvements to Renfrewshire's rich biodiversity resources, such as peat bogs, to support them as 'carbon sinks'

The Action Plan was presented to the Council in early 2020 and Planning are now working in collaboration with a range of internal Council services and stakeholders to support delivery. [LINK](#)

Renfrewshire Food Growing Strategy

The Planning Team work collaboratively with the Renfrewshire Health and Social Care Partnership to manage the Renfrewshire Growing Grounds Forum. The Forum represents more than 50 organisations including allotment and community garden associations, development trusts and voluntary sector bodies, supporting local residents and groups to maintain and increase the quantity and quality of growing opportunities across Renfrewshire. [LINK](#)

In autumn 2019 the Planning Team worked in partnership with the Forum to develop a Food Growing Strategy in line with duties under the Community Empowerment (Scotland) Act 2015. [LINK](#)

The strategy provides a positive framework for increasing the quality and quantity of growing opportunities across Renfrewshire and has supported the enhancement of existing and the creation of new spaces, in line with the spatial strategy set out in the Renfrewshire Local Development Plan.

Glasgow and Clyde Valley Green Network Partnership – Blueprint

The Glasgow and Clyde Valley Green Network Partnership (GCVGNP) are developing a Green Network 'Blueprint', providing for the creation of a strategic Green Network for the Glasgow City Region. The Blueprint will identify existing green network assets, gaps and opportunities to address these. [LINK](#)

Renfrewshire Council is a member of the GCVGNP and the Planning Team have worked closely with the Partnership, supporting the development of the Blueprint and associated Action Plan, identifying key access and habitat assets across Renfrewshire and future opportunities for their protection and enhancement.

Planning are now working with GCVGNP and stakeholders to develop a business case to support delivery of opportunities identified within the Blueprint.

The Blueprint aligns with proposals in the Renfrewshire Core Path Plan 2020 and the outcomes of habitat assessment undertaken with GCVGNP are informing the development of emerging Renfrewshire Council Open Space and Green Network Strategies.

Progressing the Renfrewshire Biodiversity Action Plan

Planning have continued to work with partners progress actions within the Renfrewshire Biodiversity Action Plan. In particular this has included work with BAE Systems to develop a management strategy for a 450ha Community Woodland Park within Dargavel Village, Bishopton. [LINK1](#) [LINK2](#)

The emerging strategy provides a framework for range of actions which support the protection and enhancement of species and habitats across the woodland, such as restoration of Barochan Moss, a peat bog of high ecological value designated as a Site of Importance for Nature Conservation (SINC), as well as works to enhance the Dargavel Burn water corridor identified as a Site of Special Scientific Interest (SSSI).

To continue to raise awareness of biodiversity, the planning team is developing an interactive GIS based 'storymap' of the Biodiversity Action Plan. This will use clear mapping, careful use of colour, images and short explanatory text to enable users to clearly understand aims and actions within the plan and to interrogate and find detail on nature designations across Renfrewshire.

CLEAR COMMUNICATIONS STRATEGY - Core Path Plan

Performance Marker : 3, 6, 9, 10, 11

Key Areas of Work

Environment	Placemaking
Green Networks	Local Development Plan and Supplementary Guidance
Collaborative Working	

Stakeholders

Renfrewshire Council	The Local Access Forum
Communities	Land Owners
Farmers	Country Park Rangers

Overview

The Renfrewshire Core Paths Plan was first published in 2008. A review and update of the Core Paths Plan has been progressed by the planning team over 2019 to ensure that it reflects an up to date network of key access routes across Renfrewshire which connect communities, places of interest and greenspace, provide opportunities for active travel and promote healthy lifestyles.

The revised plan has been produced in partnership with Renfrewshire Local Outdoor Access Forum as well as internal Council Services and will be reported to a future Board and then be subject to Statutory Consultation and engagement.

Goals

A key consideration in the preparation of the revised plan was clear communication. The approach developed set out a visual and succinct plan which clearly reflected where changes were proposed, using clear mapping, careful use of colour, images, symbols and short explanatory text.

To support this visual approach, an interactive GIS based 'storymap' was developed to accompany the physical plan, enabling users to interrogate and find detail on the characteristics of each individual path within the Plan, over 300 routes in total.

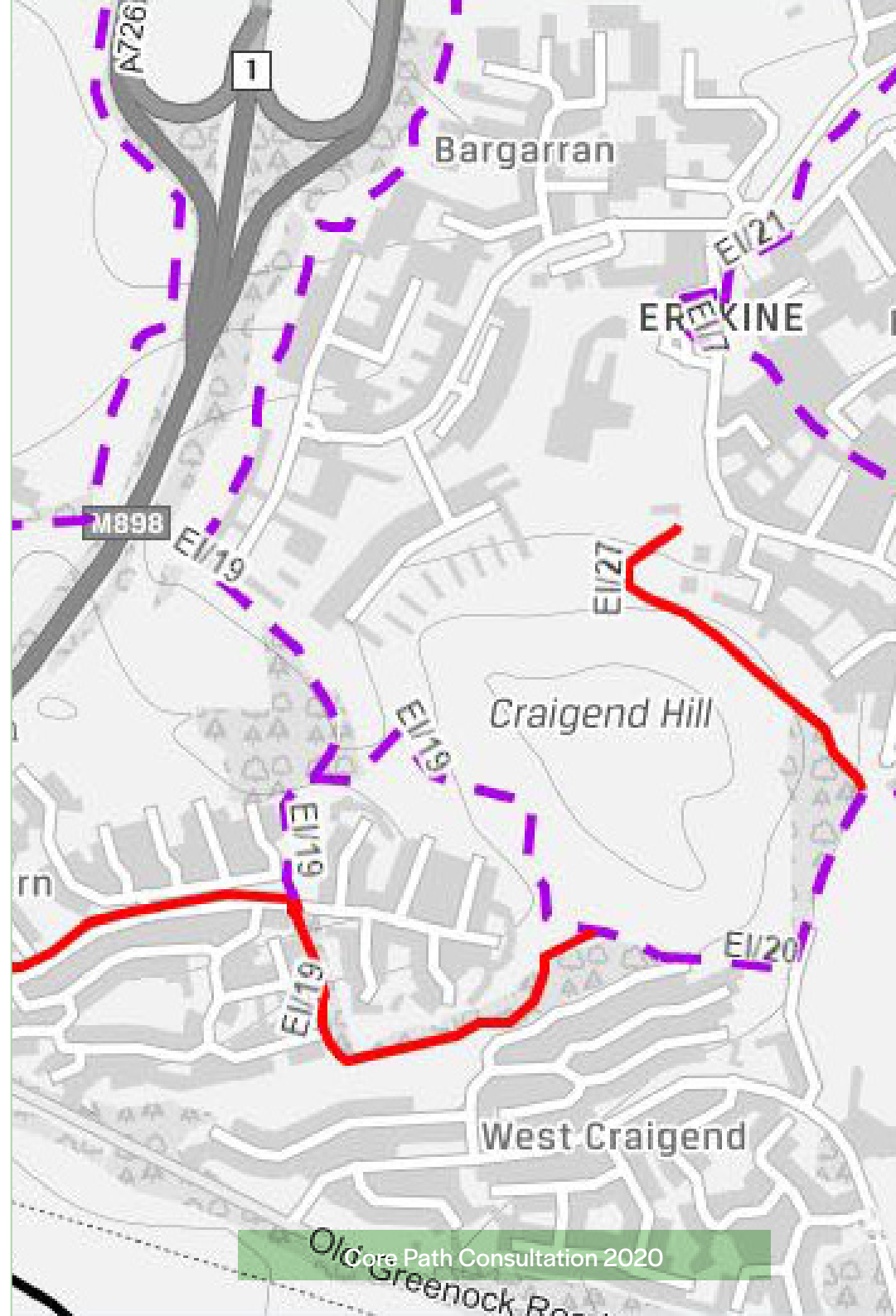
Outcomes

The plan demonstrates Planning's commitment to clear and concise communication as well as innovation in how information is presented and accessed, supported and informed by strong partnership working with both internal Council services and the local community.

"The Planning Team's work with the Local Access Forum has led to a revised Core Paths Plan which is clear, concise and reflects the guidance and expertise of Forum members."

"It is a great example of collaborative working between local community stakeholders and planners to prepare a plan which will support active travel opportunities and health and wellbeing across Renfrewshire".

Donald Cochrane, Chair, Renfrewshire Local Access Forum



COMMUNITY EMPOWERMENT – Spateston Place Plan

Performance Marker : 3, 6, 9, 10, 11, 12, 13

Key Areas of Work

Local Development Plan and Supplementary Guidance
Community Empowerment Collaborative Working
Placemaking Environment
Regeneration Local Forums
Corporate Working

Stakeholders

The Local Community

Renfrewshire Council

Overview

Following the preparation of a pilot Local Place Plan within the urban neighbourhood of Foxbar over 2018, Planning has continued to take the lead role in empowering local communities to become actively involved in the shaping of their neighbourhoods, reflecting the aspirations of the Planning (Scotland) Act 2019.

Over 2019 Planning supported some members of the community of Spateston, a residential neighbourhood within the town of Johnstone, to prepare a local Place Plan for the area, providing a framework for a range of social and economic initiatives, community activities and local environmental improvements.

Goals

As part of the pilot in Foxbar, Planning prepared a Local Place Plan 'How To' Guide which provides clear and concise guidance on the key requirements of Place Plans and steps in their preparation. [LINK](#)

A key goal for planning was to support the local community prepare the plan in the context of the guidance, for example in the development of a strategy for community consultation.

Planning provided guidance in respect of the wider corporate policy framework, in particular the Renfrewshire Community Plan and Proposed Renfrewshire Local Development Plan.

Guidance was also provided in relation to Local Area Partnerships (LAPs), the delivery mechanism for actions within the Community Plan. Aligning with LAPs is significant as this provides potential funding avenues for projects emerging from the plan.

Planning acted as the lead contact for both local community representatives and internal services within the Council, ensuring that emerging actions were developed on the basis of co-production.

Outcomes

The Spateston Local Place Plan was published by the local community in late 2019, identifying a vision and eight actions which build on the existing assets of the area, supporting a sustainable, well connected and sustainable place which reflects the priorities of the community.

These include physical projects such as a enhancements to the local park, as well as social and environmental actions such as planting wildflower meadows. The plan provides a flexible framework to guide action by the local community, supported by the Council and its partners, to deliver the vision.

Outcomes of the plan have been developed in cognisance of the Proposed Renfrewshire Local Development Plan and the priorities of the Johnstone and Linwood Local Area Partnership, helping the Council and its partners to identify where resources and investment are best targeted to meet community aspirations and deliver positive outcomes.

Spateston Tenants and Residents Association (TARA) have since secured £10,000 from the Council's Community Empowerment Fund and £50,000 from the Council's Greenspaces Fund to develop proposals for a community facility within the area and to undertake enhancements to the local community park. This demonstrates the success of the approach to develop the plan and in particular the strong and positive role of planning within this process.

“The Planning Team provided positive guidance and support to Spateston Tenants and Residents Association during the preparation of the Local Place Plan for our neighbourhood. This was very helpful in supporting us to shape plan outcomes and accessing funding sources which has helped to realise initial actions”.

Lewis Nesbitt, Chair, Spateston Tenants and Residents Association

Part 2:

Supporting Evidence

Good Examples of Added Value of Planning

In preparing the Renfrewshire Planning Performance Framework for 2019/20, all Planning staff put forward ideas into the PPF electronic suggestion folder. This is a folder wherein staff contribute and deposit their examples of new or improved processes, where Planning has delivered good proposals and outcomes and where there has been improvements in practices or procedures which should be highlighted in the PPF Report.

Images, statistics, quotes from emails, are all contained within this folder and case studies are developed and the most appropriate case studies are then chosen by senior management to highlight the added value by the team.

Impact of COVID19 Pandemic

From the end of March onwards to the end of May, the normal practice of preparing the Planning Performance Framework is a collection of meetings with the Planning Team as well as senior managers with input from colleagues from other Services as well as external stakeholders assisting with case studies as well as providing constructive feedback on the performance of Planning over the year.

This year, this process has been undertaken as best we can by virtual platforms. This has curtailed getting feedback from a range of sources, however stakeholders have still influenced the final Planning Performance Framework Report as we have shared text, images and case studies as we produced this year's report.

Management/Processes Reviews

As Renfrewshire's Planning Performance Framework is reported to the Communities, Housing and Planning Policy Board each year, the report goes through a number of management reviews from the Head of Planning & Housing to the Director of Communities, Housing and Planning Services, thereafter for review by the Convenor and the Vice Convenor of Communities, Housing and Planning Policy Board, before being presented to the 15 Board members for final consideration.

Part 2 Supporting Evidence

Case Study Topics	Issue Covered (pg no.)	Case Study Topics	Issue Covered (pg no.)
Design	7, 9, 15, 24,	Interdisciplinary Working	7, 9, 11, 18,
Conservation		Collaborative Working	7, 9, 11, 18, 28, 30,
Regeneration	11, 15, 32,	Community Engagement	11, 18, 30,
Environment	7, 9, 15, 24, 28, 30,	Placemaking	9, 11, 15, 28, 30,
Greenspace	7, 9, 15, 24,	Charrettes	
Town Centres		Place Standard	
Masterplanning	7, 9, 11, 15,	Performance Monitoring	
LDP & Supplementary Guidance	7, 9, 11, 18, 28, 30,	Process Improvement	18,
Housing Supply		Project Management	7, 9, 15, 18,
Affordable Housing		Skills Sharing	18,
Economic Development	9, 11,	Staff Training	7, 18,
Enforcement		Online Systems	
Development Management Processes	9, 11, 15, 24,	Transport	7, 11,
Planning Applications	7, 9, 11, 15,	Active Travel	7, 9, 11,

Other: please note: Green Networks P28, Community Empowerment P30, Local Forums P30, Corporate Working P30

Part 3:

Culture of Continuous Improvement

The following outlines what Renfrewshire Council Planning is setting out to achieve in 2020 and the following tables outline progress made during 2019-2020 as well as review those actions from 2018-2019 which were on-going.

Innovative way of working

- Building on the lessons learned from the COVID19 Pandemic, the end to end customer experience will be evaluated with improvements to the current webpages, clear instructions on neighbour notification letters in relation to how to view plans online and how to make comment on application proposals.

Consultation and engagement with communities, Community Councils and other stakeholders will also be considered with innovative ideas tested and trialled.

Building on expertise and skills within the team we will look to get more interactive story boards mapping along with a great use of images displayed on webpage and social media platforms.

Hopefully all this work will be assisted by the introduction and better understanding of Digital Planning techniques, working in partnership with the Scottish Government to implement new ways of working, consultation and engagement.

Implementation of new Planning Application System

- Successfully implement the planning application system 'Uniform' migrating from the current Acolaid system along with the accompanying Document Management System as an electronic means to retain all existing records and all future records.

In implementing this new system, Planning is looking to see where there could be resource efficiencies as well a more streamlined and responsive system for applicants, agents, members of the public and other stakeholders.

Local Place Plans

- Continue to work with local communities, groups and stakeholders to produce more local place plans.

Produce local place plans for Renfrewshire's Local Partnership areas to demonstrate a spatial representation of the Community Plan and communities priorities for their areas as detailed in each Local Partnership Area.

Committed Improvements	Action Required
1. Making Plans for the future - Community Planning & Planning	Mapping of Community Assets for publication on the Council's website which outlines what land is available for community groups, development trusts, stakeholders to take ownership through the Community Empowerment powers. Highlighting the potential uses which are considered acceptable and any opportunities and constraints that need to be considered. To produce a 'How to Guide' to assist groups through process, working in collaboration with other Services in the Council.
Progress from 2019 / 2020	<p>All land in Renfrewshire is mapped on the Council's GIS system with each land parcel provided a description such as land associated with the housing land audit, vacant and derelict land, commercial land, business and industrial land, etc.</p> <p>Land in the ownership of the Council has also been mapped with constraints and opportunities outlined such as current infrastructure constraints, drainage issues, etc. Land in Council ownership which is in the midst of our communities has also been identified and this has enabled communities to come forward and propose good community uses or greening on sites.</p> <p>This mapping system has assisted the Community Asset Transfer process as well as providing a good evidence base for assessing bids from communities and groups for the Council's Community Empowerment fund. It was decided to postpone the 'How to Guide' and this will be added to the refresh guidance for the Community Empowerment Fund which Planning will work with colleagues in Corporate Services.</p> <p>ACTION COMPLETE</p>
2. Making Plans for the future - Place Plans	Working with local communities, groups and stakeholders to produce more Local Place Plans.
Progress from 2019 / 2020	<p>As highlighted in Section 1 of this Planning Performance Framework, Planning continues to work with various groups to produce Local Place Plans.</p> <p>ACTION COMPLETE</p>

Committed Improvements	Action Required
3. Making Plans for the future – Renfrewshire Review Panel	Introduce a Renfrewshire Review Panel for pre-application proposals and planning application review looking at all aspects of the development including design, access, connectivity, inclusivity, low carbon aspects, etc to assist a better understanding of developments for communities, elected members and stakeholders, providing an opportunity for developers to present the complete vision of their proposals.
Progress from 2019 / 2020	<p>Good progress has been made on this action with Planning officers visiting other Council and observing how review panels are run and operated. Learning from others and considering what would be appropriate for Renfrewshire and what staff and elected members want to gain out of a review panel, a paper has been produced which sets out the possible structure, set up, governance, attendance and resource implications. This paper has been reviewed from a Legal perspective to ensure processes and procedures are fit for purpose and code of conduct issues reviewed. The set up was paused due to the COVID 19 Pandemic, however this may also present an opportunity to consider this review panel in a more virtual platform with the ability for the display of presentations and images and more control over what is presented and input as well as discussions controlled.</p> <p>ACTION ON-GOING DUE TO COVID19</p>
4. Conservation Area / Listed Building Good Practice Guide	Conservation Area / Listed Building Good Practice Guide to protect and enhance Renfrewshire's Assets, an illustrative dos and dont's guide.
Progress from 2019 / 2020	<p>A draft Conservation Area / Listed Building Good Practice Guide has been prepared. It requires to be presented to the Communities, Housing and Planning Policy Board. This presentation to the Board has been delayed due to the impact of the COVID 19 Pandemic. New, updated and refreshed guidance will be presented to the Board in due course.</p> <p>ACTION ON-GOING DUE TO COVID19</p>

Committed Improvements	Action Required
5. Renfrewshire Development Guide	Replacing the Renfrewshire Residential Design Guide with a Renfrewshire Development Guide which will set guiding principles, design criteria and placemaking principle, good design examples and best practice ideas for all development.
Progress from 2019 / 2020	<p>A draft Renfrewshire Development Guide has been prepared. It requires to be presented to the Communities, Housing and Planning Policy Board. This presentation to the Board has been delayed due to the impact of the COVID 19 Pandemic. New, updated and refreshed guidance will be presented to the Board in due course.</p> <p>ACTION ON-GOING DUE TO COVID19</p>
1. Making Plans for the future – City Deal	Continue to work with other teams in the Council such as City Deal and Regeneration Team to produce guiding principles, design criteria and placemaking principles for development.
Outstanding Actions from 2018 / 2019	<p>Guiding principles, design criteria and placemaking principles for development have now been included in the draft Renfrewshire Development Guide. As highlighted above the draft Renfrewshire Development Guide will be presented to a future Board.</p> <p>ACTION COMPLETE</p>
2. Culture of Continuous Improvement	Produce Process Mapping / Advice for increasing the validation rate of applications.
Outstanding Actions from 2018 / 2019	<p>The level of validation rate for applications has increased and it was considered that there was not requirement for the production of process mapping.</p> <p>ACTION REMOVED</p>

Part 4:

National Headline Indicators

A: NHI Key Outcomes – Development Planning

Development Planning	2019-20	2018-19
Local and Strategic Development Planning		
<p>Age of local/strategic development plan(s) at end of reporting period</p> <p>Requirement: less than 5 years</p>	<p>Local Development Plan</p> <p>The Renfrewshire Local Development Plan (Adopted 28 August 2014)</p> <p>= 5 years and 7 months (31 March 2020)</p> <p>Strategic Development Plan</p> <p>Glasgow and the Clyde Valley Strategic Development Plan (Adopted 24 July 2017)</p> <p>= 2 years and 8 months</p>	<p>Local Development Plan</p> <p>The Renfrewshire Local Development Plan (Adopted 28 August 2014)</p> <p>= 4 years and 7 months (31 March 2019)</p> <p>Strategic Development Plan</p> <p>Glasgow and the Clyde Valley Strategic Development Plan (Adopted 24 July 2017)</p> <p>= 1 year and 8 months</p>
Will the local/strategic development plan(s) be replaced by their 5th anniversary according to the current development plan scheme?	No	No
Has the expected date of submission of the plan to Scottish Ministers in the development plan scheme changed over the past year?	Yes	Yes
Were development plan scheme engagement/consultation commitments met during the year?	Yes	Yes

Part 4: National Headline Indicators (NHIs)

Development Planning	2019-20	2018-19
Effective Land Supply and Delivery of Outputs		
Established housing land supply	Information not available	9626 units
5-year effective housing land supply programming	Information not available	4506 units
5-year effective land supply total capacity	Information not available	6392 units *land supply doesn't include new housing sites allocated in the LDP Proposed Plan
5-year housing supply target	Information not available	3196 units *remaining housing supply target to 2024
5-year effective housing land supply (to one decimal place)	Information not available	7 years
Housing approvals	Information not available	746 units
Housing completions over the last 5 years	Information not available	3698 units
Marketable employment land supply	Information not available	132.9 hectares
Employment land take-up during reporting year	Information not available	3.42 hectares

B: NHI Key Outcomes – Development Management

Development Planning	2019-20	2018-19
Project Planning		
Percentage of applications subject to pre-application advice	47%	24.6%
Number of applications subjects to pre-application advice	358	180
Percentage of major applications subject to processing agreement	0.1%	0.2%
Number of major applications subjects to processing agreement	1	2
Decision Making		
Application approval rate	97.3%	97.7%
Delegation rate	98.1%	97.5%
Validation	71%	66.7%

Part 4: National Headline Indicators (NHIs)

Development Planning	2019-20	2018-19
Decision Making Timescales		
Major developments	13.3 Weeks	35.4 Weeks
Local developments (non-householder)	7.4 Weeks	8.9 Weeks
Householder developments	6.1 Weeks	6.9 Weeks
Legacy Cases		
Number cleared during reporting period	0	2
Number remaining	2	1

C: Enforcement Activity

	2019-20	2018-19
Time since enforcement charter published / reviewed Requirement: review every 2 years	Update to Communities, Housing and Planning Policy Board - August 2021	Published August 2019
Complaints lodged and investigated	15	1
Breaches identified – no further action taken	0	0
Cases closed	0	0
Notices served	2	3
Direct Action	0	0
Reports to Procurator Fiscal	0	1
Prosecutions	0	1

D: NHI Key outcomes – Commentary

Commentary

Short contextual statement

The Renfrewshire Local Development Plan

Good progress continues to be made on replacing the adopted Renfrewshire Local Development Plan (2014). The Renfrewshire Local Development Plan Proposed Plan was submitted to the Communities, Housing and Planning Policy Board on the 12 March 2019 as the settled view of the Council. It was agreed that the Proposed Plan be subject to extensive consultation and engagement for 12 weeks until the 10 June 2019. [12 March 2019 Board Report](#)

Following the close of the consultation 1487 representations were received, with 90% of those related to the future land supply and potential new sites in the Plan. [20 August 2019 Board](#) Following the analysis of all representations, 23 main issues were identified. Schedule 4 Reports detailing each of the 23 issues were prepared and along with all evidence was packaged up and submitted to the Scottish Ministers on the 31 January 2020.

The Examination into the Plan is expected to progress over the year. [Preparation of the next LDP](#)

Effective Land Supply and Delivery Outputs in Renfrewshire

Due to the COVID19 Pandemic, Planning has been unable to undertake the necessary site visits to compile the figures for the Housing Land Audit and the Business and Industrial Land supply for 2019/2020.

Pre-application advice

Pre-application advice has increased quite significantly which is mainly due to improvements to the recording system. As outlined in the Planning Performance Framework, Planning is involved in a substantial amount of pre-application discussions with stakeholders. The new recording system reflects this important part of the overall planning process. <http://www.renfrewshire.gov.uk/article/2323/Applications-for-Planning-Permission>

D: NHI Key outcomes – Commentary

Commentary

Short contextual statement

Processing Agreements

Although the number of processing agreements remains static and relatively low, they are offered to applications which are considered major or complex.

<http://www.renfrewshire.gov.uk/article/2785/Processing-Agreements>

Decision making

The application approval rate and the delegation rate at Renfrewshire remains consistent.

Validation Rate

As outlined in Part 3 of the Planning Performance Framework, there has been good progress on the level of the validation rate which is due to the hard work by Planning staff in working with applicants and agents.

Decision-making timescales

There has been a significant improvement on the timescales for determining planning applications at Renfrewshire. This has been due to all post being filled in the Development Management section and the team working collectively to ensure a good level of service.

D: NHI Key outcomes – Commentary

Commentary

Short contextual statement

Legacy Cases

As outline in Part 1 of the Planning Performance Framework, there is two new Legacy Cases this year. One of the Legacy Cases is in relation to a complex masterplan site for a business park in Renfrew. At the time of preparing the Planning Performance Framework significant progress had been made on the application and Planning were close to a decision being made. The other application was in relation to a City Deal proposal which is complex.

Enforcement Activity

The activity and planning officer time in relation to dealing with general enquiries for potential breaches of planning control is not captured in Section C: Enforcement Activity a set out above. This therefore does not provide a fair reflection of the amount of investigative work carried out by Renfrewshire Council Planners.

As reported in last year's Planning Performance Framework, a new method of recording potential breaches of planning control was carried out, however this has not captured the workload accurately.

For the forthcoming year, another system will be trialled to ensure enforcement activity at Renfrewshire is properly reported. [Enforcement of planning control](#)

Part 5:

Official Statistics

A: Decision-making timescales (based on 'all applications' timescales)

Category	Total number of decisions	Average timescale (weeks)	
	2019-20	2019-20	2018-19
Major developments	2	13.3 Weeks	35.4 Weeks
Local developments (non-householder)	227	7.4 Weeks	8.9 Weeks
▪ Local: less than 2 months	82.8%	6 Weeks	6.5 Weeks
▪ Local: more than 2 months	17.2%	13.7 Weeks	15 Weeks
Householder developments	300	6.1 Weeks	6.9 Weeks
▪ Local: less than 2 months	97.7%	6.0 Weeks	6.5 Weeks
▪ Local: more than 2 months	2.3%	10.3 Weeks	9.7 Weeks
Housing developments			
Major	1	14 Weeks	60.7 Weeks
Local housing developments	46	8.6 Weeks	9.2 Weeks
▪ Local: less than 2 months	69.6%	5.7 Weeks	6.2 Weeks
▪ Local: more than 2 months	30.4%	15.1 Weeks	12.1 Weeks

Category	Total number of decisions	Average timescale (weeks)	
	2019-20	2019-20	2018-19
Business and industry			
Major	1	12.6 Weeks	21.9 Weeks
Local business and industry	19	6.8 Weeks	7.7 Weeks
▪ Local: less than 2 months	89.5%	5.8 Weeks	6.2 Weeks
▪ Local: more than 2 months	10.5%	14.9 Weeks	12.1 Weeks
EIA developments	0	-	0
Other consents ¹	142	5.7 Weeks	7 Weeks
Planning/legal agreements ²	0	-	68.3 Weeks
▪ Major: average time	0	-	70.5 Weeks
▪ Local: average time	0	-	63.8 Weeks

¹ Consents and certificates: Listed buildings and Conservation area consents, Control of Advertisement consents, Hazardous Substances consents, Established Use Certificates, certificates of lawfulness of existing use or development, notification on overhead electricity lines, notifications and directions under GPDO Parts 6 & 7 relating to agricultural and forestry development and applications for prior approval by Coal Authority or licensed operator under classes 60 & 62 of the GPDO.

² Legal obligations associated with a planning permission; concluded under section 75 of the Town and Country Planning (Scotland) Act 1997 or section 69 of the Local Government (Scotland) Act 1973

B: Decision-making: local reviews and appeals

Type	Total number of decisions	Original decision upheld			
		2019-20	2018-19		
	2019-20	No.	%	No.	%
Local reviews	1	1	100%	6	66.7%
Appeals to Scottish Ministers	2	2	0%	3	0%

C: Context

Renfrewshire Council Planning consider that the decision making timescales are consistent with the Scottish average. The team have worked together to show an improvement from last year's average timescale performance.

Part 6:

Workforce Information

Workforce information should be a snapshot of the authorities planning staff in position on the 31st of March.

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

RTPI Qualified Staff	Headcount	FTE
Development Management	6.5	
Development Planning	4.5	
Enforcement	0	
Specialists	0	
Other (including staff not RTPI eligible)	11	

Staff Age Profile	Headcount
Under 30	6
30-39	5
40-49	7
50 and over	4

Context

The Structure shows how Planning is made up of three areas Development Planning, Placemaking and Development Management. Staff work together across the teams within Planning as well as working with the team in housing.

This approach has been excellent in promoting a culture of continuous improvement across both Planning and Housing staff with each team learning from each other's experience.



Part 7:

Planning Committee Information

The template below allows the information on the number of meetings and site visits during 2017-18 to be recorded in a consistent format, additional guidance on what to include is within the template itself

Committee & Site Visits	Number per year
Full council meetings	8
Planning committees	6
Area committees (where relevant)	-
Committee site visits	3
LRB	1
LRB site visits	0

P lanning P erformance F ramework

2019 -2020