

Development services

Building warrant and completion certificate applications

1.
 - a) The percentage of requests for a building warrant responded to within 15 days.
 - b) The average time taken to respond to a request for a completion certificate.
 - c) The percentage of building warrants issued (or an application otherwise determined) within 6 days.
 - d) The percentage of completion certificates issued (or an application otherwise determined) within 3 days.

What the indicator reports

The Scottish Executive has set national targets for the times to deal with building warrants and completion certificates. The national targets are that:

- 80% of applications for building warrants should be responded to within 15 days
- the time to respond to a request for a completion certificate will continue to be the average time (working days).
- 80% of building warrants should be issued within 6 days
- 80% of completion certificates should be issued within 3 days.

This indicator shows the extent to which councils meet the national target times for processing applications for building warrants and completion certificates.

Points to bear in mind

The extent to which councils prepare guidance to applicants on any deficiencies with an application for a warrant following its submission may influence the time taken to respond to an application.

Building regulations prescribe that councils should issue a completion certificate or advise the applicant of the reason for not doing so within 10 working days of receiving the application for a certificate.

Planning applications processing time

Context

When dealing with a planning application, councils:

- take a number of steps to consult on and assess the application
- decide whether to approve the application
- notify the applicant of the decision.

2: The percentage of applications dealt with within target time

Type of application	Number of applications	Percentage dealt with within two months
Householder		
Non-householder		
Total		

What the indicator reports

The indicator provides information on how long it takes each council to deal with planning applications:

- by householders seeking approval to build extensions to their homes, or to make other alterations to their properties which need permission.

Development services

- applications other than from householders, such as those from housing developers and commercial organisations. These are separately identified and reported because they often relate to larger-scale and more complex developments such as shops and manufacturing premises and, therefore, the number of consultees involved during the approval process may have the effect of extending the time taken to reach decisions.

Points to bear in mind

In its revised National Planning Policy Guideline 1 (November 2000), The Scottish Executive identified a series of targets for councils in dealing with planning applications. The target levels established include:

Type of Application	2 months	3 months
All applications	80%	85%
Householder applications	90%	95%

A range of factors may affect the time taken to deal with an application, including:

- the extent to which councillors have delegated responsibility for approving planning applications to officers (greater delegation will generally allow applications to be processed more quickly)
- the council's policy with regard to negotiations with applicants
- the number a type of applications received
- whether there are any objections to the application
- the number of situations where an applicant needs to submit amended plans in order to enable the planning officer to make a recommendation for approval
- the extent to which applications involve listed building consent or conservation area consent.

The time taken to deal with non-householder applications will be longer where:

- an application requires an agreement to be drawn up with the applicant, regulating the future use of the property or land
- the application is contrary to the approved local or structure plan, in which case additional procedures have to be completed.

The Scottish Executive target period of two months is extended to four months for those applications where, as part of the planning process, there is a need to undertake an analysis of the anticipated impact on the environment of the area.

Applications relating to listed buildings take longer to deal with because of the need to consult national bodies such as Historic Scotland. The Scottish Executive target time for these applications is extended by four weeks to allow for this consultation.

Applications for properties in conservation areas may take longer to deal with because of the need for additional advertising and consultation. The proportion of such applications varies between councils. It is not related to the geographical area of a council, as a small council may have a large number of conservation areas.

In view of the possible impact of conservation areas and listed buildings on the average time councils take to deal with applications, particular care should be exercised when the performance of councils is being compared.

Development services

Planning appeals

3: The number of appeals that were successful:

- a) as a percentage of the number of planning determinations made by the council
- b) as a percentage of the number of determinations that went to appeal.

What the indicator reports

The indicator examines the extent to which planning applicants appealed to Scottish Ministers against the decision of their council and were successful in having the council's decision overturned.

The indicator relates to both householder and non-householder applications.

Points to bear in mind

The quality of decisions taken by the council may be considered to be high when both the level of appeals and the proportion of appeals sustained are low.

Among other reasons, a council may have an appeal upheld against it as a result of:

- basing its decision on outdated local plan policy
- taking a decision contrary to up-to-date local plan policy
- taking a decision inconsistent with previous decisions
- taking a decision which did not take into account any special circumstances of the case.

In deciding an appeal, Scottish Ministers, or the Reporter they appoint, may interpret national and local planning policy differently from the council.

Development plans

4. The percentage of the population covered by a Local Plan that has been adopted or finalised within the last 5 years.

What the indicator reports

Local plans provide specific policy guidance on land use and environmental standards and are the basis for councils controlling development within their areas. There may be several plans for the area of the council.

The local plan for each area must conform to the relevant structure plan.

The plan is finalised when the council agrees the plan for adoption subject to formal consultation.

The plan is 'adopted' by the council if there is no objection arising from its consultation or, if following a public inquiry, the council considers the inquiry report and recommendations.

This indicator examines the extent to which councils have in place up-to-date local plans as the basis for making decisions on specific planning applications and development proposals.

Points to bear in mind

Some councils may amend specific policies and proposals, rather than undertake comprehensive reviews of their plans, as a means of ensuring that their plans are kept up to date. This may result in new plans not being developed within each five-year period in accordance with government guidance for keeping plans up to date.

Any external delays, such as a major local plan inquiry or a proposal being called in by the Secretary of State, may result in a local plan taking more than five years to adopt.

Development services

Development Services	Indicator 1					
	Percentage of building warrants responded to within 15 days		Percentage of building warrants issued within 6 days		Number of building warrants issued	
	2002/2003	2003/2004	2002/2003	2003/2004	2002/2003	2003/2004
Aberdeen City	45.5%	58.8%	50.4%	52.6%	2,361	2,513
Aberdeenshire	55.6%	52.3%	84.6%	74.5%	2,660	3,012
Angus	73.2%	78.2%	94.4%	97.2%	1,504	1,757
Argyll & Bute	81.3%	83.8%	90.9%	92.7%	1,272	1,563
Clackmannanshire	18.6%	21.1%	77.7%	76.4%	471	554
Dumfries & Galloway	37.3%	53.9%	68.5%	79.9%	2,565	2,254
Dundee City	93.5%	91.8%	95.4%	94.7%	864	1,021
East Ayrshire	39.4%	32.3%	91.8%	86.6%	1,001	1,138
East Dunbartonshire	50.1%	61.1%	89.4%	86.3%	900	998
East Lothian	76.5%	76.5%	75.7%	72.6%	1,103	1,194
East Renfrewshire	74.9%	60.8%	98.6%	97.3%	1,225	1,242
Edinburgh, City of	72.9%	58.2%	68.8%	67.6%	6,042	6,506
Eilean Siar	80.8%	81.4%	90.8%	84.8%	251	250
Falkirk	19.2%	49.4%	100.0%	100.0%	1,271	1,671
Fife	88.4%	93.7%	92.9%	90.8%	3,504	4,073
Glasgow City	89.0%	72.7%	91.0%	85.6%	3,248	3,926
Highland	53.6%	48.5%	89.1%	86.0%	2,639	2,908
Inverclyde	40.3%	51.7%	57.7%	59.0%	626	671
Midlothian	33.1%	43.0%	57.3%	74.7%	1,015	1,245
Moray	68.2%	37.0%	79.6%	71.5%	1,121	1,264
North Ayrshire	75.5%	70.0%	93.4%	92.3%	1,522	1,720
North Lanarkshire	61.4%	72.2%	83.2%	86.7%	1,958	2,517
Orkney Islands	0.0%	9.7%	0.0%	23.5%	314	357
Perth & Kinross	45.0%	55.6%	36.9%	48.4%	2,480	1,903
Renfrewshire	69.0%	63.0%	94.0%	73.0%	1,438	1,397
Scottish Borders	61.8%	57.2%	87.8%	84.9%	1,578	1,724
Shetland Islands	74.2%	42.4%	92.3%	87.8%	284	362
South Ayrshire	49.4%	66.7%	70.4%	88.2%	1,137	1,345
South Lanarkshire	78.6%	59.0%	95.5%	96.1%	2,880	3,465
Stirling	67.7%	80.6%	81.5%	86.7%	513	1,073
West Dunbartonshire	33.4%	78.9%	63.4%	89.9%	621	745
West Lothian	73.8%	70.9%	91.2%	80.2%	1,491	1,720
Scotland	65.6%	63.5%	80.4%	80.9%	49,259	58,088

Development services

Development Services	Indicator 1					
	Average time taken to respond to a request for a completion certificate		Percentage of completion certificates issued within 3 days		Number of completion certificates issued	
	2002/2003	2003/2004	2002/2003	2003/2004	2002/2003	2003/2004
Aberdeen City	6.2 days	7.0 days	91.0%	84.5%	1,658	1,928
Aberdeenshire	3.7 days	5.0 days	75.0%	65.7%	2,800	3,087
Angus	2.8 days	3.0 days	81.8%	89.8%	1,340	1,421
Argyll & Bute	2.1 days	3.0 days	85.1%	90.2%	993	1,009
Clackmannanshire	5.4 days	4.0 days	97.4%	96.8%	492	758
Dumfries & Galloway	4.8 days	5.0 days	71.3%	79.5%	1,745	1,792
Dundee City	2.6 days	2.0 days	98.6%	94.9%	1,600	1,729
East Ayrshire	3.1 days	4.0 days	77.8%	79.6%	1,072	974
East Dunbartonshire	6.7 days	6.0 days	66.5%	62.1%	977	1,128
East Lothian	3.7 days	7.0 days	88.8%	89.9%	1,056	1,401
East Renfrewshire	3.0 days	2.0 days	78.2%	76.5%	825	904
Edinburgh, City of	1.6 days	13.0 days	81.3%	76.2%	6,176	6,327
Eilean Siar	9.4 days	7.0 days	97.8%	98.2%	445	541
Falkirk	4.0 days	4.0 days	69.5%	39.7%	1,225	1,821
Fife	2.7 days	3.0 days	94.0%	93.8%	4,038	4,637
Glasgow City	2.3 days	2.0 days	78.0%	71.5%	6,136	6,673
Highland	8.0 days	10.0 days	88.7%	82.7%	2,662	3,016
Inverclyde	3.2 days	3.0 days	81.9%	88.7%	648	524
Midlothian	5.2 days	4.0 days	34.0%	81.2%	659	817
Moray	5.1 days	10.0 days	98.7%	96.9%	1,170	1,170
North Ayrshire	6.2 days	6.0 days	97.4%	98.1%	1,138	1,425
North Lanarkshire	2.4 days	2.0 days	60.4%	73.9%	2,552	2,875
Orkney Islands	5.0 days	6.0 days	0.0%	28.3%	255	191
Perth & Kinross	7.7 days	9.0 days	48.2%	33.3%	1,750	2,258
Renfrewshire	1.8 days	2.0 days	93.0%	82.0%	1,516	1,737
Scottish Borders	3.7 days	3.0 days	93.9%	93.6%	1,807	1,805
Shetland Islands	4.4 days	5.0 days	92.7%	98.7%	289	230
South Ayrshire	5.2 days	4.0 days	61.4%	64.7%	1,356	1,745
South Lanarkshire	2.6 days	3.0 days	93.1%	92.3%	2,738	3,513
Stirling	4.0 days	5.0 days	75.0%	78.7%	1,052	1,063
West Dunbartonshire	2.5 days	4.0 days	67.9%	90.0%	592	570
West Lothian	3.0 days	3.0 days	89.3%	71.3%	2,934	3,481
Scotland	4.1 days	4.9 days	82.3%	78.2%	53,557	62,550

Development services

Development Services	Indicator 2				
	Number of householder applications dealt with within 2 months	Percentage of householder applications dealt with within 2 months	Number of non-householder applications dealt with within 2 months		
	2003/2004	2003/2004	2001/2002	2002/2003	2003/2004
Aberdeen City	1,277	87.3%	299	344	387
Aberdeenshire	1,396	77.6%	1,026	1,007	745
Angus	584	85.8%	356	347	371
Argyll & Bute	441	87.7%	547	560	578
Clackmannanshire	172	95.0%	163	144	109
Dumfries & Galloway	562	75.1%	551	666	607
Dundee City	280	81.2%	190	181	241
East Ayrshire	364	72.9%	226	202	219
East Dunbartonshire	748	82.2%	69	90	103
East Lothian	689	88.4%	278	286	249
East Renfrewshire	645	85.4%	83	82	114
Edinburgh, City of	1,549	66.9%	1,193	1,259	1,054
Eilean Siar	84	86.6%	183	209	211
Falkirk	486	91.9%	209	223	255
Fife	1,557	85.7%	1,108	1,121	995
Glasgow City	573	55.3%	970	1,032	883
Highland	1,090	84.8%	1,254	1,340	1,517
Inverclyde	216	90.8%	107	187	174
Midlothian	508	79.0%	124	141	126
Moray	442	92.5%	414	458	504
North Ayrshire	385	81.6%	199	175	231
North Lanarkshire	838	83.1%	359	307	381
Orkney Islands	93	82.3%	125	129	128
Perth & Kinross	692	74.3%	573	566	496
Renfrewshire	549	75.2%	392	296	287
Scottish Borders	678	78.7%	590	653	649
Shetland Islands	110	88.7%	134	147	136
South Ayrshire	605	81.2%	410	375	420
South Lanarkshire	1,136	87.9%	494	590	566
Stirling	426	89.3%	251	257	260
West Dunbartonshire	204	81.3%	139	125	117
West Lothian	613	90.4%	456	438	427
Scotland	19,815	80.6%	12,925	13,937	13,201

Development services

Development Services	Indicator 2			Indicator 3	
	Percentage of non-householder applications dealt with within 2 months			Total number of planning applications dealt with within 2 months	Percentage of all planning applications dealt with within 2 months
	2001/2002	2002/2003	2003/2004	2003/2004	2003/2004
Aberdeen City	35.9%	45.6%	51.1%	1,664	75.0%
Aberdeenshire	52.6%	54.7%	40.4%	2,141	58.8%
Angus	57.4%	57.5%	52.2%	955	68.6%
Argyll & Bute	55.0%	56.2%	56.3%	1,019	66.6%
Clackmannanshire	77.3%	76.6%	72.2%	281	84.6%
Dumfries & Galloway	49.3%	51.1%	46.6%	1,169	57.0%
Dundee City	48.3%	44.1%	47.8%	521	61.4%
East Ayrshire	50.4%	43.3%	39.5%	583	55.3%
East Dunbartonshire	36.1%	43.0%	52.8%	851	77.0%
East Lothian	56.3%	57.4%	49.1%	938	72.9%
East Renfrewshire	41.7%	46.9%	53.0%	759	78.2%
Edinburgh, City of	46.5%	52.0%	43.2%	2,603	54.7%
Eilean Siar	71.8%	73.1%	69.2%	295	73.4%
Falkirk	43.7%	46.4%	53.1%	741	73.4%
Fife	62.8%	66.9%	57.0%	2,552	71.6%
Glasgow City	40.8%	46.4%	39.3%	1,456	44.3%
Highland	50.5%	50.4%	48.5%	2,607	59.1%
Inverclyde	56.3%	67.5%	59.0%	390	73.2%
Midlothian	38.3%	48.3%	40.6%	634	66.5%
Moray	64.8%	63.9%	62.8%	946	73.9%
North Ayrshire	45.9%	39.7%	47.9%	616	64.6%
North Lanarkshire	40.7%	38.9%	48.5%	1,219	67.9%
Orkney Islands	65.4%	66.2%	71.1%	221	75.4%
Perth & Kinross	60.1%	53.4%	47.1%	1,188	59.8%
Renfrewshire	58.6%	51.4%	48.9%	836	63.5%
Scottish Borders	54.0%	52.7%	51.4%	1,327	62.5%
Shetland Islands	60.4%	55.9%	59.1%	246	69.5%
South Ayrshire	52.0%	51.8%	53.0%	1,025	66.7%
South Lanarkshire	50.6%	54.9%	52.3%	1,702	71.7%
Stirling	41.4%	50.7%	53.4%	686	71.2%
West Dunbartonshire	57.7%	54.8%	58.2%	321	71.0%
West Lothian	67.1%	66.9%	66.0%	1,040	78.5%
Scotland	51.1%	53.1%	49.2%	33,016	64.2%

Development services

Development Services	Indicator 3					
	Number of planning determinations			Number of planning determinations that went to appeal		
	2001/2002	2002/2003	2003/2004	2001/2002	2002/2003	2003/2004
Aberdeen City	2,268	2,266	2,219	39	35	37
Aberdeenshire	3,386	3,534	3,644	79	57	43
Angus	1,217	1,195	1,392	11	13	10
Argyll & Bute	1,423	1,510	1,529	12	12	12
Clackmannanshire	360	352	332	4	3	4
Dumfries & Galloway	1,771	2,040	2,050	14	5	17
Dundee City	659	737	849	14	25	11
East Ayrshire	747	846	1,054	14	13	12
East Dunbartonshire	911	1,124	1,096	4	23	17
East Lothian	1,163	1,223	1,286	15	16	15
East Renfrewshire	791	914	970	14	16	24
Edinburgh, City of	4,482	4,512	4,755	108	122	133
Eilean Siar	354	378	379	0	0	0
Falkirk	812	920	1,009	22	24	25
Fife	3,219	3,270	3,527	48	49	57
Glasgow City	3,060	3,062	3,285	111	72	50
Highland	3,561	3,796	4,411	22	12	31
Inverclyde	361	470	533	15	12	10
Midlothian	778	767	953	11	24	9
Moray	1,079	1,190	1,280	17	16	9
North Ayrshire	766	832	954	8	8	9
North Lanarkshire	1,540	1,579	1,794	30	39	22
Orkney Islands	290	313	293	3	3	1
Perth & Kinross	1,697	1,856	1,985	30	31	54
Renfrewshire	1,150	1,152	1,317	20	29	19
Scottish Borders	1,798	1,975	2,123	17	30	33
Shetland Islands	341	376	354	1	2	0
South Ayrshire	1,339	1,301	1,537	23	27	13
South Lanarkshire	1,861	2,125	2,299	33	33	48
Stirling	1,067	969	969	25	26	13
West Dunbartonshire	414	408	452	10	14	5
West Lothian	1,153	1,251	1,325	11	21	32
Scotland	45,818	48,243	51,576	785	812	775

Development services

Development Services	Indicator 3				
	Number of successful appeals			Successful appeals as a percentage of determinations	
	2001/2002	2002/2003	2003/2004	2002/2003	2003/2004
Aberdeen City	17	16	21	0.7%	0.9%
Aberdeenshire	15	11	15	0.3%	0.4%
Angus	1	2	3	0.2%	0.2%
Argyll & Bute	2	4	3	0.3%	0.2%
Clackmannanshire	1	1	2	0.3%	0.6%
Dumfries & Galloway	4	3	3	0.1%	0.1%
Dundee City	8	12	3	1.6%	0.4%
East Ayrshire	5	5	4	0.6%	0.4%
East Dunbartonshire	Not Reported	13	6	1.2%	0.5%
East Lothian	6	6	5	0.5%	0.4%
East Renfrewshire	3	3	2	0.3%	0.2%
Edinburgh, City of	31	42	45	0.9%	0.9%
Eilean Siar	0	0	0	0.0%	0.0%
Falkirk	2	10	5	1.1%	0.5%
Fife	21	13	16	0.4%	0.5%
Glasgow City	27	17	11	0.6%	0.3%
Highland	6	6	9	0.2%	0.2%
Inverclyde	7	4	7	0.9%	1.3%
Midlothian	6	7	3	0.9%	0.3%
Moray	7	3	2	0.3%	0.2%
North Ayrshire	1	2	2	0.2%	0.2%
North Lanarkshire	10	16	5	1.0%	0.3%
Orkney Islands	1	0	0	0.0%	0.0%
Perth & Kinross	12	8	14	0.4%	0.7%
Renfrewshire	8	8	8	0.7%	0.6%
Scottish Borders	3	8	7	0.4%	0.3%
Shetland Islands	1	0	0	0.0%	0.0%
South Ayrshire	6	6	2	0.5%	0.1%
South Lanarkshire	10	13	12	0.6%	0.5%
Stirling	6	6	5	0.6%	0.5%
West Dunbartonshire	3	2	2	0.5%	0.4%
West Lothian	2	3	11	0.2%	0.8%
Scotland	232	250	233	0.5%	0.5%

Development services

Development Services	Indicator 3			Indicator 4		
	Successful appeals as a percentage of determinations that went to appeal			Percentage of population covered by local plans adopted within the last 5 years		
	2001/2002	2002/2003	2003/2004	2001/2002	2002/2003	2003/2004
Aberdeen City	43.6%	45.7%	56.8%	0.0%	0.0%	0.0%
Aberdeenshire	19.0%	19.3%	34.9%	0.0%	100.0%	100.0%
Angus	9.1%	15.4%	30.0%	100.0%	100.0%	100.0%
Argyll & Bute	16.7%	33.3%	25.0%	31.0%	33.2%	33.2%
Clackmannanshire	25.0%	33.3%	50.0%	100.0%	100.0%	100.0%
Dumfries & Galloway	28.6%	60.0%	17.6%	0.0%	80.0%	100.0%
Dundee City	57.1%	48.0%	27.3%	100.0%	100.0%	100.0%
East Ayrshire	35.7%	38.5%	33.3%	0.0%	100.0%	100.0%
East Dunbartonshire	Not Reported	56.5%	35.3%	63.0%	100.0%	100.0%
East Lothian	40.0%	37.5%	33.3%	100.0%	100.0%	100.0%
East Renfrewshire	21.4%	18.8%	8.3%	1.8%	100.0%	100.0%
Edinburgh, City of	28.7%	34.4%	33.8%	49.0%	34.0%	34.0%
Eilean Siar	0.0%	0.0%	0.0%	20.0%	25.8%	63.0%
Falkirk	9.1%	41.7%	20.0%	53.8%	54.0%	39.0%
Fife	43.8%	26.5%	28.1%	3.7%	68.8%	84.0%
Glasgow City	24.3%	23.6%	22.0%	14.2%	100.0%	100.0%
Highland	27.3%	50.0%	29.0%	43.0%	67.8%	73.0%
Inverclyde	46.7%	33.3%	70.0%	0.0%	0.0%	0.0%
Midlothian	54.5%	29.2%	33.3%	0.0%	100.0%	100.0%
Moray	41.2%	18.8%	22.2%	100.0%	100.0%	100.0%
North Ayrshire	12.5%	25.0%	22.2%	56.8%	100.0%	100.0%
North Lanarkshire	33.3%	41.0%	22.7%	4.0%	53.0%	53.0%
Orkney Islands	33.3%	0.0%	0.0%	0.0%	0.0%	0.0%
Perth & Kinross	40.0%	25.8%	25.9%	38.6%	43.0%	31.0%
Renfrewshire	40.0%	27.6%	42.1%	0.0%	0.0%	100.0%
Scottish Borders	17.6%	26.7%	21.2%	0.0%	0.0%	0.0%
Shetland Islands	100.0%	0.0%	0.0%	0.0%	100.0%	100.0%
South Ayrshire	26.1%	22.2%	15.4%	0.0%	100.0%	100.0%
South Lanarkshire	30.3%	39.4%	25.0%	62.6%	94.8%	95.1%
Stirling	24.0%	23.1%	38.5%	100.0%	100.0%	100.0%
West Dunbartonshire	30.0%	14.3%	40.0%	51.0%	100.0%	49.0%
West Lothian	18.2%	14.3%	34.4%	35.3%	100.0%	100.0%
Scotland	29.6%	30.8%	30.1%			