

To: Communities, Housing and Planning Policy Board

On: 20 August 2019

Report by: Director of Communities, Housing and Planning Services

Heading: Renfrewshire Planning Performance Framework 2018 - 2019

1. Summary

- 1.1 The report presents the eighth Renfrewshire Planning Performance Framework that was submitted to the Scottish Government on the 31 July 2019. (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 2018 – 2019 as set out in Appendix 1 that was submitted to the Scottish Government on the 31 July 2019.
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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 2018 – 2019

- 4.1 This is the eighth 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.
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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. If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Council's website.
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

Appendix 1

- (a) Renfrewshire Planning Performance Framework 2018 - 2019

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Renfrewshire
Council

Planning Performance Framework

2018 - 2019

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Introduction

This is the eighth Planning Performance Framework for Renfrewshire and it covers the period from 1 April 2018 to 31 March 2019.

Renfrewshire's Planning Performance Framework sets out how Planning has taken into account the performance feedback from 2017/2018 and aims to demonstrate the improvement activity and actions which have been delivered throughout the year, outlining case studies, highlighting progress, celebrating the success in both the Scottish and UK Planning Awards as well as reporting on the progress made on commitments to service improvement.

Renfrewshire Planning Performance is being measured at a time where Planning is under review with the aim of creating a 'World-class planning system'. Renfrewshire Council aim to embrace the changes put forward through the new Planning Bill, making Planning more collaborative, empowering planning and planners to assist in delivering great places.

Renfrewshire Council Planning

The progress in Planning over 2018/2019 has seen the delivery and publication of the next Renfrewshire Local Development Plan, the Proposed Plan, an ambitious vision and framework for land use planning in Renfrewshire for the next 10 years.

Delivering on the idea of Place, Work, Folk, has seen the collaborative production of Renfrewshire's first Local Place Plan in Foxbar, Paisley, which is aimed at people truly being empowered to deliver great places in their local community.

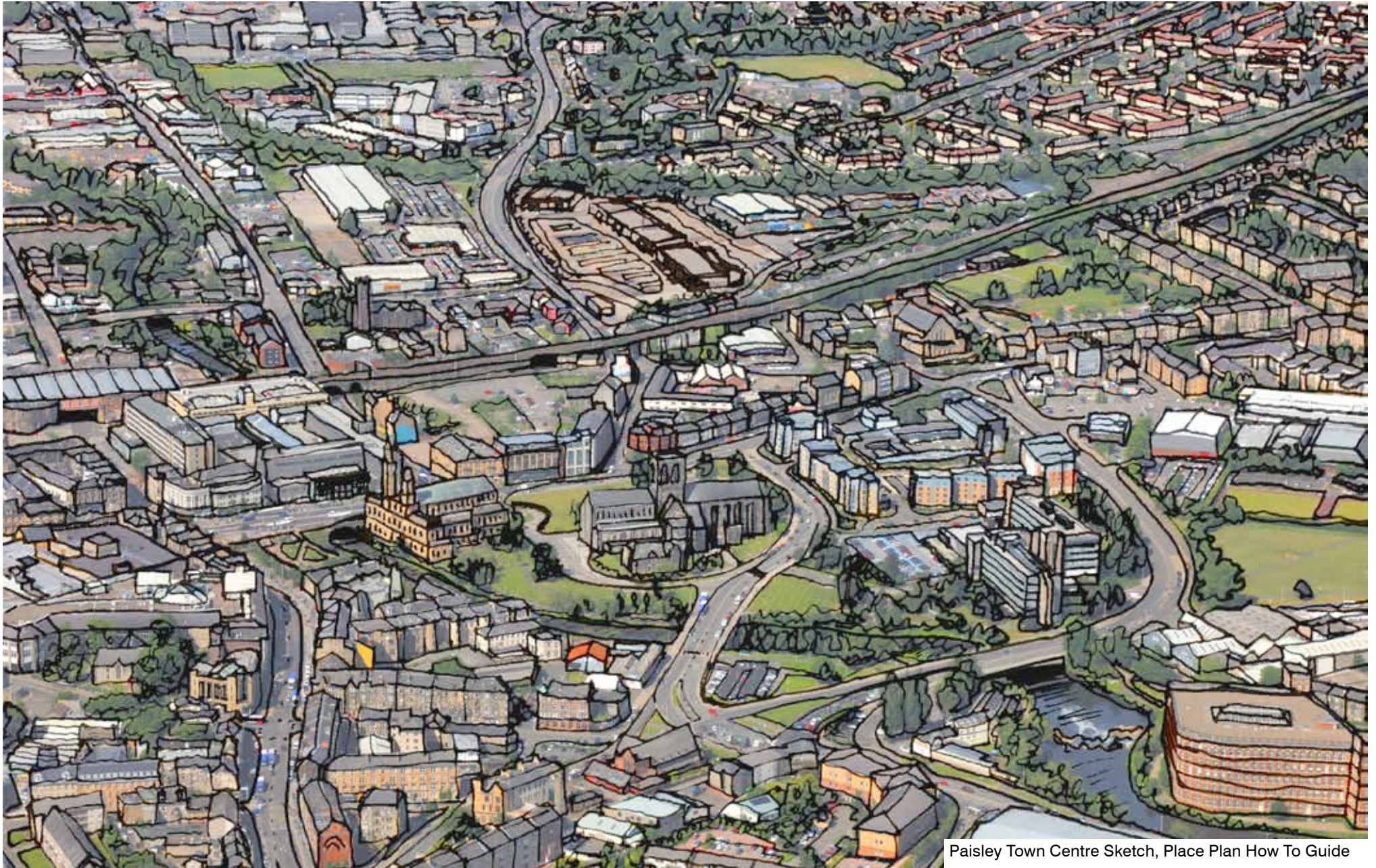
The Local Place Plan experience demonstrated that good planning is important to enhancing the quality of life of people as well as allowing local flexibility to assist in reflecting local circumstances and the different needs of Renfrewshire's communities.

Developments coming through the Planning System over the last year have had a focus not only on the right development happening in the right places but also getting the right design and layout.

The idea of 'Thinking Globally and Acting Locally' has meant that this year Renfrewshire has focused on the 'Getting it right for every child' approach as well as ensuring that development is inclusive, ensuring the needs of people of different ages and physical abilities are taken into account, contributing to the health and wellbeing of all.



Weir upstream of Johnstone, Black Cart Water



Paisley Town Centre Sketch, Place Plan How To Guide

Part 1: Qualitative Narrative and Case Studies

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.

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.

Governance

Illustrates how Renfrewshire's Planning Service 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.

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.

Case Studies

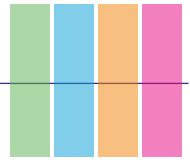
Case studies are used throughout this section to demonstrate how Planning has assisted in delivering many of the priorities and outcomes of the Planning and Housing Service Improvement Plan.

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.

Renfrewshire Local Development Plan

Performance marker 7, 9, 10, 11, 12, 13



The preparation of the next Renfrewshire Local Development Plan reached a key milestone with the publication of the Proposed Plan on 18 March 2019 which is subject to twelve weeks of consultation.

The Renfrewshire's Local Development Plan Proposed Plan sets an ambitious framework to support the delivery of sustainable, inclusive economic growth and high-quality development across Renfrewshire whilst ensuring that Renfrewshire's built and natural environment is protected and enhanced. <http://www.renfrewshire.gov.uk/article/3070/Preparation-of-the-next-Local-Development-Plan>

Consultation and Engagement

The focus in preparing the Plan is to ensure high quality meaningful community engagement where local people, stakeholders and custodians shape their local areas.

Working Group

In finalising the Proposed Plan an internal working group was established to oversee the project management of the Plan and to ensure effective and continuous engagement out with the formal consultation stages of the Plan preparation process.

Delivering Local Priorities

Officers attended various meetings with local residents, Community Councils and local businesses and attended Local Area Partnership meetings which facilitated engagement with a wide range of community groups, organisations and individuals representing communities across Renfrewshire. This enabled local priorities to be reflected within the Plan.

Corporate Buy-in

The Local Development Plan working group also collaborated with other Council Services, the Corporate Management Team, Chief Executive and local Councillors ensuring corporate buy-in for the emerging Local Development Plan and alignment with the Community Plan and other Council Strategies.

Key Agencies

Continuous collaboration and engagement with Key Agencies has taken place throughout the plan preparation process. A draft Proposed Plan was sent to Key Agencies to gain feedback and ensure the main points had been reflected prior to the formal Proposed Plan consultation. Feedback on this proactive approach has been positive which is demonstrated in a response from Transport Scotland.

"I wanted to email to say thank you for the continued and consistent collaboration and engagement throughout the plan process with Transport Scotland." Transport Scotland

Communication Strategy

Prior to the publication of the Proposed Plan Planning worked closely with the Council's Communications Team to prepare a Local Development Plan Communications Strategy. This included various social media posts and articles in the local papers. A short consultation video on the Local Development Plan was also posted on social media (see web link for more information).

The Strategy is proving to be successful with the social media posts reaching over 20,000 people in the first two weeks of the consultation and the video has had more than 2000 views.

The Proposed Plan is structured around five key themes Economy, Centres, Infrastructure, Places and Environment each representing five high level aims of the Plan's Spatial Strategy.

Economy

The Local Development Plan provides a framework to promote Renfrewshire as an excellent base for businesses to locate and invest. It seeks to maximise the economic potential of Renfrewshire, support new investment which strengthens Renfrewshire's diverse economy and delivers sustainable and inclusive economic and employment growth.

Centres

Renfrewshire's Centres form an important part of the areas distinct character and identity, acting as hubs for communities. Centres offer a range of uses and activities and support new economic investment opportunities across Renfrewshire.

The Local Development Plan provides a framework for the preparation of Centre Strategies which support investment in Renfrewshire's Centres to deliver vibrant, well designed and accessible places which offer a range and choice of uses, activities and functions.

Infrastructure

The Local Development Plan seeks to ensure that people and places are well connected and investment in infrastructure is made in the right place to enable and support development opportunities and investment. The Plan supports an integrated approach to the planning and development of the infrastructure required to facilitate development.

Places

Understanding the role of Renfrewshire's places, their strengths and opportunities for enhancement is central to the delivery of the Renfrewshire Local Development Plan Spatial Strategy.

The focus is on regeneration and enhancing existing places and the delivery of housing in the right locations to meet the needs of existing and future residents.

Environment

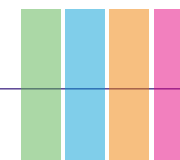
The Local Development Plan promotes sustainable patterns of development that contribute towards minimising carbon and greenhouse gas emissions and supports adaptation to the likely effects of climate change.

The Plan also supports development which will protect and enhance natural, built and cultural heritage, biodiversity and recreational and access resources.



Case Study - Glasgow Airport Investment Area

Performance marker 2, 3, 12, 13



Key Areas of Work

Design
Masterplanning
Development Management Processes
Interdisciplinary working
Placemaking
Transport

Environment
Economic Development
Planning applications
Collaborative working
Project management
Active travel

Stakeholders

Developers
Key agencies
Renfrewshire Council Staff
Councillors
Investors
Glasgow Airport

Overview

Renfrewshire Council's City Deal Projects have been outlined in previous Planning Performance Frameworks. In summary, Renfrewshire will benefit from three of the largest infrastructure investments of the Glasgow City Region City Deal (<http://www.renfrewshire.gov.uk/citydeal>).

It is a strategic infrastructure investment programme of £270 million which will deliver:

- The Glasgow Airport Investment Area (GAIA) (Advance Manufacturing Innovation District Scotland);
- The Clyde Waterfront and Renfrew Riverside Project (CWRR); (New Clyde Crossing)
- The Airport Access Project.

Planning continues to work as an integral part of the City Deal Team at Renfrewshire Council. Planning has provided a framework through the new Renfrewshire Local Development Proposed Plan with new policies and a Place Plan to set policy context for new projects coming forward, as well as assisted in shaping masterplans, development guides and design briefs to deliver high quality developments. Planning aims to deliver a positive customer experience by ensuring clear and proportionate advice pre/during/post planning application submission.

Goals

That Planning support sustainable and inclusive economic growth, striking a good balance between investment, a healthy environment and delivering great places.

Outcomes

Planning have developed structures, processes and procedures to ensure that developers, investors, consultants, Key Agencies, and internal staff are confident in the proportionate processes and that timescales are adhered through processing agreements and good communication channels. Planning is involved in monthly progress meeting that discuss all 3 of Renfrewshire's City Deal projects. Risk register meetings are also held to discuss timescales, resources, procurement processes, joint working set up and a review of process and procedures for dealing with planning processes.

‘Being guided through the Planning process by Renfrewshire Council’s Planning Section, through good collaborative working and informative pre-application discussions provided a clear understanding of what is required for a comprehensive submission of a detailed planning application for an exciting new development at the Advance Manufacturing Innovation District Scotland.’

Steve Harris, Project Manager, University of Strathclyde on behalf of the National Manufacturing Institute for Scotland



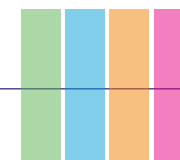
Glasgow Airport Innovation Area Visual 1



Glasgow Airport Innovation Area Visual 2

Case Study - Paisley Town Centre

Performance marker 2, 3, 12



Key Areas of Work

Design	Conservation
Regeneration	Development Management Processes
Planning applications	Interdisciplinary working
Collaborative working	Placemaking
Project management	

Stakeholders

Developers
Key agencies
Renfrewshire Council Staff
Councillors

Overview

Key heritage and cultural regeneration projects are being delivered as part of Renfrewshire Council's £100 million of investment in destination venues and infrastructure over the next five years. These projects will form part of a wider plan to showcase Paisley's unique heritage and cultural assets to transform its future. (<http://www.renfrewshire.gov.uk/article/7742/100m-town-centre-investment>)

The projects include the redevelopment of a category A listed Paisley Town Hall building aimed at transforming the performance space and visitor experience. Paisley Museum building is another important category A Listed building on Paisley's High Street which is being transformed into an international-class attraction. A new Learning and Cultural Hub in the centre of Paisley's High Street is bringing a vacant building in the Conservation Area back into use that will accommodate a library, study space and flexible learning areas for young and old.

Planning requires to be an integral part of this transformation by adding value to the overall design and development outcomes, working collaboratively with stakeholders of each individual project, and providing consistent approach across the transformational vision.

Goals

Planning is seen corporately as playing an important role in assisting in delivering social, cultural, regenerative and economic benefits to communities across Renfrewshire.

Outcomes

Planning has assisted by providing a strong policy framework in the Proposed Renfrewshire Local Development Plan aiming to achieve a good mix of cultural, heritage and visitor attractions in Renfrewshire's Centres along with strengthening the built heritage policy dimension.

Lesson learned approach was adopted by Planning as a result of dealing with the pre-application and planning application process for the Town Hall redevelopment. The project management approach was changed to reflect what worked well and not so well with a more tailored processing agreement put in place as agreed with the lead consultant, which was considered to provide more confidence in the planning application process. Planning altered the processes to ensure that they were more effective and fit for the purpose when dealing with the Learning and Cultural Hub planning application and the Paisley Museum pre-application process.

'delivering the complex £42 million project for Paisley Museum which is central to the larger transformation of Paisley and Renfrewshire requires all stakeholders to play their part. Planning at Renfrewshire Council has, so far, made positive contribution by providing guidance and helping to identify most important considerations early on well as helping to shape the unique, high quality development required for a showcase regeneration project so closely linked to the town and it's identity.'

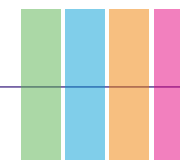
Matthew Wilkinson, Associate, AL_A



Proposed Section Visual, Paisley Learning & Cultural Hub

Case Study - Clyde Waterfront & Renfrew Riverside

Performance marker 2, 3, 12, 13



Key Areas of Work

Design
Regeneration
Housing Supply
Development Management Processes
Interdisciplinary working
Project management
Active travel

Environment
Masterplanning
Economic Development
Planning applications
Collaborative working
Transport

Stakeholders

Developers
Key agencies
Renfrewshire Council Staff
Councillors
Investors
Joining Local Authorities

Overview

The Clyde Waterfront and Renfrew Riverside (CWRR) City Deal Project is a key infrastructure investment project which will aim to transform a large brownfield site in Renfrew on the banks of the Clyde, connecting communities in Renfrewshire, West Dunbartonshire, Glasgow and beyond.

<http://www.renfrewshire.gov.uk/cwrr>

Planning has worked alongside the City Deal team and all other stakeholders to firstly get the Clyde Crossing through the planning process. The Scottish Ministers approved the planning application for Clyde Waterfront and Renfrew Riverside project on the 16 November 2018.

Since approval of the application, Planning has been involved in the corporate working processes that has been set up by Renfrewshire Council. Given that the Bridge will span three planning authorities, there has been a joint working group set up to deal and sign off the planning conditions, with protocols agreed between all 3 authorities as to how the details are reported back to each of the Councils and who signs off the final conditions.

A group has also been set up across the 3 Council areas to hear the views of local elected members, Community Council and the Community, to keep the communication lines open. This group has been used by Planning as a sounding board for design ideas and potential future developments. Through this approach Planning is aiming to be more open and accountable to communities where transformational change is about to take place.

Goals

Through joining communities by infrastructure, development and investment, Planning is aiming to create processes that allows local flexibility to reflect local circumstances taking into account the different needs of local people and place across the local authority boundaries.

Outcomes

Planning considers that we are delivering efficiencies with this joint approach. Resources are also being shared as well as there being a consistent and proportionate approach for the consultant providing the information on the project.

This unique project management approach, across local authority boundaries demonstrates that Planning can work collaboratively, and it sets a structure of successful relationship management which will be required for the new Regional Partnerships that are emerging through the Planning Bill.

'Working in tandem with Renfrewshire Council Planning from pre to post planning submission has been an enormous benefit to SWECO particularly in relation to clear and proportionate requests for information at various stages of the process.' SWECO



Clyde Crossing Bridge Visual

Case Study - Dargavel Village

Performance marker 2, 3, 6, 10, 12, 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.

Leadership and Vision

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

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.

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.

Planning have worked closely with site owner BAE Systems for over a decade on the site regeneration strategy, masterplan, design briefs/codes as well as a range of other placemaking frameworks to incorporate good urban design, facilitating high quality development and making best use of the significant land asset.

In addition to BAE Systems, Planning has worked in tandem with a range of partners to deliver initial phases of the development. This has required strong relationships with site owner as well as a range of Council Services, statutory agencies and other stakeholders.

Partnership and Delivery

In view of the range of activities and requirements at the site a Project Management Framework (PMF) was established in the early stages of development, providing for a series of thematic groups to develop and progress elements such as infrastructure, affordable housing and education.

Groups meet on a regular basis, enabling planning officers to co-ordinate views and resources from internal Council Services, statutory agencies and others to facilitate delivery of the masterplan and associated planning applications. In addition, planning officers and BAE Systems meet on a regular six weekly cycle to review progress and as a forum for discussion.

“The Planning team’s enthusiasm in considering innovative approaches to support delivery has been significant in underpinning the quality and continued success of the development at Dargavel Village”.

Jon Gettinby, Bishopton Head of Programme, BAE Systems

Continual consultation, conversations and community engagement has also been a key element of successful delivery of the site. Planning attend an independently chaired Community Liaison Group (CLG) attended by local residents, businesses and key stakeholders. Held on a quarterly basis, the CLG provides an opportunity to discuss site progress and support community input to delivery of proposals.

Impact

The impact of the development has been transformational. Initial phases have returned over 200 hectares of vacant brownfield land to active use, significantly reducing Renfrewshire's vacant and derelict land by 20% since 2012

Initial delivery of over 1000 homes has provided a range and choice of new housing for the local community, existing residents within Renfrewshire as well as those new to the area. This includes 80 new units for social rent currently under construction.

A green infrastructure network has been central to early delivery. Strategic drainage, access networks and habitat features have been integrated and closely aligned in a series of blue and green corridors to create multi-functional spaces which act as the spine for the development.

A programme of structural landscaping associated with the green infrastructure network has been supported by enhancement of significant existing features such as woodland across the site and the introduction of new green spaces, including a village square at the heart of the development.

Community facilities supporting the development are also key to the masterplan. Retail units are currently under construction and planning consent has recently been granted for a new primary school at the site, to begin construction in early 2020. Future phases will bring additional facilities including a new Health Centre.

An Exemplar

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.

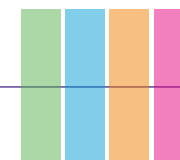
The success of the development has been recognised by the Royal Town Planning Institute and the Scottish Government. Dargavel Village received the 'Excellence in Planning for Homes – Large Schemes' Award at the UK wide RTPI Awards for Planning Excellence 2019 and received an Award in the 'Place' category at the Scottish Awards for Quality in Planning 2018.

Innovation at the site is ongoing, with Taylor Wimpey selecting Dargavel Village for their Project 2020 scheme. This is delivering a pilot of new architect-designed homes incorporating modern methods of construction, flexible interior layouts and low-carbon energy systems.



Project 2020 Houses, Dargavel Village

Implementing Green Infrastructure across Renfrewshire



Performance marker 11, 12, 13

Renfrewshire benefits from a rich built heritage and a varied natural environment which are key resources for local communities. The Proposed Renfrewshire Local Development Plan recognises the importance of this and supports the enhancement of the natural environment which contributes to the health and attractiveness of places and neighbourhoods. In partnership with a range of stakeholders, Planning has led on environmental enhancements across Renfrewshire, delivering the spatial strategy within the Development Plan.

GCVGNP 'Blueprint'

At a regional level, Planning officers contributed to the production of the Glasgow and Clyde Valley Green Network Partnership 'Blueprint' for the Renfrewshire area. The Blueprint provides a connected access and habitat network across the Glasgow and Clyde Valley region, identifying opportunities for future enhancements. The outcomes of the Blueprint are reflected in the Proposed Renfrewshire LDP and will inform work on a local Green Network Strategy identified in the Proposed LDP Action Plan. <https://www.gcvgreennetwork.gov.uk/what-we-do/our-blueprint>

Biodiversity Action Plan

The Renfrewshire Biodiversity Action Plan was approved in 2018. Planning has continued to co-ordinate the LBAP Steering Group, bringing together a range of stakeholders to progress delivery. Through the Steering Group a number of projects have been progressed over the last year, delivering actions identified within the LBAP.

These include projects by Froglife and Butterfly Conservation at Glenniffer Braes and Barshaw Park, Paisley, enhancing existing and creating new habitats. <http://www.renfrewshire.gov.uk/biodiversity>
A key element of these projects has been community engagement, with consultation events held to raise awareness and to provide training in surveying techniques which support further LBAP delivery.

Community Empowerment Act and Growing Grounds

Planning play a key role in delivering the Council's statutory duties under the Community Empowerment Act 2015 (CEA) in relation to Allotments, co-ordinating the Renfrewshire Growing Grounds Forum jointly with Renfrewshire Council Health and Social Care Partnership. The Forum meets quarterly and works to support local residents and groups to increase the quantity and quality of growing ground opportunities for people across Renfrewshire, working collaboratively to promote community growing. <https://www.facebook.com/pages/category/Community/Renfrewshire-Growing-Grounds-Forum-841185909374232/>

The group supports the enhancement of existing grounds and creation of new spaces in line with community aspirations, assisting to reclaim vacant and derelict land, delivering a key element of the spatial strategy within the Proposed Renfrewshire Local Development Plan. In turn, the work of the group supports the creation of attractive, sustainable places. Over the last year Planning have supported a number of community groups to consider and prepare funding applications for growing projects, particularly in Foxbar, Paisley, supporting an identified action from the Local Place Plan for the area.

Planning is leading on the preparation of Renfrewshire's first Food Growing Strategy, a requirement of the CEA 2015, in consultation with and support of the Growing Grounds Forum. The key role played by the Forum has been recognised by the Scottish Government, with the group receiving a Scottish Award for Quality in Planning 2018 in the 'Process' category.

Dargavel Community Woodland Park

A new 450 Ha Community Woodland Park is proposed as a key element of the Community Growth Area at Dargavel Village, Bishopton. Planning are working closely in partnership with the site owner, BAE Systems on the preparation of a strategy for the woodland park.

This has included the co-ordination of key stakeholders and internal Council services, with regular meetings held to progress the strategy as part of the Project Management Framework in place for the wider Dargavel development. Community engagement has also taken place in the context of the Community Liaison Group (CLG) in place for the development. <https://www.bishoptoncouncil.com/>



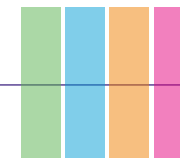
Cascade, Dargavel Village



Cascade, Dargavel Village

Case Study - Implementing the LDP action programme

Performance marker 3, 6, 12



Key Areas of Work

Local Development Plan & Supplementary Guidance
Housing Supply and Delivery
Affordable Housing
Regeneration and Placemaking
Interdisciplinary Working
Collaborative Working
Procurement
Project Management

Stakeholders

Authority Planning and Housing Staff
Other Council Services
Scottish Government
Developers
Key Agencies
General Public
Planning Committee

Overview

Planning is taking a proactive approach to the delivery of new homes across Renfrewshire.

A Housing Regeneration and New Build Steering Group has been established to oversee the project management of the Strategic Housing Investment Plan and housing delivery including the regeneration of brownfield sites across Renfrewshire.

The Steering group promotes strong collaboration and includes planning and housing officers and officers from other Services covering procurement, finance, land ownership and other aspects of site delivery. They identify potential issues and risks which could impede site delivery early in the planning process and where possible identify options to address these. This ranges from future infrastructure considerations to good procurement processes. Planning officers assist the Steering Group through identifying potential opportunities and constraints on sites and preparing development briefs which set design principles to support development.

Housing delivery issues are also discussed with Key Agencies and Developers and at the Council's quarterly Housing Providers Forum which is attended by stakeholders including the Scottish Government and Registered Social Landlords.

Planning has also sought to refine the Housing Land Audit process ensuring that it is effective and fit for purpose to monitor housing delivery and act as positive tool for engagement with Stakeholders. An interactive Housing Land Audit has been published on the Council's web-site to help deliver a positive customer experience and aid discussions with developers on the future delivery of sites. Work is also progressing to finalise a storyboard version of the Audit. <http://www.renfrewshire.gov.uk/article/7526/Housing-Land-Audit>

Goals

Planning is assisting in addressing the Council's priority to increase the delivery of new homes across Renfrewshire and assisting in achieving the Scottish Government's ambition of 50,000 new affordable homes by 2021.

Outcomes

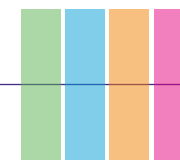
The proactive and collaborative approach to housing delivery is proving to be successful in delivering new homes across Renfrewshire. The Council remains on target to deliver 1000 new affordable homes by 2021 which will re-develop brownfield sites helping to regenerate communities across Renfrewshire. Also, over 950 all tenure homes have been completed this year which is the highest level in Renfrewshire in 25 years.

Renfrewshire's collaborative approach to the Housing Land Audit process is also well received by the housing industry with the 2018 audit agreed with Homes for Scotland in less than one month with no disputes on any site. The Housing and Regeneration Steering Group has promoted a sharing of knowledge and practices across a range of Council Services. It has promoted good alignment of staff resources as well as staff gaining new skills in different fields of work.

“Homes for Scotland has a good working relationship with officers at Renfrewshire Council. The Housing Land Audit consultation is an example of best practice with prompt consultation, a well laid out audit containing all of the relevant information and senior officers present at the audit meeting with Homes for Scotland members. Whilst we do not always reach agreement, the process followed by officers allows a rigorous and informed review of the housing land supply to take place.”

Homes for Scotland

Case Study - Renfrewshire Affordable Housing Design Guide



Performance marker 2, 6, 10, 11, 12, 13

Key Areas of Work:

Local Development Plan & Supplementary Guidance
Housing Delivery
Affordable Housing
Regeneration and Placemaking
Collaborative Working

Stakeholders

Authority Planning and Housing Staff
Other Council Services
Scottish Government
Developers and Registered Social Landlords
Key Agencies

Overview

The Renfrewshire Affordable Housing Design Guide provides best practice guidance focusing on the promotion of well-designed affordable homes that take account of local surroundings and delivers a product capable of meeting the current and future housing needs of tenants and residents. The guidance focuses on flexibility and the best use of space in new homes to deliver Housing for Varying Needs.

A collaborative approach was adopted in preparing the guidance and a project group was set up to review the draft guidance with feedback presented to the Renfrewshire Housing Providers Forum.

The project group included both planning and housing officers and representatives from Registered Social Landlords, local developers and the Scottish Government.

Goals

Aiming to get the balance of planning new homes to reflect the different needs of local people and places.

Outcomes

The Planning Service has been integral to the preparation of the guidance ensuring that the Placemaking Principles of the Renfrewshire Places Design Guide are embedded within the document to deliver high quality places while supporting the delivery of new affordable homes. Planning has added value and supports the use of the guidance by preparing development briefs with design principles, providing early pre-application advice, setting good design parameters and dealing with planning applications.

Joint working on the Renfrewshire Affordable Housing Design Guide has promoted good sharing of knowledge and practice. The guide brings a range of planning and housing issues together into one easy read document which can be used to engage with developers and inform and review the design of development proposals. Delivery on the ground illustrates a commitment to fully embed best practice design principles whilst meeting Renfrewshire's affordable housing supply targets and helping achieve the Scottish Government's ambition of 50,000 new affordable homes by 2021.



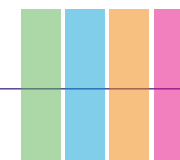
Social Housing, Wellmeadow Street, Paisley



Social Housing, Love Street, Paisley

Case Study - Local Place Plans & How To Guide

Performance marker 6, 9, 10, 11, 12, 13



Renfrewshire Council are keen to support the principle of Place Plans and to empower local communities to shape their neighbourhoods. To develop this approach, a pilot Place Plan was prepared for Foxbar, an established urban neighbourhood within the town of Paisley, over spring 2018.

Led by Foxbar and Brediland Community Council with the support of Renfrewshire Council (Place Making and Community Planning officers) and Paisley Housing Association, the plan identifies the local community vision for the area and priority actions to achieve this.

Engagement

The project represented a step change in the Council's approach to plan preparation and engagement. Community representatives led on the planning and delivery of the process through a regular steering group also attended by Council and Paisley Housing Association officers. The representatives then played a lead role in engagement activities, with a small officer resource as support.

The plan is rooted in the aspirations of the local community, informed by extensive and innovative engagement which included:-

- one to one contact with local organisations, community groups and businesses
- attendance at community events
- 'on street' presence at key locations within the area
- Sessions with local schools and the local care home
- Well attended informal 'drop in' sessions

A decision was taken early in the process that engagement events would be evenly spaced, more informal and welcoming. The result was strong support from the local community, with over 120 people attending three drop in events.

Innovation was also key in identifying actions. Using the 'participatory' approach, local residents and stakeholders voted for priority projects at drop in events and through online portals. Votes were also cast for the projects which people wanted to become involved in delivering, ensuring that the projects selected were both priorities and had the greatest support for delivery.

Outcomes

The plan identifies nine actions which build on the existing assets of the area, supporting a sustainable, well connected and successful place which reflects the priorities of the community. These include physical projects such as cycle routes to social and environmental actions such as new community events and growing spaces. 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 informed the Proposed Renfrewshire Local Development Plan and emerging LOIP Locality Plan for the area, helping the Council and its partners to identify where resources and investment are best targeted to align with community aspirations and deliver positive outcomes. <http://www.renfrewshire.gov.uk/article/8667/Local-Place-Plans>

This is evidenced by the first 'early win' project emerging from the plan. Community representatives have worked with officers to prepare a Community Asset Transfer request to enable the creation of growing grounds within a site owned by the Council, alongside the preparation of funding applications.

Impact

The project has successfully demonstrated a new approach to effective partnership between the Council, Community Planning Partners and the local community to co-produce plans and outcomes which address local aspirations.

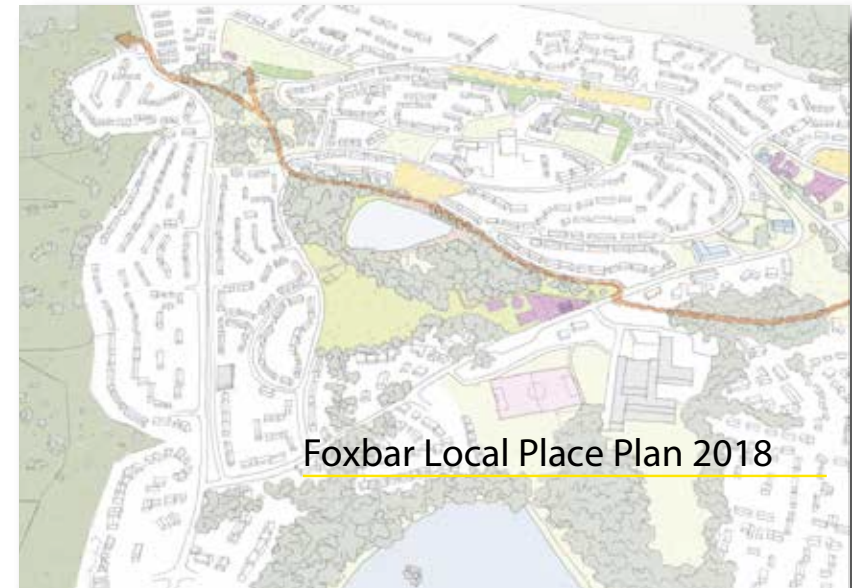
The progress made in relation to delivery of a community growing project as an 'early win' action from the plan strongly demonstrates the benefits of the co-production approach and how outcomes are being used to target resources and support which enable delivery.

The plan has positively brought the local community and partners together to support the delivery of actions and has fostered strong and ongoing relationships. The success of the plan and the approach has also encouraged a number of other communities across Renfrewshire to explore work in producing plans for their areas.

'How To' Guidance

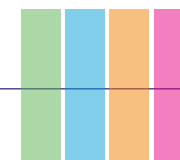
Planning recognise community aspirations and are keen to support the delivery of Place Plans across Renfrewshire. To assist, the lessons learned from the process have been used to inform the publication of a Local Place Plan 'How To' Guide. This explains the key requirements of the plans and steps in their preparation.

The Guide is based on the experiences of the Foxbar pilot, providing local communities with clear and concise guidance on key requirements of Place Plans and steps in their preparation.



Development Management Processes

Performance marker 1, 2, 3, 4, 5, 11, 12, 13, 14, 15



Decision Making Timescales

Over the year Planning has looked at ways to reduce timescales for decision making on applications. This has included each officer being issued application lists at the start of each week, senior management going through the lists with the officers, priorities outlined, application issues discussed and where necessary team discussion on design elements, best practice shared, and solutions sought.

Monthly meetings with each officer, senior management and the Head of Planning also take place to go through applications, review issues and prepare for Council Boards.

Pre-App/Application Review

Staff in Development Management have a session each week with Place-making Team where specialist knowledge of architecture, design, access, biodiversity, landscaping, etc is provided depending on the nature of applications or pre-application enquiries that are reviewed.

Planners from the Placemaking Team or the Development Planning Team also attend pre-application or application meetings with Development Management staff to support them and applicants through the planning process.

Pre-Application Meetings

Renfrewshire Council do not charge for pre-application meetings. All meetings whether for Development Planning, Place Making or Development Management go through a single point of contact in planning (SPOC).

The SPOC then decides who from Planning should attend the pre-application discussion/planning application discussion, what other Services in the Council should attend and then meetings are organised.

For Major applications, the SPOC organises 4 weekly meetings, if required. Sends out the invitee list to all required to attend the meeting. Sets the agenda each time on what needs to be discussed, in agreement with the applicant, then contacts the relevant staff for the attendance at the relevant meetings, to discuss particular issues. This has worked really well for many major applications and has meant that following extensive pre-application discussions, the submission of planning applications is relatively straight forward for the Development Management Case Officer to deal with within a much reduced timeframe.

Processing Agreements

Processing Agreements are offered to a range of applicants. They are normally taken up by applicants who have major applications or complex applications. Processing Agreements are offered in pre-application meetings and steps outlined to applicants, with examples of Processing Agreements provided.

Renfrewshire Council has a webpage and an advisory note for applicants that want to enter into a Processing Agreement with the Council.

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

Elected Member Engagement

Planning is clearly an interest to many people, and it is of particular interest to Renfrewshire's Elected Members and Community Councils as well as many other stakeholders in Renfrewshire.

This year the Head of Planning organised a 'Meet and Greet' session with Planning staff and Elected Members that sit on the Planning Board. This allowed Planning to show what we do and who does what in Planning and allowed Elected Members to tell Planning staff the main issues that are raised by their constituents, issues with Reports of Handling, gaps in Planning Advice Notes and general constructive feedback on processes and procedures.

All the points raised by Elected Members were considered by Planning and a Planning Service Improvement Action Plan was produced through discussion between the Head of Planning, senior management and all Planning staff.

The Head of Planning continues to meet every two weeks with the Convenor and Vice Convenor of the Planning Board as well as regularly with the Leader and Chief Executive of Renfrewshire Council to discuss Planning matters.

Councillor Training/Community Council Training

This year the Head of Planning and senior management staff have provided the following training to Elected Members and Community Council Representatives:

- Update on the Planning Bill
- Developer Contributions
- Local Review Body
- Local Development Plan
- Development Management processes

Enforcement Charter

Renfrewshire Council Planning Enforcement Charter is under review and is going to be presented to the Communities, Housing and Planning Policy Board in August 2019.

The current Planning Enforcement Charter can be found at the following web page <http://www.renfrewshire.gov.uk/article/2798/Enforcement-of-Planning-Control>

The update Planning Enforcement Charter is going to be completely refreshed with a clear, concise and illustrated document which outlines dos and don'ts very clearly by photos and illustrations rather than words, to provide a clear communications strategy. The Service Standards will also be clearly outlined to ensure processes are proportionate, effective and fit for purpose.

Changes Implemented 2018/2019

Following a discussion session with Elected Members and Development Management, suggestions made by Elected Members were taken on board and have been trialled over the last year, these include:

Changes to Board paper formats to summarise the representations and consultee responses at the early in the Report of Handling. This was to recognise the effort of those making comment on applications, showing how important it was to consider those comments early in the consideration of applications.

Staff also attend Council Board meetings to ensure officers hear the discussion and feedback from the consideration of applications and can learn from this discussion, issues raised, points of note, taking this into account for future pre-application discussion, new applications and preparing Reports of Handling.

Development Management Staff now have regular 6 weekly team meetings, where someone from another section, service or external sources is asked along to the meeting to present. Staff therefore are kept up to date with what is going on within the Council and learn from external agencies. An example of this is the Scottish Land Commission coming in to present their views on vacant and derelict land, community engagement, public interest led development.

Team site visits have also been organised to learn from developments on the ground, looking at placemaking in action such as design, access, layouts, parking, landscaping, boundary treatment, looking at what has worked well and what could be changed. Later in the year there is going to be a team visit to West Dunbartonshire Council's Design Review Panel Meeting to see how that operates and whether Renfrewshire Council can replicate something similar.

Alongside the weekly list of new applications, Renfrewshire Council publish the weekly list of decided applications. Planning has received positive feedback from the change, particularly from Community Councils. An email in-box has been set up for Community Councils to email any Planning concerns/issues to the Single Point of Contact. The Service Pledge is that these emails are acknowledge the same day with the potential action outlined by Planning.

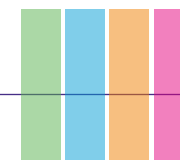
communitycouncilenquiries@renfrewshire.gov.uk



Hillman Imp Mural, Christie Lane

Case Study - Protocols

Performance marker 11, 12



Key Areas of Work

Environment
Planning Applications

Enforcement
Interdisciplinary Working

Development Management Processes
Collaborative Working

Placemaking
Process Improvement

Councillor Site Visit Protocol

The Councillor Site Visit Protocol was altered this year following feedback from Elected Members on previous site visits in relation to planning applications where decisions were deferred by the Board subject to a site visit. Previously the Site Visit Protocol had indicated that members not attending the site visit could not take part in the discussion and consideration of the planning application when it came back to the Planning Board. This was considered not appropriate and was changed to reflect a fairer process.

Enforcement Charter – Flyposting

The Enforcement Charter sets out the protocol for dealing with various Planning enforcement enquiries as well as Service Standards for investigating enquiries. Flyposting happens across Renfrewshire. In particular Renfrewshire Council had an issue at a corner site in Johnstone Town Centre. Unfortunately, due to resourcing and priorities, this issue was not dealt with expediently in line with the Planning Service Standards. This failure has acknowledged and a new protocol and response team across the Council is being considered to tackle this issue corporately rather than individual Services in the Council trying to deal with the issues.

Goals

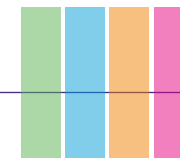
To look at where shared resources and joint working can benefit Renfrewshire's residents, businesses, investors and communities.

Outcomes

Planning realised that the Councillor Site Visit Protocol was not fit for purpose and change it in line with feedback from Elected Members. The Service Pledge Standards in the Enforcement Protocol were not being adhered to due to resource constraints. Joint working and shared services within the Council should assist in tackling issues in Renfrewshire's Places. In refreshing the Enforcement Charter, other areas where shared resources and joint working could facilitate a better service for Renfrewshire Communities will be considered. One already being considered is a joint approach to protecting trees, landscaping and green spaces in Renfrewshire.

Case Study - Developer Contributions

Performance marker 2, 3, 4, 15



Key Areas of Work

Regeneration	Environment
Greenspace	Masterplanning
Affordable Housing	Interdisciplinary working
Collaborative working	Placemaking
Project management	

Stakeholders

Developers
Key agencies
Renfrewshire Council Staff (planning and other internal services)

Overview

The Renfrewshire Local Development Plan Proposed Plan (2019) and associated New Development Supplementary Guidance sets out when Developer Contributions are likely to be considered appropriate. The mapping out of potential constraints has been undertaken in consultation with Key Agencies as well as staff from other Council Services. The mapping of these constraints allows some certainty to developers/investors by flagging this up early.

This approach has been followed in the preparation and delivery of a Section 75 Legal Agreement for the development of Dargavel Village, Bishopton, a major new development of 4000 homes and associated retail, health, education and community uses.

The Section 75 agreement identifies a range of planning obligations which are necessary to provide for implementation of the development. This includes:-

- Infrastructure, including a new motorway junction, link roads, park and ride facilities, contribution to new bus services
- 1,000 units of Affordable Housing
- Education provision, including a new primary school and contribution to secondary education provision
- Community provision, including new health facilities
- Recreation and open space facilities, including parks and sports pitches
- A 450 hectare Community Woodland Park

The S75 was developed through a Project Management Framework (PMF) established in the early stages of development. This provides for a series of thematic groups to develop and progress elements such as infrastructure, affordable housing and education. Group meetings led by planning allowed internal Council services and partners such as NHS GGC to identify the likely constraints on existing facilities and requirements which would be necessary to support new development.

In drafting the S75, Planning worked closely with internal legal officers to indicate the timescales, procedures and processes for delivering obligations. These were finalised through thematic group meetings and in discussion with landowner BAE Systems.

The effective delivery of the S75 is monitored by planning on a regular basis, both through monthly thematic group meetings and a regular 6 weekly meeting cycle with BAE Systems.

The S75 was subject to public scrutiny and reported for approval at a meeting of the Council's Communities, Housing and Planning Policy Board. The full S75 and a summary of obligations have also been published on the Council's website.

Goals

Planning is recognised as leading, securing and supporting delivery of appropriate developer contributions which facilitate sustainable economic growth across Renfrewshire.

Outcomes

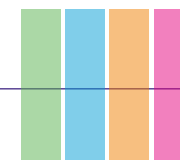
Planning has led on the identification of developer contributions, secured these through the S75 Agreement and are supporting delivery of contributions through regular meetings with internal services and landowner BAE Systems.

Over the past year, this work has supported the delivery of 80 units of new social rented homes currently under construction, planning consent for a new primary school due to begin construction in 2020, and early delivery of the initial phases of a new path network as part of the Community Woodland Park.

The successful approach to securing contributions at Dargavel will continue over the long term timescale of the development and provides a strong template for securing developer contributions across Renfrewshire, where these may be required.

Case Study - Planning Benchmarking

Performance marker 11, 12, 13



Benchmarking Partners

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 2018 and 31st March 2019 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 the Planning Bill, Planning Performance Framework Feedback/PPF 7, and specific Development Management issues on storage of shipping container, Reg 28 Development Management Regulations, Defective Decision Notice, Protocols for Member Site Visits, Section 42 Variation extension to landfill site.

In addition there was discussion on publishing sensitive material on e-Development, forestry developments, overturn recommendations, Business Support, Elected Member briefings, Data Protection Act, West Dunbartonshire Council Place & Design Panel, Legal involvement in Board Reports, EIA screening, Hazardous substances consent, FOI for copies of planning consents, consultation with Historic Environment Scotland processes on delisting Listed Buildings, Purchase Notice served by a landowner on a local planning authority, LRB procedure, developer contributions, paperless committees, scanning and indexing, and pre-application charging.

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 Greenock in September on the regeneration of the waterfront. The Partners received a presentation on the Design and Place Panel at West Dunbartonshire Council.

Benchmarking with other Groups

As well as the specific Development Management benchmarking, Renfrewshire Council Planning also share experience and good practice and knowledge by attending various groups such as the HOPS Development Planning and Development Management Sub Groups, along with national Solace benchmarking families.

In particular as the Planning Bill has been going through the stages of Parliament, Renfrewshire has been involved in RTPI, National Development Planning Forums as well as many meetings with Clydeplan where all eight local authorities in the Clydeplan area benchmark to discuss a range of issues.

Planning also attend the Glasgow and Clyde Valley Green Network Partnership as well as the West of Scotland Archeology Service, Glasgow City Region Operational Topic Groups covering areas such as Land Use and Sustainability, Infrastructure and Housing. Renfrewshire Council Planning also attend the Scottish Advisory and Implementation Forum on Flooding Project Management Group.



Local Development Plan Team

Part 2: Supporting Evidence

In preparing the Renfrewshire Planning Performance Framework for 2018/2019, all Planning Staff were brought together in October 2018, in January 2019 and then at the end of March 2019 to provide input in terms of what areas of qualitative narrative should be focused on, the potential case studies, feedback from internal and external sources of areas in need of improvement and how changes implemented in 2018/ 2019 have fared.

This feedback from Planning staff was then presented to the Senior Management Team for the Communities, Housing and Planning Service and feedback from this group was considered. The ideas were then presented to the Communities, Housing and Planning Service Staff Panel to get feedback from staff outside Planning as a sounding board.

A draft of the Renfrewshire Planning Performance Framework for 2018/2019 was sent to both internal and external stakeholders including Renfrewshire's City Deal Team, Renfrewshire's 2021 Legacy Team, the Regeneration Team, the Community Planning Team as well as developers such as BAE Systems, consultants involved in both City Deal projects and Paisley Town Centre projects, Housing Associations, Foxbar and Brediland Community Council representatives as well as local groups on Renfrewshire's Growing Ground Forum.

Following this feedback, the Renfrewshire Planning Performance Framework for 2018/2019 then goes through a series of checks and reviews from officers and senior management to ensure that all key issues, changes, improvements made throughout 2018/2019 are included in the report. A partnership approach is key to producing the Reports, with on-going benchmarking and feedback central to producing the Renfrewshire Planning Performance Framework for 2018/2019.

As with all of the Renfrewshire Planning Performance Frameworks, the report will be presented to the Communities, Housing and Planning Policy Board.

The checklist opposite outlines the areas covered either as part of the 'Defining and Measuring the Quality of Renfrewshire's Planning Service', the case studies and Service Improvements for Renfrewshire.

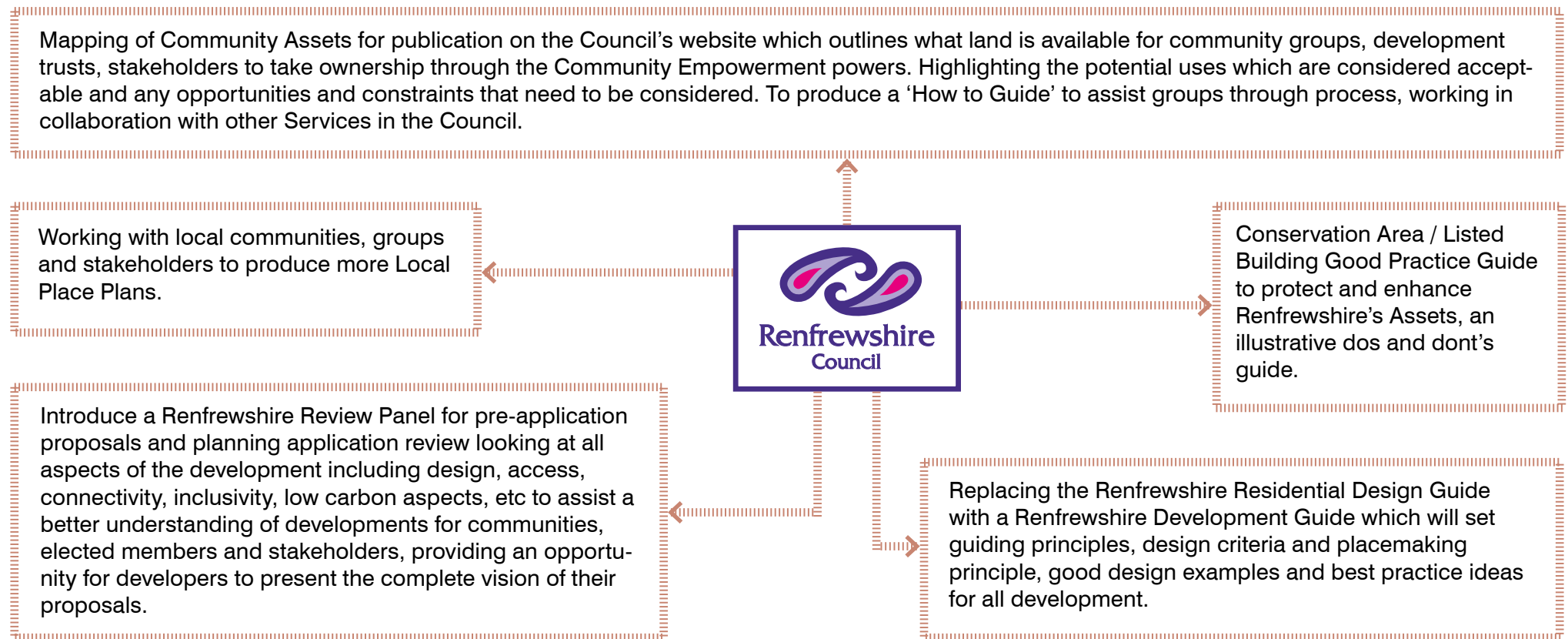


Planning Team on site, Old Sneddon Street

Case Study Topics	Issue Covered (pg no.)	Case Study Topics	Issue Covered (pg no.)
Design	8, 10, 12, 14, 16, 20, 22	Interdisciplinary Working	6, 8, 10, 12, 14, 26, 18, 20, 22, 24, 27, 28
Conservation	10, 16	Collaborative Working	6, 8, 10, 12, 14, 16, 18, 20, 22, 24, 27, 28, 30
Regeneration	10, 12, 14, 16	Community Engagement	6, 8, 12, 14, 22
Environment	6, 10, 12, 14, 16, 22	Placemaking	6, 8, 10, 12, 14, 16, 20, 22
Greenspace	14, 16, 22	Charrettes	22
Town Centres	6, 10, 12	Place Standard	16, 22
Masterplanning	8, 12, 14, 16	Performance Monitoring	14, 18, 24, 27, 28
LDP & Supplementary Guidance	6, 8, 10, 12, 14, 16, 18, 20, 22	Process Improvement	8, 10, 12, 14, 22, 24, 27, 28
Housing Supply	14, 18, 20	Project Management	6, 8, 10, 12, 14, 18, 22, 28
Affordable Housing	14, 18, 20	Skills Sharing	8, 10, 12, 14, 16, 18, 20, 22, 24, 27, 28
Economic Development	6, 8, 10, 12	Staff Training	24, 27
Enforcement	22, 27	Online Systems	6, 24
Development Management Processes	8, 10, 12, 14, 24, 27, 28	Transport	8, 12
Planning Applications	8, 10, 12, 14, 24, 28	Active Travel	8, 12, 14
Other: please note			

Part 3: Service Improvements for Renfrewshire

The following outlines what Renfrewshire Council is setting out to achieve in 2019, and following tables outline the progress made during 2018 - 2019.



Part 3: Service Improvements for Renfrewshire

Committed Improvements	Action Required
1. Making Plans for the future - Community Planning & Planning	Continue to develop Place Plans which represent the spatial expression of Renfrewshire Council's Community Plan.
Progress 2018 - 19	<p>Working alongside colleagues in the Community Planning Team as well as other Services in the Council, the Corporate Management Team and Elected Members, Planning successfully translated the priorities outlined in Renfrewshire's Local Outcome Improvement Plan (The Community Plan) into a spatial representation for the eight Renfrewshire Local Partnership Area and this was set out in the Renfrewshire Local Development Plan Proposed Plan (2019). This not only meant that the priorities were shown geographically across Renfrewshire, but it meant that they had a statutory footing.</p> <p>This spatial expression was well received when Planning assisted Community Planning Team at each of the new Local Partnership Area meetings presenting the assets in each of the eight areas. The feedback given to Planning was that it assisted the Local Partnership Area groups with identifying what were going to be the partnership's main priorities for the coming years as well as potential actions.</p> <p>It was also clear that this spatial expression was a good framework for developing Local Plans within each of these areas.</p> <p>ACTION COMPLETE</p>
2. Making Plans for the future - Place Plans	Produce a 'How to Guide' for other communities to produce a Place Plan for their area.
Progress 2018 - 19	<p>The How to Guide was completed. Please see Page 23.</p> <p>ACTION COMPLETE</p>
3. Making Plans for the future – City Deal	Continue to work with other teams in the Council such as City Deal, Regeneration Team and the Paisley 2021 Legacy Team to produce guiding principles, design criteria and placemaking principles for development.
Progress 2018 - 19	<p>This action is now being considered as being part of the proposed Renfrewshire Development which will set guiding principles, design criteria and placemaking principle, good design examples and best practice ideas for all development in Renfrewshire.</p> <p>ACTION ON-GOING</p>

Committed Improvements	Action Required
4. Culture of Continuous Improvement	Prepare a Service Improvement Plan for Development Management in Partnership with local members and stakeholders in the Development Management process.
Progress 2018 - 19	<p>This action has been completed, please see page 26. Planning will continue to work with Elected Member and stakeholder to update and refresh the Service Improvement Plan.</p> <p>ACTION COMPLETE</p>
5. Culture of Continuous Improvement	Produce Process Mapping / Advice for increasing the validation rate of applications.
Progress 2018 - 19	<p>This action is on-going. At present Planning is working closely with applicants and agents aiding through telephone enquiries, the duty planning officer system, emailing a specific mailbox for assistance and through one to one close monitoring.</p> <p>This evidence gather process/phase will then allow Development Management to highlight where advice should be focused and how to best tailor self help guidance.</p> <p>Planning is also considering a post of technician which would assist with the validation process to be a single point of contact for applicants/agents.</p> <p>ACTION ON-GOING</p>
6. Building More Homes and Delivering Infrastructure	Finalise the Design Manual for Affordable Housing.
Progress 2018 - 19	<p>Action completed. see case study Page 22.</p> <p>ACTION COMPLETE</p>



Dargavel Village Sketch - Place Plan How To Guide

Part 4: National Headline Indicators

A: NHI Key Outcomes – Development Planning

Development Planning	2018 - 2019	2017 - 2018
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>= 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>	<p>Local Development Plan</p> <p>The Renfrewshire Local Development Plan (Adopted 28 August 2014)</p> <p>= 3 years and 7 months (31 March 2018)</p> <p>Strategic Development Plan</p> <p>Glasgow and the Clyde Valley Strategic Development Plan (Adopted 24 July 2017)</p> <p>= 8 months</p>
Will the local/strategic development plan(s) be replaced by their 5th anniversary according to the current development plan scheme?	No	Yes
Has the expected date of submission of the plan to Scottish Ministers in the development plan scheme changed over the past year?	Yes	Yes – Slightly later due to legal challenge of Clydeplan Strategic Development Plan
Were development plan scheme engagement/consultation commitments met during the year?	Yes	Yes

Development Planning	2018 - 2019	2017 - 2018
Effective Land Supply and Delivery of Outputs		
Established housing land supply	9626 units	10,297 units
5-year effective housing land supply programming	4506 units	4524 units
5-year effective land supply total capacity	6392 units <small>*land supply doesn't include new housing sites allocated in the LDP Proposed Plan</small>	7838 units
5-year housing supply target	3196 units <small>*remaining housing supply target to 2024</small>	3520 units
5-year effective housing land supply (to one decimal place)	7 years	6.4 years
Housing approvals	746 units	609 units
Housing completions over the last 5 years	3698 units	3271 units
Marketable employment land supply	132.9 ha	134.6 hectares
Employment land take-up during reporting year	3.42 ha	5.06 hectares

B: NHI Key Outcomes – Development Management

Development Management	2018 - 2019	2017 - 2018
Project Planning		
Percentage of applications subject to pre-application advice	37.2%	31%
Number of applications subjects to pre-application advice	272	214
Percentage of major applications subject to processing agreement	0.2%	0.2%
Number of major applications subjects to processing agreement	2	2
Decision Making		
Application approval rate	97.7%	97.2%
Delegation rate	97.5%	98.1%
Validation	66.7%	57%
Decision-making timescales		
Major developments	35.4 Weeks	18.6 Weeks
Local developments (non-householder)	8.9 Weeks	10 Weeks
Householder developments	6.9 Weeks	7.6 Weeks

Development Management	2018 - 2019	2017 - 2018
Legacy Cases		
Number cleared during reporting period	2	0
Number remaining	1	3

C: Enforcement Activity

Enforcement Activity	2018 - 2019	2017 - 2018
Time since enforcement charter published / reviewed Requirement: review every 2 years	Update to Communities, Housing and Planning Policy Board - August 2019	Published August 2017
Complaints lodged and investigated	1	5
Breaches identified – no further action taken	0	0
Cases closed	0	4
Notices served	3	1
Direct Action	0	0
Reports to Procurator Fiscal	1	0
Prosecutions	1	0

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) with the consultation and engagement process on the Renfrewshire Local Development Plan Proposed Plan commencing on the 18 March 2019 for 12 weeks following Board approval. There has been a slight delay in publishing the Proposed Plan, however Renfrewshire Council consider this was for good reason to allow maximum input to the Proposed Plan from Senior Management, Elected Members and Key Agencies before the finalised version of the 'Settled View' of the Council was presented. <http://www.renfrewshire.gov.uk/article/3070/Preparation-of-the-next-Local-Development-Plan>

Effective Land Supply and Delivery Outputs in Renfrewshire

Renfrewshire Council continues to see a range of land use opportunities being delivered across Renfrewshire. As a result of this Planning consider that an effective land supply is central to ensuring that this delivery continues. The Renfrewshire Housing Land Audit 2017/2018 was agreed with Homes for Scotland with no disputes in housing land, providing an effective 5 year housing land supply. <http://www.renfrewshire.gov.uk/article/7526/Housing-Land-Audit>

In relation to delivery, completions of both affordable and private sector homes remain strong and continue to increase to levels not seen in Renfrewshire since early 2000. In terms of business and industrial land, the amount of marketable employment land has decrease slightly along with the employment land take up. <http://www.renfrewshire.gov.uk/article/7525/Industrial-Land-Supply>

Both marketable employment land along with employment land take-up is though anticipated to increase significantly over the next few years as a result of all of the infrastructure enabling works associated with the City Deal projects being implemented, allowing access to large areas of employment land within Strategic Economic Investment Locations.

Pre-application advice

Pre-application advice being recorded on the planning application system has gone up slightly, however this does not feel a true reflection of the current situation. As Planning is involved in a substantial amount of pre-application discussions with stakeholders. To capture the recording of the pre-application advice better, Planning is proposing to have a spreadsheet which is completed by officers daily with a monthly tally of the pre-application advice. This is then going to be reported to the Head of Planning as well as elected members. <http://www.renfrewshire.gov.uk/article/2323/Applications-for-Planning-Permission>

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 at Renfrewshire remains high, with the delegation rate lowering slightly. The reason for the delegation rate decreasing is due to an increase in the number of major applications as well as applications for housing in the green belt. Renfrewshire Council has a fair Scheme of Delegation which was recently reviewed on the 1 March 2018. [Scheme of Delegation](#)

Validation Rate

The validation rate is going in the right direction which is due to the hard work by Planning staff in working with applicants and agents.

Decision-making timescales

The timescales for major developments have increased due to increase in major applications during 2018/2019. The Development Management team has worked exceptionally hard in achieving good decision timescales on the householder and local applications. Renfrewshire Council in 2018 increase the number of planners and planning assistants in Development Management which meant that we could deal with these applications timeously.

Legacy Cases

Two legacy cases were removed from the system by dealing with the Section 75 associated with these applications. This was as a result of a joint effort between Planning and Legal Services working with the applicant to get a resolution on the Section 75 Agreement.

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 (p.41) as Planning do not consider these as complaints, these are day to day enquiries which are investigated by officer and either no action is taken or planning applications are lodged and decided.

This therefore does not provide a fair reflection of the amount of investigative work carried out by Renfrewshire Council Planners. For the forthcoming year, Planning is proposing to have a spreadsheet which is completed by officers daily with a monthly tally of the investigations and actions undertaken. This is then going to be reported to the Head of Planning as well as elected members as well as to next year's Planning Performance Framework.

<http://www.renfrewshire.gov.uk/article/2798/Enforcement-of-Planning-Control>

Part 5: Official Statistics

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

	Total number of decisions	Average timescale (weeks)	
Category	2018-19	2017-18	
Major developments	7	35.4 Weeks	18.6 Weeks
Local developments (non-householder)	240	8.9 Weeks	10 Weeks
• Local: less than 2 months	71.7%	6.5 Weeks	6.6 Weeks
• Local: more than 2 months	28.3%	15 Weeks	13.3 Weeks
Householder developments	323	6.9 Weeks	7.6 Weeks
• Local: less than 2 months	88.5%	6.5 Weeks	6.7 Weeks
• Local: more than 2 months	11.5%	9.7 Weeks	9.9 Weeks
Housing developments			
Major	3	60.7 Weeks	19.3 Weeks
Local housing developments	57	9.2 Weeks	12 Weeks
• Local: less than 2 months	54.5%	6.2 Weeks	6.6 Weeks
• Local: more than 2 months	45.6%	12.1 Weeks	15.5 Weeks
Business and industry			
Major	1	21.9 Weeks	-
Local business and industry	19	7.7 Weeks	9 Weeks
• Local: less than 2 months	73.7%	6.2 Weeks	7.1 Weeks
• Local: more than 2 months	26.3%	12.1 Weeks	12.1 Weeks
EIA developments	0	-	-
Other consents ¹	162	7 Weeks	8.6 Weeks
Planning/legal agreements ²			
• Major: average time	3	68.3 Weeks	-
• Local: average time	2	70.5 Weeks	-
	1	63.8 Weeks	-

B: Decision-making: local reviews and appeals

		Original decision upheld			
Type	Total number of decisions	2018-19		2017-18	
	2018-19	No	%	No	%
Local reviews	6	6	66.7%	1	0%
Appeals to Scottish Ministers	3	3	0%	9	100%

C: Context

Renfrewshire Council Planning is delighted that most of the decision making timescales are showing a reduction in the amount of time to determine all applications apart from Major Applications.

The Major Applications consisted of two City Deal Projects, two applications involving the redevelopment of the masterplan for Bishopton/Dargavel Village for an addition 1500 new homes and two applications required to be submitted to the Scottish Ministers in line with the Development Management Regulations.

All seven of the Major Applications were complex and required additional time to get all of the appropriate and relevant information and detail correct, supporting sustainable and inclusive economic growth in Renfrewshire. All seven of the Major Applications were granted approval.

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 & 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

Part 6: Workforce Information

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

Staff Age Profile	Headcount
Under 30	6
30-39	5
40-49	8
50 and over	4

RTPI Chartered Staff	Headcount
Chartered	11

Context

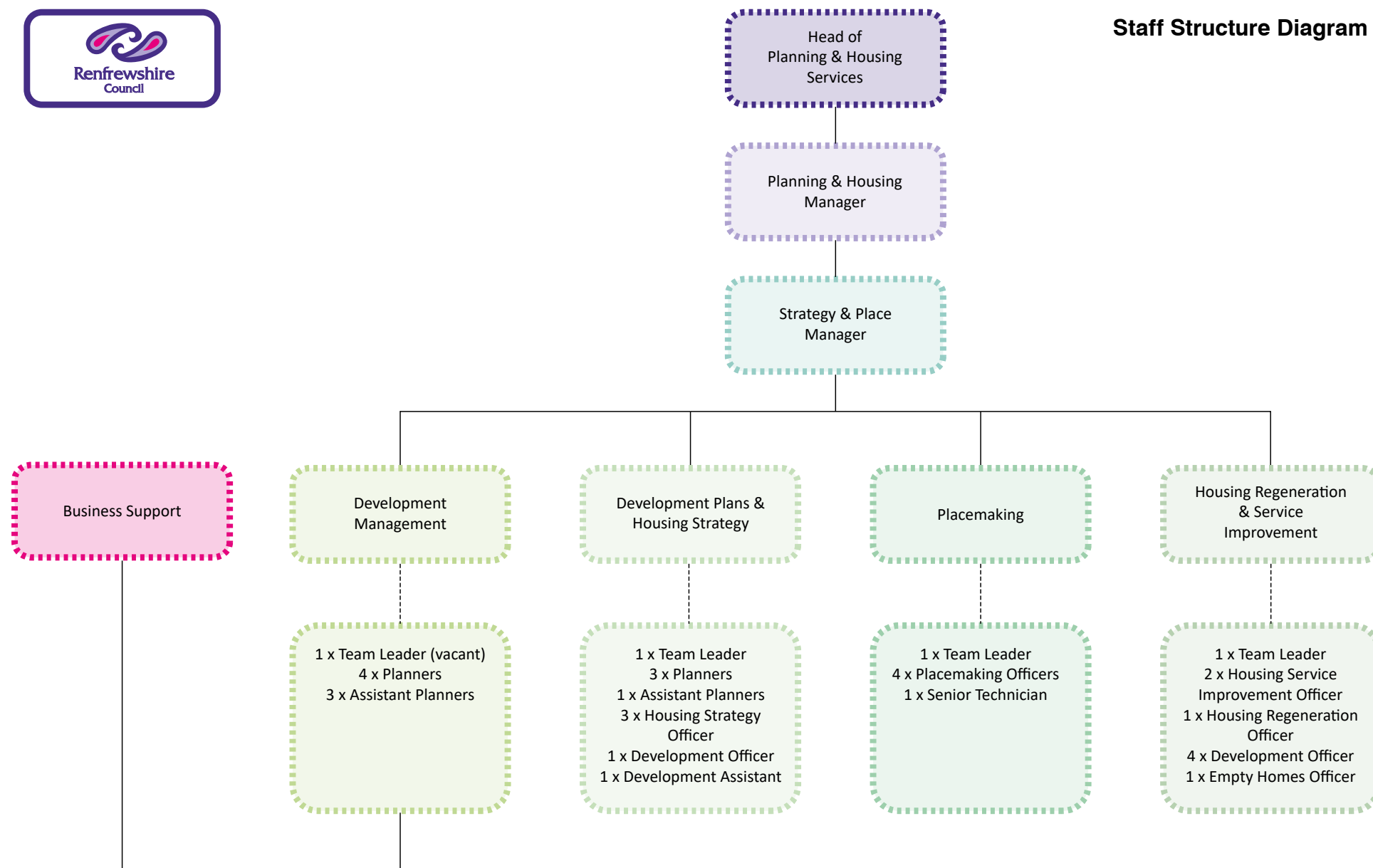
The Structure shows how Planning is made up of three areas Development Planning, Placemaking and Development Management.

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.

From the structure it should be noted that there are currently some vacancies in the team. These being filled and there should be a full complement of staff for next year's Planning Performance Framework.



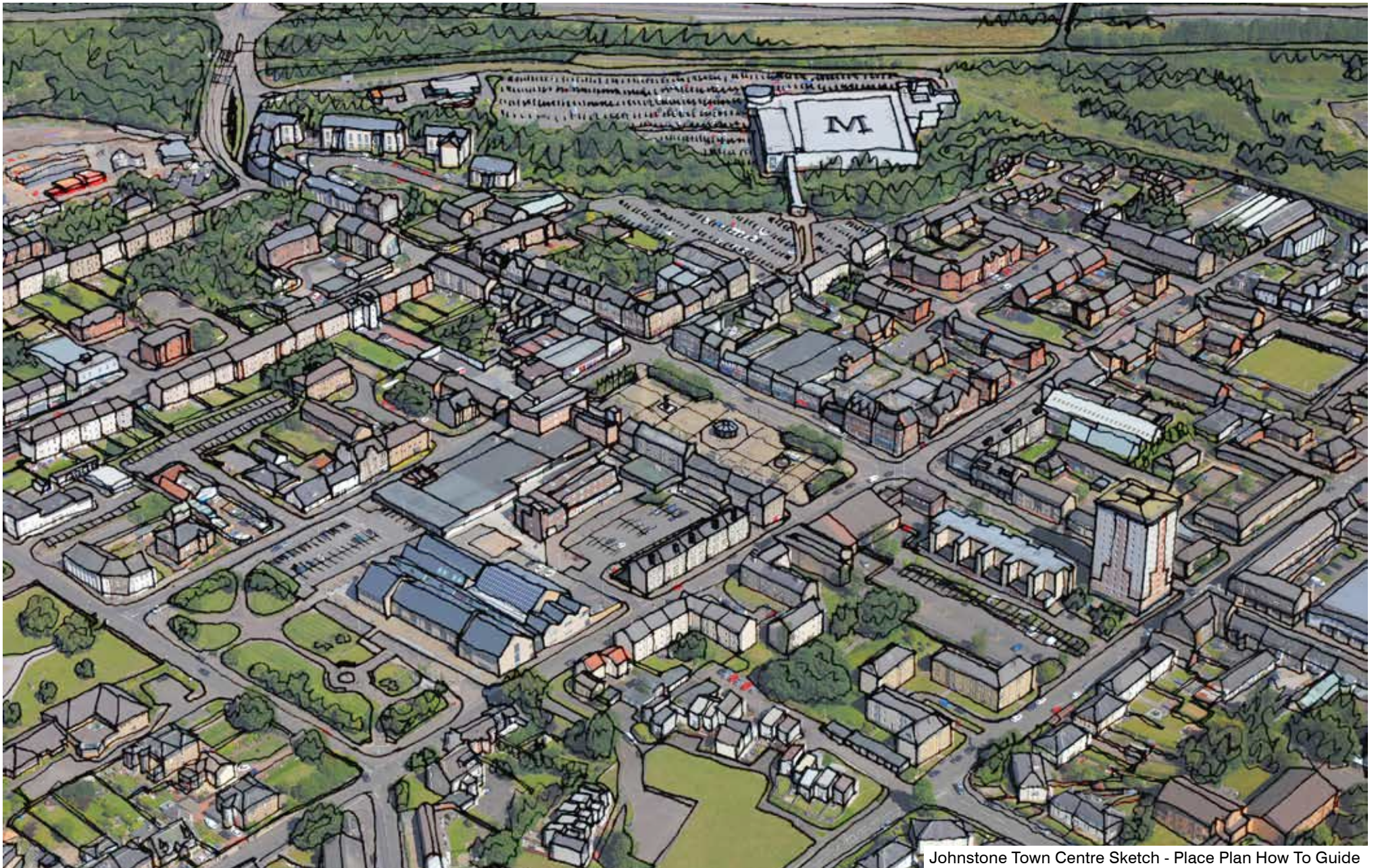
Staff Structure Diagram



Part 7: Planning Committee Information

Committee & Site Visits	Number per year
Full council meetings	5
Planning committees	6
Area committees (where relevant)	-
Committee site visits	4
Local Review Board	5
Local Review Board site visits	0





Johnstone Town Centre Sketch - Place Plan How To Guide



Renfrewshire
Council