

Agenda

Planning Committee

Date: Wednesday, 17 March 2021

Time: 10.00

Venue: Zoom Video Conference

Contact: Craig Stewart, Committee Officer
craig.stewart@west-dunbarton.gov.uk

Dear Member

The Convener has directed that the powers contained in Section 43 of the Local Government in Scotland Act 2003 will be used and so Members will attend this meeting of the **Planning Committee** remotely. The business is shown on the attached agenda.

Yours faithfully

JOYCE WHITE

Chief Executive

Distribution:-

Councillor Jim Finn (Chair)
Bailie Denis Agnew
Councillor Gail Casey
Councillor Karen Conaghan
Councillor Ian Dickson
Councillor Diane Docherty (Vice Chair)
Councillor Daniel Lennie
Councillor Douglas McAllister
Councillor Marie McNair
Councillor Lawrence O'Neill

All other Councillors for information

Date of Issue: 4 March 2021

PLANNING COMMITTEE
WEDNESDAY, 17 MARCH 2021

AGENDA

1 APOLOGIES

2 DECLARATIONS OF INTEREST

Members are invited to declare if they have an interest in any of the items of business on this agenda and the reasons for such declarations.

3 MINUTES OF PREVIOUS MEETINGS 5 – 21

Submit for approval as a correct record, the Minutes of Meetings of the Planning Committee held on:-

- (a) Special Meeting on 26 January 2021; and
- (b) Ordinary Meeting on 10 February 2021.

4 NOTE OF VISITATION 21

Submit, for information, Note of Visitation carried out on 8 February 2021.

5 OPEN FORUM

The Committee is asked to note that no open forum questions have been submitted by members of the public.

6 PLANNING APPLICATION 23 - 33

Submit report by the Chief Officer – Regulatory and Regeneration in respect of the following planning application:-

DC20/232 – Formation of car park and associated landscaping and footpaths at land adjacent to Dalreoch Railway Station, West Bridgend, Dumbarton by West Dunbartonshire Council.

7 PLANNING PERFORMANCE FRAMEWORK 2019-20

35 - 116

Submit report by the Chief Officer – Regulatory and Regeneration informing of the recent comments received from the Scottish Government regarding the Planning Performance Framework submitted by the Council for 2019-20.

PLANNING COMMITTEE

At a Special Meeting of the Planning Committee held by Video Conferencing on Tuesday, 26 January 2021 at 10.00 a.m.

Present: Bailie Denis Agnew and Councillors Gail Casey, Karen Conaghan, Ian Dickson, Diane Docherty, Jim Finn, Marie McNair and Lawrence O'Neill.

Attending: Pamela Clifford, Planning, Building Standards and Environmental Health Manager; Antony McGuinness, Team Leader – Forward Planning; Mark Walsh, Environmental Health Officer; Nigel Ettles, Section Head – Litigation (Legal Officer) and Craig Stewart, Committee Officer.

Apologies: Apologies for absence were intimate on behalf of Councillors Daniel Lennie and Douglas McAllister.

Councillor Jim Finn in the Chair

CHAIR'S REMARKS

Councillor Finn, Chair, welcomed everyone to the Special meeting of the Planning Committee which was being held remotely, in terms of Section 43 of the Local Government in Scotland Act 2003.

Accordingly, the Chair advised that a process/procedure had been developed for the meeting (a copy of which had previously been circulated to Members). Thereafter, the Committee agreed to note the procedure in place for the conduct of the meeting and the meeting then continued by video conferencing.

DECLARATIONS OF INTEREST

It was noted that there were no declarations of interest in the item of business on the agenda.

OPEN FORUM

The Committee noted that no open forum questions had been submitted by members of the public.

**WP98/076: REVIEW OF MINERALS PERMISSION (ROMP) AND DC02/447:
EXTENSION TO QUARRY, SHEEPHILL QUARRY, MILTON, DUMBARTON**

A report was submitted by the Chief Officer – Regulatory & Regeneration providing the Committee with further information relevant to the consideration of the Review of Minerals Permission application (ROMP) and the extension application.

Reference was made to a site visit which had been undertaken in respect of the above application. The Planning, Building Standards and Environmental Health Manager was then heard in further explanation of the report.

Councillor Finn, Chair, invited Dr Mary McLeod and Mr James Bruhn, Historic Environment Scotland, to give some further background information to the Committee regarding the Sheephill Fort and the Scheduled Monument Process, and both were heard in answer to Members' questions. The Chair then invited Mr Brian Mooney, Ms Shona Brown, Ms Liz Meechie, Ms Jan Meechie, Mr Nicola Zuelli and Ms Frances Walker to address the Committee. All were heard in respect of their representations.

The Chair then invited Mr Willie Booth, agent for the applicant, to address the Committee and he was heard in respect of the applications.

After consideration and having heard the Planning, Building Standards and Environmental Health Manager and the Legal Officer in clarification of certain matters, including the potential for compensation, and in answer to Members' questions, Councillor O'Neill, seconded by Bailie Agnew, moved:-

- (1) that planning permission for the extension area be refused because of the effect it would have on the amenity of the area and on the residents of nearby properties; and
- (2) that the Committee accept the agreed conditions set out in Section 9 in Appendix 1: Planning Committee report dated 11th March 2020 and authorise officers to issue the Review of Minerals Permission (WP98/076) as detailed within Appendix 1 hereto, with the additional wording added to condition 19 whereby the Planning Authority will determine whether a wheel and undercarriage cleaning facilities are required within the site.

As an amendment, Councillor Docherty, seconded by Councillor Casey, moved:-

- (1) that the Committee indicate that it was minded to Grant full planning permission for the extension area, and delegate authority to the Planning, Building Standards and Environmental Health Manager to issue the decision subject to the conditions set out in Section 9 in Appendix 1: Planning Committee report dated 11th March 2020 and to the satisfactory conclusion of a legal agreement in terms of the restoration bond (DC02/447); and

(2) that the Committee accept the agreed conditions set out in Section 9 in Appendix 1: Planning Committee report dated 11th March 2020 and authorise officers to issue the Review of Minerals Permission (WP98/076), with the additional wording added to condition 19 whereby the Planning Authority will determine whether a wheel and undercarriage cleaning facilities are required within the site.

On a vote being taken, 4 Members voted for the amendment and 4 Members voted for the motion. There being an equality of votes, Councillor Finn, Chair, exercised his casting vote in favour of the motion which was accordingly declared carried.

The meeting closed at 1.11 p.m.

DRAFT

WP98/076: Review Of Minerals Permission (Romp) and DC02/447: Extension To Quarry, Sheephill Quarry, Milton, Dumbarton

ACCEPT the agreed following conditions:-

1. The development hereby permitted within the area identified on plan reference Figure 2 of the Environmental Statement shall endure until 21 February 2042 and at the end of the period of permission, all quarrying operations, including the crushing of rock and the transfer of aggregates from the site, shall cease.
2. No excavation of rock or quarrying operations or the storage of any materials/aggregates, equipment or the parking or servicing of any vehicles or equipment shall take place within the area coloured green on ROMPS Development Plan Figure REVDEV/06.12101.
3. Subject to the details specified in subsections 3(a)-3(b) below the normal daytime operating hours for the quarry shall be 0600 hours to 2200 hours daily and no operations other than emergency works, water pumping, servicing, maintenance and testing of plant shall take place outside these hours.
 - 3(a) Outwith 0700 hours to 1900 hours Monday to Friday and 0700 hours to 1400 hours on Saturday and Sundays, with the exception of haulage vehicles entering and leaving the site, all operations shall be undertaken below ground level within the quarry void.
 - 3(b) Loading and despatch of aggregates for specific contracts may be undertaken outwith the specified hours where no less than 24 hours written notice (excluding weekend days and public holidays) has been given to the Planning Authority.
4. Noise attributable to the operators at Sheephill quarry shall not exceed the limits specified in Table A – Noise Criteria (attached to these conditions) at Greenland Farm, Auchentorlie House, No. 9 Milton Hill, and Middleton.
5. A request for the relaxation of the noise limits identified in condition 4 above shall be submitted in writing a minimum 14 days prior to the commencement of the operations requiring the relaxation and shall include time periods and noise limits for the temporary relaxation,

6. The applicant shall undertake a noise monitoring program at the locations as described in condition 4 above and the frequency and times of such monitoring shall be agreed by the Planning Authority and the results shall be submitted in writing to the Planning Authority on a frequency to be agreed with the Authority. The noise monitoring shall be carried out in accordance with the methods specified in PAN50: Annex A – The control of Noise at Surface Mineral Working and in so far as is reasonably practical, the operation shall ensure that the best practice methodologies set out in PAN50 are adopted.
7. Blasting operations shall be carried out between 1000 hours and 1600 hours Monday to Friday, with no blasting permitted at weekends and on public holidays and the quarry operator shall endeavour to ensure that as far as is practicable, blasting should be carried out between 1000 and 1300 hours.
8. Within 4 weeks of this approval details of the methods employed to minimise air overpressure from blasting operations shall be submitted to the Planning Authority for written approval. All blasting operations shall take place only in accordance with the scheme as approved or with such subsequent amendments as may receive the written approval of the Planning Authority.
9. Notwithstanding the requirements of condition 6 and 7 above, if as a result of any emergency situation or need to ensure safe quarry practices, blasting is required to take place outside the specified hours, the times and reasons for such an event shall be notified in writing to Council's Environmental Health Service within two days of the occurrence.
10. Within four weeks of the date of this approval, the operator shall submit a blast monitoring scheme that will record all blasts within the quarry area, with the monitoring points to be set at locations to be agreed by the Planning Authority.
11. The operator shall monitor all blasts and records shall be maintained so the peak particle velocity can be identified and these records shall be made available for inspection by any authorised party during office hours at the quarry with copies being supplied to Planning Authority on a three monthly basis. In the event that recorded values exceed the agreed level, the operator shall notify the Planning Authority of the event within one working day and shall provide an assessment of its implication with respect to future blasting activity and the site's vibration limit.
12. Ground vibration as a result of blasting operations shall not exceed a peak particle velocity of 6 mm/s in 95% of all blasts measured over any period of 12 months and no individual blast shall exceed a peak particle velocity of 12 mm/s as measured at any nearby vibration sensitive property. The measurement shall be the maximum of three mutually perpendicular directions taken at the ground surface at any vibration sensitive building; all to the satisfaction of the Planning Authority.

13. Blasting shall be carried out using the best practicable means available to ensure that the resultant noise, vibration and air overpressure are minimised in accordance with current British Standards and Mineral Guidelines and the best practice methodologies as set out in PAN50.
14. For the duration of this permission and up to the completion of all aftercare works warning signs shall be erected and maintained by the operator next to all publicly accessible areas within or adjacent to the quarry. Details of the locations of these signs shall be submitted to and approved by the Planning Authority.
15. Blasting shall only be carried out after suitable audible and visible warnings have been given and the method of such warnings shall be submitted to the Planning Authority. Thereafter the approved warnings shall be given in writing by the operator to the occupiers of all the properties around the site.
16. The operator shall ensure that the Council's Environmental Health Service be given a minimum of 48 hours email notification, excluding weekends and public holidays, before every blast at the quarry.
17. The quarry operator shall ensure that all operations are controlled so as to prevent or minimise the release of dust in the atmosphere and the dust mitigation measures listed in the Environmental Statement shall be implemented and in a method which ensures that the best practice methodologies as set out in PAN50 are adopted.
18. Visual assessments of dust emissions from all plant and operations shall be made at least once per day during operations and remedial actions taken as may be required. The operator shall maintain a diary of weather conditions, visual assessment of dust and any mitigation measures implemented on a daily basis. The diary shall also record any complaints relating to dust, any investigations undertaken in respect of complaints and any remedial actions undertaken as a result of the investigation. The diary shall be retained on-site and made available to the Planning Authority on request.
19. Should future monitoring of the A82(T) prove that lorries from the site are carrying deleterious material onto the trunk road then the applicant provide wheel and undercarriage cleaning facilities within the site.
20. The paved area of road within the site shall be swept/washed where required in order to ensure that no debris from the quarry is carried onto the public highway.
21. Within 3 months of the date of this approval, the operator shall submit for approval details of anticipated phasing for the duration of operations. The Planning Authority shall be notified and agree any future revisions in respect of phasing.

22. In the event that the discharge of water from the site becomes necessary the operator shall apply to SEPA for Consent to Discharge. No discharge shall commence until Discharge Consent has been obtained and thereafter the control of water run-off from the site shall be in accordance with the conditions contained therein. The Planning Authority shall be notified in writing of any changes or updates in the control of site water.
23. The topsoil and subsoils to be removed shall be stored as described in the applicant's written submission and shall be retained on site for eventual reuse as part of the restoration works as described in conditions 31 and 32.
24. If it becomes necessary to relocate any of the existing or new soil storage mounds within the site then such soils cannot be relocated until the Planning Authority gives written approval of the new storage locations and methods of storage.
25. If it becomes necessary to relocate the mineral stock piles from the location indicated in the applicant's submission, then such relocation cannot take place until the Planning Authority gives written approval of the new storage locations and methods of storage.
26. Details of all boundary walls and fences for the full extent of the application site shall be submitted to and approved in writing by the Planning Authority and shall be implemented as approved.
27. No materials shall be imported to the site for the purposes of storage, crushing, screening, processing, manufacturing or onward transportation. This condition does not apply to materials imported in relation to the mobile concrete batching plant or vehicles traversing the site to access Rigangower landfill site and recycling facility.
28. Any chemical, oil or diesel storage tanks installed within the application site shall be sited on impervious bases and surrounded by impervious boundary walls and the bunded areas shall be capable of containing 110% of the tank volume and should enclose all fill and draw pipes.
29. All artificial lighting units installed at the quarry shall have a purpose and shall be sited and directed as to minimise the potential for light pollution and glare outside the quarry boundary.
30. No later than 6 months after the permanent cessation of quarrying or the date set by condition 1 above, whichever is the sooner, all buildings plant, machinery and areas of hardstanding, including the internal access roads, shall be removed and the ground reinstated in accordance with the conditions of this permission relating to restoration. For avoidance of doubt this condition does not relate to the main access route used for the landfill site and estate management purposes.

31. Within six months of the date of this consent, a restoration masterplan for the whole of the quarry area and including details of the restoration or replanting of dilapidated features such as boundary hedges and drystone dykes, as well as, details showing how recreational access and links to the local path network would be achieved, along with details of aftercare and afteruse, shall be submitted to and approved in writing by the Planning Authority. This shall include how the restoration of the approved extension area is integrated within the overall restoration proposals of the full quarry area.
32. Not later than 2 years before the expiry of this permission or permanent cessation of quarrying, whichever is the sooner, a detailed final restoration scheme for the site including aftercare and maintenance shall be submitted for the written approval of the Planning Authority. The approved scheme shall be implemented before the expiry of this permission
33. The restoration scheme approved under the terms of conditions 31 and 32 above shall include a bird hazard management plan to be approved in writing by the Planning Authority in consultation with Glasgow Airport. The submitted plan shall include details of the design, maintenance and management of any water bodies and wetlands to minimise birdstrike hazard.
34. The restoration scheme approved under the terms of conditions 31 and 32 above shall be implemented and the works completed within 12 months of the completion of all quarrying operations or the date stated in condition 1 above, whichever is the sooner.
35. In the event that during the life of this permission mineral extraction ceases for a continuous period in excess of two years or the use is discounted for a like period, then unless as may otherwise be agreed in writing by the Planning Authority, within 6 months of either event occurring, a revised final restoration scheme including details of aftercare and afteruse, that modifies and updates that approved by conditions 30 above, shall be submitted for the written approval of the Planning Authority, including any modifications, as may be required, detailing the steps to be taken to restore the site.
36. Within 12 months of being approved any revised restoration scheme that may have been required under the terms of condition 34 above shall be implemented and the works completed.
37. The approved aftercare scheme shall be implemented following cessation of mineral extraction and in accordance with the approved timetable as required by condition 34 above, unless as may otherwise be agreed in writing by the Planning Authority.
38. Within twelve months from the date of this permission, and thereafter at twelve monthly intervals, the applicant shall submit a plan to a scale of not less than 1:2500 indicating the progress of quarrying operations. The plan will indicate the current position of the extraction areas, the extent of spoil disposal and any landscaping or restoration works that have been implemented.

39. Prior to any tree felling work taking place, all trees that require to be felled shall be inspected by an experienced bat surveyor to check for the presence or otherwise of bats. If bats are found then no tree felling work shall take place until the relevant license is obtained.
40. The applicant shall ensure that the footpath from Milton Brae via Greenland Farm to Loch Humphrey, where it passes close to the quarry, is kept open to the public (other than during any times of blasting in the quarry) or that an alternative appropriate footpath is provided.
41. Prior to any soil stripping taking place on site, an updated ecological survey shall take place and the report shall be submitted to and approved by the Planning Authority. In the event of any protected species being identified no works shall be undertaken within the identified area until appropriate mitigation measures have been submitted to and approved by the Planning Authority and the approved mitigation measures implemented on site.
42. Any archaeological site discovered during soil stripping excluding the area of the Scheduled Ancient Monument, shall be excavated, analysed and published to the satisfaction of the Planning Authority in agreement with West of Scotland Archaeology Service.

PLANNING COMMITTEE

At a Meeting of the Planning Committee held by Video Conferencing on Wednesday, 10 February 2021 at 10.00 a.m.

Present: Bailie Denis Agnew and Councillors Gail Casey, Karen Conaghan, Ian Dickson, Diane Docherty, Jim Finn, Daniel Lennie, Marie McNair and Lawrence O'Neill.

Attending: Pamela Clifford, Planning, Building Standards and Environmental Health Manager; Erin Goldie, Team Leader – Development Management; John Walker, Assistant Engineering Officer, Roads & Transportation; Nigel Ettles, Section Head – Litigation (Legal Officer) and Craig Stewart, Committee Officer.

Councillor Jim Finn in the Chair

CHAIR'S REMARKS

Councillor Finn, Chair, welcomed everyone to the February meeting of the Planning Committee which was being held remotely, in terms of Section 43 of the Local Government in Scotland Act 2003.

Accordingly, the Chair advised that a process/procedure had been developed for the meeting (a copy of which had previously been circulated to Members). Thereafter, the Committee agreed to note the procedure in place for the conduct of the meeting and the meeting then continued by video conferencing.

DECLARATIONS OF INTEREST

It was noted that there were no declarations of interest in any of the items of business on the agenda.

MINUTES OF PREVIOUS MEETING

The Minutes of Meeting of the Planning Committee held on 13 January 2021 were submitted and approved as a correct record. It was acknowledged that Bailie Agnew had declared an interest in Item 6(b) 'Planning Application DC20/201' on the agenda and that he had left the meeting during consideration of the item.

OPEN FORUM

The Committee noted that no open forum questions had been submitted by members of the public.

PLANNING APPLICATION

A report was submitted by the Chief Officer – Regulatory and Regeneration in respect of the following planning application:-

DC20/241 – Proposed residential development comprising 76 dwellings with associated car parking and landscaping at former Council offices, Garshake Road, Dumbarton by Miller Homes.

Reference was made to a site visit which had been undertaken in respect of the above application. The Team Leader – Development Management was then heard in further explanation of the report.

Councillor Finn, Chair, invited Mr & Mrs Love and Mr Barry Neil, objectors, to address the Committee. All were heard in respect of their representations.

The Chair then invited Mr Tom Cahill and Mr Paul Macari, applicant, to address the Committee and both were heard in support of the application and in answer to Members' questions.

After consideration and having heard the Team Leader – Development Management in clarification of certain matters and in answer to Members' questions, the Committee agreed to indicate that it was minded to grant planning permission and that authority be delegated to issue the decision to the Planning, Building Standards and Environmental Health Manager subject to the conditions set out in Section 9 of the report, as detailed within the Appendix hereto, and such other conditions as may arise from the outstanding consultation with SEPA.

The meeting closed at 11.12 a.m.

DC20/241 – Proposed residential development comprising 76 dwellings with associated car parking and landscaping at former Council offices, Garshake Road, Dumbarton by Miller Homes.

Minded to Grant planning permission and that authority be delegated to issue the decision to the Planning, Building Standards and Environmental Health Manager subject to the following and such other conditions as may arise from the outstanding consultation with SEPA:-

1. For the avoidance of doubt the approved development materials comprise of; i) Wienerberger Anglesey Weathered Buff brick, ii) Marley Modern Smooth Grey mock Bond or Marley Modern Old English Dark Red, iii) Hardiplank Soft Green and Boothbay Blue and iv) render colour Essno White Chip or Tuscan as detailed on drawing no. GAR/SK-01 Rev R (Site Layout). Any variation to this specification shall be agreed with the Planning Authority prior to works commencing and the works shall thereafter be completed in accordance with the approved details unless otherwise agreed by the Planning Authority.
2. The development hereby approved shall be constructed in accordance with the finished site levels and finished floor levels as shown on approved plan - drawing no.20057-SK-02,Site Levels (amendment date 18_1_2021). Any alterations to these finished site and floor levels shall first be agreed in writing with the Planning Authority.
3. The soft landscaping arrangements approved on drawings titled 'landscape proposal sheets 1-3' and the associated planting schedule shall be implemented prior to the occupation of the 40th dwelling or no later than the next available planting season after the occupation the 40th dwelling. Any trees, shrubs or plants forming part of the approved landscape scheme which die, are removed or become seriously damaged or diseased, within a period of 5 years from the date of their planting, shall be replaced in the next planting season with others of similar sizes and species unless the Planning Authority gives written approval to any variation. The landscaping arrangements as approved shall be subject to a landscape maintenance schedule to be submitted to and agreed by the Planning Authority in writing. The landscape works shall be maintained in accordance with the approved landscape maintenance schedule details for the lifetime of the development unless otherwise agreed by the Planning Authority.
4. The play area and associated equipment hereby approved shall be installed prior to the occupation of the 40th dwelling. Thereafter the play area shall be maintained and retained for the lifetime of the development.
5. No house shall be occupied within the site until the vehicle parking spaces and/or detached garage (where applicable) associated with that house unit have been constructed provided within the site in accordance with approved plan - drawing no GAR/PK-01.). The aforementioned parking shall thereafter

be retained and be capable of use at all times and shall not be removed or altered without the prior written approval of the Planning Authority.

6. Prior to the commencement of development with the site, details of the location and design of an electric charging point(s)/unit(s) to serve the development shall be submitted to and approved in writing by the Planning Authority. The approved car charging point(s)/unit(s) and associated infrastructure shall thereafter be installed in accordance with the approved details at a timescale agreed by the Planning Authority and maintained as such thereafter.
7. Prior to the occupation of the first house within the site, the developer shall install the necessary infrastructure to enable the full development and all associated properties to be connected to the existing fibre optic network, where available in West Dunbartonshire, and in accordance with the relevant telecommunications provider's standards.
8. No development shall commence on site until such time as a noise control method statement for the construction period has been submitted to and approved in writing by the Planning Authority. This statement shall identify likely sources of noise (including specific noisy operations and items of plant/machinery), the anticipated duration of any particularly noisy phases of the construction works, and details of the proposed means of limiting the impact of these noise-sensitive properties. The construction works shall thereafter be carried out in accordance with the approved method statement unless otherwise approved in writing by the Planning Authority.
9. During the period of construction, all external works including piling and ancillary operations shall be carried out between the following hours and at no other time, unless otherwise agreed in writing by the Planning Authority:

Mondays to Fridays : 0800 – 1800
Saturdays: 0800 – 1300
Sundays and public holidays: No working.
10. Unless otherwise approved in writing by the Planning Authority, no development shall commence on site until such time as a scheme for the control and mitigation of dust has been submitted to and approved in writing by the Planning Authority. The scheme shall identify likely sources of dust arising from the development or its construction, and shall identify measures to prevent or limit the occurrence and impact of such dust. The approved scheme shall thereafter be implemented fully prior to any of the identified dust generating activities commencing on site and shall be maintained thereafter, unless otherwise approved by the Planning Authority.
11. No development shall commence on site until details for the storage and the collection of waste arising from the development shall be submitted to and approved in writing by the Planning Authority. The agreed details shall be in place prior the occupation of the first housing unit/property within the site and thereafter maintained for the lifetime of the development.

12. No development (other than investigative work) shall take place until such time as a comprehensive site investigation completed by a suitably qualified person has been carried out to the appropriate Phase level and submitted to and approved in writing by the Planning Authority. If the Phase 1 investigation indicates any potential pollution linkages, a Conceptual Site Model shall be formalised and these linkages shall be subjected to risk assessment. If a Phase 2 investigation is required, then a risk assessment of all relevant pollution linkages will require to be submitted. If the risk assessment identifies any unacceptable risks, a detailed remediation strategy/plan shall be submitted to and approved in writing by the Planning Authority and implemented as approved.
13. If required, a monitoring and maintenance scheme to include monitoring the long-term effectiveness of the proposed remediation over a period of years determined by the above scheme shall be submitted to and approved by the Planning Authority. Any actions ongoing shall be implemented within the timescale agreed by the Planning Authority. Following completion of the actions/measures identified in the approved remediation scheme a further report which demonstrates the effectiveness of the monitoring and maintenance measures shall be submitted to and approved in writing by the Planning Authority.
14. In the event that contamination, which has not previously been identified and assessed, becomes evident at any time during the development of the site, it shall be reported in writing to the Planning Authority within 1 week. If such contamination can be dealt with without departing from the principles and outcome of an already approved remediation strategy then works can continue on the affected part of the site. If the contamination would result in a departure from the principles and outcome of the approved remediation strategy and if requested by the Planning Authority, works shall cease and/or an investigation and risk assessment shall be undertaken and an amended remediation strategy shall be submitted to the Planning Authority for approval. The amended remediation strategy, once approved in writing by the Planning Authority, shall be implemented as approved prior to the recommencement of works in the affected area. If there is a requirement to either re-use site won material or to import material then the assessment criteria and sampling frequency that would adequately demonstrate its suitability for use shall be submitted to and approved by the Planning Authority prior to any material being re-used or imported. In addition to this and in accordance with BS3882:2015 and BS8601:2013, material to be used in the top 300mm shall be free from metals, plastic, wood, glass, tarmac, paper and odours. Prior to placement of any of the material, the developer shall submit a validation report for the approval in writing of the Planning Authority and it shall contain details of the source of the material and associated test results to demonstrate its suitability for use. Thereafter the development shall be undertaken in accordance with the approved details.
15. Should piling works be required these shall not be carried out until a method statement has been submitted to and approved in writing by the Planning

Authority. This statement shall include an assessment of and take into account the following:

- The impact of the piling on surrounding properties.
- Detail any procedures which are required to minimise the impact of noise and vibrations on the occupants of surrounding properties.

This statement as submitted shall be prepared by a suitably qualified person and shall take into account the guidance contained in BS6472:1984 'Evaluation of Human Response to Vibration of Buildings'. The piling works shall thereafter be carried out in accordance with the approved method statement until they are completed on site.

16. Prior to the commencement of development on site details of a Sustainable Urban Drainage System (SUDS) and its required maintenance schedule, in accordance with CIRIA's SUDS Design Manual shall be submitted to and approved in writing by the Planning Authority. The approved SUDS shall be completed and maintained in accordance with the approved plans and shall be retained for the lifetime of the development.
17. No work shall commence on site until the retaining wall along the site's eastern boundary with properties in McGregor Drive shall be resurveyed and the findings submitted to the Planning Authority. Thereafter the applicant shall submit, for the written approval of the Planning Authority a schedule of remedial works to be carried out in accordance with a timescale to be agreed by the Planning Authority.
18. Unless otherwise agreed by the Planning Authority all trees to be retained as identified on plan title 'Retained, removed and proposed trees' (received 10th December 2020) shall have tree protection fencing installed in accordance with BS 5387 (2012) prior to works commencing on site and this shall be retained for the construction phase unless otherwise agreed with the Planning Authority. In addition there shall be no storage of materials within the root protection areas of those retained trees.
19. Prior to work commencing on site details of a lighting scheme for the site including all footpaths within the site shall be submitted for the written approval of the Planning Authority. The works shall be carried out in accordance with the approved scheme and fully implemented within a timescale to be agreed with the Planning Authority. The lighting scheme shall be retained for the lifetime of the development.
20. Prior to the construction of any buildings on site, a plan of the public footpath that runs along the length of the south of the application site and an accompanying schedule of works for the upgrading and resurfacing of this section of the footpath shall be submitted to and agreed in writing by the Planning Authority. Thereafter, and unless as may otherwise be agreed in writing by the Planning Authority, the works shall be carried out in full accordance with the approved plan and schedule of works before any houses approved as part of the development are occupied.

PLANNING COMMITTEE

NOTE OF VISITATION – 8 FEBRUARY 2021

Present: Bailie Denis Agnew and Councillors Ian Dickson, Diane Docherty, Marie McNair and Lawrence O'Neill.

Attending: Erin Goldie, Team Leader – Development Management.

SITE VISIT

A site visit was undertaken in connection with the undernoted planning application-

DC20/241 – Proposed residential development comprising 76 dwellings with associated car parking and landscaping at former Council offices, Garshake Road, Dumbarton by Miller Homes.

WEST DUNBARTONSHIRE COUNCIL**Report by Strategic Lead - Regulatory****Planning Committee: 17th March 2021**

DC20/232: Formation of car park and associated landscaping and footpaths at land adjacent to Dalreoch Railway Station, West Bridgend, Dumbarton by West Dunbartonshire Council.

1. REASON FOR REPORT

- 1.1** The application raises issues of local significance and is subject to a number of objections. Under the terms of the approved Scheme of Delegation, it therefore requires to be determined by the Planning Committee.

2. RECOMMENDATION

- 2.1** Grant full planning permission subject to the conditions set out in Section 9.

3. DEVELOPMENT DETAILS

- 3.1** The application site relates to a section of land measuring approximately 2680 Sqm in footprint which is situated at the corner of West Bridgend and William Street, Dalreoch. The site is predominantly grassed with a few isolated shrubs and two clusters of mature trees situated on the northern and north eastern boundaries of the site; none of the trees either located within the site or neighbouring it are subject to a Tree Preservation Order (TPO).
- 3.2** The site occupies a lower gradient to that of the surrounding roads to the north and west and it slopes down from west to east at a gradual decline before levelling out. The A814 Glasgow Road which is situated to the north east of the site is also located on higher, elevated position than compared to the site. To the south and south east of the site are two residential flatted blocks which are intersected and separated from the site itself by William Street and a series of private car parks associated with the flats.
- 3.3** Planning permission is sought for the formation of a car park, new footpaths and hard and soft landscaping on the site. The purpose of the car park is to serve Dalreoch Railway Station by providing a 'Park and Ride' facility to encourage the further use of rail transport.
- 3.4** The car park itself will provide a total of 33 no. of car parking spaces with one of these specifically designated for the charging of electric vehicles. The three new sections of footpath which are proposed will connect the proposed car park facility to existing footways and pavements located on West Bridgend, William Street and the existing path network leading to the train station and

National Cycle Network 7 (NCN7) respectively. Soft landscaping is proposed including 10 heavy standard native trees which are to be planted alongside a series of smaller shrubs and new sections of grass and turfing around the perimeter of the car park.

4. CONSULTATIONS

- 4.1** WDC Roads Service: No objections subject to conditions regarding footpath specifications and a signage strategy. .
- 4.2** WDC Environmental Health: No objections subject to conditions regarding contamination, construction hours and dust management during construction.
- 4.3** Network Rail and Scottish Water have no objections to the proposed development

5. REPRESENTATIONS

- 5.1** Five letters of objection have been received from local residents and one representation from a Councillor. A summary of the points raised in the representations are as follows:
- The proposed car park will overspill into existing nearby parking courts;
 - Users of using the train station already park their cars in the nearby parking courts that serve residential properties and this will intensify and increase if the development is approved;
 - The development does not provide any disabled parking bays or electric car charging points both of which are required as part of Scottish Planning Policy (SPP);
 - The development will impact congestion on William Street where the junction to West Bridgend is already busy with two bus stops and traffic lights;
 - A roundabout should be provided within the area before a further trip and car generating development such as this is considered in order to address existing traffic and congestion issues, particularly on Renton Road.
 - The increased traffic generated from the development will be a danger to pedestrians in the area.
 - No walkways for pedestrians is proposed
 - The pavements on William Street are already insufficient for pedestrians to walk.
 - No traffic report has been provided as part of the application.
 - This parking facility is not required or needed and the existing parking at Dalreoch Train Station is sufficient to meet the demand of commuter traffic to and from the station.
 - Dalreoch Train Station has been reducing its train service in recent times and this further compounds the point that this car park facility is unnecessary;
 - The gradient of the site combined with its distance to Dalreoch Train Station makes it impractical for many users, particularly the elderly and disabled.
 - This parking facility should be built on station land or immediately next to Dalreoch Train Station;

- The parking facility at Dalreoch Train Station at present is not properly maintained and is a state of disrepair. This should be upgraded before a new parking facility is considered;
- Network Rail do not intend to upgrade Dalreoch Train Station to better accommodate disabled users and this development equally does nothing to address the issues that persist;
- Ground within the site is highly contaminated and not suitable for the development;
- Ground within the site offers natural drainage during prolonged rain and this will be compromised, leading to flooding issues;
- A main sewer line and gas pipe is located within the area of the proposed development, making it undevelopable.
- The development will affect the air quality in and around the nearby residential flats.
- Early morning and late evening users of the car park will generate traffic noise impacting the amenity of nearby residential properties many of which are sheltered accommodation with an elderly population.
- The proposed car park could have a detrimental affect on the privacy of residents of Leven Court who live facing the car park.
- The proposed car park will be well lit and may cause light pollution to residents of Leven Court.
- The site is green and public open space offering biodiversity and a welcomed amenity area and buffer between the residential area and the busy Glasgow Road and Artizan Bridge and the railway line.
- The development will compromise and require the removal of mature tree belts located in and around the site.

6. ASSESSMENT AGAINST THE DEVELOPMENT PLAN

West Dunbartonshire Local Plan 2010

- 6.1** Policy GD1 seeks to ensure that all new developments are of a high quality design, of an appropriate and compatible land use and that it respects the character and amenity of the surrounding area. Policy H5 seeks to ensure that the character and amenity of existing residential areas are safeguarded where new development is proposed. The criteria relevant to these considerations includes a need for proposals to reflect the character of the surrounding area in terms of its scale, design, density and materials and to avoid development that would adversely effect on local amenity. Policy E5 relates to trees and requires new development proposals to consider impacts on trees and incorporate suitable tree planting where appropriate.
- 6.2** The proposal complies with all the relevant policies contained in the Adopted Local Plan and is assessed fully in Section 7 below.

7. ASSESSMENT AGAINST MATERIAL CONSIDERATIONS

West Dunbartonshire Local Development Plan (LDP1) Proposed Plan

- 7.1** On 27 April 2016, the Planning Committee took a final decision not to accept the Local Development Plan Examination Report recommended modification in respect of including the Duntiglennan Fields site in Clydebank as a housing development opportunity, and therefore, as a result of the Scottish Ministers' Direction, the Local Development Plan has remained unadopted but continues to be a material consideration in the determination of planning applications.
- 7.2** Similar to Policy H5 of the Adopted Plan, Policy BC4 focuses on new developments within existing neighbourhoods and requires them to respect and be compatible with their surrounding environment. Policy DS1 seeks to deliver successful places and sustainable design for all development proposals. Policy GN5 relates to the protection of forestry, woodland and trees and also applies.
- 7.3** The proposal complies with all the relevant policies contained in the Local Development Plan (LDP1) Proposed Plan and is assessed fully in Section 7 below.
- 7.4** West Dunbartonshire Local Development Plan (LDP2) Proposed Plan
The modified LDP 2 was approved by the Council in August 2020. The Scottish Government issued a direction to the Council on 18th December 2020 requiring modifications to the housing parts of LDP2 and these modifications will be presented to a future Planning Committee for consideration. LDP2 is therefore the Council's most up to date policy position and has significant weight in the assessment and determination of planning applications at this time.
- 7.5** Policy H4 focuses on the safeguarding of amenity in existing residential areas and sets a need for developments to protect, preserve and enhance their residential character and amenity. Similarly to policy H4, Policy CP1 states that new developments must respond to their local context as well as protect and enhance the amenity of existing communities and neighbouring development sites. The proposed development is compatible with the surrounding residential area by virtue of its scale, nature, design and purpose.
- 7.6** Policy ENV4 is similar to the tree policies of the other two plans and seeks to offer protection for trees and woodland areas. Where any specimens are to be removed, appropriate and proportionate mitigation should be proposed in the form of compensatory planting. Whilst the development does result in the removal of 3 trees and part of an area of informal landscaping, this can be justified. Compensatory planting alongside proposals to retain established tree belts and woodland areas ensures compliance with the applicable tree policy. These considerations are set out in more detail in Section 7 below.
- 7.7** Policy ENV8 seeks to ensure that developments do not have a significant impact on established residential areas and properties by way of air, noise or light pollution. Where required, proposals that have the potential to impact, they will require to demonstrate that their impact is not significant and provide adequate mitigation where necessary. The proposals will not have a

significant impact in any of these regards with the Councils Environmental Health Section having no objection to the development.

- 7.8** Policy CON1 relates to transport matters and requires all developments to comply with national, regional and local transport requirements. One particular criteria of this policy sets a requirement for developments to include electric car charging provision. Policy CON2 looks at Local Transport Strategy Transportation Schemes and promotes developments which offer sustainability improvements and a reduction in car dependency. The proposed park and ride facility development will assist to deliver and support a transition to sustainable modes of traffic (rail travel) and as such complies with the principle aims of these policies. Equally, the Councils Roads Service have no objections to the proposals. These matters are considered in more detail in the proceeding sub-sections below.

Principle of Development

- 7.9** Dalreoch Train Station is a busy and well used train station which provides regular train services both Southeastbound to Glasgow and Edinburgh and also Westbound to Balloch and Helensburgh. Presently, the curtilage of the train station only accommodates a total of 107 parking spaces which often reaches full capacity.
- 7.10** The proposed extension to the car park facilities will assist in meeting the required demand and serve and support Dalreoch Train Station. This additional car park will act as an 'interchange point' from private car to public transport and it will improve connectivity and the use of public transport and promote more sustainable patterns of travel. New path networks are proposed around the perimeter of the car park and these will connect the proposed parking facility to a number of existing core paths, including those leading directly to the train station and NCN7, ensuring the development represents an attractive and well connected option for users. No designated disabled parking bays are provided as part of the development as a sufficient capacity is already accommodated at the entrance to Dalreoch Train Station.
- 7.11** The principle of the development therefore is acceptable and the proposals meet the intention of the relevant transport, infrastructure and sustainability policies which seek to deliver developments that promote sustainable transport, that reduce dependency on the private car and which encourage a modal shift from private to public transport within such areas. The inclusion of an electric car charging point within the proposed car park facility meets with the particular criteria of Policy CON1 of the Local Development Plan 2: Proposed Plan (2020) as well as Scottish Planning Policy (SPP).

Site Selection and Impact on Landscaped Area

- 7.12** The applicant has provided a supplementary statement which includes details on the 'Site Selection' process. This demonstrates that there is no other locations within a reasonable proximity to the train station which could both accommodate the proposed development and be close enough to ensure that it represents a desirable and attractive option that rail commuters would use. The considerations of available sites includes the curtilage of Dalreoch

Train Station itself and it has been evidenced through this process that there is no available capacity to further extend the parking provision due to a combination of factors including site levels, the presence of mature trees and the established neighbouring land uses. Given the constraints and limited availability of viable sites elsewhere within the locality, the justification provided sufficiently supports that this location.

- 7.13** The proposed location will require to develop part of a section of informal grass and landscaped area, however weight is given to the above justification provided combined with the fact that this space is not protected or safeguarded open space in the relevant local development plans. Furthermore, when developed, it is considered that the site will still retain its primary function as a landscaped area providing a green buffer between the flats on William Street and the A814 Glasgow Road as only 20% (approximately) of this overall informal grass/landscaped area is being developed.
- 7.14** Three existing trees specimens require to be removed to accommodate the parking facilities, however, it has been demonstrated that the development could not be delivered if these were to be retained noting their specific positioning's on the site. In this instance, it is considered on balance that the loss of these three trees is justified noting the merits and benefits of the development in terms of supporting Dalreoch Train Station and promoting more sustainable transport options.
- 7.15** To mitigate the loss of three trees, the development includes compensatory planting of ten new heavy standard native trees including silver birch, aspen, rowan conifers alongside grass turfing at street level. This together with soft landscape treatments proposed around the edge of the parking bays will minimise the visual impact of the development and provide an attractive setting. The tree and landscape planting can be secured by condition.
- 7.16** The remaining existing and established tree belts within the site will be retained and plans have been submitted demonstrating that they will protect these during construction and utilise these in order to partly screen the development and allow them to continue to provide their function as a noise and visual buffer. This is also secured by condition.

Impact on Amenity

- 7.17** Whilst the development site sits within relatively close proximity to a number of residential flatted blocks, it is not considered that it will create any significant issue in terms of residential amenity. The additional vehicle trips and movements and the activity anticipated from this development will not be to an extent or scale whereby it would adversely affect the amenity of residential properties in the area. Furthermore, given the proximity of the adjacent A814 Glasgow Road and West Bridgend road and the number of vehicles which pass along this busy road network, the impacts of any noise and activity from users of this parking facility will be negligible.

- 7.18** Other concerns have also been raised in the representations regarding the potential for both light pollution and light nuisance as part of the development. The applicant has confirmed that aside from the relocation of five existing lighting columns associated with the existing road carriageway back to the heel of the new footways, no new lighting provisions or similar features are proposed as part of the development. The Council's Environmental Health Service have raised no objections in this regard.

Road and Traffic Considerations

- 7.19** Concerns have been raised through the representations that an increase in traffic in and around William Street would pose a danger and risk to pedestrians in the area. Similarly, concerns were also put forward that the increase parking provision would result in increased levels of traffic generation causing congestion, particularly on the William Street and West Bridgend junction. As set out in earlier sub-sections, a series of new and extended footpath connections are proposed as part of the development, including a footway along the northern edge of William Street. As well as offering improved connectivity and access, these new footways will provide clear routes for pedestrians and vehicle users to ensure pedestrian safety is maintained in and around the site. West Dunbartonshire Council Roads Service have raised no objections to the proposed development from a road or pedestrian safety perspective subject to the footpaths and footways proposed as part of the development being three metres wide in order to ensure they match the existing path networks including NCN7 and this has been secured via condition. This Service has also confirmed that there is no requirement for a traffic survey noting the scale and nature of the development, the number of parking spaces proposed and the anticipated trips generated.

- 7.20** Concerns in representations that parking will spill into existing private residential parking courts of William Street which is an issue that occurs at present is considered to be partly attributed to the insufficient levels of available parking within the curtilage of Dalreoch Train Station. As such, it is intended that the introduction of this new additional parking facility will alleviate these problems currently experienced with indiscriminate parking on around William Street. In addition to this, directional and information signage to the stations parking areas is also to be erected.

Other Technical Matters

- 7.21** Drainage arrangements for the development will include a permeable paving system discharging into the existing surface water sewer that runs across the site. In addition to the permeable blocks, the construction design includes a permeable material that provides storage of water prior to discharging into the sewer and will minimise surface water run-off from the development site. The drainage arrangements proposed are considered acceptable and will mitigate any loss of natural drainage currently provided on site.
- 7.22** Whilst there are no records to suggest that the ground conditions are subject to contamination, the Council's Environmental Health Service have requested

a condition to address any unexpected contamination that becomes evident during construction.

8. CONCLUSION

- 8.1** The proposed 'Park and Ride' car park facility would contribute to the Councils sustainability and environmental objectives by supporting and facilitating the further use of rail travel in the local area and beyond. It is supported by both national and local planning policies for more sustainable transport modes. Subject to conditions, it is considered that the development can be delivered and operated without adversely affecting the residential amenity of properties within the general locality or impacting traffic movements or the existing road network.

9. CONDITIONS

1. Notwithstanding the plans hereby approved and unless otherwise agreed in writing by the Planning Authority, all new and reconfigured footpaths and footways proposed as part of the development shall be constructed to measure a minimum of 3 metres in width.
2. The landscaping scheme approved under Drawings 'Soft Landscaping Layout (Drawing No. 40097_601)', 'Soft Landscaping Planting Details (Drawing No. 40097_602)' and 'Plant Schedule (Dated August 2020)' shall be implemented no later than the next planting season after the completion of the hardstanding works. The landscaping shall thereafter be maintained in accordance with approved 'Landscape Maintenance Schedule' (Dated August 2020) for the lifetime of the development.
3. Prior to the commencement of development on site, details of measures to protect retained trees located within and adjacent to the site (including those forming part of the woodland to the north and north eastern site boundary) shall be submitted for the written approval of the Planning Authority. The trees shall be protected during the course of development by the erection of fencing in accordance with British Standard BS 5837(2012) 'Trees in Relation to Construction', or by such other means of protection (including the requirement for hand digging) as shall be agreed in advance in writing with the Planning Authority. No storage of building materials or piling of soil shall take place within the protected root protection areas established pursuant to this condition. Thereafter, the development shall be undertaken in accordance with the approved details.
4. Prior to the commencement of development on site, details and specifications of all aspects of street furniture (including litter bins, pedestrian barriers and railings) proposed as part of the development shall be submitted to and approved in writing by the Planning Authority. The approved street furniture details and specifications shall be implemented as approved and thereafter

maintained as such in perpetuity unless otherwise agreed in writing by the Planning Authority.

5. Prior to the commencement of development on site, details of the design, location and content of post-construction directional and information signage shall be submitted to and approved in writing by the Planning Authority. Signage shall include appropriate wording highlighting the purposes of the various parking courts and where appropriate provide confirmation that nearby residential parking courts are not for use for any users of Dalreoch Train Station. The approved signage shall be erected prior to the completion of works associated with the development and shall remain in place for the lifetime of the development, unless otherwise agreed in writing by the Planning Authority.
6. The presence of any previously unexpected contamination that becomes evident during the development of the site shall be reported to the Planning Authority in writing within one week, and work on the site shall cease. At this stage, if requested by the Planning Authority, an appropriate investigation and risk assessment shall be undertaken and a remediation scheme shall be submitted to and approved by the Planning Authority prior to the recommencement of site works. The approved details shall be implemented as approved.
7. During the period of construction, all works and ancillary operations (including piling) which are audible at the site boundary (or at such other place(s) as may first be agreed in writing with the Planning Authority), shall be carried out between the following hours unless otherwise approved in writing by the Planning Authority:
 - Mondays to Fridays: 0800-1800
 - Saturday 0800-1300
 - Sundays and public holidays: No working
8. Unless otherwise approved in writing by the Planning Authority, no development shall commence on site until such time as a scheme for the control and mitigation of dust has been submitted to and approved in writing by the Planning Authority. The scheme shall identify likely sources of dust arising from the development or its construction, and shall identify measures to prevent or limit the occurrence and impact of such dust. The approved scheme shall thereafter be implemented fully prior to any of the identified dust generating activities commencing on site and shall be maintained thereafter, unless otherwise approved by the Planning Authority.

Peter Hessett
Chief Officer – Regulatory and Regeneration
Date: 17th March 2021

Person to Contact: Pamela Clifford, Planning, Building Standards and Environmental Health Manager
Email: Pamela.Clifford@west-dunbarton.gov.uk

Appendix: None

Background Papers:

1. Application documents and plans
2. West Dunbartonshire Local Plan 2010
3. West Dunbartonshire LDP - Proposed Plan
4. West Dunbartonshire LDP - Proposed Plan 2
5. Consultation responses
6. Representations

Wards affected: Ward 3 (Dumbarton)

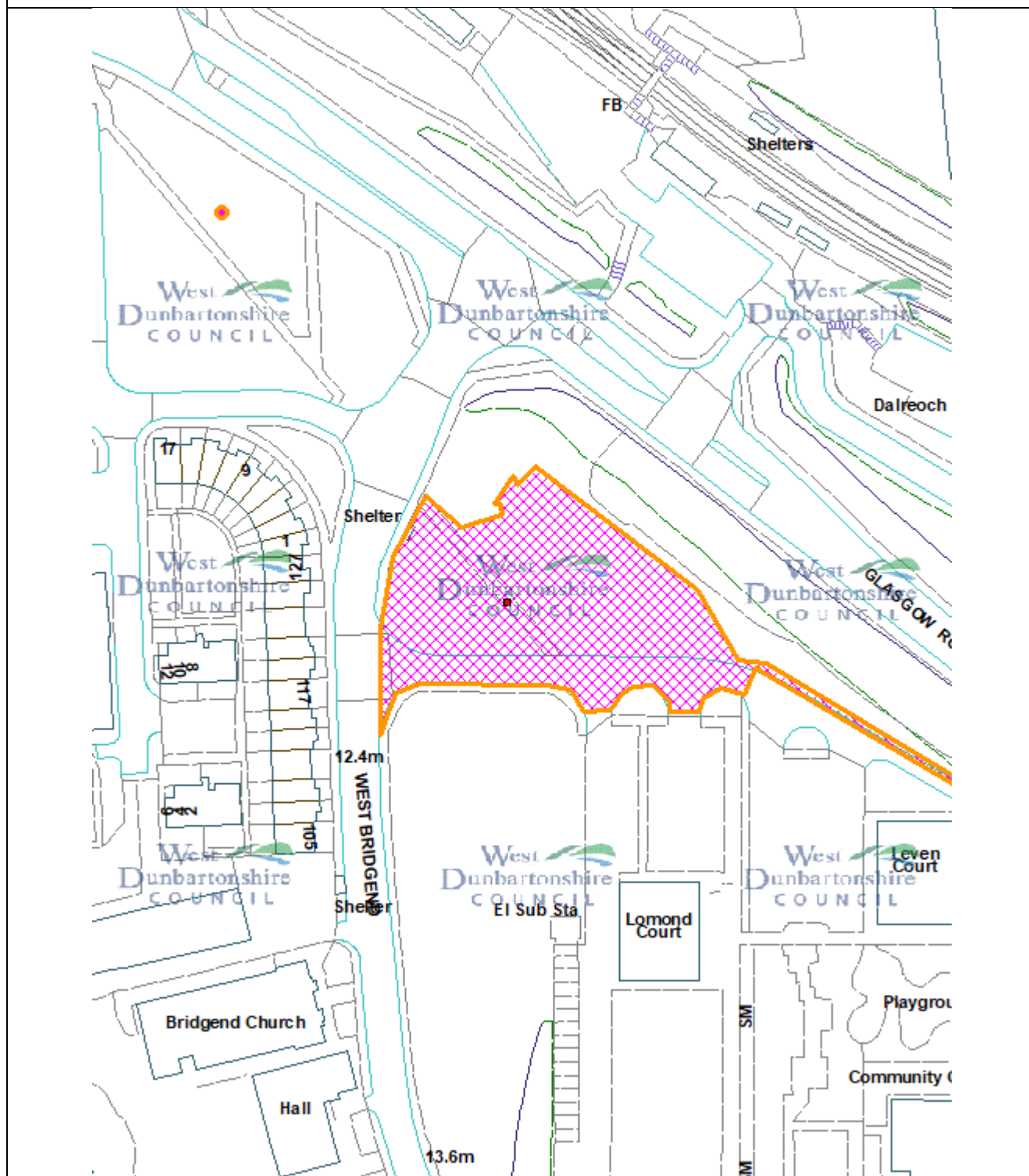
Map Register No: HQ652

Date: 1 March 2021

DC20/232

Formation of car park and
associated landscaping
and footpaths to serve
Dalreoch Railway Station

Land Adjacent To
Dalreoch Railway Station
West Bridgend
Dumbarton



WEST DUNBARTONSHIRE COUNCIL**Report by the Chief Officer – Regulatory and Regeneration****Planning Committee: 17th March 2021**

Subject: Planning Performance Framework 2019-20**1. Purpose**

- 1.1** To inform the Committee of the recent comments received from the Scottish Government regarding the Planning Performance Framework submitted by this Council for 2019-20.

2. Recommendations

- 2.1** That the Committee notes the content of this report and the comments received from the Scottish Government.

3. Background

- 3.1** The annual Planning Performance Framework (PPF) was submitted to the Scottish Government at the end of July 2020 and feedback was received in December 2020. The Scottish Government have assessed the Planning Performance Framework against a set of performance markers and it is seen as a measure of continuous improvement. The Performance Markers give an indication of good performance, good practice and help to identify priority areas for improvement action. This year, no peer review of the reports was undertaken in the SOLACE Groups (Society of Local Authority Chief Executives) due to the pandemic although two larger benchmarking meetings of the 4 SOLACE Groups is to take place by the end of March 2021.

4. Main Issues

- 4.1** The PPF report outlined our performance and demonstrated our achievements, actions and improvements in 2019-20 and is contained in Appendix 1. Planning Performance Framework also included a section of how the Planning Service had reacted to the pandemic situation. The general format of the report remained around defining and measuring a high quality planning service and it was assessed through quality of outcomes, quality of service and engagement, governance and culture of continuous improvement. The report again was based on case studies in order to showcase good performance, good practice and the use of innovative ideas.
- 4.2** The Minister for Local Government, Planning and Housing Mr Kevin Stewart in the feedback report thanked planning staff for continuing to operate during

the Covid – 19 pandemic in such a difficult year. He indicated it has demonstrated how valuable planning is from ensuring that businesses can operate flexibly to the contribution that it can make to the places that are so important to our communities in terms of having access to the services they need, to greenspace and other areas where families can walk, wheel and cycle safely. On a national level, the submitted Planning Performance Frameworks indicated that good progress continues to be made by planning authorities with an increase in the number of green ratings awarded this year, with a subsequent reduction in red ratings and he was particularly pleased to see improvements in the speed of determination of major planning applications.

- 4.3** The assessment of the annual Planning Performance Framework is based on performance markers which are rated green, amber or red. These ratings are based on the evidence provided within the Planning Performance Framework reports. Where no information or insufficient evidence has been provided a 'red' marking has been allocated. This Council received 8 green performance markers, 3 amber and 2 red markers which is the same split as last year. The feedback report is contained in Appendix 2. Green performance markers were received this year for processing agreements, early collaboration with applicants and consultees, legal agreements, enforcement charter, regular and proportionate policy advice, corporate working across services, developer contributions and sharing good practice, skills and knowledge. Three Amber markings were given for continuous improvement, development plan scheme and legacy cases. The amber markings were awarded, as the Local Development Plan was out of date and will not be replaced in the next reporting period, the timescales for dealing with major applications are faster than last year however local applications were slower since last year and there were still several legacy cases to be determined. A good range of service improvement commitments were identified for the 2020-21 reporting year.
- 4.4** The two red markers were for the Local Development Plan which is 10 years old at the end of the reporting period and for decision making. The timescales for major applications was 14.8 weeks which is faster than the previous year and faster than the Scottish average of 33.5 weeks. Householder applications timescales were 12.7 weeks slower than the previous year and slower than the Scottish average of 7.3 weeks. For local development the timescale was 16 weeks slower than the Scottish average of 10.9 weeks. The Development Management Team is a small team and there were staffing issues within the central administrative support leading to delays in applications being registered and validated within this reporting period. There were staff shortages including a Lead Planning Officer vacancies and a Planning Officer vacancy. The circumstances with administrative support and staffing together with a high volume of case work, contribute to delays in the determination of applications at householder and local level with resources at that time focused on the major and large regeneration applications. Administrative issues and staffing at Lead officer level were addressed by January 2020 so we are now seeing much better improvement in performance for local and householder development.

- 4.5 A peer review was to take place with East Dunbartonshire Council – the SOLACE Benchmarking partners identified this year. It has not been possible to arrange this peer review in the current circumstances but it is hoped that this review can be arranged later in the year.

5. People Implications

- 5.1 There are no personnel issues associated with this report.

6. Financial and Procurement Implications

- 6.1 None.

7. Risk Analysis

- 7.1 There are no risk issues.

8. Equalities Impact Assessment (EIA)

- 8.1 It is not considered that the report or recommendations raise any equalities issues.

- 8.2 None.

9. Consultation

- 9.1 No consultation was necessary for the preparation of this report.

10. Strategic Assessment

- 10.1 The content of this report fully supports the Council's Strategic Priorities.

Peter Hessett
Chief Officer - Regulatory and Regeneration
Date: 17th March 2021

Person to Contact: Pamela Clifford, Planning & Building Standards Manager,
Email: pamela.clifford@west-dunbarton.gov.uk

Appendices: Appendix 1: Planning Performance Framework 2019-20
Appendix 2: Performance Markers Report 2019-20

Background Papers: None

Wards Affected: All

PLANNING PERFORMANCE FRAMEWORK

Planning and Building
Standards Service

July 2020

West 
Dunbartonshire
COUNCIL



Foreword

Welcome to the annual Planning Performance Framework which outlines our performance, showcases our achievements and improvements in 2019- 20.

Last year's Planning Performance Framework was peer reviewed by Edinburgh City Council who are part of our Solace Benchmarking Group. Officers from Edinburgh City Council visited the Council in January 2020 to share good practice and they indicated that there is a strong sense of collaborative working within the planning service, which created a good team ethos where sharing experience and knowledge was common. A return visit to Edinburgh City Council area is planned in the near future.

This year as we put together the Planning Performance Framework it is during a global health pandemic. At this time, a collaborative approach has never been more important to the functioning of our planning services. The focus of the service has moved to addressing the public health emergency by implementing our local business continuity plans, prioritising our resources to meet local

community needs and ensuring the health and well-being of our teams. It has been good to see how the team has reacted, with many pragmatic measures being taken forward and a clear commitment to continue to provide a service in very difficult and challenging times.

Before the pandemic, development interest in West Dunbartonshire was high with the first phase of the Dumbarton waterfront path being opened for use. Queens Quay continues to progress with the waterfront path now constructed, the spine road through the site complete and the care home and the energy centre buildings near completion. The energy centre is already attracting a lot of interest in terms of helping to facilitate carbon reduction, reducing fuel poverty and the "eye-catching" designed building with the gold flue sitting alongside the ionic Titan Crane. Our work on Queens Quay recently was recognised within an article in the Planner on Co-design in the UK which sat alongside developments in Wimbledon, Bellaghy in Northern Ireland and Ty Pawb Wales.

The Exxon site proposals took another

important step forward this year with the Council agreeing to purchase the site and the submission of the Planning in Principle application which will allow this 63 hectare site to be remediated and developed, part of our City Deal project.

The Place and Design Panel continues to be recognised nationally and has become embedded in the planning process in West Dunbartonshire. In September, we co-hosted an event - Place and Design: Interventions to Create Successful Places with over 70 delegates from the public and private sectors to share insight and experience of these interventions. An important milestone was reached in February when the Council agreed that the Panel should become permanent. I would like to thank everyone over the last 3 years who have contributed to the Panel and for all their hard work especially Ashley and our volunteers.

The Service continues to be impacted by the financial pressures of the Council and even more with COVID-19 and the impact that this pandemic has on the Council in terms of increased service provision costs and reduced income. Similar to other

Planning Authorities, in the forthcoming months as a Service, we will need to adapt to this as well as any changing economic conditions.

This year, we welcomed a number of new people to the Planning team: Helen Atkinson - Lead Planning Officer, Murdo MacArthur - Planning Compliance Officer, Lesley Dewar - Systems Officer, Chris Reilly - Support Officer.

This year marked 20th year of the Scottish Quality Awards in Planning and

10 years of the Designing Places Student Competition and it was good to be part of the evening to celebrate as well as receive an award for our fantastic 16 Church Street office.

On a personal note, it was nice to be nominated and recognised as one of the “Women of Influence 2020” – The Planner in terms of my role in encouraging teams to work collaboratively across local authority, NHS, private sector and local communities and being not afraid to do things differently.

Please enjoy reading this document about the important work taking place in West Dunbartonshire and please free to offer feedback and comments.

Pamela Clifford

Planning, Building Standards and Environmental Health Manager

July 2020

pamela.clifford@west-dunbarton.gov.uk

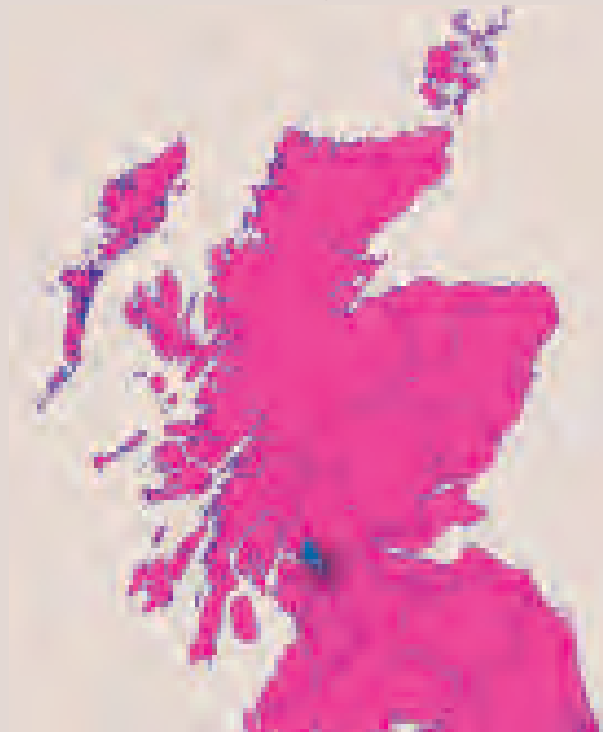


Cruise ship sailing past Dumbarton Castle

Introduction

Context

West Dunbartonshire is one of the smallest local authorities in Scotland with just over 90,000 residents and is made up of rural, urban and waterfront areas. The Planning Authority excludes parts of Balloch and the countryside to the east and west of Loch Lomond which forms part of Loch Lomond and the Trossachs National Park Planning authority area.



Our Vision

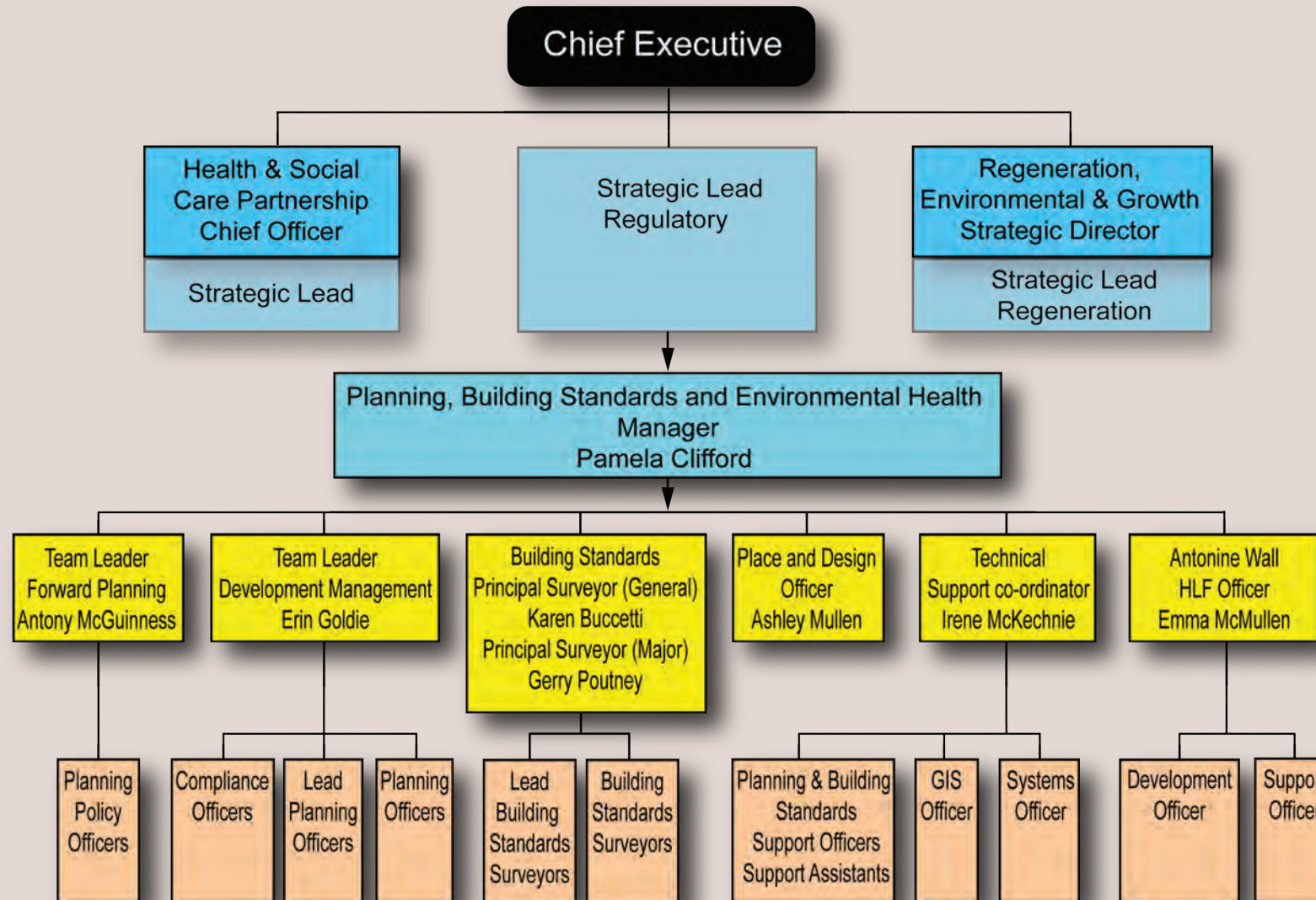
[“West Dunbartonshire Council will deliver high quality services led by priorities identified by the communities of West Dunbartonshire in an open and transparent way”.](#)

The Strategic Plan 2017-2022 sets out the vision and direction for Council services. It will inform the delivery of Council Services and provide a context for decision making at a service level. The strategic priorities will be delivered through the Service Delivery Plans and those of the Strategic Partners in the Community Planning Partners. Key strategic priorities:

- Strong local economy and improved job opportunities
- Supported individuals, families, carers living independently and with dignity
- Meaningful engagement with active, empowered and informed citizens who feel safe and engaged
- Open, accountable and accessible local government
- Efficient and effective frontline services that improve the everyday lives of residents

The Planning Service is identified as a lead service in delivering the first priority of a strong local economy and improved job opportunities through the local development plan, the Place and Design Panel and the planning application process.

The Examination Report of Local Development Plan 2 was received on 22nd April 2020 and will be presented to the August Planning Committee seeking authorisation to adopt the modified Local Development Plan 2 and associated documents.



What is the Planning Performance Framework

The Planning Performance Framework (PPF) defines and measures how a planning authority is achieving a high-quality planning service. The general format is determined by the Template and Guidance Notes issued in March 2020.

The PPF has been designed to be flexible and to evolve as experience grows. The report begins with a qualitative story of that year's performance supported by case studies. The information and policy that sits behind this performance story is then included prior to the considering of

what improvements are desired in the coming year. It then provides more measured information on the authorities' work programmes called National Headline Indicators (NHI). This is followed by the Scottish Government

Annual Official Statistics for that Authority. It ends with a snapshot of the workforce and planning committee meeting information for that planning authority.

The Scottish Government assess the PPF against a set of performance markers. These markers give an indication of good

performance, good practice and help to identify priority areas for improvement action. In order to demonstrate the importance of meeting the 15 Performance Markers, these have been identified against evidence within the report. In addition a Performance markers checklist is contained in Appendix 1.

The case studies throughout the Report give examples of how good practice and quality development has been achieved resulting in a high performing planning service.

Part 1: Qualitative Narrative and Case Studies

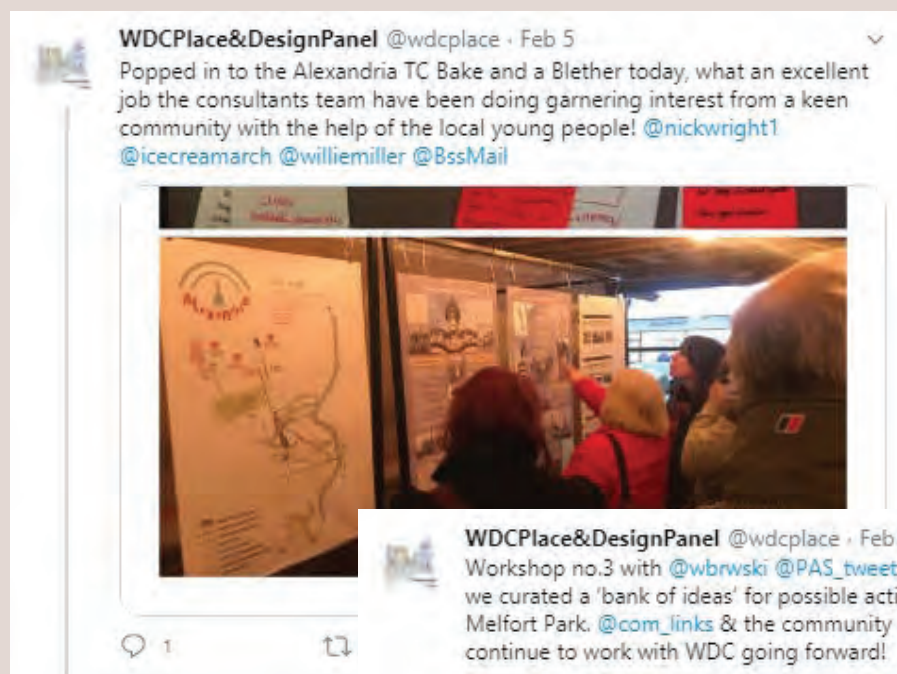
Quality Design

The Place and Design Panel

TwoYears On

The Place and Design Panel is now over 2 years old and in that time it has reviewed 26 projects in 20 sittings from private and affordable housing, schools, marine fabrication building, masterplan and development briefs. In last years PPF we explained in detail the review and evaluation process and the added value the Panel process has brought to projects. This is once again demonstrated by the Table below. The Place and Design Officer also has been leading on the Planning Aid Initiative of getting school children to engage in their local place and ongoing work with HSCP to facilitate health and well being improvements through the Panel process and assessing impact.

(Performance marker 3,10,11,12,13)



Place and Design Meetings 2019-2020

Date	Site	Proposal	Outcomes/added value
28th May 2019	Stanford Street 2, housing site, Clydebank	Residential development comprising 70, two storey terraced, semi detached and detached houses with 65 two bedroom flats over three & four storeys.	Site layout, connections and relationship with the canal, height and density
28th May 2019	Highdykes housing site, Bonhill	Residential development comprising 49 terraced houses and cottage flats.	Enhanced use of site levels, site density, open space, site wide connections
25th June 2019	Muir Rd housing site, Dumbarton	Residential development comprising 44 dwellings and 22 flats.	Orientation of buildings on streetscape and enhanced relationship with open space
1st August 2019	Renton Primary School site, Renton	Demolition of existing Primary School & erection of new build education campus (including Renton Primary School, Language & Communication Unit and Riverside Early Learning and Childcare Centre).	Connections, traffic and pedestrian flow and enhanced setting with adjacent listed structures
10th September 2019	Stanford St 1 housing site, Clydebank	Residential development of 100 flats, townhouses and semi-detached properties	Relationship with canal and site context, permeability, building design and presence
10th September 2019	Rosebery Place housing site, Clydebank	62 unit residential development	Improved open space central to the development site, reduction in road length and improved geometry, enhanced connections to the canal and site layout
13th December 2019	West Bridgend, open space	New Community Centre and associated works	Building massing, secure by design including boundary treatments and landscaping, relationship with waterfront
16th January 2020	White land site (former industrial use) at Old Kilpatrick	2 six storey flatted blocks, comprising 48 flats	Enhanced landscaping, open space provision and site connections.
11th February 2020	Queens Quay Design Codes	Design Codes - structured guidance to assess planning applications to ensure high standard of design quality maintained to deliver the masterplan vision.	Contributed to the preparation of the codes which will ensure that the aspirations for consistent quality across Queens Quay are realised to deliver the overall vision for this important site
11th February 2020	Alexandria	Masterplan approach to Alexandria town centre	Identifying existing positive aspects of the town centre, constraints, opportunities and potential zoning

Queens Quay Update

The Queens Quay site – the 80 acre residential led mixed use waterfront development in the heart of Clydebank continues to make good progress. The main spine road is now completed together with the pathway along the waterfront. This will give access to the river from this site to the people of Clydebank - the first time in over 100 years.

The Health hub is progressing with work commenced on the new health and

care centre and the care home nearly complete externally. The care home will be fully complete by November with residents being welcomed shortly after. Work is also underway in constructing the 142 affordable housing units. These developments have been severely delayed by the Covid situation, however construction work has now recommenced on all sites.

Regular meetings continue to take place with the overall site developer and the developers of each of the sites to ensure that conditions are discharged and the overall quality of the development is maintained. Close collaboration continues to take place with the Contaminated Land Officer to ensure that conditions in terms of site remediation and validation are met.

The energy centre is the first large-scale water source heat pump scheme of its kind in Scotland. This year, the landmark building is near completion with the gold

cladding part erected on the 32-metre high flue. The substantial internal equipment of the energy centre is now housed within the building. It is anticipated that it will be complete by October 2020 and thereafter commissioned and become operational. The District Heating Network at Queens Quay will make a valuable contribution to achieving carbon reduction targets in West Dunbartonshire with connection of existing and new Council buildings including the proposed 1,200 planned homes. In the absence of the District Heating Network this would be provided by traditional gas fired boilers. It is expected to remove over 4,000 tonnes of carbon from the environment each year over the next 40 years. This energy centre is multi-functional: carbon reduction, addressing fuel poverty, a landmark building and visitor attraction, all achieved with a big input from the Planning Service. (Performance marker 3,12)





*District Heating
Network*



*District Heating
Network*



Health Hub



*District Heating
Network*



*District Heating
Network*



Queens Quay Walkway

Queens Quay Design Codes

In last year's PPF it was indicated that the Council had commissioned Design Codes to support the delivery of the remainder of the development plots on Queens Quay which are to be developed mainly for private housing. It is intended that the Design Codes will provide clarity and certainty to decision makers and to prospective developers about the expected outcomes with regard to key aspects of the street layout, development pattern, massing, density, architectural treatment and materials.

The Design Codes will assist in providing clear guidance at an early stage of the development process and provide a structured approach for the assessment of future planning applications in the Development Management process.

The guidance builds upon the approved Design Framework for Queens Quay and will be used by developers, planning officers and decision makers to inform design requirements and place making ambitions at an early stage of the development process..



The Design Codes are not 'rules' that encourage uniformity or that stifle innovation or creativity but are furnished with examples of well designed places elsewhere to ensure the basics are right in evolving the physical fabric of the area. The Design Codes Draft Document was well received by elected members at a workshop in December as it offered assurances that the development coming forward would be held to a high standard. The Place and Design Panel also praised the document as offering clarity around expectations but still offering flexibility for design.

The Design Codes were approved for consultation in February and a total of 25 responses were received from the landowner, design professionals, individual developers, Council Services, key agencies, the local MP and community groups. It is hoped that a finalised version of the Design Codes will be agreed as planning guidance this summer.



QUEENS QUAY DESIGN CODES

Draft 02.12.2019

*Extracts from the
Design Code*



THE MASTERPLAN

A Masterplan has been prepared for the development area by Clydebank Regeneration and Development Partnership with Clyde Council and Glasgow City Council. The Masterplan's objectives are:

- **Creating a quality built environment:** An enhanced urban environment with a mix of uses, including residential, commercial, and community uses.
- **Improving connectivity:** Linking the development area to the wider city and region, including the river, the city centre, and the airport.
- **Creating a vibrant place:** Developing the area as a vibrant, multi-functional place with a mix of uses, including residential, commercial, and community uses.
- **Regeneration:** Changing the physical and social environment of the area to create a vibrant, multi-functional place with a mix of uses, including residential, commercial, and community uses.

The Masterplan also includes a series of detailed planning documents, including a Strategic Planning Framework, a Development Framework, and a Design Framework. These documents provide a detailed outline of the proposed development and its impact on the surrounding area.

- **The River Clyde:** The River Clyde is a key feature of the development area and is a source of inspiration for the design. The Masterplan aims to enhance the river's role in the development and to create a vibrant, multi-functional place with a mix of uses, including residential, commercial, and community uses.
- **Connectivity:** The Masterplan aims to improve connectivity between the development area and the wider city and region, including the river, the city centre, and the airport. This will be achieved through a series of measures, including the creation of new roads, the improvement of existing roads, and the creation of new public transport links.
- **Design:** The Masterplan aims to create a high-quality built environment with a mix of uses, including residential, commercial, and community uses. This will be achieved through a series of measures, including the creation of new buildings, the improvement of existing buildings, and the creation of new public spaces.
- **Regeneration:** The Masterplan aims to regenerate the development area and to create a vibrant, multi-functional place with a mix of uses, including residential, commercial, and community uses. This will be achieved through a series of measures, including the creation of new buildings, the improvement of existing buildings, and the creation of new public spaces.



Annexes associated with the Design Codes

The work done around the Design Codes by officers and some of the responses has suggested that further work to develop strategies around sustainability, street naming, heritage and the arts should be taken forward. Already, work has commenced on an Energy Strategy annexe which will encourage a 'fabric first' approach in the design of the future homes on Queens Quay. This will ensure the sustainability credentials of new development work cohesively with the new energy centre. Health and wellbeing strategies will be embedded as a cross cutting theme in all documents.

- Annexe 1: Queens Quay Energy Strategy
- Annexe 2: Queens Quay Street Naming Strategy
- Annexe 3: Queens Quay Arts Strategy

(Performance Indicator 11)

Delivering Quality Housing

We have been building on the significant progress that was made last year in raising the quality of housing proposals by continuing to adopt a Green Infrastructure first approach, encouraging enhanced accessibility and connectivity and pushing for quality design and materials. This approach has been adopted on all four sites below - two to be developed for affordable housing needs and two for private housing, all on brownfield site.

Creveul Court

Historic maps showed that the site was previously occupied by residential buildings dating from circa 1960, most notably with a three storey tenement block situated hard on the street frontage facing onto Bank Street. Twenty-two affordable housing units will provide much needed amenity and supported housing predominantly for the elderly in Alexandria town centre.

A central aspect of the development will be reinstatement of the previous urban layout. A four storey flatted building on Bank Street reflects much of the

characteristics of the former historic tenement style building (in terms of scale, mass and presence) but with a more contemporary design. It will have a positive impact upon the wider streetscape including the setting of the nearby “B” listed Smollet Fountain and will repair part of the urban fabric of the town centre - a key aspiration of the Alexandria Masterplan.

The Place and Design Panel played a big role in shaping this development encouraging the inclusion of usable public spaces that offer opportunities for socialising and promote health and wellbeing benefits. As a result of this input, a high quality community garden and public realm area for residents and the public has been incorporated within the final scheme. This aligns with the need for wider areas of public space for health and wellbeing.



Historic image Creveul Court



Mock up of Creveul Court development

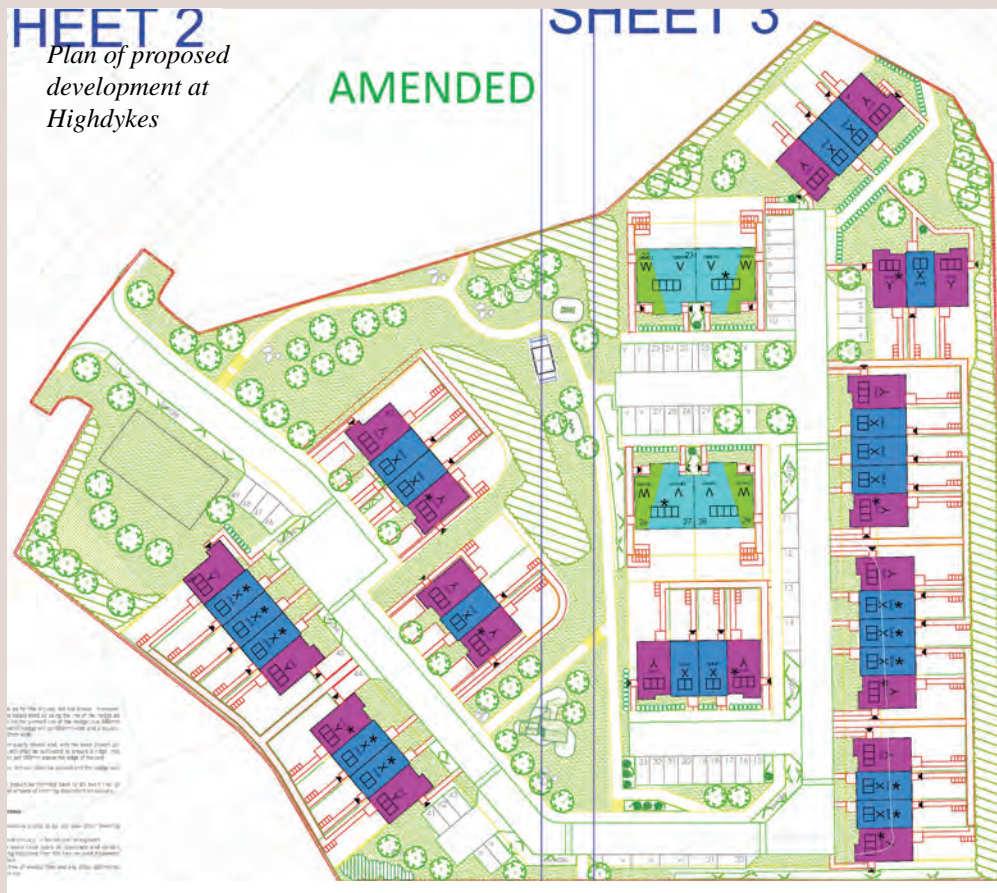
Highdykes Bonhill

This site has lain vacant for over 4 years since the school was demolished. The site's topography is particularly challenging for the delivery of a residential development with an 18 metre change

in level across the site. The significant change in site levels also presented a number of opportunities.

A Green infrastructure first approach was adopted with the housing concentrated to the perimeters of the site. The 'no build'

zones form generous areas of centrally located open space that are usable, well integrated, accessible and directly link with an open and established woodland immediately neighbouring the site. An abundance of tree and shrub planting is proposed across this central area with a mixture of native trees, hedgerows and wild meadow planting and a footpath through this area will link to nearby amenities and provide access to the adjacent woodland. Once again the Place and Design Panel was able to maximise the opportunities of the site. Through discussions, we have been able secure the use of a particular form of retention for these areas with vertical elevations that can be fully planted



Stanford Street and Rosebery Place

These two strategic brownfield sites have been vacant for a number of years and are adjacent to the Forth and Clyde Canal and within walking distance of Clydebank town centre. Both sites were to be developed for private housing. From the outset, we were looking to achieve a high quality development solution which maximises the canal location, provides a strong street frontage and uses high quality design and materials.

Front loading at the pre application stage was essential if the above objectives were to be achieved. This made the formal application stage a more smoother and efficient process.

Dual frontage houses with sawtooth roof arrangements and flatted units of modern and contemporary design were achieved. High quality natural materials including a mix of tumbled facing brick and zinc for elevational treatments. The houses and flats befit the sites industrial past and Canal location.

Accessibility and connectivity were important due to the sites location

adjacent to the Forth and Clyde Canal.

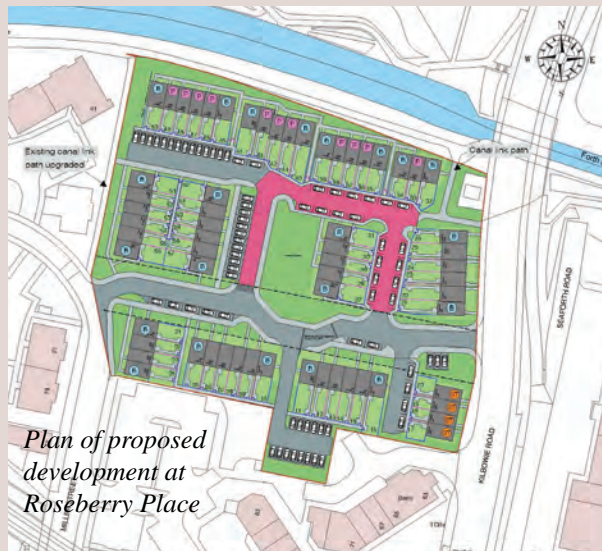
Bespoke dual frontage houses directly face onto the canal itself offer an active relationship with the canal with increased opportunity to increase security and surveillance. The Stanford Street development proposes a series of physical connection links to the canal towpath. The space between the site and the Canal towpath is to be fully recreational and usable in nature by a variety of seating, play equipment/gym equipment along its full length. Scottish Canals has been able to be actively involved in this aspect of the development



For the Rosebery Place site, dilapidated paths will be physically upgraded to a standard to link to the existing National Cycle Network running east and west along the Forth and Clyde Canal and a mix of landscaping will be used to create an active setting and environment.

Both developments were presented to the Place and Design Panel to add additional value with the Rosebery Place development also being presented to the pre application elected member briefing.

(Performance marker 3,12)



Above and below are illustration of buildings at the proposed development at Roseberry Place



“The non-standard house types, site specific elevations and material palette have all been arrived at as a consequence of the input of the Panel and the number of pre-application meetings we had with yourself and your colleagues. It was a surprise to us to be encouraged to consider a higher density scheme than was initially proposed, however, this has not only provided additional units but has invited more detailed consideration of the relationship with and treatment of the public and open space areas and the adjacent canal.”

Elaine Mooney (Director, Turnberry Homes)



*Illustration of proposed
development at Stanford street*

The redevelopment of the former ESSO oil terminal site has taken a further exciting and progressive step forward with the lodging of a Masterplan Planning Permission in Principle application.

This site is the Council's City Deal project and if the £34,050,000 million project is completed, it will provide 44,550 m² of industrial and commercial floorspace and up to 980 full time jobs by 2035.

The masterplan layout identifies the areas to deliver the commercial/industrial floorspace by the construction of platforms for development, green infrastructure, a new link road with upgraded A82 and A814 access junctions alongside a railway underpass and overbridge. A heritage area has been identified around the “B” listed Dunglass Castle.

Both the Planning and Environmental Health Services have worked closely with the applicant and the relevant stakeholders to get to this point and the submission of the application represents the end process of months of extensive





View looking over Bowling towards Exxon site

pre-application dialogue that have taken place. Most recently, the Council facilitated a Stakeholder Consultation Digital Event that took place in March of this year. This involved a series of presentations with 'virtual round table' discussion that involved a number of key consultees such as SEPA, SNH, HES and Transport Scotland, as well as internal Council Services such as Environmental Health. Undertaking these processes prior to the submission of the formal application has been beneficial in ensuring that all stakeholders are informed and aware of the proposals with clear and proportionate advice being given in line with the Council's Protocol on Pre-application advice. The Masterplan Planning Permission in Principle application is currently being assessed and it is anticipated to be presenting to Committee in late summer.

(Performance marker 3)

Dumbarton Waterfront

Work along Dumbarton waterfront continues to progress at a fast pace with a number of exciting developments progressing over the last year. The LIDL supermarket is now open with this development successfully regenerating a longstanding redundant, brownfield site. This now provides an accessible retail offering close to the town centre of Dumbarton and it has already proved popular since it opened in February of this year. The neighbouring housing site has also continued to progress well with a number of the residential flatted blocks and family homes now nearing completion. Both developments sitting alongside the award winning 16 Church Street Council office. The progress of these developments has opened up the waterfront to the wider community with sizeable sections of waterfront path now in place offering alternative views of the Clyde and Dumbarton Rock and Castle that has previously been restricted for years.

The renewed views of the Dumbarton Rock and Castle are to get even better once the bespoke lighting strategy is implemented, enhancing the appearance and setting of Dumbarton Rock and Castle during darker hours, and creating a sense of atmosphere for this important landmark feature from other viewpoints in Dumbarton.

(Performance Marker 1,3,12)

“I wasn’t joking when I mentioned on site that the way the development is shaping up is as much yours as anyone else’s. You have been instrumental from the very outset, and had the original vision in terms of the masterplan and design criteria. I can remember sitting in the workshops at the football club all these years ago, then in the old offices, when you talked about what needs to be achieved on the site! It means more than you know to have not let you down!”

Ryan Fletcher Culross Ltd



Dumbarton Rock



View looking over Dumbarton to Loch Lomond



*Work on the new walkway
at Dumbarton Harbour*



New housing in Dumbarton

Renton campus

Planning permission was granted in the reporting period for a new school campus within the site of the existing Renton Primary school which is in the heart of the Renton community. The campus will include a replacement school, an integrated Language and Communication Unit for pupils in mainstream education with additional support needs and an early education and childcare centre.

Pre-application discussion with the planning service started at the earliest conceptual stage of the process and ensured a design led approach and early consultation with statutory consultees, staff, children and the local community.

Input from the Council's Place and Design Panel ensured that the development proposals were of the highest quality achievable and that value was added in terms of the overall approach to the development of the site layout and building design.

Sites constraints include the limited size

of the site, existing trees and the listed war memorial and monument on the perimeter of the site. While these proved challenging, the approach to achieve the floor space over three levels will ensure



outdoor space is not compromised. Staggered roof top terraces create additional outdoor learning space over

two levels and are connected by a slide; an unconventional way of travelling from the third to the second floor of the campus for the more adventurous children (and staff!). The staggered roof terrace approach to the building and the striking material palate of gold cladding and buff brick plinth will compliment and enhance the adjacent sandstone listed structures. Existing trees will be retained and supplemented with additional planting and landscaping including raised beds for growing vegetables and natural play equipment which will all provide opportunities for learning and exploration and will contribute to the health and wellbeing of users of the campus. Work has now started on the site and we are looking forward to seeing the positive impact that this landmark building of outstanding quality, within the heart of Renton, has on education and the regeneration of the area. We are confident this will be a development that the community and the Council will be proud of.

(Performance marker (3,12).

North Clyde Riverside – National Planning Framework 4 Submission

National Planning Framework 4 will set the vision for Scotland until 2050 and the Scottish Government have commenced its preparation. The National Planning Framework will include a number of national developments required to improve Scotland's economy, environment, health and well being, transportation links. The Council has submitted the North Clyde Riverside proposal to the Scottish Government seeking it's inclusion within the forthcoming National Planning Framework 4 as a 'national development' given the potential of many of its sites along the River Clyde combined with the backdrop of the Kilpatrick Hills.

North Clyde Riverside is an ambitious vision for the future of the River Clyde and provides an exceptional opportunity for sustainable growth and regeneration, bringing together a number of interconnected sites all bound by a common goal, the rediscovery of the Clyde as a vital social, economic and environmental resource.

The ambition of the Council is to see an intensification of the physical activity on the River Clyde and on the land that lines its shores, including the key regeneration sites at Queen's Quay and Carless in Clydebank, Bowling Basin, and the

Exxon and Scott's Yard sites. Activity could take many forms: living, working, recreation, energy production, advanced manufacturing, assembly and fabrication to support offshore wind and wave technology.



North Clyde Riverside will be an exemplar of a joint living and working environment, linked to the creation of healthy places and a focus on wellbeing and recreation, on the stretch of the Clyde from Clydebank to the boundary with the Loch Lomond and Trossachs National Park.

The vision for this area has the potential to create a 'Green Clyde' that is a gateway to rediscovering the River and transform the future of Scotland's West Coast, as well as, the many towns and villages within West Dunbartonshire and linking into the Kilpatrick Hills and Loch Lomond and the Trossachs National Park.

A national development focussed on the West Dunbartonshire waterfront will elevate this part of the River Clyde and the unique opportunities it brings to a national level, as a key dimension of the Clyde Mission. It will also have real benefits for businesses in West Dunbartonshire and will increase the opportunities of the area securing additional investment and support from all areas of Government and the private sector.

The Scottish Government stated that:

"The submission from West Dunbartonshire Council to the call-for- ideas is an interesting example that illustrates where the graphic layout and visual quality of the presentation can help to strengthen and support a general message about the importance of working towards the delivery of well considered, high quality outcomes."





Looking from Bowling to Esrking Bridge

Heritage Regeneration

Designation of a Conservation Area in Dumbarton Town Centre

A new Conservation Area for Dumbarton Town Centre was agreed in August 2019. This is the sixth conservation area in West Dunbartonshire and the first new conservation area in 26 years. This included modifications to the boundaries following a successful public consultation held between January and March 2019. The Conservation Area therefore incorporates the surviving medieval layout of the High Street, Church Street and the riverside, together with most of Station Road and Strathleven Place to the north. It also includes Dumbarton Central Station, which is a Category “A” Listed Building and around 20 listed buildings (5 ‘A’ listed), and many other unlisted buildings of significant interest and quality.

A full Conservation Area Appraisal will be commissioned to provide an understanding of the Conservation Area’s character and opportunities for enhancement, and which can be used to develop a robust policy framework for planning decisions and set the groundwork for future funding bids to enhance and regenerate the Conservation Area and it will have an awareness of and synergy with other regeneration projects being undertaken by other Council services.

The Appraisal process will also involve significant engagement and consultation with the public and town centre businesses, to gain a closer understanding of the main issues and feedback on the proposed improvements to drive the regeneration of



16 Church Street, Dumbarton

the town. The exact timescales for the Appraisal, and the nature of the public engagement is evolving, in response to the challenges posed by the Covid-19 restrictions. The appraisal may also be linked into the Council's Covid Recovery Plan for town centres.

(Performance Markers 11,12)



Rediscovering the Antonine Wall

Over the past year, our multi-partner heritage project has successfully raised the profile of the UNESCO World Heritage Site and has made progress connecting harder to reach groups with their local heritage.

The first of the five Roman themed playpark in Callendar Park, Falkirk, opened in August 2019. The Roman themed playpark offers the opportunity to recreate Roman buildings and associated interpretation, which educates the future generation about the importance of their Roman heritage. There has been an exceptionally high level of usage and engagement in the playpark since opening. The further four playparks will be installed throughout 2020 and 2021 but have been delayed due to the Covid situation.



Stone masonry apprentices

A partnership with City of Glasgow College's Built Environment Faculty has seen the 2019/20 advanced craft class stone masonry apprentices work on creating exact replicas of the distance stones from the originals on display in the Hunterian Museum. Roman distance stones, which were used as propaganda tools by the Roman Army to celebrate their success in conquering the local Iron Age population of Caledonia. This partnership has also provided unique and unprecedented experiences for the students, allowing them to experience heritage crafts and opening up new employment opportunities both for the students and for their employers.

Over the year the project has worked in partnership with Cycling Without Age (CWA) to engage an entirely different audience, older people and those with mobility problems. This presents opportunities for the project in the future to engage with residents of care homes, elderly relatives of those looking to access the Wall and people of all ages with mobility issues. The first trishaw will commence operation in Bo'ness, taking people to the Bridgeness Slab and Kinneil Fortlet. A second trishaw will start operating from Auchinstarry in 2021, allowing trips along the Forth & Clyde Canal with views of Bar Hill and Croy Hill Forts.



Trishaw



Falkirk Playpark

As part of the project's engagement with communities in North Lanarkshire a conference was organised to celebrate International Women's Day, featuring prominent academic experts and community speakers on the role of women in the occupation, protection and promotion of the Antonine Wall. The

event was very well attended by the local community as interest in women's involvement on the wall was one of communities most popular questions.

The project has adapted to the ongoing Covid situation through its social media site with a home schooling activity on

a Monday, a virtual museum on a Wednesday and electronic postcards from the Wall on a Friday. Themes have included transport and travel, food and drink, clothing and women on the Wall. Engagement through this method has increased followers by over 500

Policy Framework

Local Development Plan 2: Proposed Plan

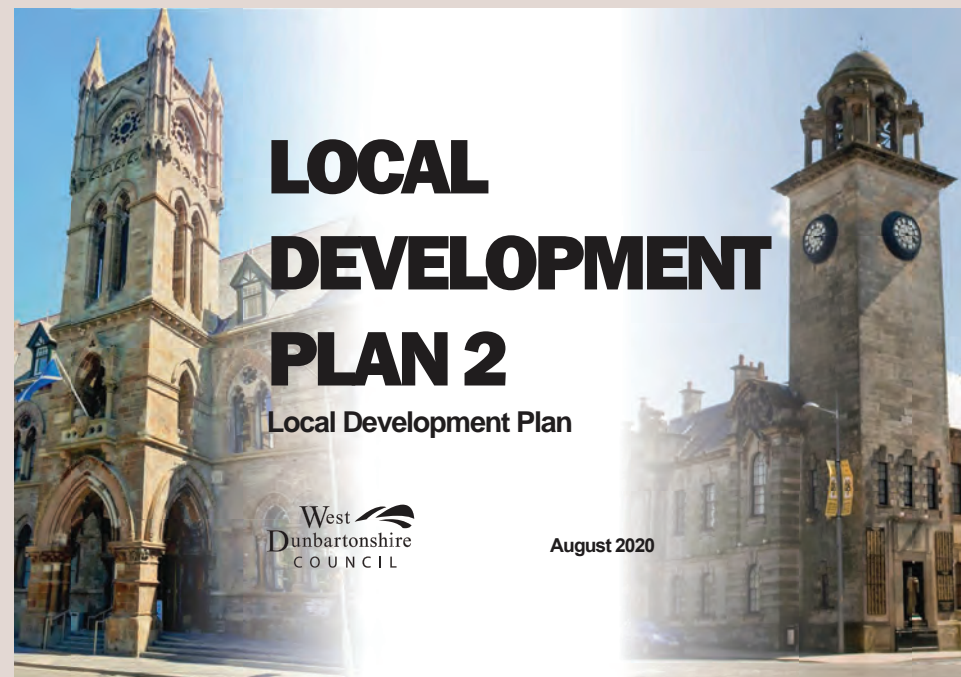
Local Development Plan 2 was submitted to the Department of Planning and Environmental Appeals (DPEA) on 30th May 2019 commencing its Examination phase. The Examination formally started on 22 August 2019.

During the course of the Examination, 11 Further Information Requests were received, mainly relating to housing land. No Hearing or Inquiry sessions were held, but one accompanied site visit was undertaken in relation to the Exxon site. The Reporters also undertook unaccompanied site visits to other sites subject of the Examination.

The Examination Report was received on 22 April 2020 and it is intended to take the Modified Local Development Plan 2, the Examination Report and associated documents to Planning Committee in August 2020 seeking authorisation to adopt the Plan. Should this be granted the Council will submit the Plan to the Scottish Government for adoption. Formal

Adoption of the Plan will hopefully occur in September 2020. This will replace the current Adopted Plan which is 10 years old. Working with one Development Plan will assist developers and officers in providing an updated streamline land-use strategy and policies for the West Dunbartonshire area.

(Performance Markers 6,10,12)



Locality Place Plans

The previous PPF detailed the Council's approach to aligning and integrating Spatial and Community Planning, the policy framework for Locality Place Plans in Local Development Plan 2; and the pilot Locality Place Plans.

Considerable progress has been made on the Alexandria Locality Place Plan, which has been community led. Designed and written by the Alexandria Neighbourhood Action Group and supported by both the Forward Planning and Communities Team in an advisory role. The Group are made up of members of local community groups such as the Central Alexandria Tenants and Residents Association; the Leamy Foundation and businesses such as Lodestone Creative. Together they bring together a wealth of local knowledge, creativity and project skills.

The Alexandria Neighbourhood Action Group have developed a draft Neighbourhood Action Plan, which is the first step in the Locality Plan Process. The next stage would be to consult the community. The Neighbourhood Action Plan has also been drafted in tandem with the forthcoming Alexandria Masterplan

and is interrelated where appropriate. However, due to the Covid 19 restrictions, the draft Neighbourhood Action Plan has not been able to be consulted upon however, the Group and Council are

looking at other innovative methods on how to carry this consultation out in the next few months.

(Performance Markers 10, 12



Engagement

Alexandria Masterplan

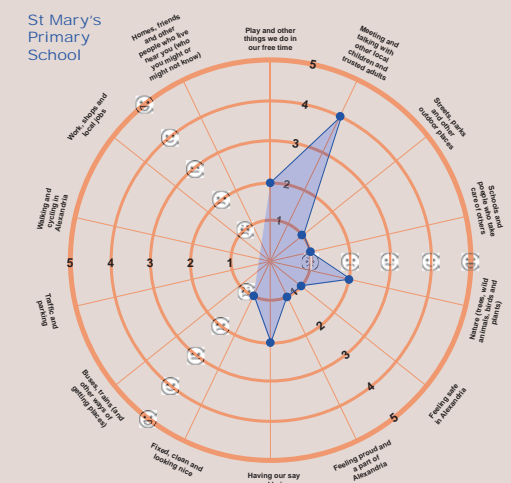
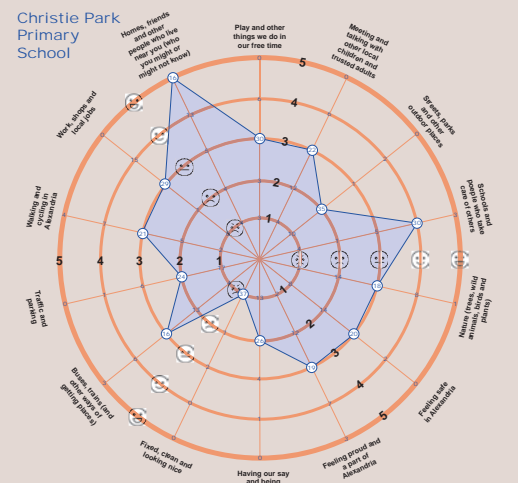
In recent years, there has been a renewed focus on Alexandria town centre with a number of active community groups coming together to form a Neighbourhood Action Group (See case study on Locality Place Plan Update) and the Council has re-established the Town Centre Forum.

The Forum meets quarterly to enable the community and local businesses to get involved in discussions about the future of the town centre. At its meeting in August 2019, there was a recognition that a collaborative approach is required to secure the successful regeneration of the town and that the community must be at its core. On this basis the Council is currently in the process of preparing a new masterplan for Alexandria Town Centre, which will create a collective vision for the future of Alexandria. The previous masterplan, dating back to 2008, has had some successes, such as delivery of award winning social housing at Kippen Dairy and ongoing discussions about the redevelopment of Mitchell Way. While much of the masterplan remains

relevant, the changes in the economic climate have meant that an approach more focussed on local delivery and less reliant on private sector investment is required.

Since Autumn 2019, a team including Regeneration, Planning and consultants have been working on a participatory approach to engagement with local groups in Alexandria. This has included online engagement, targeted meetings with the Town Centre Forum, Neighbourhood Action Group and local schools, as well as, a public event at a

vacant unit on Main Street. There has also been involvement of the Council's Place and Design Panel. The starting point for the project team has been to use previous Place Standard studies undertaken by local groups and then to use these as a the starting point for conversations with members of the community. Working with established community groups and the studies that they had already undertaken has been a successful way of building on existing assets and resources so as to avoid consultation fatigue, which asking the same questions again may have caused.



Place standard spiderwheels



*Alexandra Masterplan
Community Engagement*

Lessons Learned

The COVID-19 pandemic has caused significant disruption to this project, arriving just as the team had produced draft proposals for discussion with the community and stakeholders. The team are currently developing an approach to consultation which will enable engagement with the project to take place under the current circumstances. Prior to the pandemic, the project had a strong online presence and engagement using the Alexandria town website, as well as, taking a targeted personal approach to engagement with community groups, such as the neighbourhood action group and the wider networks its membership represent. The project also successfully tested the Children and Young People's Place Standard Tool with St Mary's (Primary 7) and Christie Park (Primary 5) Primary Schools as part of the engagement process.

These aspects of the project have given it a resilience which have meant that contacts and communication could be maintained through the lockdown period.

(Performance Markers 11, 12)



Working in Partnership

Health and Social Care Partnership

Health and well-being is being embedded within the planning process in West Dunbartonshire with regular liaison meetings being held between officers from Planning and West Dunbartonshire Health and Social Care Partnership (HSCP).

Processes have been put in place to allow the HSCP to comment, from a health and well-being perspective, on planning applications and the HSCP are developing a process that will allow the Place and Design Panel to ensure that health and well-being is considered when development proposals are in front of the Panel.

Regional and local partnerships

City Region Land Use and Sustainability Portfolio Group

The Council continues to work collaboratively with the other 8 Councils within the City Region. The Land Use and Sustainability Portfolio is led by the Chief Executive of East Dunbartonshire Council and contributes to the City Region and City Deal structures. Recent discussions have taken place on how to integrate Clydeplan into the City Region Structure in light of the new Planning Act; the Indicative Regional Spatial Strategy; and National Planning Framework 4

Clydeplan

The Council continues to work collaboratively with the Clydeplan team by providing information on housing land audits; business and industrial; and retail figures and other data and information.

Officers continue to participate in the Steering Group, Heads of Policy Group; topics groups and the development management forum. The main discussions this year have been focussed on the production of the Indicative Regional Spatial Strategy and how Clydeplan will be subsumed into the City Region.

Glasgow and Clyde Valley Green Network Partnership

The Council continues to be a partner with the other 7 Glasgow and Clyde Valley authorities, the Central Scotland Green Network, the Forestry Commission, SNH, SEPA, Scottish Enterprise and the Glasgow Centre for Population Health. The Council, as part of the wider partnership, has contributed to the development and launch of the Green Network Blueprint Strategy, which was a major focus of work this year. The Blueprint sets out how the Green Network will allow people to move around and between their communities via off-road paths and greenspaces and identifies where these connections currently exist and where there is a need to complete the Network. Currently, the Planning and Building Standards and Greenspace Services are working with officers from the Partnership on delivery plans associated with the Blueprint Strategy for West Dunbartonshire.

West of Scotland Archaeology Service

The Council continues to be a partner of the West of Scotland Archaeological Service (WOSAS) and attends the steering group meetings to ensure the Council has oversight of the Service in partnership with other Local Authorities.

This shared service maintains the Historic Environment Record and offers quality Development Management advice in respect of archaeological resources.

The Council has been very supportive of the work to remodel the service to make it more cost effective and to meet the needs of the partner Councils. WOSAS continues to add new members to the partnership which demonstrates that the Service is value for money for the comprehensive service it provides.

Scottish Canal Liaison Meetings

The six weekly liaison meeting with Scottish Canals, the Regeneration Service and the Planning Service to discuss progress on projects at Bowling Basin and on other related items focussed on the Forth and Clyde Canal. These meetings are extremely useful and are an example of a strong working relationship with a key regeneration partner. Over the last year, Scottish Canals have been involved as a key partner in the submission of the Council's RGCF project in Clydebank and on taking forward its implementation; the preparation of a funding bid for a linear park in Clydebank; and in the preparation of the Council's submission to National Planning Framework 4.

HoPS: Executive and Performance and Practice Sub Committee

Heads of Planning Scotland (HOPS) continues to be recognised and called upon by politicians and senior officials in government in the wake of our contribution to the Planning Bill. HOPS as a representative organisation for senior planning officers from Scotland's 32 local authorities, 2 national park authorities and 4 strategic development planning authorities maintains a high profile and is a valued contributor to the reform agenda. It plays an important role in driving and implementing change at national and local levels.

The Planning, Building Standards and Environmental Health Manager is a member of the HoPS Executive and Vice Chair of the Performance and Practice Sub Committee. Over the past year there has been collaborative working between HOPS and our partners in government (both national and local), the development sector and in other agencies. The Performance and Practice Sub Committee has been involved in potentially shaping the new PPF and measuring planning outcomes, progressing digital transformation, skills development

and performance and fees.

The theme of "collaboration" was explored in the annual HOPS conference, with some real insight, inspiration and advice from those taking part.

HoPS: Development Planning and Development Management Sub-Groups

Officers from the Planning service also fully participates in the Heads of Planning in Scotland (HoPS) Development Planning and Development Management Sub-Groups.

The work of the Development Planning sub-group has fed into the overall work of HoPS and this year especially in relation to the new Planning Act and National Planning Framework 4. In particular, the sub group held a 4 hour long workshop to discuss the main issues in relation to the implementation of both the new Planning Act and National Planning Framework 4.

The Development Management Sub Group has also contributed to key areas of work, especially in relation to the implementation of the new Planning Act, Permitted Development, small scale housebuilding; and validation and determination.

Service and Council Governance

Council

Planning Committee continues to meet on a monthly basis with the exception of July. In 2019/20 20 applications were determined by Planning Committee with a total of 11 Hearings. A total of 15 Committee site visits took place. The Committee also considered 14 policy and corporate reports on representations received to Local Development Plan 2, Revised Dumbarton Waterfront Path Planning Guidance, Proposed Dumbarton Town Centre Conservation Area, update on work of Place and Design Panel, Draft Design Codes, Street naming and the Scottish Government Consultation on Planning fees. Separate briefings were also issued to elected members on the new Planning Act 2019. The approved scheme of delegation (April 2019) still provides a good balance between the use of delegated powers and Committee applications

Corporate Working across Services

Strong cross service working takes place between Planning, Regeneration, Housing Services, Asset Management, Health and Social Care Partnership, Roads Services and Community Planning.

Monthly catch ups continue to take place with the Strategic Lead for Regeneration and the Economic Development Manager to ensure that planning and regeneration priorities are taken forward in a co-ordinated way.

The More Homes Board

The Project Board continues to provide strong governance in the delivery of the Council's affordable housing supply programme ensuring the delivery of high quality Council homes within agreed timescales. The More Homes Board brings together expertise from Planning, Housing, Roads, Legal Services, Procurement Asset Management, Architects and Surveyors. With a number of the housing sites under construction it provides a mechanism to update and address issues which would affect the delivery of these houses. It is also used

as a way of highlighting planning issues which may not have come to the fore or may become an issue later.

(Performance Marker 12)

City Deal Groups

The Exxon Project Board continues to meet on a bi-monthly basis and it gives advice and support for the Council's City Deal Project. As detailed earlier, an application for Planning Permission in principle for this masterplan development has recently been lodged.

The Glasgow City Region Landuse Portfolio Group with all Glasgow and Clyde Valley Councils continues to meet on a regular basis and has inputted into NPF4 and the Regional Strategy.

(Performance Marker 12)

Financial Governance

The service budget continues to be monitored on a monthly basis by the Manager and Service Accountant.

Planning fee income for 2019/ 20 was £341,698 which was £75,000 more than the previous year. Additional fee income is used to support an additional Monitoring Officer and temporary Support Officer. There continues to be increased pressure on the revenue budget. The main payments continue to be Clydeplan, West of Scotland Archaeology Service, Ordnance Survey, the Green Network Partnership and the Examination costs associated with the Local Development Plan.

Developer Contributions

Developer Contributions from planning applications continue to be taken for green network enhancements and parking improvements. All of the payments received relate to residential developments, with the majority of developer contributions being sought in relation to the provision or upgrading of open space or green network enhancements, usually where onsite provision was not possible or appropriate. The developer contribution fund is managed by the Forward Planning Team. Between 31 March 2019 and 31 March 2020 we received £34,876.44 from planning applications decided in that period, which were taken for single houses to large scale residential developments in line with Our Green Network Planning Guidance.

Local Development Plan 2: Proposed Plan (2018) included a Policy on Developer Contributions, which outlined the types of Green Infrastructure Projects and this Plan is nearing its adoption (see section on the Local Development Plan). Supplementary Guidance on Green Networks and Green Infrastructure (which has been drafted and will be

due for consultation in Autumn 2020) provides further detail on a list of green infrastructure projects that the contributions will be spent on. These projects will also be subject to public consultation as part of the Supplementary Guidance process.

Currently, we are still progressing a number of strategic green infrastructure projects biodiversity, habitat and path improvements for Faifley Knowles in partnership with the Central Scotland Green Network and the Glasgow and Clyde Valley Green Network Partnership; a Linear Park along the length of the Forth and Clyde Canal in Clydebank in partnership with Scottish Canals and Glasgow and Clyde Valley Green Network Partnership; and a strategic access project linking Dalmuir Station and Golden Jubilee Hospital and into the wider Clydebank area and beyond.

These projects are at still at an early stage, but developer contributions will be used as match funding towards the implementation and delivery of these projects, which will increase the opportunities for recreation, health and well-being for the communities within Clydebank and further afield.

(Performance Marker 15)

Covid -19 Response

Our Planning Service responded swiftly to the Covid-19 government 'lockdown' by implementing our business continuity plan. We demonstrated excellent organisational resilience.

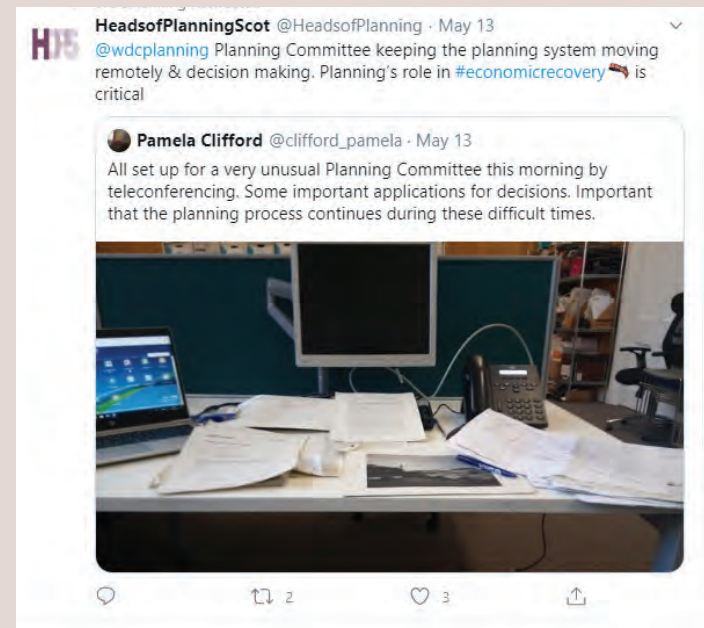
The majority of staff already had a laptop for home working and those who did not have a lap top were given one before the office closed. From the first day of the office closing, all staff were able to work from home and arrangements were quickly put in place to ensure open lines of communication across the service which included the use of a range of technologies such as Jabber instant messenger, WhatsApp groups, Zoom, teleconference and Microsoft Teams.

We have responded quickly and effectively to implementing new arrangements and procedures such as the Pre-application consultation with communities following the new legislation and guidance issued by the Chief Planner. We are currently leading on a project for the flexible use of outdoor spaces that will allow businesses to operate safely thereby contributing to economic recovery.

The collection and issuing of mail, especially neighbour notification proved challenging because of the restrictions however we overcame this by having one member of staff assigned to office duty one day per week to carry out this task in safe conditions.

We have maintained an excellent level of customer service and have determined approximately 80 applications following the government lockdown in March. We have successfully managed two remote Planning Committees, one through

teleconferencing and the other via Zoom and both included input from applicants and objectors and statutory consultees together with Elected Members and we have since received positive feedback. To achieve this success we carefully planned arrangements with our Committee and Legal Services and consulted with our Elected Members. We intend to use our positive learning and reflections of this period of time to influence working practices and our business model going forward.



Planning Compliance and Monitoring

We have continued to see an increase in enforcement cases with 88 being recorded in the reporting period, an increase of around 22 percent from last year. The cases range from unauthorised household and commercial developments, quarry complaints and non compliance with planning conditions. As indicated last year, in November we recruited a further Compliance Officer, working 2 days per week principally to monitor the conditions of permissions associated with the large regeneration sites at Queens Quay and Dumbarton Waterfront as well as assisting the other Compliance Officer.

This has facilitated a swifter discharge of conditions for the major sites along with a physical presence on the sites enabling a robust compliance/resolution response to complaints. The addition of the monitoring officer has also positively influenced the number of breaches identified requiring no further action, reduced from 46 in the reporting period last year to 16 in the current reporting period. Service improvements have been undertaken with

the introduction of a dedicated mailbox for members of the public to email complaints direct along with a quarterly compliance/monitoring report. The report covers in depth the work undertaken by the officers, highlighting any key issues and contentious enforcement cases.

This year the Enforcement Charter has been updated to reflect the busy reporting period and as part of our bi-annual review of our enforcement procedures. The updated Enforcement Charter will go to our Planning Committee for approval in September. There has been a slight delay with this as we have been

focusing our resources on ensuring quick and effective responses to the high volume of enforcement activity during the government lockdown as a result of Covid-19.

We continue to present an annual report on the quarry and landfill sites to Committee which provides an update on the progress of each site along with commentary on compliance matters. We look forward to reporting on the continued benefits of our compliance and monitoring officers at the next reporting period.

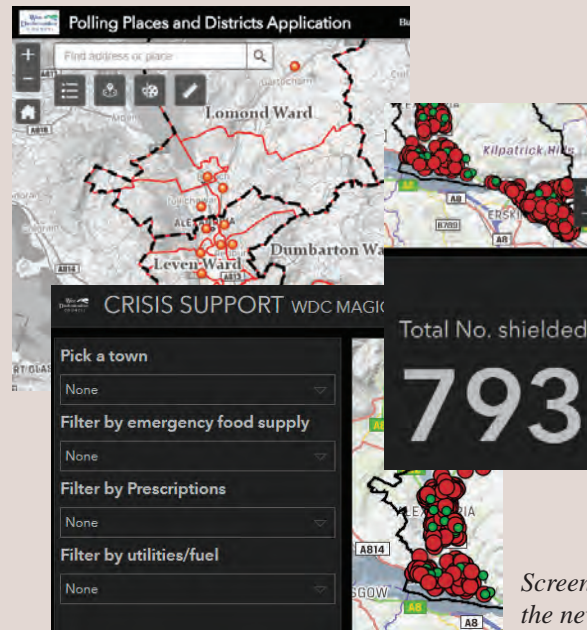
(Performance Indicator 5)



Corporate Geographic Information System (GIS)

We have implemented the new GIS system and we are deploying it across the Council. Various map tools, web apps, and dashboards have been developed with more to come including story maps. Examples include the deployment of a dashboard app for COVID-19 response within the Council, home working analyses and apps, and the updating of web maps currently on the council web site. We also have a web GIS in test with the Joint Valuation Assessors Board (JVAB). The old GIS performs very poorly for JVAB and their response so far to the new GIS has been very positive.

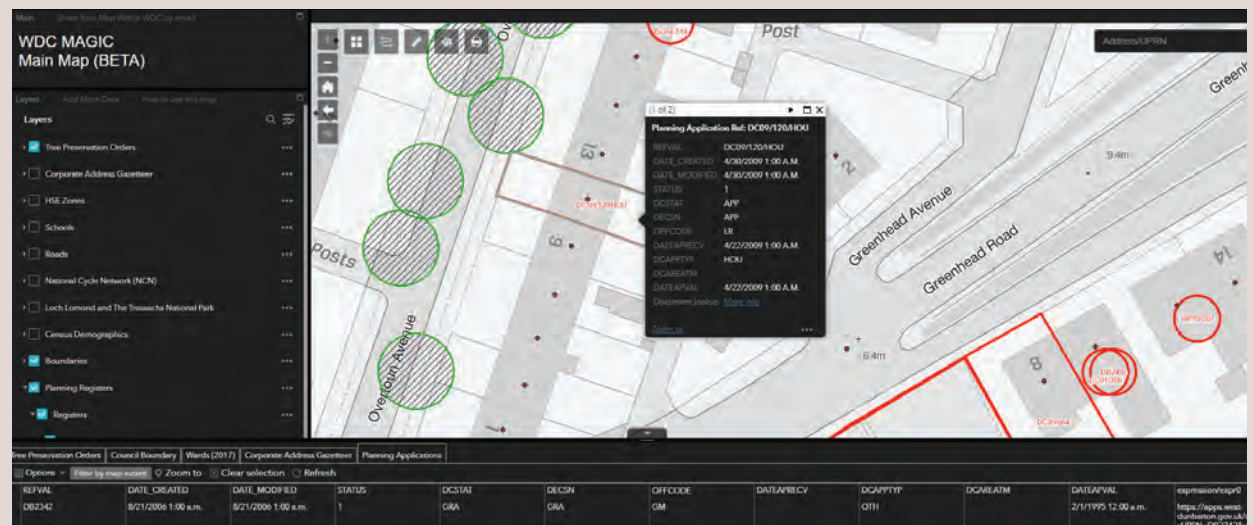
Fundamental to the new system is the ease of data sharing, that it integrates with other systems and supports mobile/flexible working. For example, we now link directly to planning and buildings standards, and gazetteer data within our IDOX systems. The new GIS will play a fundamental role in the new Local Development Plan in terms of layout, and final production of documents.



The Corporate Address Gazetteer (CAG), which is linked into the One Scotland Gazetteer (OSG) and continues to be promoted across the Council with close liaison with the Improvement Service. (Performance marker 12).

In light of the current working restrictions during COVID-19 we are looking to arrange virtual workshops, training sessions using technologies like Microsoft teams to facilitate the launch and rollout of the new GIS.

Screenshots of the new GIS



Continuous Improvement

Our 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 2019 and 31st March 2020 to share good practice and benchmark on specific planning issues.

The meetings are minuted and chaired by the host council. Topics discussed this year included imposition of additional charges for Pre-apps, Non- material variations, Street naming and numbering, Planning Act, Planning Fees, PPF Feedback/PPF8, SQAP, Queens Quay Design Codes, and specific Development Management issues on mobile advertising, Amenity Notices, Roads' parking standards, Masterplanning, time extensions by DPEA, stopping the clock, decisions taken contrary to SEPA advice,

and charges for high hedge applications.

The email group continues to be used by all levels to exchange information and to get views on specific planning issues.

In addition this year a well attended training day was held by the Benchmarking Partners for Planners from each Authority at Whitelee Windfarm on renewables and climate change.



Benchmarking Exercise



Planning Skills Event

Service Improvements

In the reporting period we set up a service improvement working group and had workshop sessions with officers to identify issues with processes and procedures. We identified opportunities to improve and streamline the work to create efficiencies and ultimately speed up decision making. We mapped out the planning application journey process 'end to end' and identified focus areas and actions. Our first area for change is the pre-application process and we are looking forward to reporting the impact of our changes in the next PPF.

Our Development Management Team Leader has been on a Lean Six Sigma Course in the reporting period which looked at ways to improve performance by systematically removing 'waste' such as streamlining a process and reducing variation in processes. This has also been involved in the Council's Service Design Programme which looks at designing services to meet user and customer needs and create greater efficiencies.



Planning Skills Event – 5th September 2019

Place and Design: The Contribution to Successful Places -Interventions that WDC are adopting and evolving to create better place

The event was hosted in 16 Church Street, showcasing our wonderful new building to over 90 delegates from the public and private sectors and academia.

The event arranged by the Place and Design Officer in conjunction with the Improvement Service discussed the 'Interventions to Create Successful Places' that the Planning Service have implemented a robust pre-planning application process, the Place and Design Panel and the Elected Member Briefing which all assist in achieving a high standard of quality and design value in the developments coming forward.

There was also strong discussions around collaborative working practices that have been fostered across the council that assist with achieving a shared vision around what creates a successful place with strong character and longevity.

(Performance Indicator 12, 13)

Scottish Quality Awards in Planning 2019

This year marked a special occasion with the Awards celebrating its 20th Anniversary together with 10 years of the Student Design Competition. The 10th Student Design Competition was held on Queens Quay, the first Designing Places Competition to take place on a site and included a special visit to the Titan Crane.

The commitment of Susie Stirling- Head of Placemaking and Housing to champion quality design has been instrumental to the success of the awards together with her support of students wanting to work in the Planning and Architectural professions.

This year we again received an award in the Place Category for our Council offices at 16 Church Street Dumbarton



“Whilst easier sites existed the Council took the bold step of redeveloping this listed façade which had become an eyesore in the town. It is a successful example of an old façade successfully integrating with a new building. Achieving a high quality civic building on this site has been instrumental in the Council being more ambitious in terms of what it can achieve in terms of high quality development.

The Council is very proud of what has been achieved on the ground.

The building will leave a legacy for the existing and future residents of West Dunbartonshire”

SQAP Judging Panel

People Management

Support for staff continues through “Be the Best Conversations” to keep staff motivated and engaged and to identify training needs. Once again officers were able to attend and take part in both external and internal training events including EIA training, Local Place Plan Research Events, Development Viability, International Making Places Conference, Place Standard Tool for Children and Young People Event.

HOPS events are supported through the annual 2 day conference in Edinburgh on Collaboration in which our Place and Design Officer presented our approach to collaboration through the Place and Design Panel. This year, the Planning Manager presented to the annual RTPI Conference in Glasgow about our approach of raising aspirations around design quality in a deprived area. The event was also attended by the Place and Design Officer and two other Planning Officers.

Integrative Placemaking, Addressing the ‘Silos’ with Collaborative Approaches Event’ led by the Academy of Urbanism in collaboration with the University of Dundee

Two planning officers and the Place and Design officer attended this interactive day event. Built Environment Specialists from all over Europe presented case studies showcasing their direct involvement in the regeneration of cities such as Utrecht, Porto, Aalesund and Edinburgh. The message was clear: to create successful places and communities, we need to break down silo mind-sets created through competing policies and legislation and create a shared and strong vision for place. The event has inspired the Planning team to move towards a more integrated approach in the planning, design, engineering and management of places within West Dunbartonshire.

The opportunity also was taken to have a bespoke tour of the recently regenerated Dundee waterfront led by the Planning Team of Dundee City Council. This gave us an excellent opportunity to establish new contacts, share ideas and see first-hand the excellent work that can be achieved through effective planning.

Social Media

We are continuing to use Twitter as a platform to share our achievements, promote our work and decision making and raise our profile. We have 596 followers now and this demonstrates the public interest in decision making in West Dunbartonshire. We also use Twitter to communicate messages such as during Covid - 19 to show how approachable we are and that we are open for business. We have always found it to be a great networking tool too, to share ideas and interact with other planning authorities, consultancies etc.



Chief Planners Of Tomorrow Training

At the start of 2020, I was one of several young planners to successfully secure a place on the RTPI 'Chief Planners of Tomorrow' training initiative. I was offered an opportunity to work-shadow Fife Council's Chief Planning Officer: Pam Ewen.

The day started with a chat over a coffee where I gained valuable insight into the role of Chief Planner and her various departments such as staff management, problem solving and decision making.

We then met a private developer to discuss delays in developments and staffing capacity and resources. The Chief Planner adopted a mediation role and highlighted the challenging nature of planning and the need to see the bigger picture. The meetings in the afternoon sessions focused on completely different matters and included a series of wider service manager meetings. This allowed an understanding how planning feeds into other sections of a Council.

The final meeting of the day was the weekly catch-up session that Pam



as Chief Planner hosts with various managers from the planning teams at Fife Council in which she took time out to make herself available to other managers in her team.

This was a fantastic opportunity to gain exposure to a potential career progression path. Having only been in my post as 'Lead Planning Officer' at West Dunbartonshire Council for just over a year, this was an invaluable opportunity to get additional experience at a different local authority. It has given me additional confidence from meeting and talking to such accomplished senior people and I am now enthused to apply what I have learned in my current role. I am grateful to both West Dunbartonshire Council and the RTPI for facilitating this.

Ross Lee

Lead Planning Officer

(Performance Markers 12,13)

CPD Session for Fife Council on West Dunbartonshire Council's approach to integrating community and Spatial Planning

In November 2019, the Forward Planning Team Leader was invited by Fife Council to give a CPD talk on the West Dunbartonshire Council's approach to aligning and integrating community planning and spatial planning as part of their lunchtime CPD session. This was following on from the presentation that had been given to the Scottish Planning and Environmental Law Annual Conference in September 2019.

Fife Council were interested in learning about the Council's journey in this regard; the progress that has been made; how we have approached Local Place Plans; and the difficulties we have faced and the lessons learned.

The CPD session was very well attended from staff in their Community Planning and Planning Services and an interesting Q and A session followed. This has led to further collaboration between the two Council's on the subject of Local Place plans and alignment of community and spatial planning.



Pam Ewen, Head of Planning, Fife Council said that "Learning from other excellent projects across Planning Authorities is really important. As part of our planning services CPD programme, Antony led a training event on Local Place Plans and the West Dunbartonshire experience. With 50+ colleagues attending from a range of Services this sparked some really good discussions and work across Planning and Community Planning teams in Fife Council. A really good example of collaborative working, sharing knowledge and experiences."

(Performance Marker 13)

Community Led Action Plans/Locality Place Plans Benchmarking and Learning Group

West Dunbartonshire Council and East Ayrshire Council decided to set up a benchmarking/ learning group for community and planning officers to learn from each other approaches and experiences of Community Led Action Plans in East Ayrshire and the Locality Place Plan approach in West Dunbartonshire.

The Councils have had a series of meetings/learning days to benefit from each other's experience. One of those meetings was a half day information and learning day where community and planning officers came together to explore and discuss each others approaches.

Most recently, Fife Council and Angus Council have expressed an interest in also joining the benchmarking/ learning group and it is hoped, in time, that the group will expand to allow officers involved in Local Place Plans to have a network where they can learn from each other and share experiences of best practice. This will hopefully provide a forum to enable us to move into the Local Place Plan requirements of the Planning (Scotland) Act 2019 and to continue to implement the Community Empowerment (Scotland) Act 2015.

(Performance Marker 6, 13)

Melissa McCulloch, Acting Team Leader – Vibrant Communities, East Ayrshire Council said

“It has been great to develop a learning partnership with colleagues from West Dunbartonshire Council. As well as management meetings on numerous occasions to discuss national and local developments around place plans, action plans and LDPs, the opportunity was provided for staff from both teams to meet up. This was where the real learning came from, and it was a very productive day in that experiences were shared and connections were made. This has continued after the visit and information has been shared between both Councils, such as the CAT information from Ochiltree within East Ayrshire and the Community Empowerment Strategy produced by West Dunbartonshire.

Although both Councils are taking processes forward slightly differently it is clear that our ethos is exactly the same and that we both strive for true community engagement in the planning & community development work that we do.”

Part 2: Supporting evidence

Quality of outcome

Terms of Reference of Place and Design Panel

<https://www.west-dunbarton.gov.uk/media/4314971/x-planning-building-standards-place-and-design-officer-design-panel-place-and-design-panel-terms-of-reference-and-governance.pdf>

Protocol on pre application advice (Protocol 1)

https://www.west-dunbarton.gov.uk/media/4313073/facilitating_appropriate_development_inc_protocols_3-4.pdf

Protocol on Liaison meetings (Protocol 2)

https://www.west-dunbarton.gov.uk/media/4313073/facilitating_appropriate_development_inc_protocols_3-4.pdf

Committee reports

<https://www.west-dunbarton.gov.uk/council/councillors-and-committees/minutes-agendas-and-reports/>

Spatial /Community Planning links

<http://www.west-dunbarton.gov.uk/planning-building-standards/your-place-your-plan/>

See Sections

- Quality Design
- Delivering Quality Housing
- Enabling Regeneration
- Heritage Regeneration

- Sustainability
- Policy Framework

Quality of service and engagement

Protocol on Processing Agreement (Protocol 4)

https://www.west-dunbarton.gov.uk/media/4313073/facilitating_appropriate_development_inc_protocols_3-4.pdf

Conservation Area Appraisals

<https://www.west-dunbarton.gov.uk/planning-building-standards/conservation-areas/>

Proposed Plan

<https://www.west-dunbarton.gov.uk/council/strategies-plans-and-policies/local-development-planning/local-plan/>

Development Plan Scheme

<https://www.west-dunbarton.gov.uk/media/4317902/development-plan-scheme-and-participation-statement-2019.pdf>

Committee reports

<https://www.west-dunbarton.gov.uk/council/councillors-and-committees/minutes-agendas-and-reports/>

See Sections

- Engagement

Governance

Elected members pre application procedures (Protocol 3)

https://www.west-dunbarton.gov.uk/media/4313073/facilitating_appropriate_development_inc_protocols_3-4.pdf

Planning Enforcement Charter

<https://www.west-dunbarton.gov.uk/media/4314867/planning-enforcement-charter2018-web.pdf>

Committee reports

<https://www.west-dunbarton.gov.uk/council/councillors-and-committees/minutes-agendas-and-reports/>

See Sections

- Service and Local Governance

Culture of continuous improvement

West of Scotland Archaeology Service

www.wosas.net

Committee reports

www.west-dunbarton.gov.uk/council/councillors-and-committees/minutes-agendas-and-reports/

See Sections

- Continuous Improvement

Part 3: Service Improvements 2020-2021

In the coming year we will

- Assist with the preparation of an Action Plan for North Clyde Riverside;
- Undertake a Conservation Area Appraisal of the Dumbarton Town Centre Conservation Area;
- Review the Planning website and implement changes;
- Continue to take forward the implementation of projects associated with the outcomes of the Clydebank Can Community Led Design Workshops and work in conjunction with Scottish Canals and other Council Services to take forward the community projects;
- Progress the implementation of the Strategic Access project linking Dalmuir Station and the Golden Jubilee Hospital;
- Implement the new GIS/mapping system to wider Council Services and assess its usage and effectiveness
- Publish the next edition of the Planning and Building Standards newsletter;
- Continue to prepare and publish locality plans in conjunction with the Performance and Strategy and Communities Teams based around place where appropriate;
- Continue to expand the benchmarking and learning group with other Council's in terms of community led action plan's/neighbourhood plans/Local Place Plans;
- Continue to assist in the review of the masterplan for Alexandria;
- Continue to assist in preparation of a signage strategy for the area;
- Assist with the preparation of Council Sustainable Development Strategy and Climate Change Strategy for the area;
- Implement the Strategic Green Infrastructure Projects in conjunction with the Glasgow and Clyde Valley Green Network Partnership;
- Approve the Design Codes as Supplementary/ Planning Guidance
- Seek approve of the Sustainability, Street Naming, Arts Strategy Annexes of the Design Codes;
- Produce a housing visionary document of quality housing;
- Implement streamline Development Management processes and provide training if required;
- Hold annual service day or service visit;
- Hold "Be the Best" conversations;
- Implement new Committee report format;
- Continue to use social media.
- Develop and integrate health and wellbeing considerations in the LDP and planning application process.

Delivery of our Service Improvement Actions in 2019 - 2020

Committed improvements and actions	Complete?
Implement the new GIS/mapping system The new GIS system has been installed and is currently being rolled out on a phased basis to all Services.	Ongoing
Publish the next edition of the Planning and Building Standards newsletter A news letter was not issued due to other commitments	No
Designate the new Conservation Area in Dumbarton Town Centre ; The Conservation Area was designated in October 2019	Yes
Review the Planning website and implement changes The Planning website has been reviewed with new documents added and details updated	Ongoing
Establish a monitoring board for the HSCP and Planning Liaisons A monitoring board has been established	Yes
Continue to prepare and publish locality plans in conjunction with the Performance and Strategy and Communities Teams based around place where appropriate This work is ongoing and the Alexandria Locality Place Plan is currently under preparation. See section on Locality Place Plans.	Ongoing

Committed improvements and actions	Complete?
Set-up benchmarking group with other Council's in terms of community led action plans/neighbourhood plans This has been established with East Ayrshire Council and three meetings have been held. Interest has been expressed by other Council's and this is currently being explored.	Ongoing
Prepare new Supplementary Guidance creating a design and project framework on the Forth and Clyde Canal based on the Clydebank Town Centre Charrette Report (2015) and Clydebank Can Report (2019) recommendations The preparation of this document is currently under preparation.	Ongoing
Prepare and publish new Design Guidance in line with the new design policies in Local Development Plan 2: Proposed Plan The Supplementary Guidance is currently under preparation and is due to be published for consultation in Autumn 2020	Ongoing

Committed improvements and actions	Complete?
Scope, prepare and deliver Strategic Green Infrastructure Projects in conjunction with the Glasgow and Clyde Valley Green Network Partnership A number of strategic and local green infrastructure projects have been scoped and are to be included within the forthcoming Green Network and Green Infrastructure Supplementary Guidance, which will be consulted upon in the Autumn of 2020	Ongoing
Approve Queens Quay Design Codes as Interim Planning Guidance . The Design Codes have recently been subject to public consultation and the Design Codes will be presented to August 2020 Planning Committee for approval as Planning Guidance.	Ongoing
Produce a housing visionary document of quality housing This has not been achieved due to other commitments. The Design Codes and Creating Places guidance provides examples of quality housing.	Partial
Revise the Place and Design Panel Terms of Reference The Place and Design Panel Terms of Reference were revised and agreed by the Evaluation Board and by Council.	Yes

Committed improvements and actions	Complete?
Produce and implement a stamp approval of Quality Development This has not been achieved due to other commitments	No
Produce an annual Place and Design Panel newsletter This has not been achieved due to other commitments	No
Hold a Place Event regarding the work of the Design Panels A joint event was held between the Council and the Improvement Service on the work of the West Dunbartonshire Place Panel on 5 th September 2019. Over 70 delegates attended from both the public and private sectors.	Yes
Review and streamline Development Management processes and provide training if required A number of processes to streamline the development management service are currently being implemented.	Ongoing

Committed improvements and actions	Complete?
Hold annual service day or service visit <i>The Service does not hold an annual service day but instead hosted a joint event with the Improvement Service on the work of the West Dunbartonshire Place Panel on 5th September 2019. Planning, Environmental Health, , Housing, Regeneration and Health Improvement Officers attended the event as well as officers from other Councils and the private sector. Over 70 delegates attended from both the public and private sectors.</i>	<i>Partial</i>
Hold "Be the Best " conversations <i>All staff have had their be the best conversations.</i>	<i>Yes</i>
Implement new Committee report format <i>This has not been progressed to severe staffing issues that have been encountered over the preceding year.</i>	<i>No</i>
Continue to use social media . <i>The Service continues to use social media to promote the Service and has over 600 followers and tweets on a regular basis.</i>	<i>Ongoing</i>

Part 4: National Headline Indicators (NHIs)

A:NHI Key outcomes - Development Planning:

Development Planning	2019-2020	2018-2019
Local and Strategic Development Planning:		
Age of local/strategic development plan(s) at end of reporting period <i>Requirement: less than 5 years</i>	10 years and 0 months	9 years and 0 months
Will the local/strategic development plan(s) be replaced by their 5 th anniversary according to the current development plan scheme?	N (see explanation in context section)	N (see explanation in context section)
Has the expected date of submission of the plan to Scottish Ministers in the development plan scheme changed over the past year?	N	N
Were development plan scheme engagement/consultation commitments met during the year?	Y	Y

	2019-2020	2018-2019
Effective Land Supply and Delivery of Outputs		
Established housing land supply	4,964 units	5,305 units
5-year effective housing land supply programming	2,271 units	1,953 units
5-year effective land supply total capacity	3,339 units	3,386 units
5-year housing supply target	1,150 units	1,150 units
5-year effective housing land supply (to one decimal place)	9.9 years	8.5 years
Housing approvals	363 units	299 units
Housing completions over the last 5 years	879 units	1,037 units
Marketable employment land supply	32.71ha	32.71ha
Employment land take-up during reporting year	0ha	0ha

B: NHI Key outcomes – Development Management:

Development Management:	2019-2020	2018-2019
Project Planning		
Percentage and number of applications subject to pre-application advice	45%	51%
Percentage and number of major applications subject to processing agreement	0%	0%
Decision Making		
Application approval rate	97.60%	98.10%
Delegation rate	92.50%	91.90%
Validation	39%	58%
Decision-making Timescales		
Major Developments	14.8 weeks	22.5weeks*
Local Development(non householder)	16.8 weeks	14.4weeks
Householder developments	12.7 weeks	8.6weeks
Legacy Cases		
Number cleared during reporting period	4	1
Number remaining	8	7

C: Enforcement activity

	2019-2020	2018-2019
Time since enforcement charter published / reviewed Requirement: review every 2 years	21 months*	12 month
Complaints lodged and investigated	88	76
Breaches identified – no further action taken	16	46
Cases closed	62	52
Notices served	1	4
Direct Action	0	0
Reports to Procurator Fiscal	0	0
Prosecutions	0	0

*Enforcement Charter reviewed and updated to be presented to Planning Committee after the summer recess.

Contextual Statement

As detailed in previous Planning Performance Framework documents, the Planning Committee took a final decision in April 2016 to decline a recommendation of the Examination Report and therefore the Local Development Plan remains un adopted and remains at Proposed Plan stage.

Local Development Plan 2: Proposed Plan has undergone its Examination and the Examination Report was published on 27th April 2020. The Modified Plan, Examination Report and associated documents will be presented to Planning Committee in August 2020 seeking adoption of the Plan. After that, the Plan will be submitted to the Scottish Government for approval to adopt. Adoption is therefore anticipated August/September 2020. If adopted the Council will have an up to date local development plan for the area replacing the 2010 Adopted local Plan and the Proposed Plan 2016.

Housing figures are based on the agreed 2019 Housing Land Audit (base dated 31/3/2019). Comparison figures are from the draft 2018 Housing Land Audit (base date 31/3/2018). Housing approvals are for the year ending 31 March 2020 and include all housing approvals on sites of 4 or more units, including changes of house types, permissions in principle and in detail. Housing completions are for the 5 year period ending 31 March 2020. Employment land figures are based on the draft 2020 industrial and business land monitoring (base date 31/3/ 2020).

In the reporting period 6 major applications were determined two of which were for the re-development of former primary

school sites for affordable housing. Two long standing former industrial site were granted permission for private housing. Two applications were linked to the former Carless oil refinery site; one for its remediation and the other for a Marine Fabrication building which will return ship building to the Clyde within West Dunbartonshire and generate jobs in the area. All these projects relate to key regeneration sites and their redevelopment will make a significant impact and contribution to the regeneration of the area. Our resources in the reporting period have been heavily focused on front loading these complex and high profile applications through the pre-application service and at the planning application stage which has ensured speedy and quality decision making with an excellent average determination period of 14.8 weeks; a substantial improvement on the last reporting period of 22.5 weeks and well under the statutory 4 month determination period for major applications and the Scottish national average for major applications of 33.5 weeks.

The Development Management Team is a small team and in the reporting period there were unforeseen and significant staffing issues within the central administrative support leading to delays in applications being registered and validated. Furthermore there were staff shortages including a Lead Planning Officer vacancy, a Lead Planning Officer on maternity leave and a Planning Officer vacancy in February. The circumstances with administrative support, staffing, together with a high volume of case work, contributed to delays in the determination of applications at householder and local level, with resources at

that time being focused on the major and large regeneration applications as stated above. Administrative support issues and staffing at Lead Officer level was addressed by January 2020 so we are expecting to see a good improvement in performance for local and householder development and look forward to reporting on this next year. Despite this challenging year we consider that we have performed very well under the circumstances.

There was an increase in the delegation rate which averaged 92.5% and the approval rate for applications was 97.6% demonstrating front loading applications and working very closely with applicants to get acceptable developments. Excellent progress has been made to clear legacy cases with 4 cleared during the reporting period. Most of those still in the system are associated with legal agreements or outstanding developer contributions. We have recently adopted a new procedure that allows for such cases to be moved to being refused if the legal agreement has not been progressed by the applicant or if the financial contribution is not received to ensure cases do not sit in the system for a prolonged period of time.

The current Enforcement Charter was still up to date in this PPF reporting period. It has since been updated but circumstances with Covid-19 delayed this being referred to our planning committee for approval in June 2020. It is instead scheduled to go to our planning committee for approval in September. The appointment of our Monitoring Officer in the reporting period has seen significant improvements in the effective recording and management of enforcement cases in line with the timescales as set out in our Charter together with closer monitoring of

key regeneration sites within the Council area. This ensures that the quality secured at the planning application stage is not compromised. This post has also been able to assist with the significant rise in enforcement cases during the period of the Covid-19 lockdown.

The number of local reviews and appeals remains low compared to the overall number of applications determined and this is a reflection of the work of officers at front loading applications through the pre-application service and during the application stage.

Part 5: Official Statistics

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

Timescales	2019-2020	2019-2020	2018-2019
Overall			
Major developments	6	14.8weeks	28.5weeks
Local developments (non-householder)	79	16.8weeks	14.4weeks
Local: less than 2 months	13.9%	6.1weeks	6.8weeks
Local: more than 2 months	86.1%	18.5weeks	17.6weeks
Householder developments	101	12.7weeks	8.6weeks
Local: less than 2 months	22.8%	7weeks	7.2weeks
Local: more than 2 months	77.2%	14.4weeks	17.6weeks
Housing developments			
Major	4	15.7weeks	33.3weeks
Local housing developments	16	16.3weeks	15.7weeks
Local: less than 2 months	12.5%	5.7weeks	6.2weeks
Local: more than 2 months	87.5%	17.8weeks	18.5weeks
Business and industry			
Major	1	12.6weeks	n/a
Local business and industry	37	14.5weeks	10.6weeks
Local: less than 2 months	18.90%	5.8weeks	6.9weeks
Local: more than 2 months	81.10%	16.6weeks	n/a
EIA developments	0	0weeks	0weeks
Other developments	0	0weeks	13.9weeks
Major	0	n/a	n/a
Local Planning/legal agreements	1	27.4	n/a
Major: average time	0	n/a	n/a
Local: average time	1	27.4	n/a

B: Decision-making: local reviews and appeals

Type	Total number of decisions	Original decision upheld			
		2019-20		2018-19	
		No.	%	No.	%
Local reviews	1	1	100.00%	0	n/a
Appeals to Scottish Ministers	2	2	100.0%	1	50.0%

Part 6: Workforce Information

	Tier 1 <i>Chief Executive</i>	Tier 2 <i>Director</i>	Tier 3 <i>Head of Service</i>	Tier 4 <i>Manager</i>
Head of Planning Service				1

Staff	Headcount	FTE
Development Management	5	4.5
Development Planning	3	3
Enforcement	2	1
Specialists	5	5
Other	5	4.5

Staff Age Profile	Headcount
Under 30	3
30-39	7
40-49	6
50 and over	5

The Planning and Building Standards Service sits under the Strategic Lead for Regulatory who now reports directly to the Chief Executive. Regulatory Services includes Legal, Committee and Environmental Health Services. The Planning and Building Standards Manager is also responsible for the Environmental Health Service. The Service Structure is provided at the front of this document. The Planning Service is divided into three teams – Development Management, Forward Planning, Technical Support including a Place and Design officer. This year the Development Management and Forward Planning has remain consistent with Technical Support team introducing 2 Support Assistants into their team. The Antonnie Wall Project Team has a Project Manager, one Development Officer and a Support Officer.

Part 7: Planning Committee Information

Committee & Site Visits	Number per year
Full council meetings	11
Planning committees	11
Area committees	0
Committee site visits	15
Local Review Body	1
LRB site visits	0

Appendix 1 - Performance Markers

No.	Performance Marker	Evidence
1	Decision-making: continuous reduction of average timescales for all development categories [Q1 - Q4]	The average timescale for major development is 14.8 weeks (Scottish average of 33.5 weeks); local (non householder) average of 7.3 weeks). Source : https://www.gov.scot/publications/planning-performance-statistics-2019-20-annual/
2	Processing agreements: <ul style="list-style-type: none"> offer to all prospective applicants for major development planning applications; and availability publicised on website 	Protocol on Processing Agreement https://www.west-dunbarton.gov.uk/media/4313073/facilitating_appropriate_development_inc_protocols_3-4.pdf Processing agreements offered to all applicants of major development and important local development. Applications are front loaded at the pre application stage which allows the application stage to be much smoother and quicker and removes the need for a processing agreement.
3	Early collaboration with applicants and consultees <ul style="list-style-type: none"> availability and promotion of pre-application discussions for all prospective applications; and clear and proportionate requests for supporting information 	Protocol on Pre application advice https://www.west-dunbarton.gov.uk/media/4313073/facilitating_appropriate_development_inc_protocols_3-4.pdf Case studies: Delivering Quality Housing, Design Codes, Exxon and Renton Campus
4	Legal agreements: conclude (or reconsider) applications after resolving to grant permission reducing number of live applications more than 6 months after resolution to grant (from last reporting period)	No legal agreements were entered into in terms of developer contribution towards local open space provision or associated green infrastructure . Developer contributions secured by other legal mechanisms. See planning guidance below. https://www.west-dunbarton.gov.uk/media/4309581/our-green-network-supplementary-guidance.pdf

5	Enforcement charter updated / re-published within last 2 years	Enforcement Charter updated April 2018 approved by June Planning Committee and published July 2018. The updated Enforcement Charter will be submitted to Planning Committee in September 2020. See section on Service and Council Governance.
6	Continuous improvement: <ul style="list-style-type: none"> progress/improvement in relation to PPF National Headline Indicators; and progress ambitious and relevant service improvement commitments identified through PPF report 	<p>Case Study: Local Development Plan 2: Proposed Plan</p> <p>Development land statistics broadly stable. See Housing Land Supply 2019: https://www.west-dunbarton.gov.uk/media/4319146/final-agreed-2019-audit.xlsx</p> <p>Decision making timescales for major development is still well below the national average . Although timescales for householder and local development are above the national average this was due to a high workload and staffing issues. One officer was on maternity leave and another Lead Planning Officer was on long term leave.This has a major impact on a small team with a very heavy workload. For further information provided in contextual statement.</p> <p>Good feedback from developers/service users</p> <p>https://www.gov.scot/publications/planning-performance-statistics-2019-20-annual/</p> <p>The updated Enforcement Charter will be submitted to Planning Committee in September 2020 for approval - See section on Service and Council Governance Good progress was made on last years service commitments – see delivery of our service improvement actions 2019-20 and also our service improvements 2020-21 detailing our commitments for the coming year.</p>
7	Local development plan less than 5 years since adoption	Ten years since Local Plan adoption. See Local Development Plan 2: Proposed Plan case study for further information. Local Development Plan 2 is being submitted for adoption to Planning Committee in August 2019.
8	Development plan scheme – next LDP: <ul style="list-style-type: none"> on course for adoption within 5 years of current plan(s) adoption; and project planned and expected to be delivered to planned timescale 	<p>Most recent Development Plan Scheme, https://www.west-dunbarton.gov.uk/media/4317902/development-plan-scheme-and-participation-statement-2019.pdf relates to Development Plan Scheme for Local Development Plan taken to September 2019 Planning Committee. The new Development Plan Scheme will be taken to September 2020 Planning Committee. Local Development Plan 2 meeting the timescales of the Development Plan Scheme approved in September 2019.</p>

9	Elected members engaged early (pre-MIR) in development plan preparation – <i>if plan has been at pre-MIR stage during reporting year</i>	Pre-MIR Elected Member Ward meetings and workshops into the Main Issues Report. See Planning development plan preparation Performance Framework July 2017 - Case Study :Local Development Plan 2 :Main Issues Report.
10	Cross sector stakeholders* engaged early (pre-MIR) in development plan preparation – <i>if plan has been at pre-MIR stage during reporting year</i> <i>*including industry, agencies and Scottish Government</i>	Wide range of stakeholder engagement pre-MIR (Scottish Water, SEPA, SNH etc) and pre-proposed plan. See Planning Performance Framework July 2017 - Case Study :Local Development Plan 2 :Main Issues Report
11	Regular and proportionate policy advice produced on information required to support applications.	Preparation of new Supplementary Guidance associated with Local Development Plan 2 has commenced. The Guidance on Creating Places and Green Network and Green Infrastructure will be subject to consultation in Autumn 2020 with the other SG's subject to consultation Autumn to Winter 2020. Current Planning Guidance can be found at https://www.west-dunbarton.gov.uk/council/strategies-plans-and-policies/local-development-planning/other-guidance-and-information/
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)	Case studies: Locality Place Plans; LDP 2; Delivering Quality Housing, Design Codes, Exxon. Renton Campus, Elected Member Briefings, Rediscovering the Antonine Wall Project, Engagement case studies, Major Application meetings, Renfrew Bridge Group. corporate working across services, Exxon Project Board, More Homes Project Board, and Financial Management
13	Sharing good practice, skills and knowledge between authorities	Case studies: West of Scotland Benchmarking Group, Solace Benchmarking Group, Rediscovering the Antonine Wall Project, Place and Design Panel, Heads of Planning (Scotland), Community Led Action Plans/Local Place Plans benchmarking/learning Group. .
14	Stalled sites / legacy cases: conclusion or withdrawal of old planning applications and reducing number of live applications more than one year old	Progress being made to clear legacy cases, as the majority are associated with legal agreements and outstanding financial contributions. All applicants have been contacted with 4 legacy case cleared and 8 legacy cases remained during the year.

15	<p>Developer contributions: clear and proportionate expectations</p> <ul style="list-style-type: none"> • set out in development plan (and/or emerging plan); and • in pre-application discussions 	<p>Main contributions expected are towards the green network. Local Development Plan 2: Proposed Plan contains a policy on developer contributions and applied proportionately. Developers made aware of developer contributions at pre application stage.</p> <p>See section: Developer Contributions and</p> <p>https://www.west-dunbarton.gov.uk/media/4309581/our-green-network-supplementary-guidance.pdf</p>
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CONTACT DETAILS

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Email: buildingandplanning@west-dunbarton.gov.uk

OTHER FORMATS

This document can be made available on request in alternative formats such as large print, Braille, audio tape or computer disc as well as in five community languages.

本文件也可應要求，製作成其他語文或特大字體版本，也可製作成錄音帶。

अनुरोध पर यह दस्तावेज़ अन्य भाषाओं में, बड़े अक्षरों की छपाई और सुनने वाले माध्यम पर भी उपलब्ध है

ਇਹ ਦਸਤਾਵੇਜ਼ ਹੋਰ ਭਾਸ਼ਾਵਾਂ ਵਿਚ, ਵੱਡੇ ਅੱਖਰਾਂ ਵਿਚ ਅਤੇ ਆਡੀਓ ਟੇਪ 'ਤੇ ਰਿਕਾਰਡ ਹੋਇਆ ਵੀ ਮੰਗ ਕੇ ਲਿਆ ਜਾ ਸਕਦਾ ਹੈ।

درخواست پر یہ دستاویز دیگر زبانوں میں، بڑے حروف کی چھپائی اور سننے والے ذرائع پر بھی میسر ہے۔

هذه الوثيقة متاحة أيضا بلغات أخرى والأحرف الطباعية الكبيرة وبطريقة سمعية عند الطلب.



Minister for Local Government and Housing
Kevin Stewart MSP



Scottish Government
Riaghaltas na h-Alba
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Joyce White
Chief Executive
West Dunbartonshire Council

14 December 2020

Dear Joyce,

PLANNING PERFORMANCE FRAMEWORK FEEDBACK 2019-20

I am pleased to enclose feedback on your authority's ninth Planning Performance Framework (PPF) Report, for the period April 2019 to March 2020.

Firstly, I would like to take this opportunity to thank you and your staff for enabling planning services to continue to operate during the Covid-19 pandemic. This has been a difficult year for so many, and our planning system has a vital role to play in Scotland's green recovery. The impact which the pandemic has had, has demonstrated how valuable planning is from ensuring that businesses can operate flexibly to the contribution that it can make to the Places that are so important for our communities in terms of having access to the services they need, to greenspace and other areas where families can walk, wheel and cycle safely.

Turning to the 2019-20 PPF reporting year, I believe that good progress continues to be made by Scotland's planning authorities. Overall, there has been an increase in the number of green ratings awarded this year, with a subsequent reduction in red ratings, however, there remains some variation across some authorities and markers. I have been particularly pleased to see improvements in the speed of determination of major planning applications in some authorities.

When I wrote about performance reporting last year, I indicated that a consultation on Planning Performance and Fees was underway, including preparations for the new performance arrangements being introduced through the Planning (Scotland) Act 2019; with our intention at that time being that the proposed changes would be implemented in Summer 2020. However, the Covid-19 pandemic has required a rethink about the timing and a wider reprioritisation of our work programme.

I would like to reassure you that, while we have paused the changes to the fees and performance legislation, I am committed to ensuring that planning authorities are properly resourced and that planning fee levels are proportionate. We will pick this up again when the timing is more appropriate.

St Andrew's House, Regent Road, Edinburgh EH1 3DG
www.gov.scot



Finally, although the Covid-19 pandemic will have impacted on the tail end of the 2019-20 reporting year, I appreciate the impacts on service delivery will show through more in the 2020-21 reporting year. The Planning statistics for the first 6 months of the reporting year are due to be published in January, which will provide the first indications of how the pandemic has affected the ability of authorities to determine applications. I would like to reassure you that I will consider, in liaison with the High Level Group on Planning Performance, how next year's reports will be assessed, so that authorities are not unfairly criticised due to circumstances outwith their control. It could also provide an opportunity to recognise the vital actions taken by planning authorities to maintain the planning system and its contribution to recovery.

If you would like to discuss any of the markings awarded below, please email chief.planner@gov.scot and a member of the team will be happy to discuss these with you.

Yours sincerely



KEVIN STEWART

CC: Pamela Clifford

PERFORMANCE MARKERS REPORT 2019-20

Name of planning authority: **West Dunbartonshire Council**

The High Level Group on Performance agreed a set of performance markers. We have assessed your report against those markers to give an indication of priority areas for improvement action. The high level group will monitor and evaluate how the key markers have been reported and the value which they have added.

The Red, Amber, Green ratings are based on the evidence provided within the PPF reports. Where no information or insufficient evidence has been provided, a 'red' marking has been allocated.

No.	Performance Marker	RAG rating	Comments
1	Decision-making: continuous reduction of average timescales for all development categories [Q1 - Q4]	Red	<p>Major Applications Your average timescale of 14.8 weeks is faster than the previous year and faster than the Scottish average of 33.5 weeks. RAG = Green</p> <p>Local (Non-Householder) Applications Your average timescale of 16.0 weeks is slower than the previous year and slower than the Scottish average of 10.9 weeks. RAG = Red</p> <p>Householder Applications Your average timescale of 12.7 weeks is slower than the previous year and slower than the Scottish average of 7.3 weeks. RAG = Red</p> <p>Overall RAG = Red</p>
2	Processing agreements: <ul style="list-style-type: none"> offer to all prospective applicants for major development planning applications; and availability publicised on website 	Green	<p>Processing agreements are offered for all applications for major development and important local development. RAG = Green</p> <p>Processing agreement information is available through your website. RAG = Green</p> <p>Overall RAG = Green</p>
3	Early collaboration with applicants and consultees <ul style="list-style-type: none"> availability and promotion of pre-application discussions for all prospective applications; and clear and proportionate requests for supporting information 	Green	<p>You provide a pre-application advice service which is promoted through the website and have a protocol in place. RAG = Green</p> <p>You provide case study evidence to demonstrate how requests for supporting information are clear and proportionate to the applicant. RAG = Green</p> <p>Overall RAG = Green</p>
4	Legal agreements: conclude (or reconsider) applications after resolving to grant permission	Green	Your report states that no applications with legal agreements were determined during the reporting period. However, the

	reducing number of live applications more than 6 months after resolution to grant (from last reporting period)		annual statistics show that one application was determined in 27.4 weeks which is faster than the Scottish average.
5	Enforcement charter updated / re-published within last 2 years	Green	Your enforcement charter was 20 months old at the end of the reporting period.
6	Continuous improvement: <ul style="list-style-type: none"> progress/improvement in relation to PPF National Headline Indicators; and progress ambitious and relevant service improvement commitments identified through PPF report 	Amber	<p>Your LDP is out of date and will not be replaced in the required timescale however, your enforcement charter is up to date. Timescales for dealing with major applications are faster than last year however, local applications have slowed since last year and you have only made limited progress with legacy cases.</p> <p>RAG = Red</p> <p>You have completed 5 out of 21 of your improvement commitments with the majority remaining to be completed over the next reporting year. You have identified a range of commitments for the next reporting year.</p> <p>RAG = Amber</p> <p>Overall RAG = Amber</p>
7	Local development plan less than 5 years since adoption	Red	Your LDP was 10 years old at the end of the reporting period. It is noted that you have commenced preparation of a new plan.
8	Development plan scheme – next LDP: <ul style="list-style-type: none"> on course for adoption within 5 years of current plan(s) adoption; and project planned and expected to be delivered to planned timescale 	Amber	<p>Your next LDP is not on track for adoption within the five year cycle.</p> <p>RAG = Red</p> <p>Your report states that your LDP was being submitted to the planning committee for adoption in August 2020.</p> <p>RAG = Green</p> <p>Overall RAG = Amber</p>
9	Elected members engaged early (pre-MIR) in development plan preparation – <i>if plan has been at pre-MIR stage during reporting year</i>	N/A	
10	Cross sector stakeholders* engaged early (pre-MIR) in development plan preparation – <i>if plan has been at pre-MIR stage during reporting year</i> <i>*including industry, agencies and Scottish Government</i>	N/A	
11	Regular and proportionate policy advice produced on information required to support applications.	Green	You have commenced preparation of supplementary guidance with consultation expected on Creating Places and Green Networks and Infrastructure to be undertaken in Autumn 2020 with other consultation on SPG to follow.
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)	Green	Your report shows how several protocols have been written for customer facing aspects of development management. You have provided some good case studies to demonstrate how you work with other council services.
13	Sharing good practice, skills and knowledge between authorities	Green	Your report identifies working with other local authorities through benchmarking groups and your case studies on the Antonine Wall project and the Community Led Action Plans/Local Place Plans Benchmarking Group

14	Stalled sites / legacy cases: conclusion or withdrawal of old planning applications and reducing number of live applications more than one year old	Amber	You have cleared 4 cases during the reporting year, with 8 cases still awaiting conclusion. We note that you are in contact with the applicants and look forward to further progress.
15	Developer contributions: clear and proportionate expectations <ul style="list-style-type: none"> • set out in development plan (and/or emerging plan); and • in pre-application discussions 	Green	<p>Developer contributions are set out in relation to green network. LDP2 contains policy which will be applied proportionately. RAG = Green</p> <p>Case studies demonstrate how requests are discussed early in the application process. RAG = Green</p> <p>Overall RAG = Green</p>

WEST DUNBARTONSHIRE COUNCIL
Performance against Key Markers

Marker		12-13	13-14	14-15	15-16	16-17	17-18	18-19	19-20
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								

Overall Markings (total numbers for red, amber and green)

2012-13	1	6	6
2013-14	1	2	10
2014-15	2	2	9
2015-16	1	5	7
2016-17	1	4	10
2017-18	1	5	9
2018-19	2	3	8
2019-20	2	3	8

Decision Making Timescales (weeks)

	12-13	13-14	14-15	15-16	16-17	17-18	18-19	19-20	2019-20 Scottish Average
Major Development	19.2	32.4	19.8	24.6	23.4	18.3	28.5	14.8	33.5
Local (Non-Householder) Development	12.3	15.2	10.5	10.7	10.0	11.8	14.4	16.0	10.9
Householder Development	7.3	7.5	6.8	7.3	6.8	7.0	8.6	12.7	7.3