

**EAST AYRSHIRE COUNCIL**

**DEVELOPMENT SERVICES COMMITTEE – 12 OCTOBER 2005**

**STATISTICAL ANALYSIS OF DEVELOPMENT PROMOTION AND BUILDING STANDARDS**

**01 APRIL 2004 – 30 SEPTEMBER 2004**

**01 OCTOBER 2004 – 31 MARCH 2005**

**Report by Executive Director of Development and Property Services**

**1. PURPOSE OF REPORT**

- 1.1** The purpose of this report is to present to the Committee a statistical analysis of the Development Promotion and Building Standards functions over the identified period.

**2. DEVELOPMENT PROMOTION**

- 2.1** This analysis addresses the above 6-month periods and “Householder” and “All” applications determined within the statutory 2-month timeframes for each of these periods. The first 6 month period shows a general levelling off in the percentage determined inside two months in the “All” and “Householder” categories. The 59.3% “All” figure is marginally down over the last period whilst the 79.1% “Householder” figure is the highest since 2001. Looking to the second period October 2004 to March 2005, there was a drop in performance. During this period, two Senior Planning Officers and a Planner left the section and had at that time still to be replaced.
- 2.2** The numbers of applications received during these two six month periods showed a further rise as indicated below. The review of the Scheme of Delegation put into effect after the Council meeting in October 2003 brought about an initial reduction in applications requiring to be determined by Committee. However, the numbers are shown as again having risen and this resulted in the report to the Development Services Committee on 09 March 2005 that secured agreement to investigate alterations to the planning application delegated remit, specifically the use of a “list” system. On 28 June 2005 a “Weekly Recommendations” process was agreed, and this has only recently become operational.

<b>Period</b>	<b>Applications Received</b>	<b>Applications Determined</b>	<b>Reports Prepared</b>
Oct 2000 – Mar 2001	361	390	78
April 2001 – Sept 2001	450	395	97
Oct 2001 – Mar 2002	431	354	88
April 2002 – Sept 2002	522	481	92
Oct 2002 – Mar 2003	461	365	85
April 2003 – Sept 2003	585	544	103
Oct 2003 – Mar 2004	592	507	70
April 2004 – Sept 2004	623	536	75
Oct 2004 – Mar 2005	672	530	93

- 2.3** The officers mentioned as having left the Development Promotion section have now been replaced, however, it has proven difficult to recruit a Senior Planning Officer to the Lugar office where there remains a consequent vacancy.

### **3. DEVELOPMENT PROMOTION ENFORCEMENT**

- 3.1** The extent of recorded enforcement activity suggests a reduction, however, officers have been involved in more detailed work in respect of reporting to the Procurator Fiscal and this has impacted on the other areas of their workload. Resolving enforcement issues expeditiously, within an acknowledged preparedness to serve Notices as required, remains at the heart of the current approach to enforcement in the East Ayrshire.

### **4. BUILDING STANDARDS**

- 4.1.** During the period there has been a continuous upward trend of development resulting in 1675 applications. This has resulted in an additional 250 Building Warrant applications received within the year, which has seen an increase in development costs within the area from £94.8 Million to £113 Million. This together with the increased development opportunities has resulted in a 14.8% increase in the number of applications that the Service has had to process and survey.
- 4.2.** As a result of these factors which included the anticipated workload from the new Building (Scotland) Act 2003 a review of the service was undertaken. The outcome of the review concluded the need for an additional 6 new posts to be created within the service targeting the administrative and surveying elements of the function. The recruitment strategy commenced on March 2005.
- 4.3** In order to meet our statutory obligations for service delivery under the Building (Scotland) Act 2003 a staff training programme was prepared for the

preceding 6 months prior to the start of the act on the 1<sup>st</sup> May 2005. The ongoing staff training has also impacted on the staff time availability to meet the Statutory PI's. Additionally, in an attempt to reduce the backlog of applications requiring to be processed various measures were undertaken including overtime and home working to assist with meeting these demands.

## **5.0 BUILDING STANDARDS ENFORCEMENT**

- 5.1. The number of Section 13 Enforcement Notices served in relation to Dangerous Buildings over this period is 30. The level of staff involvement in the enforcement action process has continued to be high. This is due to the amount of emergency situations, the difficulty of identifying owners to assume responsibility and staff requiring contractors to undertake the emergency works on behalf of the owners.
- 5.2. In relation to Section 10 Enforcement Notices served where unauthorised works have been carried out without benefit of a Building Warrant, a total of 10 Notices were served. The enforcement methods have changed resulting in fewer formal notices in favour of formal undertakings provided by the owner along with a time-scale for submitting the application. In the more complex cases this has resulted in 8 Building Warrants being submitted to cover the contraventions and the works being stopped until Building Warrants have been granted.

## **6. RECOMMENDATION**

- 6.1 It is recommended that the Committee note the contents of the report.

**James Lavery**  
**Executive Director of Development and Property Services**

29 September 2005 (DM/DMcD/SA)  
FV-AN

### **LIST OF BACKGROUND PAPERS**

Nil

For further information on the contents of this report contact Dave Morris (Development Promotion) Telephone No. 01563 576753 or David McDowall (Building Standards). Telephone No. 01563 576749.

***Implementation Officer: Alan Neish***

**ANNEX 1**

**DEVELOPMENT PROMOTION**

	April 98 – Sept 98*	Oct 98- March 99*	April 99- Sept 99*	Oct 99- March 00	April 00- Sept 00	Oct 00 - March 01	April 01- Sept 01	Oct 01- Mar 02	Apr 02- Sep 02	Oct 02- Mar 03	Apr 03 – Sep 03	Oct 03 – Mar 04
<b>% Householder applications</b>												
<b>Less than 2 months</b>	74.5%	73%	90%	82%	68%	71%	81.3%	70.9%	74.4%	66.0%	69.6%	76%
<b>More than 2 months</b>	25.5%	26%	10%	18%	32%	29.9%	18.7%	29.1%	25.0%	34.0%	30.4%	24%
<b>% of all applications</b>												
<b>Less than 2 months</b>	60.5%	57%	69.2%	64%	59%	56%	63.9%	57.9%	58.9%	51.5%	51.1%	59.8%
<b>More than 2 months</b>	39.5%	41%	30.8%	36%	41%	43%	36.1%	42.1%	41.1%	48.5%	48.9%	40.2%
<b>% of all applications to Development Services/Local Planning Committee determined in less than 2 months</b>	45.9%	67.01%	38.79%	63.15%	68.5%	56%	48.9%	43.2%	25%	38%	27.5%	30%

\*Note: The statutory indicator changed from 8 week periods to 2 month periods from October 1999

**ANNEX 1(Continued) DEVELOPMENT PROMOTION**

	<b>April 04 – Sept 04</b>	<b>Oct 04 – Mar 05</b>				
<b>% Householder applications</b>						
<b>Less than 2 months</b>	79.1%	71.4%				
<b>More than 2 months</b>	20.9%	28.6%				
<b>% of All Applications</b>						
<b>Less than 2 months</b>	59.3%	55.4%				
<b>More than 2 months</b>	40.7%	44.6%				
<b>% of all applications to Development Services/Local Planning Committee determined in less than 2 months</b>	22.7%	33.3%				

**ANNEX 2 DEVELOPMENT PROMOTION - ENFORCEMENT ACTION**

	<b>April 98- Sept 98</b>	<b>Oct 98- March 99</b>	<b>April 99- Sept 99</b>	<b>Oct 99- March 00</b>	<b>April 00- Sept 00</b>	<b>Oct 00 - March 01</b>	<b>April 01- Sept 01</b>	<b>Oct 01 – Mar 02</b>	<b>April 02- Sept 02</b>	<b>Oct 02- Mar 03</b>	<b>Apr 03 – Sep 03</b>	<b>Oct 03 – Mar 04</b>
<b>All cases taken up</b>	210	129	186	116	165	168	155	139	162	182	163	157
<b>Notices served</b>	10	5	19	11	3	7	15	10	17	8	12	14

**ANNEX 2(Cont) DEVELOPMENT PROMOTION - ENFORCEMENT ACTION**

	<b>April 04- Sept 04</b>	<b>Oct 04- March 05</b>
<b>All cases taken up</b>	154	104
<b>Notices served</b>	11	5

**ANNEX 3**

**BUILDING STANDARDS WARRANTS**

	<b>April 02 – Sept 02</b>	<b>Oct 02 – Mar 03</b>	<b>April 03 – Sept 03</b>	<b>Oct 03 – Mar 04</b>	<b>April 04 – Sept 04</b>	<b>Oct 04 – Mar 05</b>
<b>No of Building Warrant Applications received</b>	663	604	696	744	851	824
<b>No of Building Warrant responded to within 15 WD's</b>	334 (49.6%)	184 (32%)	177 (28%)	259 (36%)	241 (26%)	197 (24%)
<b>No of Decisions reached</b>	581	506	623	517 (89% within 6 days)	816 (87% within 6 days)	801
<b>No of Completion Certificates applied for</b>	540	518	563	677	659	685
<b>Average time taken to respond to a request for a Completion Certificates</b>	3 Days	4 Days	5 Days	3 Days	6 Days	8 Days
<b>Number of Completions issued</b>	509	487	522	455	543	543
<b>Number of Completions refused</b>	72	31	41	222	118	142
<b>No of Completion Certificates Determined within 3 days</b>	414 (81%)	423 (87%)	387 (74%)	389 (85%)	425 (78%)	425 (78%)

**ANNEX 4****BUILDING STANDARDS - ENFORCEMENT ACTION**

	April 01- Sept 01	Oct 01 – Mar 02	April 02 – Sept 02	Oct 02 – Mar 03	April 03 – Sept 03	Oct 03– Mar 04	April 04 – Sept 04	Oct 04– Mar 05
<b>S10 Notices Served</b>	11	10	13	3	4	3	3	7
<b>S13 Notices Served</b>	26	35	36	10	25	21	13	17

**Legend**

New Performance Indicator Statistic

WD's Work Days