



Inverclyde
council

PLANNING PERFORMANCE FRAMEWORK
2013





(Note - cover photo: Gourrock)

PLANNING PERFORMANCE FRAMEWORK

2013

FOREWORD

Welcome to Inverclyde Council's Second Planning Performance Framework.

I was delighted that the Scottish Government found last year's report to be well structured and displaying evidence of a good, focused approach to efficient service delivery. It has been our aim to continue this approach this year.

The progress made in the Local Development Plan has been particularly satisfying. All the hard work in front loading the process is now clearly evident, as the early consultation and engagement with national and local stakeholders has ensured that around one third of comments support the overall strategy of the Plan and that there are few representations seeking changes. This evidence of clear communication and open engagement bodes well for a limited examination of the Plan and an approval in a timescale in accordance with the Development Plan Scheme, so well done to the Planning Policy team.

The Development Management team has always had an "open for business" attitude, and difficult though it is to improve on excellent performance, this is exactly what has happened. Applications were determined more quickly by a team that already performed well above the national average.

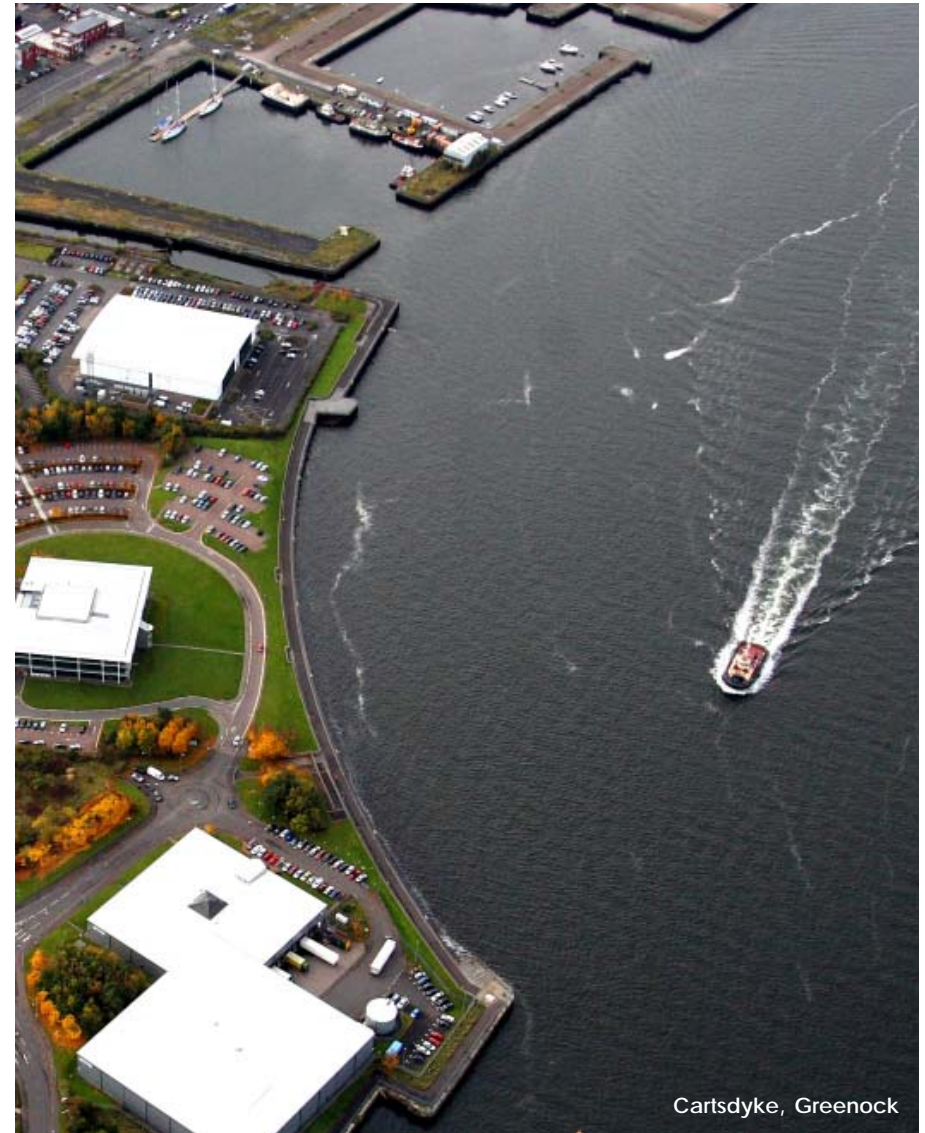
As I said last year, all involved in providing Inverclyde Council's Planning Service aim to maintain and build upon our reputation of providing a common sense driven quality service. This Planning Performance Framework shows that this is exactly what is happening.

Stuart Jamieson

Head of Regeneration and Planning

Inverclyde Council

23 September 2013

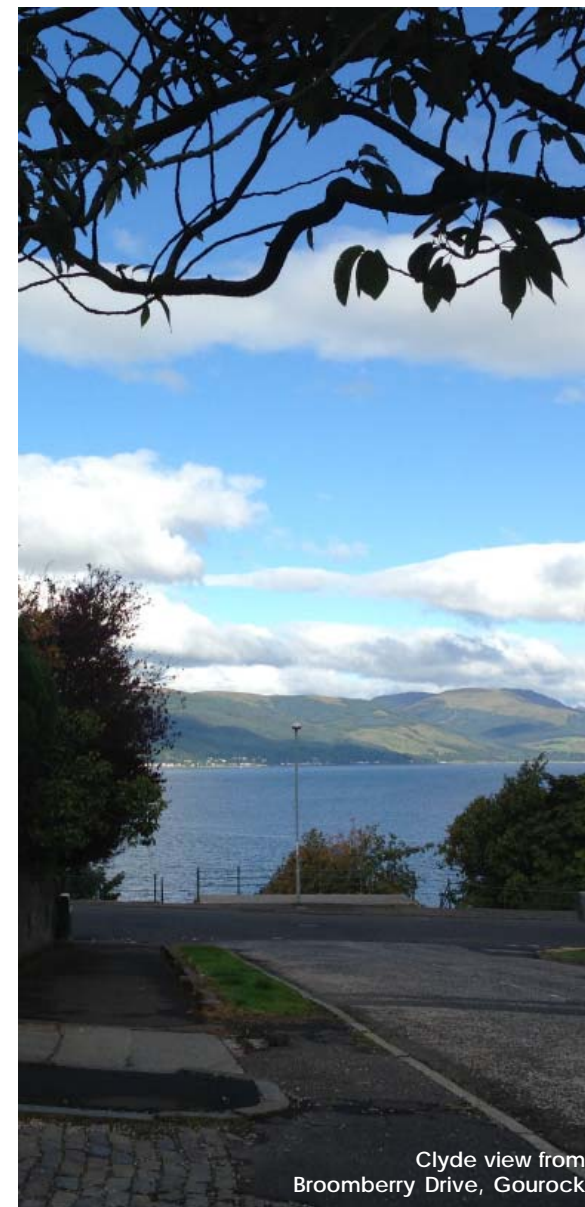


Cartsdyke, Greenock

PLANNING PERFORMANCE FRAMEWORK 2013

Part 1: National Headline Indicators (NHIs) - ANNUAL REPORT 2012-2013

Key Outcomes	2012 - 2013
<u>Development Planning</u> <ul style="list-style-type: none"> age of local/strategic development plan(s) development plan scheme: on track? (Y/N) 	7 years Yes
<u>Effective Land Supply and Delivery of Outputs</u> <ul style="list-style-type: none"> effective housing land: years supply effective housing land supply housing approvals effective employment land supply employment land take-up effective commercial floor space supply commercial floor space delivered 	8 years 1,890 units 325 units 30.46 ha 0 ha 59,600 m ² 2,431 m ²
<u>Development Management</u> <p>Project Planning</p> <ul style="list-style-type: none"> percentage of applications subject to pre-application advice number of major applications subject to processing agreement or other project plan percentage planned timescales met <p>Decision-making</p> <ul style="list-style-type: none"> application approval rate delegation rate 	23% 0 n/a 94% 83%
<u>Decision-making Timescales</u> <p>Average number of weeks to decision:</p> <ul style="list-style-type: none"> major developments local developments (non-householder) householder developments 	26.0 8.8 6.3
<u>Enforcement</u> <ul style="list-style-type: none"> time since enforcement charter published / reviewed number of breaches identified / resolved 	8 months 35/68



Clyde view from
Broomberry Drive, Gourrock

National Headline Indicators: Contextual Statement

Key Outcome: Development Planning

- The Inverclyde Local Plan was adopted in January 2006.
- The Glasgow and the Clyde Valley Strategic Development Plan was approved in May 2012.
- The proposed Inverclyde Local Development Plan (LDP) and accompanying Supplementary Guidance, Action Programme, Strategic Environmental Assessment Report and Participation Statement was published for an 8 week consultation in May 2013.
- The Development Plan Scheme has been updated annually since March 2009. The most recent (March 2013) anticipates, assuming a 6 month examination, adoption of the LDP remaining at June 2014.

Key Outcome: Land Supply and Delivery of Outputs

- Average annual house completions since 2008/09 are 320, boosted by re-provisioning of social rented housing. This level of completions will not continue, so taking into account programming over the next 7 years, the effective land supply is expected to last for over 8 years.
- The effective total (all-tenure) housing land supply is 1,890 units.
- The housing approvals comprise 14 sites of five or more units and 11 approvals of 4 or less houses. Applications for planning permission in principle and for the substitution of house type are excluded.
- The effective employment land supply is categorised as Quality Marketable and Marketable land, and includes the addition of a large site in Spango Valley designated for "mixed use" in the Proposed LDP.
- Commercial floorspace continues to be delivered at Riverside Business Park, Greenock, and construction work has recently commenced at Kelburn Business Park, Port Glasgow.

Key Outcome: Project Planning

- Pre application consultation has dropped, and developer enthusiasm for processing agreements is low. In an attempt to increase take up both are now publicised on the Council's web site. This is a focus of service improvement in 2013-14.

Key Outcome: Decision Making

- The planning application approval rate has been generally consistent since 2010. At 94.0% it remains above the national average (92.7%).
- 51% of all non delegated decisions are for proposals in which Inverclyde Council holds an interest; this contributes significantly to a delegation rate below the national average. Increased delegation and consequential faster decision making timescales is a focus of service improvement in 2013-14.

Key Outcome: Decision Making Timescales

- Inverclyde is performing well above the national averages in the time taken to determine major applications (26.0 weeks/national average 36.7 weeks), non householder local developments (8.8/14.5) and householder developments (6.3/8.0).

Key Outcome: Enforcement

- The Council's most recent Planning Enforcement Charter was adopted in January 2013.
- There are currently 66 unresolved enforcement cases.

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Part 2: Defining and Measuring a High-quality Planning Service

OPEN FOR BUSINESS

WHAT WE DO

- Planning and Economic Development work closely to facilitate the needs of the business sector under the same Head of Service. The letting of Council commercial property and development planning is under the same service manager.
- Have a close working relationship with the Council's Strategic Housing team on the Glasgow and Clyde Valley Housing Need and Demand Assessment, the Local Housing Strategy and the Strategic Local Programme/Strategic Housing Investment Plan.
- Contribute significantly to the Glasgow and the Clyde Valley Strategic Development Plan process; an officer chairs the Glasgow and Clyde Valley Housing Market Partnership and there is active participation in all supporting officer/technical groups.
- Publish annually a Development Plan Scheme and Participation Statement; the Inverclyde Local Development Plan is heading towards June 2014 adoption assuming a 6 month Examination.
- Managers take a joint lead role in all pre application discussion on major planning applications, liaising closely with

applicants and consultees and with all meeting notes and action points agreed.

- Encourage pre planning application discussion; availability is publicised online.
- Allocate a case officer to take development through from pre-application to completion.
- Keep the applicant informed. Weekly in house planning application conferences ensure the early identification of policy and design issues.



The Great Harbour, Greenock

EXAMPLES FROM 2012-13

- The Proposed LDP was published in May 2013 and, to endorse issues for the Examination, will be submitted to committee in October 2013 as set out in the Development Plan Scheme.
- The Council's Commercial Property and Development Management officers have liaised closely to facilitate the smooth implementation of the shopfront improvement project at Dubbs Road, Port Glasgow.
- Close working with the Economic Development Team in surveying and reviewing Strategic Economic and Investment Locations as early preparatory work for the Strategic Development Plan 2, and on the Scottish Government's Assisted Areas Review.

FEEDBACK

"Your assistance through the process and efficient handling of the application and conditional matters to get us to this position has been appreciated."

Steven Robb, GVA

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HIGH QUALITY DEVELOPMENT ON THE GROUND

WHAT WE DO

- Masterplan all key development sites; plans are in place for the Greenock Harbours, James Watt Dock, Port Glasgow Town Centre extension, Woodhall and Gourock Town Centre.
- Produce Supplementary Planning Guidance for the Inverclyde Local Plan and proposed LDP encouraging considered and appropriate design.
- Work with Riverside Inverclyde in supporting the provision of town art and town centre improvements in Greenock, Port Glasgow and Gourock.
- Add value as part of the planning application process through design refinement.
- Work with the Scottish Civic Trust in appraising existing and preparing the case for new conservation areas.

EXAMPLES FROM 2012-13

- The RIAS Awards 2013 winning Beacon Arts Centre on Greenock Waterfront was completed.
- Approved the Gourock Town Centre Masterplan facilitating a £4.7 m investment.
- Published Supplementary Design Guidance as part of the proposed LDP.
- Work with the Clyde Valley Green Network Partnership in preparing Integrated Green Infrastructure Study for Spango Valley, Greenock.

FEEDBACK

"This building seems wholly appropriate for its superb waterside setting. It is elegantly contemporary in its materials and form, both open and welcoming."

RIAS Awards 2013 Judging Panel on the Beacon Arts Centre



The Beacon Arts Centre, Greenock

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CERTAINTY

WHAT WE DO

- Early engagement with the key deliverers and contributors to development in the process to facilitate implementation of the LDP strategy and policies.
- Update annually the Development Plan Scheme and Participation Statement.
- Offer processing agreements for all major planning applications, with availability advertised online.
- Use work protocols and checklists to ensure consistency in processing planning applications. All pre application meetings are recorded and logged on the case file on receipt of an application.
- The Management team vets each planning application report for consistency in interpretation and decision.

EXAMPLES FROM 2012-13

- We worked towards entering into a processing agreement for the Corlic Hill windfarm planning application.
- We consulted extensively in accordance with the LDP Participation Statement with key Government Agencies and Departments, local registered social landlords, Riverside Inverclyde, other council services, community groups and

elected members (officer/member working group).

- Planning applications are consistently determined in accordance with officer advice. Only 4 applications in 2012-13 were issued contrary to officer recommendation.
- The primacy of the Development Plan is evident in the determination of planning applications. Less than 1% was determined contrary to the plan in 2012-13.
- The proposed LDP explains developer contribution requirements.



Greenock West End

FEEDBACK

"We are particularly grateful for your early and continuous engagement with us during the preparation of the plan and HRA. This approach means that we are able to endorse many of the policies and proposals, particularly the prominent role that the green network has in the development strategy and the embedding of green network principles into new development proposals."

Ross Johnston, Scottish Natural Heritage

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COMMUNICATIONS, ENGAGEMENT AND CUSTOMER SERVICE

WHAT WE DO

- Provide easy access to Planning staff:
 - The names and contact details of all staff are posted online and all staff may be contacted by direct telephone number and by e-mail.
 - Appointments are not necessary – a Planner is available at all times during office hours to assist office visitors.
 - Each planning application has a dedicated case officer, with details provided in all correspondence and online.
- Encourage the use of electronic communication in the LDP and planning application process and promote submission of planning applications by ePlanning on our website.

EXAMPLES FROM 2012-13

- 73% of representations to the Proposed Plan were received electronically.
- No complaints against the conduct or process in planning matters via the Council's "Inform" customer comments system or to the Scottish Public Services Ombudsman were upheld in 2012-13.

- Following the publication of the Proposed LDP public meetings were held with community councils and drop in sessions were held in Gourrock and Port Glasgow libraries, encouraging public engagement.
- 31.5% of planning applications were submitted online in 2012-13, up from 21.3% in 2011-12. All Council applications must now be submitted online.

FEEDBACK

"Many thanks for coming along yesterday. It was useful to be able to hear about the plan from someone so close to it. We may well have some comments, but we also recognise what a lot of work you and your colleagues have put into the documents!"

*Stephen Hampson,
Kilmacolm Community Council*



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EFFICIENT AND EFFECTIVE DECISION-MAKING

WHAT WE DO

- The Planning Board and Local Review Body are timetabled to meet monthly.
- In-house time management training is available to all staff.
- Each planning application is given a target decision date following registration
- Weekly planning application progress meetings are held to ensure that targets are met.
- There is an “open door” management approach to ensure quick resolution when issues arise with planning applications.
- Reasons for planning application delays are recorded.
- All Member briefings are provided for all major planning applications prior to Planning Board consideration.
- Speed the development process by limiting the circumstances where applicants enter into or submit legal agreements and bonds.
- Engage with Members on the LDP, providing all Member briefings and participating in officer/Member working groups.

EXAMPLES FROM 2013-14

- In 2012-13, only 5 planning applications taking over 2 months to determine were attributable to officer delays, down from 18 in 2011-12. This amounts to only 1.3% of all decisions.
- There are no planning applications currently undetermined awaiting the conclusion of a legal agreement or the submission of a bond.

FEEDBACK

“One good thing that has come from this experience is that neither of us had ever before attended any type of council meeting and we were impressed by the way the Local Review Body carried out its business. Our councillors have some difficult decisions to make and even if they had voted against our panels we had the satisfaction of knowing that all opinions were heard.”

Local resident



Kilmacolm Conservation Area

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EFFECTIVE MANAGEMENT STRUCTURES

WHAT WE DO

- The management structure provides for close linkage between Planning Policy, Development Management, Building Standards, Commercial Property Letting and Economic Development.
- Ensure that we have the right people for the job; our professional staff has extensive experience in a wide range of planning functions.
- Building Standards and Development Management staff take a flexible approach, providing cover and working collaboratively to facilitate enforcement inspections and the administration of applications.
- The Development Management team actively participate in the LDP process by testing the practical application of draft policies.
- Hold weekly management meetings and monthly team meetings ensuring a flow and exchange of information.
- Benchmark with East Renfrewshire, East Dunbartonshire, North Ayrshire, Renfrewshire and West Dunbartonshire Councils.



Gourrock Outdoor Pool

- Work collaboratively with other bodies including Riverside Inverclyde Urban Regeneration Company, River Clyde Homes, Glasgow and the Clyde Valley Green Network Partnership and the Council's Strategic Housing Team in delivering joint objectives.

EXAMPLES FROM 2013-14

- Successfully managed office relocation without disruption to service delivery or performance.
- Merged the Technical and Administrative support teams for Development Management and Building Standards aimed at improving efficiency in work distribution, registering applications and issuing decision notices.

FEEDBACK

"We welcome the positive engagement with your officers to date and look forward to continuing to work with the Council."

*Carol Gilbert,
Strathclyde Passenger Transport*

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FINANCIAL MANAGEMENT AND LOCAL GOVERNANCE

WHAT WE DO_____

- Fee income is monitored monthly to ensure appropriate budget balances are maintained.
- Budgets are adjusted to ensure that additional funding to facilitate cyclical preparation of the LDP.
- Seek value for money in funded projects by using procurement processes.

EXAMPLES FROM 2013-14_____

- Open procurement processes were used in commissioning the 'Grow Wild' development plans at Belville Street community garden and the Inverclyde Heritage Trail.



Greenock Waterfront

CULTURE OF CONTINUOUS IMPROVEMENT

WHAT WE DO_____

- Encourage officer participation in both national and Glasgow and Clyde Valley Local Development Plan forums, in Heads of Planning Scotland and in benchmarking to share, learn and benefit from best practice and issues.
- All staff receives annual performance appraisals.
- Maintain a common queries compendium based on case law.
- Encourage member training in all aspects of planning.
- Facilitate staff training and continuing professional development.

- Welcome ideas; staff are encouraged to promote improvements in how we work.

EXAMPLES FROM 2013-14_____

- Planning applications were determined more quickly in 2012-13. The average time dropped from 9.2 weeks to 7.7 weeks.
- DM work process changes include an update to the planning application validation checklist, and issuing of acknowledgement letters, other correspondence and decision notices by e mail where addresses provided.
- Officers attended training events on environmental impact assessments, renewable energy, enforcement, trees, discharge of planning obligations and retail impact assessment.

FEEDBACK_____

"One-on-one instruction using live examples made the training more relatable and relevant."

Fiona Milne, Planner

Part 3: Supporting evidence

Part 2 of this report was compiled, drawing on evidence from the following sources.

1. Inverclyde Local Plan 2005.
<http://www.inverclyde.gov.uk/planning-and-the-environment/planning/development-plan/adopted-inverclyde-local-plan-2005>
2. Inverclyde Local Development Plan: Development Plan Scheme March 2013 and Proposed LDP (May 2013).
<http://www.inverclyde.gov.uk/planning-and-the-environment/planning/development-plan/ldp>
3. Glasgow and the Clyde Valley Strategic Development Plan.
http://www.gcvsdpa.gov.uk/index.php?option=com_content&view=article&id=54&Itemid=38
4. Scottish Government Planning Authority Performance Statistics.
<http://www.scotland.gov.uk/Topics/Statistics/Browse/Planning/Publications/planapps2013annual>
5. Housing and business and industrial land supply data.
<http://www.inverclyde.gov.uk/planning-and-the-environment/planning/development-plan/land-surveys>
6. Inverclyde Local Housing Strategy 2011-16.
<http://www.inverclyde.gov.uk/housing/inverclyde-local-housing-strategy-2011-2016/>
7. Inverclyde Strategic Housing Investment Plan 2013-18 and Strategic Local Programme 2015-18.
<http://www.inverclyde.gov.uk/committees/details/1643/> (refer to item 05)
8. Housing Trends Monitoring Report and the Annual Monitoring and Review of the Local Plan's Housing Strategy.
<http://www.inverclyde.gov.uk/committees/details/1581/> (refer to item 10)
9. Planning Register.
<http://www.inverclyde.gov.uk/planning-and-the-environment/planning/planning-applications/application-registers-weekly-list>
10. Scottish Public Service Ombudsman letter to Inverclyde Council 2012-13. <http://www.spsso.org.uk/node/5539>
11. Inverclyde Council advice on submitting planning applications.
<http://www.inverclyde.gov.uk/planning-and-the-environment/planning/planning-applications/>
<http://www.inverclyde.gov.uk/planning-and-the-environment/planning/advice-guidance/planning-practice-advice-notes>
12. Riverside Inverclyde: Town centre regeneration and public art.
<http://www.riversideinverclyde.co.uk/town-centres/>
13. Inverclyde Now. <http://www.inverclydenow.com/today/10221-couples-solar-panel-warning->
14. The Beacon Arts Centre RIAS Award.
http://www.e-architect.co.uk/awards/rias_awards.htm

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Part 4: Service improvements: 2013-14

IN THE COMING YEAR WE WILL...

- Submit an amended Scheme of Delegation to the Scottish Ministers. Full Council approval is anticipated in October 2014.
- Engage further with stakeholders to overcome delays in the planning application process.
- Re-engage more with customers on Development Management. To avoid customer "survey sickness" 2012-13 focused on Development Plan engagement.
- Take forward and review projects as timetabled in the Local Development Plan Action Programme
- Review and evaluate the effectiveness of participation initiatives outlined in the Local Development Plan Participation Statement.
- Reduce the number of legacy planning applications.

DELIVERY OF OUR SERVICE IMPROVEMENT ACTIONS IN 2012-13

- **Review the Planning Enforcement Charter**
DELIVERED: Adopted in January 2013.
- **Review all Planning Practice Advice Notes / Produce Supplementary Guidance as part of the Proposed Local Development Plan**
DELIVERED: Draft Planning Application Advice Notes included in Supplementary Guidance for the proposed LDP.
- **Encourage applicants to submit more planning applications via the ePlanning system**
DELIVERED: Website visitors are encouraged to submit online. All Council applications are now submitted through ePlanning.
- **Work with our customers to seek the delivery of faster planning decisions**
DELIVERED: Overall application determination times have reduced.
- **Review and evaluate the effectiveness of participation initiatives outlined in the Local Development Plan Participation Statement**
PENDING: To be undertaken following receipt of representations to the Proposed Plan and in advance of future consultations.
- **Promote the benefits of ePlanning, aimed at increasing the number of planning applications submitted and the public viewing and submission of representations undertaken online, with particular emphasis on the new Local Development Plan following publication**
DELIVERED: A dedicated e-mail address encouraged representation on the stages of Local Development Plan preparation with 73% of responses to the Proposed Plan consultation received electronically. The percentage of validated planning applications submitted online increased from 21.3% in 2011-12 to 31.5% in 2012-13.

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APPENDIX 1 - PLANNING PERFORMANCE FRAMEWORK OFFICIAL STATISTICS

Decision-making Timescales 2012-13

Category	Total number of decisions	Average timescale (weeks) 2012-13	Average timescale (weeks) 2011-12	Notes
Major developments	4	26.0	18.9	<p>* 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.</p> <p>** 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</p>
Local developments (non- householder)	168			
• Local: less than 2 months	123(73%)	5.9	6.7	
• Local: more than 2 months	45(27%)	16.7	19.6	
Householder developments	138			
• Local: less than 2 months	129(93%)	5.9	6.7	
• Local: more than 2 months	9(7%)	11.3	13.5	
Housing developments				
Major	2	17.4	n/a	
Local housing developments	24			
• Local: less than 2 months	14(58%)	5.6	7.2	
• Local: more than 2 months	10(42%)	26.4	16.1	
Business and industry	3			
Major	0	n/a	13.0	
Local business and industry	3	10.3	49.0	
• Local: less than 2 months	1 (33%)	6.4	n/a	
• Local: more than 2 months	2(67%)	12.2	49.0	
EIA developments	0	n/a	n/a	
Other consents*	87	6.9	10.1	
Planning/legal agreements**	0	n/a	93.1	
Local reviews	6	19.4	12.0	

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Decision-making: local reviews and appeals 2012-13

Type	Total Number of decisions	Original decision upheld			
		2012-13		2011-12	
		No.	%	No.	%
Local Reviews	6	5	83	2	67
Appeals to Scottish Ministers	5	1	20	3	33

Enforcement activity

Type	2012-13	2011-12
Cases taken up	35	37
Breaches Identified	35	35
Cases resolved	68	17
Notices served***	1	3
Reports to Procurator Fiscal	0	0
Prosecutions	0	0

*** Enforcement notices; breach of condition notices; planning contravention notices; stop notices; temporary stop notices; fixed penalty notices, and Section 33 notices.



Albert Road, Gourock

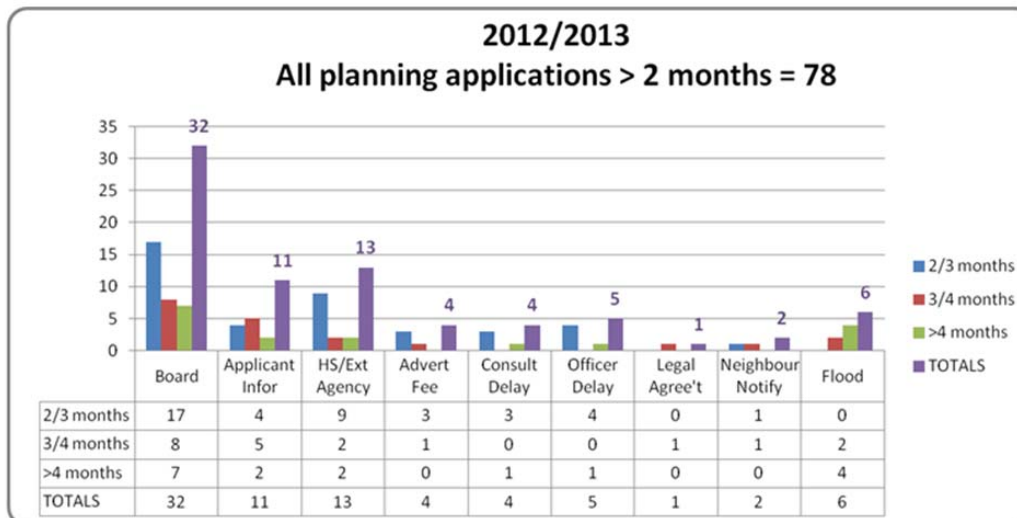
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Context

Overall, planning application performance in Inverclyde has, for a number of years remained consistently well above the Scottish average. This has continued in 2012-13, with 81% of all applications being determined in 2 months, up from 77% in 2011-12.

When planning applications were determined in more than 2 months it is noted that 53% of delays were not attributable to Inverclyde Council. Overall, the Council is directly responsible for only 11.5% of applications taking more than 2 months to determine, and in a significant majority of these cases it is due to the requirement to refer the application to the Planning Board for determination.



South West Greenock and The Argyll Hills

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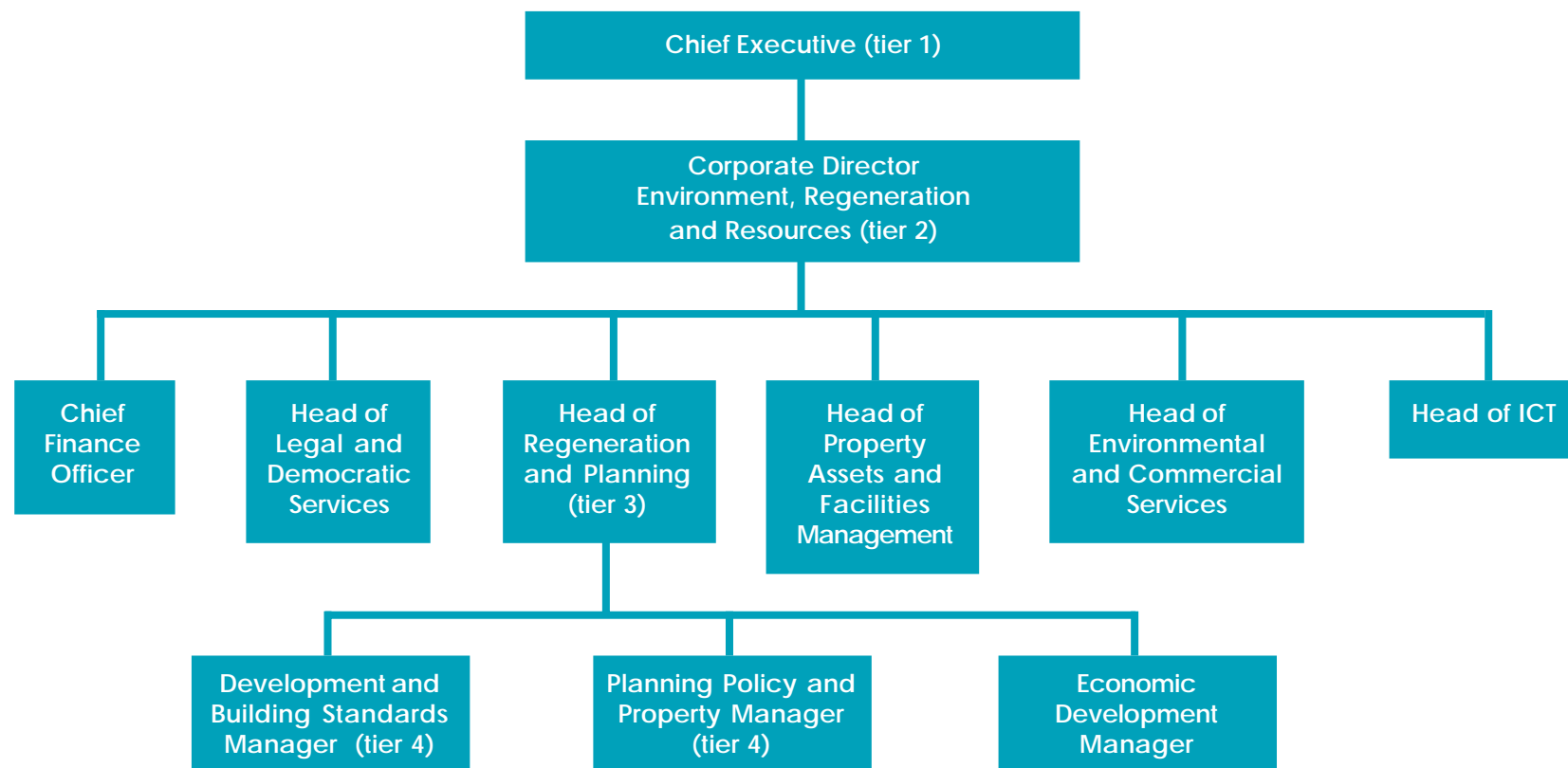
Appendix II - WORKFORCE AND FINANCIAL INFORMATION

The Planning function operates within the Regeneration and Planning Service of the Environment, Regeneration and Resources Directorate.

Day-to-day management of planning applications, planning enforcement, tree preservation and conservation/design rests with the Development and Building Standards Manager, who also has responsibility for building standards verification, enforcement and licensing advice.

The Planning Policy and Property Manager is responsible for the Development Plan (the Glasgow and the Clyde Valley Strategic Development Plan and the Inverclyde Local Development Plan), Lower Clyde Greenspace, access, the green charter and carbon management, as well as the Council's commercial property lets.

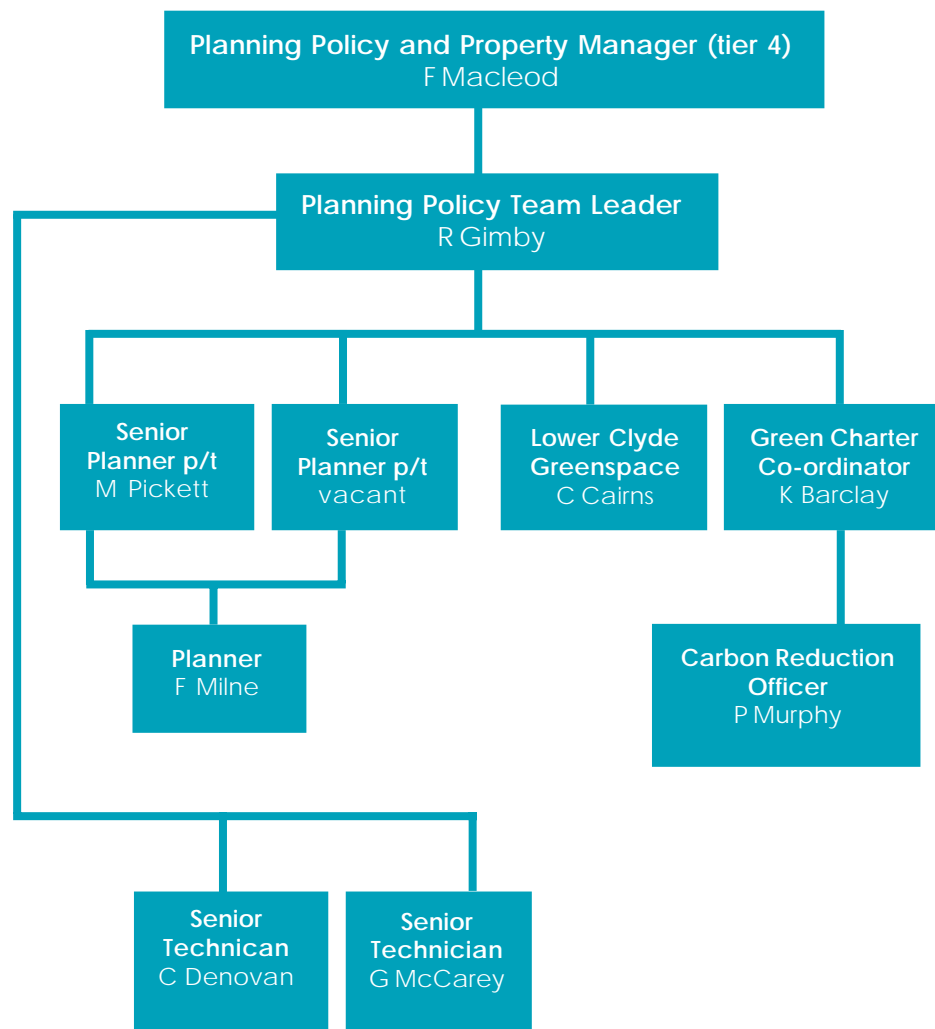
SENIOR MANAGEMENT STRUCTURE



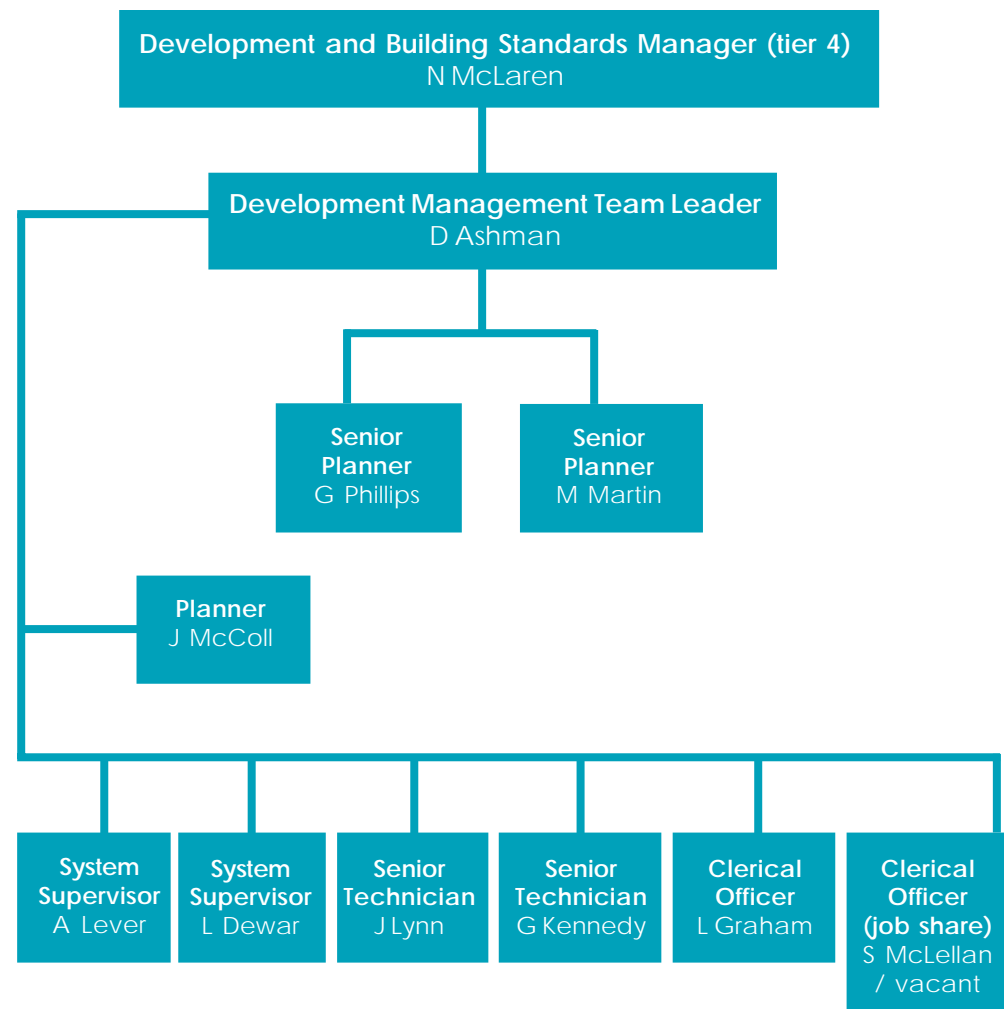
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PLANNING POLICY STRUCTURE



DEVELOPMENT MANAGEMENT STRUCTURE



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PROFESSIONAL STAFF: QUALIFICATIONS AND EXPERIENCE

Officer	Membership of Professional Bodies	Qualifications	Experience to Date
Development and Building Standards Manager	MRTPI	BSc. (Hons) in Town Planning	17 years Local Govt. managerial experience. 32 years in Local Govt. Planning (Development Management, Subject Planning, Planning Policy and Implementation).
Planning Policy and Property Manager	MRTPI	BA (Hons.) in Geography Postgraduate Studies: Historical Urban Geography	21 years Local Govt. managerial experience. 34 years in Public Sector Planning (Regional Planning, Structure Planning, Local Planning and Planning Policy).
Development Management Team Leader	MRTPI	BSc. (Hons.) in Geography Diploma in Urban and Regional Planning	11 years Local Govt. supervisory/team leader experience. 26 years in Local Govt. Planning (Development Management, Planning Policy)
Planning Policy Team Leader	MRTPI	BA in Town and Country Planning	11 years Local Govt. supervisory/team leader experience. 35 years in Public Sector Planning (Planning Policy and Implementation).
Senior Planner	MRTPI	BA (Hons.) in Psychology and Geography Diploma in Town and Country Planning	22 years in Local Govt. Planning (Planning Policy and Implementation).

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Officer	Membership of Professional Bodies	Qualifications	Experience to Date
Senior Planner	MRTPI	BA (Hons.) in Town and Country Planning	29 years in Local Govt. Planning (Development Management).
Senior Planner	MRTPI	BSc. in Town and Regional Planning	34 years Local Govt. Planning (Development Management, Planning Policy and Implementation).
Planner	MRTPI	BSc. in Town and Regional Planning	11 years in Public Sector Planning (Development Management, Planning Policy and Implementation).
Planner	MRTPI	MA (Hons.) in Geography and Sociology Masters in Urban and Regional Planning	8 years in Local Govt. Planning (Planning Policy).



Kilmacolm Cross

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EMPLOYEE NUMBERS AND PROFILE

Head of Regeneration and Planning Service: Tier 3

	Managers		Main Grade Posts		Technician Posts		Office Support / Clerical		Totals
	No. Posts	Vacant	No. Posts	Vacant	No. Posts	Vacant	No. Posts	Vacant	
Development Management	1	0	4	0	2	0	3.5	0.5	11
Development Planning	1	0	2.5	0.5	2	0	0	0	6
Enforcement Staff	0	0	0	0	0	0	0	0	0
Cross Service / Other Planning	0	0	3	0	0	0	0	0	3

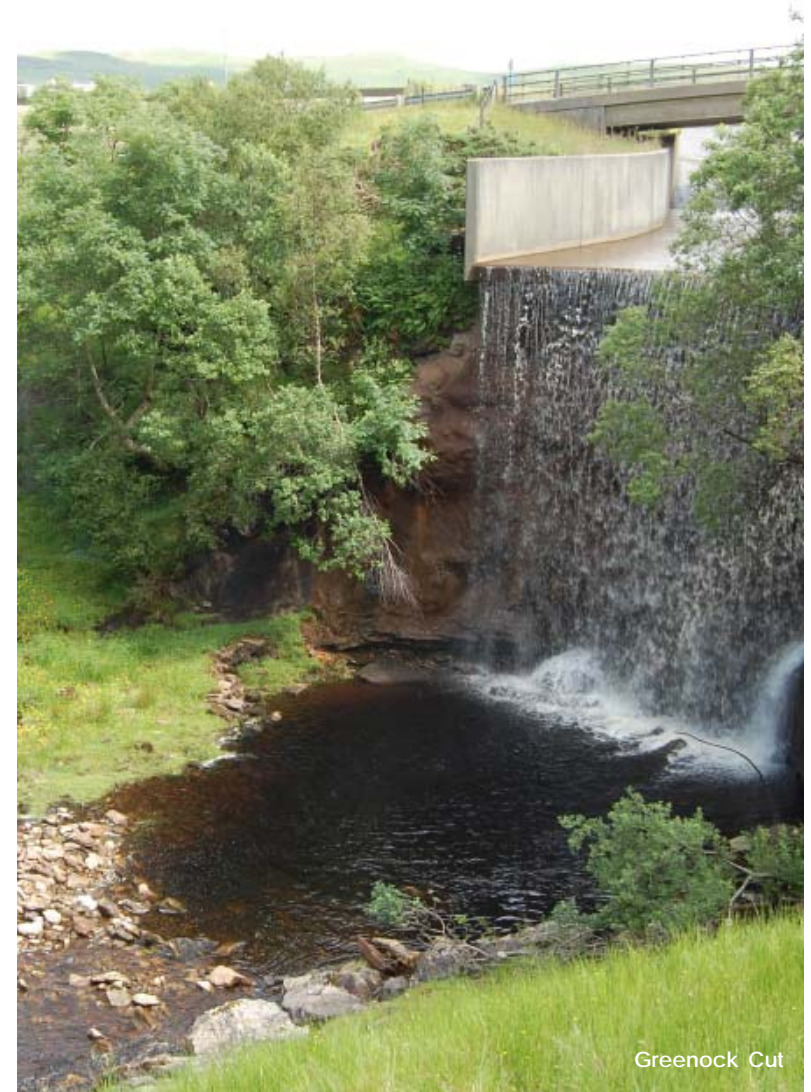
Staffing Profile	Number
Under 30	0
30 - 39	7
40 - 49	5
50 and over	9



COMMITTEES AND SITE VISITS

The Council's Environment and Regeneration Committee considers planning policy matters, while the Planning Board determines planning applications. The Environment and Regeneration Committee meets on an 8 week cycle, and the Planning Board sits on the first Wednesday of each month. There is a summer recess, with no meeting taking place in July. Site visits may be requested and agreed at Planning Board meetings, with the site visit occurring in advance of the next timetabled Board meeting. The Local Review Body is timetabled to meet immediately after each Planning Board meeting, although it will only sit when there are cases to be considered.

Full Council Meetings	5
Environment and Regeneration Committee meetings	5
Planning Board meetings	11
Planning Board site visits	6 (9 sites)
Local Review Body	4
Local Review Body site visits	2



Greenock Cut

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BUDGET 2012-13

Budgets	Budget	Costs		Income
Planning Service	£790,620	Direct	Indirect	£264,730
Development Management	£263,628	£405,393	£113,735	£255,500
Development Planning	£526,992	£400,557	£135,665	£9,230
Enforcement	-	-	-	-

Notes:

- Direct staff costs cover gross pay, including overtime, national insurance and the superannuation contribution.
- Indirect costs include all other costs attributable to operating the service.
- Income include planning fees for applications and deemed applications and deed plan fees.
- No income is received from property and planning searches.
- Enforcement resources are included in the Development Management budget.
- 2012-13 LFR return is not submitted until November 2013. The above figures are based on the 2012-13 budget at April 2012 and will vary from the March 2013 figures included in the LFR return.



PLANNING PERFORMANCE FRAMEWORK

2013

BUDGET 2013-14

EMPLOYEE COSTS £677,800

Salaries	655,290
Salaries – Turnover Savings	(13,400)
Salaries – Basic	526,500
Salaries – National Insurance	40,570
Salaries – Superannuation	101,620
Other Employee Costs	22,510

PROPERTY COSTS £77,840

Furniture and Fittings	290
Office Accommodation	77,500

SUPPLIES AND SERVICES £7,480

Books and Publications	390
Office Equipment	730
Lease Payments	2,340
Materials	1,120
Protective Clothing	230
Technical Equipment	470
Transport and Plant costs	2,200

ADMINISTRATION COSTS £13,020

Conferences etc.	540
Insurance	4,790
Postage, Printing, Stationary	6,830
Telephones	560
Sundries	300

SPECIAL PROJECTS £8,080

Local Plan Preparation	8,080
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OTHER EXPENDITURE £123,140

Payments to other Bodies	106,320
Other Subscriptions	16,820

INCOME (£264,730)

Deed Plan Fees	(9,230)
Application Fees and Charges	(255,500)

NET EXPENDITURE £642,630



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