

Services Participating in the Protocol

Whilst not every proposed development raises issues for all of the undernoted Services, when requested to do so, each provides invaluable advice on relevant matters arising as a consequence of the planning application and other consents processes.

Service	Likely Input	Likely Consents
Roads and Transportation	Impact on the local road network, parking, street lighting issues etc Transport assessments might affect road construction consents	Road Construction / Section 56
Environmental Health	Noise, contamination, smell issues, food hygiene regulations and other	Environmental Health legislation
Neighbourhood Services and Sustainable Development	Landscape impact, open space provision, biodiversity, wildlife, nature conservation issues	N/A
Building Standards	Flooding, relevant engineering issues Building warrants might affect planning permission	Building Warrant
Housing	Affordable housing issues	N/A
Licensing	Liquor, gambling, public entertainment issues	Licence
Legal	Section 75 legal agreements	Legal agreements signed
Enterprise	Development advice and assistance, assessment of business plans	N/A

Place Directorate
Planning and Building Standards
County Buildings
Wellington Square
Ayr
KA7 1DR

Telephone: 0300123 0900

Email: planning.development@south-ayrshire.gov.uk



PROTOCOL SINGLE POINT OF CONTACT FOR ECONOMIC DEVELOPMENT PROPOSALS

South Ayrshire Council is committed to the delivery of economic development, which can provide significant benefits to South Ayrshire. Planning decisions will be made in accordance with planning policy and will promote economic development by giving high priority to economic development proposals.

Purpose of the Protocol

The Planning Service will take a lead role to make the planning process as smooth as possible. A single point of contact/lead planning officer will be identified for economic development proposals, who will assist in providing joint working with other Council Services at pre-application stage and during the processing of a planning application, and for other Council development and regulatory consents.

This protocol sets out a procedure for how the single point of contact will operate, what advice applicants with economic development proposals can expect from us and what we expect from applicants, to try to ensure the efficient delivery of economic development within the Council area.

Single Point of Contact

The 'single point of contact' lead officer will project manage proposals within the Council and will form a Project Team, if required, to assist applicants take their planning application through the pre-application stage and consents process. Project management, may range from simply ensuring agreed timescales to more actively managing communication and the whole process through to development delivery.



The views and requirements of key consultees will be sought. Where unexpected issues arise that require to be addressed the relevant Service will contact the applicant and update the Planning Service on progress to ensure that the lead officer is kept up-to-date. We will also liaise with the Enterprise Service to see if there is anything that this Service can do to help facilitate your proposals. This will put you in touch with them if appropriate.

What you can expect from us

- Commitment to meet, if required, at the earliest date;
- Dedicated Lead Planning Officer to take the proposals forward from pre-application stage through the application process to decision and beyond;
- Commitment to facilitate joint meetings with other Council officers who are key consultees, if required;
- Proactive and positive attitude to progressing acceptable development on the ground;
- Feedback to encourage amendments, where necessary, to assist a positive outcome.
- Project managed and coordinated timescales

What we expect of you

- Commitment to provide detailed information and plans regarding the proposals and the application site;
- Providing documents and plans for discussion at the earliest opportunity prior to any meeting;
- Openness and transparency regarding your proposals for the site;
- Willingness to consider and take forward suggested amendments;
- Commitment to achieve quality development, recognising place-making and good design;
- Apply principles of sustainable development.

The benefits of early engagement and consultation

The Council encourages applicants to seek pre-application advice. This provides -

- More certainty for applicants upfront;
- A forum whereby applicants can discuss economic development proposals with key Council officers prior to submission of a planning application.
- Early contact with the Planning Service and internal consultees to clarify key issues that require to be addressed by the applicant;
- Advice for applicants on the Council's policies and the likely issues which may arise during the processing of the application;
- Advice to prospective applicants of the type and depth of information required by internal consultees in order to address key issues;
- Consultees' work programmes can be planned to help speed up the planning application and other consent processes;
- High quality development proposals are brought forward at the earliest stage.

Stages in the process

