

Planning Performance Framework

2021/22



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Introduction

Marker		2012 -13	2013 -14	2014 -15	2015 -16	2016 -17	2017 -18	2018 -19	2019 -20	2020 -21
1	Decision making timescales									
2	Processing agreements									
3	Early collaboration									
4	Legal agreements									
5	Enforcement Charter									
6	Continuous improvement									
7	Local Development Plan									
8	Development Plan Scheme									
9	Elected Members engaged early (pre - MIR)		N/A	N/A	N/A	N/A	N/A	N/A		
10	Stakeholders engaged early (pre - MIR)		N/A	N/A	N/A	N/A	N/A	N/A		
11	Regular and proportionate advice to support applications									
12	Corporate working across services									
13	Sharing good practice, skills and knowledge									
14	stalled sites / legacy cases									
15	Developer contributions									

Summary – Key Performance Markers 21/22

The planning performance framework sets out 15 key performance markers against which Planning Authorities performance is measured, under the following key themes:

- Driving improved performance
- Promoting the plan-led system
- Simplifying and streamlining
- Delivering development

The table below provides a brief explanation of the evidence (supported by hyperlinks to more information where possible) that Angus Council is delivering in each of the key performance markers. More detail on this evidence is also provided in Part 1 of this report.

No.	Performance Marker	Evidence
DRIVING IMPROVEMENT PERFORMANCE		
1	Decision-making: continuous reduction of average timescales for all development categories [Q1 – Q4]	Statistics and commentary on decision making timescales is provided at Parts 4 and 5 below.
2	Project management: <ul style="list-style-type: none">- Offer of processing agreements (or other agreed project plan) made to prospective applicants in advance of all major applications and availability publicised on planning authority website	<ul style="list-style-type: none">• Early engagement with prospective applicants in relation to national, major, significant local and business critical applications always positively encourage the use of processing agreements.• The availability of processing agreements is publicised and promoted on the Council website as detailed below.• We publish processing agreements relating to individual applications on the Council's public access portal because they also an important tool for keeping the public informed of progress and timescales for the processing of an application.
3	Early collaboration with applicants and consultees on planning applications: <ul style="list-style-type: none">- availability and promotion of pre-application discussions	<ul style="list-style-type: none">• We have suspended our pre-application advice service because of staff resource issues, however we have amended our web pages to improve access to information and we use standard response letters where

	<p>for all prospective applications; and</p> <ul style="list-style-type: none"> - clear and proportionate requests for supporting information 	<p>enquiries are received to direct customers to available information sources.</p> <ul style="list-style-type: none"> • Despite the suspension of our pre-application service we continue to offer advice on whether planning permission is required or not. • Our local development plan and associated supplementary guidance is available on our website It sets out where and what supporting information is required for development proposals. • We provide detailed conservation advice online and have published topic specific planning advice notes, technical guidance and development briefs.
4	<p>Legal agreements: conclude (or reconsider) applications within 6 months of 'resolving to grant'</p>	<ul style="list-style-type: none"> • Where planning obligations are required, our decision notices set out the steps an applicant needs to take to progress with the preparation of a planning obligation. • The Council has developed a model planning obligation which is available to prospective developers to speed up the drafting process. • We use delivery packages for the delivery of affordable housing to allow flexibility for developers to make changes in how they deliver affordable housing and to remove the necessity of following the cumbersome process of a formal modification of a planning obligation. • Our supplementary guidance on Affordable Housing and Developer Contributions sets out when we will require a planning obligation or other legal agreement.
5	<p>Enforcement charter updated / re-published within last 2 years</p>	<ul style="list-style-type: none"> • Angus Council Planning Enforcement Charter – March 2021 The charter was reviewed within the 2-year period.
6	<p>Continuous improvement:</p> <ul style="list-style-type: none"> - progress ambitious and relevant service improvement commitments identified through PPF report 	<p>Statistics and commentary on decision making timescales is provided at Parts 4 and 5 below.</p> <ul style="list-style-type: none"> • We have completed or made progress on some of our service improvement targets for 2020/21. However, improvement activity has been significantly impacted upon by staff resource and ongoing impacts of COVID-19. Part 3 of this report includes detail on progress with service

		improvements for 2021/22 and identifies a number or revised or new improvements for 2022/23.
PROMOTING THE PLAN-LED SYSTEM		
7	Local development plan less than 5 years since adoption	Angus Local Development Plan (adopted September 2016) – our LDP is now more than 5 years old as at 31 March 2022. An early decision was taken to prepare a new plan under the auspices of the new Act. Delays in implementation of the required secondary legislation as a result of Covid have therefore had a knock on impact on the timetable for a replacement plan. Clear advice on the position and potential implications is provided in committee reports on applications.
8	Development plan scheme demonstrates next LDP: <ul style="list-style-type: none"> • on course for adoption within 5 year cycle • project planned and expected to be delivered to planned timescale 	The Development Plan Scheme – September 2021 acknowledged the difficulty in setting out a detailed programme in the absence of the draft regulations and guidance. The DPS therefore focussed on the immediate work programme of preparatory work. It also acknowledged that it is not possible to prepare a full Participation Statement as the input of stakeholders in its preparation would be key and this difficult without the detail.
9	Stakeholders including Elected Members, industry, agencies, the public and Scottish Government are engaged appropriately through all key stages of development plan preparation	Engagement with elected members during the reporting period has been focussed on: <ul style="list-style-type: none"> • the content of draft NPF4 and its role in the context of the new planning system helping to prepare the consultation response. • An overview of local place plans. It is our intention to work with stakeholders in shaping the Participation Statement and we are looking to integrate this with Council wide engagement on Place.
10	<i>No longer applicable</i>	
11	Production of relevant and up to date policy advice	<ul style="list-style-type: none"> • Our local development plan and associated supplementary guidance sets out where and what supporting information is required. • We provide detailed conservation advice online and topic specific planning advice, technical guidance and development briefs. • Our pre-application advice web pages signpost the published plan and guidance

		<ul style="list-style-type: none"> • Our web pages direct customers to the eplanning portal and its associated guidance and advice for the submission of applications.
SIMPLIFYING AND STREAMLINING		
12	Corporate working across services to improve outputs and services for customer benefit (for example: protocols; joined-up services; single contact arrangements; joint pre-application advice)	<ul style="list-style-type: none"> • Working with building standards, environmental health and licencing to advise businesses during the pandemic has continued. • Close working partnership with housing strategy team delivering on shared issues relating to affordable housing planning and delivery, joint work on the local housing strategy and housing needs and demand assessment and placemaking. • We have established procedures to ensure effective engagement and provision of consultation responses to development proposals by virtual or digital means during the pandemic. • Changes to the structure during the reporting period have meant revisions to how we continue to work closely with Communities teams and capitalise on opportunities through close linkages to Economic Development – on the latter we have regular monthly meetings to look at employment issues and are also developing proactive advice packs for business.
13	Sharing good practice, skills and knowledge between authorities	<ul style="list-style-type: none"> • Tayside Biodiversity Partnership between Angus, Perth and Kinross and other stakeholders • Enforcement Benchmarking Group (Tayside and Aberdeenshire Authorities) • Participation in Knowledge Hub areas relating to Development Management and Development Planning • Participation in HoPS Executive and Development Planning and Development Management Sub Committees
DELIVERING DEVELOPMENT		
14	Stalled sites / legacy cases: conclusion or withdrawal of planning applications more than one year old	<ul style="list-style-type: none"> • We have determined 6 legacy cases in the reporting period and have 13 remaining. We have a small number of legacy cases year-on-year and they relate to applications where there is a

		<p>realistic prospect that issues can be addressed in a manner that allows positive determination. The number of cases has increased as a consequence of staff resource and delay in provision and subsequent assessment of supporting information.</p> <ul style="list-style-type: none"> • Arranged multi-disciplinary meetings to assist in identifying barriers/issues delaying delivery of local development plan allocated sites.
15	<p>Developer contributions: clear expectations</p> <ul style="list-style-type: none"> • set out in development plan (and/or emerging plan); and • in pre-application discussions 	<ul style="list-style-type: none"> • Our supplementary guidance on Affordable Housing and Developer Contributions sets out when we will require developer contributions and level of contribution required. • We regularly update and publish the commuted sum value (and the methodology in reaching this) where affordable housing is being delivered via that means. • We issue invoices to developers where developer contribution triggers are reached to ensure that payments are made promptly, and developers are in no doubt as to how to make their payment. Where payments are not made promptly, the invoice passes to the Council's debt recovery staff. • We use delivery packages for the delivery of affordable housing to allow flexibility for developers to make changes in how they deliver that housing.

Part 1: Qualitative Narrative

This year our PPF focusses on the significant resource pressures and challenges faced by the planning authority, following a number of experienced staff leaving the Service and subsequent recruitment challenges or failure to recruit.

These current pressures, alongside further structure changes, have meant that we have been unable to produce case studies for this year's PPF. Despite these challenges we continue to deliver quality outcomes and timely decisions.

QUALITY OF OUTCOMES

Angus Council's planning service continues to deliver high quality outcomes, helping to secure high quality development on the ground, adding value through the application process and recording high levels of customer satisfaction indicated in post-application surveys.

Our focus has been on ensuring that we continue to ensure good decision making in a timely manner, demonstrating a commitment to quality of outcomes and quality of service and engagement, while ensuring appropriate governance arrangements remain in place to provide committee oversight of decision-making. To deliver this has resulted in a shift in focus for the service, suspending non-statutory functions.

QUALITY OF SERVICE AND ENGAGEMENT

This section focusses on demonstrating the positive actions we take to support sustainable economic growth, initiatives to work closely with stakeholders and deliver a positive customer experience. This will be further developed during 2022/23 as the structural changes start to embed, ensuring a more effective integration with the Economic Development service and Tay Cities Deal.

Supporting sustainable economic growth

Specific proposals for the development of land in our settlements are monitored through annual audits of housing and employment land as well as town centre and other surveys. Regular and ongoing contact with the development industry ensures that we have an up to date understanding of market conditions, development

progress and delivery issues across all sites identified in the local development plan. This allows officers to be proactive and to help address any emerging issues quickly.

The annual Housing Land Audit was published in August 2021, monitoring the take up and availability of housing land within Angus. Consultation on the Audit involves a range of stakeholders including Scottish Government, Homes for Scotland, public service providers, RSLs and developers/landowners. Consultation informs accuracy in site programming, helping to align the assessment of housing land supply with the commitments of those involved in building new homes across Angus and informing the communities in which the houses will be built.

Officers from development planning and development management continue to participate in the Angus Affordable Housing Delivery Group. The Group focusses on the delivery of the Strategic Housing Investment Plan's (SHIP) priorities for affordable housing. Monthly project meetings take place with the Council's Housing Service, RSL partners, Scottish Water and Scottish Government's Housing Service. Having the different disciplines in one arena allows for the identification of barriers to the delivery of affordable housing and the resolution of issues. The SHIP is reviewed annually by the Council's Housing Service with planning staff involved in the project development group.

Regular meetings are also undertaken with colleagues in Economic Development to discuss current interest and investment in the employment sector in Angus, approach to engagement with businesses on planning matters and support the implementation of the land and property strategy. Initial work has commenced looking at the integration of the Tay Cities Deal projects and Mercury Programme as a fundamental part of the development strategy of the next LDP. Further improvement/development measures are also set out in Part 3.

Opportunities for participation

Delay in the publication of NPF4 and implementation of the new system of development planning alongside limited resources and restrictions from the pandemic continuing there have been extremely limited opportunities to undertake engagement. Participation has been limited to connecting with stakeholders involved in workstreams related to the development plan and policy development, and authority staff participating in consultation and events to support evolution of the national policy position, including input to HOPS working groups.

Ongoing close working across Angus, Dundee City, Perth & Kinross and Fife, housing and planning officers have continued to progress work on the Housing Need and Demand Assessment (HNDA) to support future Local Housing Strategies and LDPs. Following input on housing matters to NPF4 early in the reporting year officers further participated in HNDA workshops with industry representatives to explore different scenarios.

Publication of Draft NPF4 provided an opportunity to engage with elected members on an overview on the content of NPF4, its interrelationship with workstreams across the Council and importance in a development planning context. Officers provided input to HOPS responses on the draft document as well as draft LDP regulations and developing the local response.

Delivering a positive customer experience

While we have sought to direct customers to our online services we have also established back-office processes to ensure that correspondence submitted by paper mail, including applications and related correspondence such as representations are processed effectively and efficiently.

Following the introduction of our facility for the online submission of pre application enquiries during the last reporting year we had seen the added value of this approach. This functionality helped to ensure the submission of information to support queries at the outset and provided for better management of enquiries. This has now been removed following the suspension of the pre-application service.

We have updated our web pages to more clearly direct people to planning advice and guidance.

Our [Developer Contributions and Affordable Housing Supplementary Guidance](#) sets out the type and level of where developer contributions and affordable housing are required

We positively encourage the use of Planning Processing Agreements (PPA) in relation to applications for national, major and significant or complex local developments. The availability of PPA is outlined in pre application advice for relevant application types and the use of PPA is promoted on our [website](#). We publish PPAs agreed with applicants on our website to give interested parties clarity on progress in determining the application and to explain any delays in deciding the application.

In our last two planning performance frameworks we identified an intention to review our customer satisfaction survey in light of falling response rates. That work

has been delayed by COVID-19 and further delayed the year by available resource to implement. This is an improvement that we intend to carry through into 2022/23.

Working consistently with stakeholders

Local Nature Conservation Sites (LNCS)

We continue to work jointly with Perth & Kinross Council and Nature Scotland to create a suite of LNCS across both council areas. The project began in 2019 and is being overseen by two steering groups covering geodiversity and biodiversity.

There is close involvement with Tayside Geodiversity whose volunteers with geological expertise have been carrying out site surveys and reports for formal assessment by a panel. Panel work and remaining surveys (follow Covid restrictions) are part way through and we intend to complete this work during 2022/23.

GOVERNANCE

Our last report highlighted that the structure of the service was once again under review. This was driven by the opportunity to reflect the growing emphasis on the role of the spatial planning system to shape an integrated approach to deliver on local authority obligations to address climate change, wellbeing, social inequalities as well as the local economic impacts resulting from pandemic related lockdowns. Further aspirations to place additional priority on working with communities and climate change also impacted on this review.

The resultant structural change saw the Communities element of the service moved to a standalone service and Economic Development move across from a separate Directorate to join the Planning Service in August 2021. A further change in January 2022 saw the Tay Cities Deal team and responsibilities also move across to join the service.

The movement of the communities team functions outwith the service coincided with an increased focus on climate change. This resulted in the environment functions realigning with those of the development plan and additional resource within the team to focus on corporate climate change priorities.

The Angus Council Planning and Sustainable Growth Service sits within the Vibrant Communities and Sustainable Growth Directorate. The Directorate comprises of 5 services;

- Environmental Services,
- Housing,
- Environmental & Consumer Protection
- Vibrant Communities
- Planning and Sustainable Growth

The Planning and Sustainable Growth Service consists of the following teams:

- Development Standards
- Development Plan, Environment and Climate Change
- Building Standards
- Economic Development and Tay Cities Deal.

The structure of the Communities Directorate and the current managers can be viewed on page 28.

We have an up to date scheme of delegation under Section 42 of the Act that was approved by Scottish Ministers on 17 May 2019. We are currently working with colleagues in the Council's Legal & Democratic Service to review and update our scheme of delegation under the Local Government Act. This has been delayed owing to staff illness, changes and the Local Government elections.

We have an up to date [Enforcement Charter](#) that was reviewed within the required two-year period, published in March 2021. It seeks to provide an understandable and proportionate approach towards enforcement activity, focusing on resolving those cases that give rise to potentially significant amenity, environmental, or safety issues. While enforcement matters are delegated to the officers within the Planning Service, regular reports on enforcement activity and appeal decisions are reported to our Development Standards Committee for oversight.

As part of the wider Council 'Change Programme' for budget setting, it was purposed that charging for pre-application planning advice was introduced. A Report (No 56/19) detailing this recommendation was put forward to and was approved by Full Council in February 2019 with the intention for the charging scheme to come forward in 2019-2020. Work has been carried out throughout the year on designing, testing and implementing a digital service using online forms. The service was launched in March 2020; however, the decision was taken to suspend charging for the service in light of the financial challenge of the Coronavirus pandemic. A decision will be taken in the 2021/22 financial year as to when to introduce the charges. The Service has received positive feedback on the availability of the service, especially in a period of lockdown when people have found it difficult to access Council services in person.

On a wider collaboration basis, the Affordable Housing Delivery Group continues to meet and includes staff from the Housing Service, Housing Associations, Scottish Government, and the Planning Service. This group continues to resolve any issues to ease delivery of affordable housing on sites.

We have continued to ensure the determination of planning matters at virtual meetings of committee and full council. Our elected members are digitally equipped to deal with that and have been provided with the requisite training. They

have embraced the challenges presented by virtual meetings and that has allowed us to broadcast our meetings live online, increasing opportunity for individuals to participate in or to observe the decision-making process.

CULTURE OF CONTINUOUS IMPROVEMENT

This reporting period has been very much one of sustaining services.

Despite an increase over the reporting period in the average timescale for dealing with applications this is in the context of a reduced number and less experienced resources. Performance levels however continue to be good.

Officers within Angus Council have continued to have an active role within Heads of Planning Scotland (HOPS) regularly attending and contributing to the work and discussions as part of the Executive, Development Management, and Development Planning sub-committees.

Officers within Angus Council have also been active through other planning forums, and through volunteering with Planning Aid for Scotland.

Angus Council has continued its joint working with Perth and Kinross Council through the Tayside Biodiversity Partnership, and the procurement of the Archaeological Service from Aberdeenshire.

Through the Tay Cities Deal the Chief Planning Officer and planning officers continue to support the Joint Committee and Boards now overseeing the detailed projects and delivery of the ambitious programme across the area, including The Mercury Programme. This is Angus Council's visionary £1bn partnership between government, public, private and community sectors which seeks to deliver clean, green growth and is the overarching ambition that drives the projects that will be stimulated by the Angus Fund. Following the integration of the service further joint working is looking at how the Deal is integrated into current priorities and underpin the Local Development Plan.

The culture of continuous improvement also relates to the people within the Planning Service. The Council operates a Performance Appraisal and Development Scheme, which aims to ensure that each officer has an agreed Action Programme and Personal Development Plan. Members of the Royal Town Planning Institute are supported to produce Personal Development Plans (PDP) and to undertake Continuous Professional Development (CPD). Our CPD includes review and discussion of planning related case work within a team setting to share knowledge and experience, and access to a programme of professional competency training available by digital delivery through the Council.

Progress on implementing our programmed service improvements has significantly impacts upon by loss of experienced resource and delay/failure to recruit. Our focus has been directed towards implementing the structure changes and getting up to speed on new works areas, identifying and progressing further budget savings and adjustments to allow us to continue delivering a high-quality service despite limitations. We have identified further improvements for the coming year that will aid service delivery and effectiveness, particularly in relation to climate change and economic development.

Part 2: Supporting Evidence

Part 1 of this report was compiled, drawing on evidence from the following sources:

- [TAYplan Strategic Development Plan publications](#)
- [Angus Community Planning Partnership Local Outcomes Improvement Plan](#)
- [Angus Community Planning Partnership Locality Plans](#)
- [Angus Development Plan Scheme 2021](#)
- [Angus Local Development Plan 2016](#)
- [Angus Local Development Plan Action Programme \(2020 update\)](#)
- [Angus Developer Contributions and Affordable Housing supplementary Guidance 2018](#)
- [Angus Design Quality and Placemaking Supplementary Guidance 2018](#)
- [Planning Advice Notes](#)
- [Angus Housing Land Audit 2021](#)
- [Angus Employment Land Audit 2021](#)
- [Development Management Online Information](#)
- [Angus Council Climate Change Information](#)
- [Scottish Government Planning Authority Performance Statistics](#)
- [Tay Cities Deal Information](#)
- [Angus Council Local Housing Strategy](#)
- [Angus Planning Enforcement Charter 2021](#)
- [Angus Biodiversity Information](#)
- [Schedule of Council Meetings](#)
- [Report on Angus Development Plan Scheme](#)

Part 3: Service Improvements

Service improvement for 2021/2022	Progress and Evidence
Review and implement a revised team structure within the planning service	<p>Corporate directorate changes have seen further restructure of teams with the integration of Economic Development and Tay Cities deal with the Planning Service. The Communities service now sits in a standalone separate service within the same Directorate.</p> <p>Continued as a service improvement for 2022/23 as now looking at the roles and priorities across the teams and integration with Vibrant Communities to further move towards place based working.</p>
Review staff complement/remit and consider potential for climate change specialists	<p>Complete. Remit of Environment Team changed to incorporate corporate climate change activity. Team leader role now filled and new climate change officer in post.</p> <p>Continued as service improvement for 2022/23 as further change with inclusion of SECAP responsibility and looking at integration or work across the team.</p>
Make enforcement case information available online	<p>Reports of handling for enforcement cases now available on our public access system.</p>
Ensure maximum coverage of Development Plan and Placemaking engagement activity as part of the Plan preparation.	<p>Lack of resource and absence of management in the reporting period has delayed implementation of this action.</p> <p>A renewed and approach is currently being developed and will be progressed during 2022/23.</p>
Up-skilling planning support staff to undertake a greater role in validation of applications	<p>Planning support staff are now responsible for validation of all householder applications. We will continue to investigate opportunities for them to undertake additional tasks in the validation process.</p>

Implementation of Enterprise module in Uniform system to improve efficiency of processing planning applications		Delayed due to COVID response. Carry forward when circumstances allow.
Introduce Design Review Panel as part of implementation of Design and Placemaking Supplementary Guidance, Mainstreaming Placemaking		Initial work piloted in relation to major development proposals, but implementation delayed due to COVID response. Carry forward and embed in process when circumstances allow.
Review and digitise customer satisfaction approach associated with development management		Delayed due to COVID response. Carry forward when circumstances allow.
Move preparation and presentation of land audits/ floorspace surveys onto spatial/digital platforms		Further delayed due to available staff resource to progress. Structure changes within the team and revised approach underway to progress. Included as service improvement for 2022/23.
Investigate potential for model for cocreation of digital programme for LDP engagement with pupils/ young people		Not progressed due to available staff resource. Programme being reshaped and extended as part of revised corporate approach to place based working and engagement activity. Included as revised service improvement for 2022/23.
Redesign development planning webpages and work with colleagues to investigation engagement hub		Was placed on hold pending proposed changes to structures. Included as service improvement for 2022/23.

Service improvement for 2022/2023	Why?
Ensure maximum coverage of Development Plan and Placemaking engagement activity as part of the Plan preparation through creation of a Consultation and Engagement Strategy in line with the requirements of the	Creation of a programme of participation to support the preparation of the evidence report and embedding a place coordination approach to planning and delivery of spatial projects.

Planning (Scotland) Act 2019, associated Regulations and Guidance	
Implementation of Enterprise module in Uniform system to improve efficiency of processing planning applications	To reduce the requirement for manual intervention in the different stages in the processing of an application – carried forward from 2022/23
Raising the quality of design within Angus and raising design skills/awareness across the Council	In tandem with the Design Review Panel, there is also a need to be proactive in how we raise the quality of design in Angus and throughout the Council so that the expectations are known at the outset or early on in the development process. This approach will also help to upskill design and awareness of design through our Elected Members, Senior Officer and so on due to the need to address climate change, net zero, green infrastructure first approaches to design as examples.
Review and digitise customer satisfaction approach associated with development management	Relates to progress with creation of Spatial Data for Place Coordination working group to provide a framework for coordination of the spatial data requirements of place related functions/activities across the Council, focussing on the design and resourcing of technical and data requirements and solutions. Changes to data collection processes will assist with building business resilience for the future and release staff time for other work – carried forward from 2021/22
Investigate potential for model for cocreation of digital programme for LDP engagement with pupils/ young people	This is a critical part of the new Planning System for the preparation and deliver of Local Development Plans. This improvement was included in last years PPF but is being reshaped and extended as part of revised corporate approach to place based working and engagement activity for 22/23.
Redesign development planning webpages and work with colleagues to investigation engagement hub	To provide clarity for businesses and residents, supporting more collaboration and input on plan making and implementation - carried forward from 2021/22
Assist with the transition to place based service provision based on our communities needs as expressed by themselves in their own plans	The Council are investigating moving to long term financial planning and place-based service provision based on place frameworks, This work will fully implement the Place Principle and Community Empowerment led by our communities in a partnership approach. This is a long term service improvement and will help to assist with the requirements of the new Planning Act in terms of financial planning for the delivery of the LDP

Development of the Place Framework Approach	In tandem with the Council wide improvement, and as part of the new LDP, the place framework approach will be developed as part of our approach to community led placemaking and as part of our vision for a community led Local Development Plan. This will be a long term service improvement.
Delivery of Net Zero and addressing Climate Change	The Service is responsible for leading on and delivering where appropriate SECAP, Net Zero Action Plan and LHEES. These strategies will involve changes not only to the Service, but the Council. This will help to meet Government Targets and address the climate emergency. Again, this is a long-term service improvement. The Service is also working collaboratively on strategies for the delivery of net zero at a community scale.
Future Skills and Planners	The Service is actively looking at how it can address the new skills required to fully implement the Planning (Scotland) Act 2019, associated Regulations and Guidance and the additional requirements placed on it via the NPF 4 national policies. We are currently exploring long terms strategic partnerships with various organisations to achieve this and also how we can provide opportunities to current and future students to get real life experience of planning and inter-related disciplines whilst growing our own planners.

Part 4: National Headline Indicators (NHI)

A: NHI Key outcomes - Development Planning:

Development Planning	2021-22	2020-21
Local and Strategic Development Planning:		
Age of strategic development plan(s) at end of reporting period	4 years 6 months	3 years 6 months
Age of local development plan(s) at end of reporting period	5 years 6 months	4 years 6 months
Will the local/strategic development plan(s) be replaced by their 5 th anniversary according to the current development plan scheme?	N	N
Has the expected date of submission of the plan to Scottish Ministers in the development plan scheme changed over the past year?	Y	Y
Were development plan scheme engagement/consultation commitments met during the year?	N	N
Effective Land Supply and Delivery of Outputs¹		
Established housing land supply	3254 units	3462 units
5-year effective housing land supply programming	2048 units	2061 units
5-year effective land supply total capacity	2465 units	2788 units
5-year housing supply target	1550 units	1550 units
5-year effective housing land supply (to one decimal place)	6.6 years	6.6 years
Housing approvals	274 units	604 units
Housing completions over the last 5 years	1801 units	1449 units
Marketable employment land supply	124.79 ha	125.78 ha
Employment land take-up during reporting year	1.37 ha	2.2 ha

¹ Based on Draft 2022 Housing Land Audit & 2021 Employment Land Audit

B: NHI Key outcomes – Development Management:

Development Management:	2021-22	2020-21
Project Planning		
Percentage and number of applications subject to pre-application advice	0% -	46.8% 269
Percentage and number of major applications subject to processing agreement	100% 6	50% 2
Decision Making		
Application approval rate	97.5%	97.3%
Delegation rate	96.8%	97.0%
Validation	n/a	n/a
Decision-making Timescales		
Major Developments	n/a	25.6 weeks
Local developments (non-householder)	8.9 weeks	7.2 weeks
Householder developments	6.2 weeks	5.8 weeks
Legacy Cases		
Number cleared during reporting period	6	1
Number remaining	13	5

C: Enforcement activity

	2021-22	2020-21
Time since enforcement charter published / reviewed	12 months	0 months
Complaints lodged and investigated	68	62
Breaches identified – no further action taken	12	3
Cases closed	58	26
Notices served	2	11
Direct Action	0	0
Reports to Procurator Fiscal	0	0
Prosecutions	0	0

D: NHI Key Outcomes – Commentary

The council's performance dealing with applications has been adversely affected over the course of the year by staff turnover and resultant staff vacancy. An experienced team leader, an experienced planning officer, and a planning enforcement officer have left the employment of the council in the reporting period. The departure of the team leader provided a career progression opportunity for an existing team member, but the council has been unable to recruit planning officers to fill two vacant posts. In a team that should have six professional planning officers, two professional officer posts are vacant. In addition, one of two enforcement officer posts is currently vacant. Officers are working extra hours to deal with the

applications and associated case work as quickly as possible. In addition, other services that are essential to determination of planning applications, including environmental health and roads, are experiencing similar staffing issues that is directly impacting their ability to provide timeous response to consultations. Again, that is adversely impacting determination timescales.

Notwithstanding the above, we have dealt with more applications for major development in the reporting period and a higher percentage (83.3%) have been concluded within processing agreement timescales. Performance remains strong in comparison to the Scottish average.

Average timescales for dealing with householder applications has increased slightly during the reporting period but nearly 93% of applications are determined within 2-months, average timescales remain significantly better than the Scottish average (more than 2-weeks quicker) and our performance is in the top quartile. While performance remains strong, the increase in average determination timescales is due to reduced staff resource.

Average timescales for dealing with local non-householder applications have increased in comparison to the previous reporting period although performance remains significantly better than the Scottish average (more than 4-weeks quicker) and our performance is in the top quartile. We use processing agreement to manage the application process and our performance dealing with applications within agreed timescales has dropped significantly in comparison to 2020/21. While performance remains strong, the increase in average determination timescales and reduced ability to meet processing agreement timescales is due to reduced staff resource within the planning service and across consultation bodies. Difficulty meeting processing agreement timescales has also been impacted by increased delay in applicants providing required information.

Performance across all development types remains strong and compares favourably with Scottish average figures but has again been impacted by reduced staff resource.

There is continued use of planning processing agreements to deal with additional information requirements for major and local applications. The use of processing agreements to effectively manage application timescales is promoted on our website and actively pursued by case officers where appropriate. Team leaders within the Development Management section undertake regular caseload reviews with officers to ensure progress of applications is positively managed. Information on timescales for determination of applications is regularly reviewed and distributed to development management officers to monitor and maintain focus on performance. However, as indicated above reduced staff resource is affecting ability to determine applications within agreed timescales.

The application approval rate is in excess of 97%. This demonstrates that the council's published guidance is helpful in allowing applicants to prepare proposals that are acceptable and demonstrates the effectiveness of officers in negotiating improvements that allow proposals to be approved. The council has an up to date S43A scheme of delegation, and close to 97% of applications were delegated during the reporting period demonstrating effective and proportionate decision making.

The enforcement charter was reviewed, updated and submitted to Scottish Ministers in March 2021. It is up-to-date and less than 2-years old.

The council seeks to promote electronic reporting of suspected breaches of planning control and has developed an online reporting tool. Fewer cases were formally recorded within the reporting period as the council adopted a proportionate approach having regard to government advice associated with COVID-19.

Progress reviewing and closing legacy enforcement cases has been adversely impacted by staff vacancy.

The council continues to seek resolution of enforcement cases through negotiation.

The adopted Angus Local Development Plan 2016 is now more than 5 years old. A decision to prepare a 'new style' LDP under the 2019 Act was made late in 2019 and set out at that time in the DPS (September 2020). Given the position at that time it was determined there would be greater benefit in preparing a plan under the new legislative framework, removing the risk of having to immediately prepare a further new plan following adoption of the replacement. The Plan would also result in closer alignment with national and strategic priorities including the NPF4 and other key local authority outputs, such as the next Angus Local Housing Strategy due to be replaced by 2022.

Unfortunately delays in implementation of the Act as a result of the Covid 19 pandemic have had a knock-on impact on the Plan preparation timetable.

We have prepared detailed statements and advised members of the implications of the Plan being beyond the 5 year period. This is included in all relevant committee reports or reports of handling. The housing land supply position remains fairly positive across the area.

Part 5: Official Statistics

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

Timescales	2021-22		2020-21
Overall			
Major developments	6	-	25.6 weeks
Local developments (non-householder)	145	8.9 weeks	7.2 weeks
• Local: less than 2 months	71.7%	7.0 weeks	6.3 weeks
• Local: more than 2 months	28.3%	13.5 weeks	10.7 weeks
Householder developments	254	6.2 weeks	5.8 weeks
• Local: less than 2 months	92.9%	6.0 weeks	5.6 weeks
• Local: more than 2 months	7.1%	9.7 weeks	10.7 weeks
Housing Developments			
Major	3	-	36.1 weeks
Local housing developments	71	9.3 weeks	7.4 weeks
• Local: less than 2 months	66.2%	7.5 weeks	6.4 weeks
• Local: more than 2 months	33.8%	12.9 weeks	10.5 weeks
Business and Industry			
Major	-	-	-
Local business and industry developments	51	7.8 weeks	6.8 weeks
• Local: less than 2 months	74.5%	6.6 weeks	6.1 weeks
• Local: more than 2 months	25.5%	11.4 weeks	10.3 weeks
EIA Developments	-	-	-
Other Consents	66	6.9 weeks	6 weeks
Planning/legal agreements			
• Major: average time	1	-	25.6 weeks
• Local: average time	5	-	0 weeks

B: Decision-making: local reviews and appeals

	Total number of decisions	Original decision upheld			
		2021-22		2020-21	
		No.	%	No.	%
Type	No.	No.	%	No.	%
Local reviews	9	5	55.6	5	60
Appeals to Scottish Ministers	2	2	100	1	0

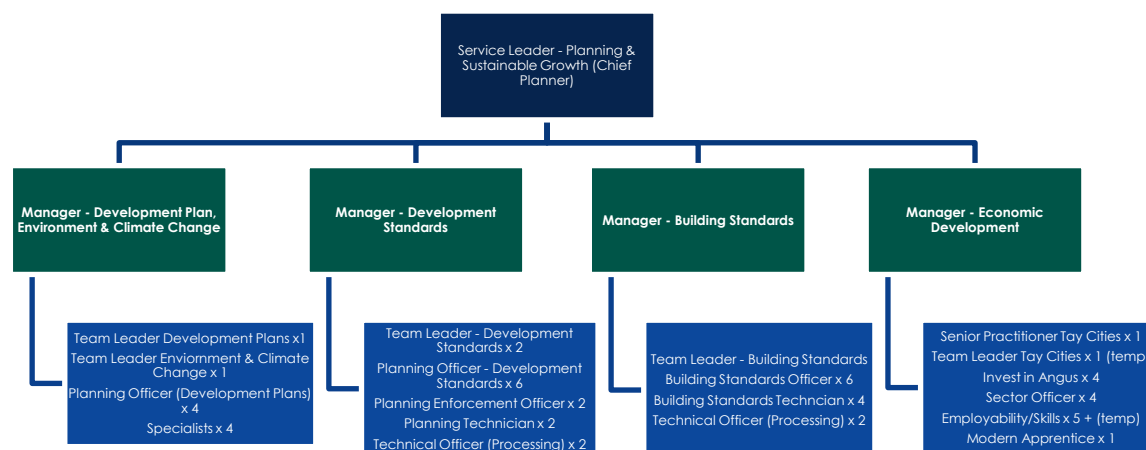
Part 6: Workforce Information

	Tier 1 Chief Executive	Tier 2 Director	Tier 3 Head of Service	Tier 4 Manager
Angus Council Equivalent role	Chief Executive	Depute Chief Exec	Director	Service Leader
Head of Planning Service				x

Staff Age Profile	2021/22
Under 30	1
30-39	4
40-49	9
50 and over	6

RTPI Chartered Staff	Headcount
Staff with MRTPI	12
Other RTPI affiliation	2 x licentiate

Planning Service Structure:



The Service Leader is the council's Chief Planner and has four managers covering development management, building standards, development planning environment and climate change and economic development within the portfolio. During the reporting period a manager post was vacant for 11 months (maternity leave and vacancy), one team leader post was vacant for 2 months, one enforcement officer was vacant for 12 months, several officer posts have been vacant and remain so. Despite various recruitment exercises and introduction of a

temporary technician post we have received no suitable applicants. Vacancies and recruitment challenges have also existed in a number of services across the Council which we rely on for specialist input to the planning service (e.g. environmental health, flooding etc.).

In addition to those listed, there are other staff who support the day to day operation of the service including business support staff and digital/ technical colleagues who are not directly employed by the planning service. Economic development and building standards staff are not included in the above information.

Part 7: Planning Committee Information

Committee and Site Visits	Number per year
Full Council Meetings ¹	1
Planning committees	8
Area Committees	-
Committee Site Visits	0
Local Review Body	14
LRB Site Visits	10

¹The number of meetings where a specific 'planning' matter was considered.