

NATIONAL PLANNING IMPROVEMENT FRAMEWORK

Improvement Action Plan 2024

Clackmannanshire Council





A high performing planning authority needs to have the right number of people to do the work expected of it with the rights skills set. It also needs to have a strategy to ensure that it retains and recruits the right staff in the future. It supports staff to upskill and to be prepared for changes in policy, legislation, and new circumstances.

Attribute	Score <small>(1=Making excellent progress, 5= No progress)</small>
1. The planning authority has sufficient resources and skills to maximise productivity	3
2. The planning authority has a valued and supported workforce	4

Based on the grading above, outline any areas of improvement that are required and by whom and their level of importance (High/ Medium/ Low) and by when (short/ medium/ long term).

Improvement Action <small>What action will you take? What will the outcome be?</small>	Owner	Importance <small>High Medium Low</small>	Timescale <small>Short term – 1 year Medium term – 3 years Long term – 3+ years</small>	Resources
Identify gaps and recruit staff	Director/ Chief Planner	High	1 year	Core budget, fee income, Scottish Government Planning Hub
Cost benefit analysis between buying in resource and recruiting permanently	Director/ Chief Planner	Medium	2 years	As above
Try to get neighbouring authorities to share resources and achieve shared solutions	Chief Executive/ Director	Medium	2 years	Time – attending meetings and



				forums with key partners
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A high performing planning authority has a positive culture through ensuring it has sound governance, effective leadership and a commitment to continuous improvement. The authority has an identified chief planner, who is supported by a strong leadership group to advise on decision-making, policy and operational management.

Attribute	Score <small>(1=Making excellent progress, 5= No progress)</small>
3. This Planning Authority has embedded continuous improvement	3
4. This Planning Authority has sound governance	3
5. This Planning Authority has effective leadership	3

Based on the grading above, outline any areas of improvement that are required and by whom and their level of importance (High/ Medium/ Low) and by when (short/ medium/ long term).

Improvement Action	Owner	Importance	Timescale	Resources
What action will you take? What will the outcome be?		High Medium Low	Short term – 1 year Medium term – 3 years Long term – 3+ years	
Sustain/ consolidate the team	Director/ Chief Executive	High	Short term	Core budget vs fee income, Scottish Government



Training programme for members	Team Leader	High	Short term	Core budget, corporate training budget
Alter delegation of minor applications	Planning Service	High	Medium	Core budget



A high performing planning authority needs to have an effective local development plan and other strategies in place to provide a vision for the future of the area. It needs to be able to set and deliver on policy ambitions and priorities by clearly informing decision making and providing certainty and predictability for communities, developers and investment. The authority's development management systems need to be effective in making the right decisions about development and be as efficient as possible in doing this. The planning authority makes best use of digital technology and how it manages and uses data.

Attribute	Score (1=Making excellent progress, 5= No progress)
6. The planning authority has a robust policy and evidence base	4
7. The planning authority makes best use of data and digital technology	4
8. The planning authority has effective and efficient decision-making processes	3

Based on the grading above, outline any areas of improvement that are required and by whom and their level of importance (High/ Medium/ Low) and by when (short/ medium/ long term).

Improvement Action	Owner	Importance	Timescale	Resources
What action will you take? What will the outcome be?		High Medium Low	Short term – 1 year Medium term – 3 years Long term – 3+ years	



Ensure new LDP planner is in post and has tools to undertake the work with full efficiency, including digital support	Director/Team Leader/ Principal Policy planner	High	1 year	Planning budget/directorate budget/ Scottish Government Planning Hub
Keep datasets up to date and make data accessible to relevant users	Team Leader/ Principal Policy planner/ IT	High	3 years	Planning budget/directorate budget, Scottish Government
Revise Scheme of Delegation for officers to allow Principal Officers to sign off minor applications. Noting that efficiency is improving due to increased number of team members.	Director/Team Leader	Medium	3 years	Planning
Increase efficiency of use/application of Uniform and other systems for reporting at delegated and committee levels.	Corporate Centre/ All department users/ IT	High	3 years	Planning budget/directorate budget/ Scottish Government



A high performing planning authority should ensure a wide range of people are involved in shaping their future places. Engagement should be fair and inclusive, early, collaborative, meaningful and proportionate and should include difficult to reach groups. The authority should engage with a wide range of partners at a national, regional and local level to ensure a joined-up approach and that links are made across policies and programmes. The planning authority should demonstrate good customer care, transparency and effective communication.



Attribute	Score (1=Making excellent progress, 5= No progress)
9. This planning authority has good customer care	3
10. The planning authority has effective engagement and collaboration with stakeholders and communities.	4

Based on the grading above, outline any areas of improvement that are required and by whom and their level of importance (High/ Medium/ Low) and by when (short/ medium/ long term).

Improvement Action <small>What action will you take? What will the outcome be?</small>	Owner	Importance <small>High Medium Low</small>	Timescale <small>Short term – 1 year Medium term – 3 years Long term – 3+ years</small>	Resources
Check for and use an engagement strategy or otherwise create.	Team Leader, Communities Team, if not already available at corporate level	High	Short term	Time
Engaging with underrepresented groups	Team Leader and Principal Officer for the LDP.		Short term	Hold local targeted events in conjunction with established group – i.e The Gate, Carsebridge Cultural, The Men’s Shed





A high performing planning authority should demonstrate place leadership by taking a collaborative place-based approach in line with the Place Principle. It should use the Place and Wellbeing Outcomes in decision-making processes, to achieve the three spatial principles outlined in NPF4: sustainable places, where we reduce emissions, restore and better connect biodiversity; liveable places, where we can all live better, healthier lives; and productive places, where we have a greener, fairer, and more inclusive wellbeing economy. The planning authority should seek to ensure that there are no impediments to delivering agreed development.

Attribute	Score (1=Making excellent progress, 5= No progress)
11. The planning authority supports the delivery of sustainable, liveable and productive places	3
12. This planning authority supports the delivery of appropriate development	3

Based on the grading above, outline any areas of improvement that are required and by whom and their level of importance (High/ Medium/ Low) and by when (short/ medium/ long term).

Improvement Action What action will you take? What will the outcome be?	Owner	Importance High Medium Low	Timescale Short term – 1 year Medium term – 3 years Long term – 3+ years	Resources
Make processing agreements more public/more visible	Service manager, Team Leader	Medium	3 years	Continuing staff capacity
Standard conditions	Principal officer/team Leader	High	1 year	Staff draft conditions in preparation

