



STEFANO SMITH PLANNING
CREATIVE | COLLABORATIVE | COMMITTED

COVID-19 – KEEPING THE SCOTTISH PLANNING SYSTEM ON TRACK

LOCAL PLANNING AUTHORITY	DEVELOPMENT MANAGEMENT					CONTACT DETAILS
	Planning Applications	Site Visits	Public Engagement	Enforcement	Committees	
Aberdeenshire	<p>Receipt, validation, processing, assessment and decision-making to continue on-line using the e-portal - eplanning.scot https://www.eplanning.scot/ePlanningClient/default.aspx</p> <p>Meetings conducted by telephone or skype video call.</p>	Under review. Further guidance in due course.	<p>LPA doesn't recommend public events.</p> <p>Applicants and agents should explore alternative ways to engage and receive feedback from the community. Contact the Planning Team to discuss potential options.</p> <p>Guidance being prepared and will be published when finalised.</p>	<p>LPA only undertaking site visits for high priority cases*. If a site visit is required, LPA will attempt to give prior warning to occupiers or landowners of the intended visit.</p> <p><i>* Higher priority cases include:</i></p> <ul style="list-style-type: none"> - serious damage to listed buildings - breach of control which has a serious impact on the character of a conservation area - damage to environmentally designated sites as identified in the development plan, Sites of Special Scientific Interest (SSSI), Local Nature Reserves (LNR) - breaches of planning control which have more than a local impact on amenity or public safety. 		Local Development by email at ldp@aberdeenshire.gov.uk or by phone on 01467 536230.

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Aberdeen City	<p>Both Planning and Building Standards will only process applications and enquiries which are submitted electronically - eplanning.scot https://www.eplanning.scot/ePlanningClient/default.aspx</p> <p>Pre-application enquiries can be submitted via pi@aberdeencity.gov.uk.</p> <p>To comment on a planning application, you must either:</p> <p>a) use the planning portal</p> <p>b) or email your letter of representation & comments to pi@aberdeencity.gov.uk.</p> <p>LPA cannot currently determine planning applications where legislation requires site notices to be displayed (other than applications where site notices have already been on display).</p>	<p>Site visits for planning applications to continue on the basis that face-to-face contact is avoided wherever possible. Officers will not go inside properties. For domestic properties, where access to the rear garden would be the only other way of assessing the application, officers will ask that the applicant/agent to send photographs of the rear garden to us. Officers may have to direct where the photographs should be taken from.</p>			<p>The Aberdeen City Council Full Council, Planning Development Management Committee and Local Review Body Meetings are currently operating as normal until further notice.</p>	<p>Staff working remotely but contactable by email and telephone.</p> <p>Direct contact details at https://www.aberdeencity.gov.uk/services/planning-and-building/contact-us-planning-and-building</p> <p>The Development Management and Building Standards teams will be continuing to offer application support advice and a 'Duty Officer' service via telephone. LPA is, however, not currently offering a face-to-face service for any non-essential meetings. Meetings can be arranged where possible using Microsoft Teams.</p> <p>The Local Development Plan team can be contacted on ldp@aberdeencity.gov.uk.</p> <p>The General Enquiries telephone number, 01224 523470, and email address, pi@aberdeencity.gov.uk will be operating as normal.</p>
Angus	<p>Submit applications online. Applications submitted through eplanning.scot will be assessed in the normal manner but determination timescales may be affected.</p>	<p>Site visits and inspections will be limited or postponed where necessary. It will help LPA to deal with applications and other enquiries if applicant/agent provide photographs of the site and its surroundings. LPA will be unable to attend meetings at this time.</p>			<p>All council meetings up to and including 30 March have been cancelled.</p> <p>LPA will publish further information when available.</p>	<p>LPA contactable via email planning@angus.gov.uk.</p>
Argyll and Bute	<p>Receipt, validation, processing, assessment and decision-making to continue on-line using the e-portal - eplanning.scot https://www.eplanning.scot/ePlanningClient/default.aspx</p>					
Cairngorms National Park	<p>All office closed. Most staff working from home.</p>					<p>The National Park advises that enquiries relating to planning should be emailed to planning@cairngorms.co.uk</p>

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City of Edinburgh	<p>Must submit planning applications via ePlanning service at www.edinburgh.gov.uk/applyplanningperrmission</p> <p>LPA has suspended pre-application service at this current time.</p> <p>Existing applications where neighbourhood notification ended <i>before 20 March</i> – these will still be progressed to determination.</p> <p>Existing applications where neighbourhood notification ends <i>after 20 March</i> – these will not be reviewed until further notice. LPA will contact all applicants and their agents to let them know.</p> <p>LPA has suspended publicising sites notices and neighbourhood notifications and will review this again on 15 April. LPA weekly list will only include applications which don't need to be publicised or neighbour notified. This means for now LPA can only process applications that don't require neighbourhood notification or publicity, which includes Certificates of Lawfulness, Advertisement Consent, Tree Preservation Orders and Trees in Conservation Area applications.</p> <p>For other types of projects, such as alterations to a house or flat, you are able to occupy the premises without an Acceptance of a Completion Certificate being issued by the City of Edinburgh Council.</p> <p>Completion Certificate Submissions will be kept on file. Please contact LPA after this current Coronavirus situation has moved on.</p> <p>If warrants expire during this time, LPA can extend the duration of the warrant (LPA may still require an application) and waive the fee.</p>	<p>LPA is currently unable to carry out site visits. Where appropriate we may request photographs to help process applications.</p> <p>Site inspections will temporarily stop but LPA will use alternative solutions such as videos and photos to process Completion Certificates. It may also be appropriate in certain cases for LPA to issue Temporary Occupation Certificates and then follow these up later with site inspections.</p>			<p>All committees are now in recess until 27 April.</p> <p>All urgent decisions during the recess will be made by the Leadership Advisory Panel. The Panel is a formal Committee of Group Leaders of each political grouping on the Council and is chaired by the Council Leader.</p> <p>The Leadership Advisory Panel (LAP) on the 31st March 2020 considered the Planning Contingency Measures. The LAP approved measures in relation to decisions normally taken by the Planning Committee and the Development Management Sub-Committee, and to delegate authority to the Chief Planning Officer to make decisions in consultation with the convenor and/or Vice Convenor of Planning Committee and the Development Management Sub Committee.</p>	<p>Planning and Building Standards helpdesk at Waverley Court is now closed.</p> <p>You can still view and comment on applications at www.edinburgh.gov.uk/planning-building/planning-online-services You can also email LPA at planning@edinburgh.gov.uk</p>

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Clackmannanshire	<p>LPA continues to receive and assess Planning applications at www.edevelopment.scot and by limited postal delivery.</p> <p>Representations to applications are being received and assessed in the usual way however additional time will be provided for the submission and assessment of these.</p>					<p>The Planning planning@clacks.gov.uk and Building Standards buildingstandards@clacks.gov.uk email addresses are monitored regularly and officers can also be contacted directly by email.</p> <p>In addition, a general telephone service is being maintained on Monday, Wednesday and Friday between 9am and 1pm at 01259 452540</p>
Comhairle nan Eilean Siar (Western isles Council)	LPA to publish information when available.					
Dumfries and Galloway	<p>LPA will continue to process all existing applications. You should continue to contact the relevant case officer as normal.</p> <p>LPA will only be accepting new planning and building warrant applications, amended drawings and payment via the Scottish Government's e-portal www.edevelopment.scot For the duration of the COVID19 event a flat rate £30 fee is to be added for any planning applications which require to be advertised in a local newspaper.</p> <p>LPA will only be accepting representations electronically either via the ePlanning website or by emailing planning@dumgal.gov.uk</p> <p>LPA will not be accepting any new pre-application enquiries until further notice.</p>				<p>Ad Hoc COVID-19 Sub Committee (27th March 2020).</p> <p>Next meetings: 3rd April 10.30am; 9th April 10.30am; and 17th April 10.30am.</p>	<p>Development Management (planning applications) – planning@dumgal.gov.uk</p> <p>Building Standards – buildingstandards@dumgal.gov.uk</p> <p>Development Planning – LDP@dumgal.gov.uk</p> <p>There will be no duty officers available. LPA will only be able to respond to electronic queries submitted to planning@dumgal.gov.uk for Planning queries or buildingstandards@dumgal.gov.uk for Building Standards queries.</p>

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Dundee	<p>LPA will only be accepting new planning and building warrant applications, amended drawings and payment via the Scottish Government's e-portal www.edevelopment.scot</p> <p>LPA unable to send out neighbour notification letters for planning applications.</p> <p>If you have already submitted a planning application and you wish to submit further information required to validate your application, or post-validation drawings; or if you have already obtained a building warrant and you wish to apply for an amendment, extend the warrant or submit a completion certificate, these can also be done through the portal.</p> <p>Representations (either in objection or support) to applications via the LPA online public access portal: http://idoxwam.dundee.gov.uk/idoxpa-web/</p>	<p>LPA not currently able to carry out site visits or displaying new planning application site notices unless it is considered critical for public health or wellbeing. This is likely to cause a delay to the assessment of some new applications until such times as the current travel restrictions are relaxed.</p>			<p>The Planning Committee is currently suspended. Planning applications that would normally be determined by the committee may be dealt with as matters of essential council business on a case by case basis.</p>	<p>If you have a current planning application or building warrant then please contact the case officer by email.</p> <p>General enquiries for planning matters can be directed to planning@dundee.gov.uk</p> <p>Planning enforcement enquiries should be directed to planningenforcement@dundee.gov.uk</p>
East Ayrshire	<p>LPA will only be accepting new planning and building warrant applications, amended drawings and payment via the Scottish Government's e-portal www.edevelopment.scot</p> <p>Representations to planning applications be submitted electronically. Letters of support or objections to planning applications should be submitted via the specific Planning Application link https://eplanning.east-ayrshire.gov.uk/online/ or by emailing planningrepresentations@east-ayrshire.gov.uk</p>				<p>All enquiries should be submitted via email as noted below:</p> <p>Planning: submittoplanning@east-ayrshire.gov.uk</p> <p>Or call 01563576790</p> <p>Building Standards: buildingstandards@east-ayrshire.gov.uk</p> <p>Policy: localdevelopmentplans@eastayrshire.gov.uk</p>	
East Dunbartonshire	<p>Receipt, validation, processing, assessment and decision-making to continue on-line using the e-portal - eplanning.scot https://www.eplanning.scot/ePlanningClient/default.aspx</p>	<p>Site visits will only be made in response to unsafe building reports in the event of an emergency.</p>			<p>All council meetings have been suspended for the foreseeable future and the Council is formally in recess.</p>	

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East Lothian	<p>Until further notice all planning decisions will be issued electronically. The stamped plans will be downloadable from our website.</p> <p>LPA planning and building standards services are currently available through email and written correspondence only.</p>				<p>East Lothian Council 17 March 2020 Depute Chief Executive (Resources & People Services) COVID-19 – Emergency Recess Procedures</p> <p>To put in place procedures for the democratic decision-making process to continue in the event that East Lothian Council committee meetings are unable to be convened as a result of the current COVID-19 outbreak.</p> <ol style="list-style-type: none"> 1 Approve the COVID-19 Emergency Recess Procedures. 2 Delegate to the Chief Executive, in consultation with the three Political Group Leaders, the decision to invoke the COVID-19 Emergency Recess Procedures, as and when necessary 3 Delegate to the Chief Executive, in consultation with the three Political Group Leaders, the application of specific provisions for the approval of certain types of business. 4 Note that a summary of all business carried out during the Emergency Recess will be brought to the next Full Council meeting and that copies of all reports will be lodged in the Members' Library. 	Email duty officer on environment@eastlothian.gov.uk
East Renfrewshire					<p>East Renfrewshire Council 23 March 2020 That the Council agree:-</p> <p>1(a) To suspend on a temporary basis all delegations to committees with the exception of the Emergencies Committee referred to in (d) below;</p> <p>1(b) That delegated authority be granted to the Chief Executive all directors and heads of service, and the Chief Officer – Legal and Procurement to take operational</p>	<p>If you've an enquiry for Planning or Building Standards, you can email: planning@eastrenfrewshire.gov.uk or buildingstandards@eastrenfrewshire.gov.uk.</p>

					<p>decisions in respect of matters within their respective areas of operation that would normally require Council/committee approval;</p> <p>1(c) That if the proposed decision would be contrary to existing Council policy, would be seeking an amendment to an existing policy, or for any other reason would require political approval, the matter be referred to the Emergencies Committee for a decision;</p> <p>1(d) That an Emergencies Committee be established, the membership of which comprises the Leader and Depute Leader of the Administration and the Leader of the main Opposition Group, with the terms of reference as set out in the report; and</p> <p>1(e) That the temporary extension of the delegated authority be kept under review in order that it may be revoked at the appropriate time.</p>	
Falkirk	<p>Payments for planning and building warrant applications must be made through the Scottish Government eDevelopment portal at the time of submission.</p> <p>You can still view and comment on applications at http://edevelopment.falkirk.gov.uk/online/</p> <p>Pre-application advice service Face to face or on-site pre-application advice has been temporarily withdrawn.</p>				<p>In terms of official Council committee business, all meetings have been postponed until further notice. These include the Planning Committee and meetings of the Planning Review Committee. LPA currently exploring alternative ways of working to maintain as much of the service as possible.</p>	<p>Individual officers can be contacted via email or direct dial phone numbers both of which appear on all correspondence.</p> <p>The service can still be contacted by email:</p> <p>Development Management dc@falkirk.gov.uk</p> <p>Building Standards buildingstandards@falkirk.gov.uk</p>
Fife	<p>We are encouraging all customers to use our online services. By using this method for both the submission and payment of applications it speeds up the process as well as removing any delays as we try to match payments with applications. If you require help when trying to submit your application online there is a user guide available at Scottish Government's ePlanning portal at ePlanning.scot.</p>					<p>Contact LPA by email at development.central@fife.gov.uk</p>
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<p>Glasgow</p>	<p>LPA will no longer accept paper applications, or paper submissions of additional information or representations. Applications can still be submitted via the eDevelopment Portal, these will be received and processed when staff become available.</p> <p>Public representations can be submitted through the public access portal on LPA website.</p> <p>For general enquiries relating to planning and related applications, please email Planning Enquiry.</p> <p>For an existing application, if you know the planning officer's email address you can email them directly.</p> <p>If you have a proposal for which you wish pre-application advice or submit a pre-application form please click here.</p>	<p>Please note that staff will not be available to carry out site inspections until further notice, including Planning Enforcement site inspections.</p>		<p>Please note that staff will not be available to carry out site inspections until further notice, including Planning Enforcement site inspections.</p>	<p>GCC Emergency Committee 17 March 2020. To seek approval for temporary decision-making arrangements to reduce the need for face-to-face meetings during the coronavirus outbreak.</p> <p>After consideration, the committee agreed that:</p> <p>1(a) All Council, committee and Community Planning Partnership meetings be cancelled for the foreseeable future and that until further notice all delegations to committees, with the exception of the City Administration Committee, be suspended, with any required decisions being taken by the City Administration Committee;</p> <p>1(b) Membership of the City Administration Committee be reduced temporarily to the following 6 members:- Leader of the Council, Depute Leader of the Council, Leader of the Majority Opposition, Depute Leader of the Majority Opposition Group, Leader of the Conservative Group and Leader of the Green Group, or substitutes, with any meetings required being held by teleconference;</p> <p>1(c) The Chief Executive, all Directors and Assistant Directors etc be authorised, in consultation with the appropriate City Convener or Committee Convener, to deal with any application for a licence, permission, grant or other matters where such action was consistent with the policies and procedures of the Council and where failure to act would result in hardship for any party;</p> <p>1(d) If the action proposed by the Chief Executive or a Director would be contrary to Council policy or for any other reason would require political approval, the Director would refer the matter to the City</p>	<p>Please note that due to staff currently working remotely the general:</p> <p>Planning and Building Standards telephone 0141 287 8555 and the Duty Planning Enquiry telephone 0141 287 6060 will not be monitored, please use email contacts as above.</p> <p>For general enquiries relating to Development Planning, Historic or Natural Environment or Public Access matters, please email the Development Plan Team.</p>
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					Administration Committee for a decision; and	
					1(e) These temporary arrangements be kept under review so that they might be revoked at the appropriate time.	
Highland	It may take longer to process planning applications, building warrants, and related aspects of the Planning and Building Standards service including customer queries, complaints and public comments during this period.				The Council advises that it is no longer operating under business as usual in order to focus on priority and statutory services.	
Inverclyde	To publish information when available.				<p>Policy & Resources Committee 24 March 2020 – COVID-19 Emergency Arrangements.</p> <p>1. That Members confirm their general agreement to the suspension of Standing Orders for the duration of the COVID-19 circumstances to permit attendance at all of the Council's Committees, Sub-Committees and Boards by telephone conference</p> <p>2. It is recommended that:</p> <p>(i) the tele-conference arrangements be updated to suspend on a temporary basis and with immediate effect all Council, Committee and Sub-Committee meetings with the exception of any necessary meetings of the Planning Board, the Local Review Body and the General Purposes Board.</p> <p>(ii) all powers currently delegated to the Policy & Resources Committee and all Standing Committees be remitted to the Policy & Resources Executive Sub-Committee to exercise in these circumstances of urgency and that, accordingly, all existing delegated powers to the Council's Committees be suspended forthwith.</p> <p>(iii) these emergency arrangements be kept under review by the Policy & Resources Executive Sub-Committee</p>	

					so that they may be revoked at the earliest appropriate time.	
Loch Lomond & Trossachs National Park	<p>Planning applications which have been validated, and the neighbour notification and statutory publicity period expired on or before Friday 20th March 2020, will continue to be processed where possible. Please contact your allocated Case Officer for an update on how the above may affect your application.</p> <p>Due to the restrictions in place NP will not be able to carry out the necessary statutory publicity requirements on new applications as required by the Town and Country Planning (Scotland) Act 1997. New planning applications which require notifications or publicity will continue to be received through e-planning or via email, but only pre-validation checks will be undertaken. NP is unable to validate these applications at this time.</p> <p>Prior notification applications, certificates of lawfulness, advertisement consent, tree preservation orders and trees in conservation area applications will be reviewed for processing and determination on a case by case basis as these do not require publication.</p> <p>NP can continue to receive and respond to pre-application enquiries (see forms on NP planning applications advice page) on the basis of a desktop assessment.</p> <p>Meetings are no longer taking place face-to-face. We can accommodate some conference calls by arrangement using Skype for Business.</p>	No site visits are taking place, unless for emergency enforcement inspections.			<p>NP March meetings have been postponed at this time. NP are currently looking at ways technology can be used to run rescheduled meetings in due course and ask for your patience and understanding during these unprecedented circumstances.</p> <p>The Local Review Body and Planning and Access Committee planned for March have been postponed, and NP are looking at alternative ways of holding these meetings.</p>	<p>Please keep an eye on these pages and @ourlivepark for future updates.</p> <p>Either email your case officer direct or planning@lochlomond-trossachs.org and NP will call you back.</p>
Midlothian	<p>Customers are requested to submit electronic applications and credit card payments through the planning portal only, via https://www.midlothian.gov.uk/info/200167/planning_applications/61/apply_for_planning_permission/2</p> <p>Planning staff have remote access to case files and are continuing to process planning applications where possible. Case officers are available via their email address (if you do not have a direct email address please use the duty planning email address stated above). As a matter of course LPA is requesting that applicants agree to an extension to the timeframe for</p>	Planning Officers will not, at this time, be carrying out site visits. While site visits are necessary in connection with a statutory process, they put officers and those they may meet at risk of spreading Coronavirus. LPA may request that applicants submit clear photographs of the site and neighbouring properties along with their applications. However, the inability of officers to carry out site visits does present a risk to the timescales within which the			The Midlothian Council Planning Committee and Local Review Body are currently suspended. However, the Council is reviewing what measures can be taken to continue the democratic delivery of its decision-making processes.	If you have any questions regarding the delivery of Midlothian Council's Planning service during the current situation in relation to Coronavirus please email your questions to dutyplanningofficer@midlothian.gov.uk

	<p>the determination of their planning application. This is a precautionary measure and does not necessarily mean that there will be a delay. However, case officers are obviously unable to carry out site visits and other statutory processes are difficult to carry out, which will have some impact on processing times.</p> <p>In the case of representations those making comment on planning applications are strongly advised to submit their views via either:</p> <p>a)The online planning file comments tab (which you will need to register for); or, b)Email your letter direct to the case officer or duty planning inbox.</p> <p>The Planning Authority will continue to send notifications to neighbouring properties of planning applications, as normal.</p> <p>The Planning Authority will continue to place advertisements in the local press, where legislation requires it, as normal.</p> <p>The Planning Authority has suspended the posting of site notices. This is a statutory requirement at this time and, while waiting on guidance from the Scottish Government, LPA have delayed this process.</p>	LPA aims to determine planning applications.				
Moray	Use of the ePlanning.scot system to submit your applications, revised plans and non-material variation requests is required.	In the absence of site visits if applicants/agents can submit any photographs or videos of the proposed sites with the applications/enquiries this would aid the process moving forward.			<p>Some elements of the planning service such as planning committees, Local Review Bodies will be subject to temporary alternative procedures and powers and any specific questions with regard to these should be directed to development.control@moray.gov.uk</p> <p>Moray Council Special Meeting 25 March 2020 – Emergency Decision Making Arrangements</p>	Staff are still contactable by email and telephone, although staff may have limited access to check their land-line messages remotely, so email communication would be preferable.
North Ayrshire	<p>LPA is currently unable to send out neighbour notification letters, since these need to be printed out and posted. As such, applications LPA receives during the next few weeks will be registered as soon as possible, with neighbour notification deferred until week 3 or week 4 of the planning process, depending on the prevailing circumstances at the time.</p> <p>Current planning applications in the system, you can also contact the case</p>	Officers will not be undertaking site visits at the moment and may ask you to send in photographs to assist in their assessment.	Public events for major applications are currently unable to be held and LPA is awaiting guidance from the Scottish Government on this issue,		<p>The Council's system of committees has been suspended until further notice. However, delegated decisions on most local applications continue to be taken.</p> <p>Please note that, in light of Government advice on the current COVID-19 outbreak, the Council has taken the decision to cancel all meetings of the Council and Committees until 30 June 2020.</p>	Please don't hesitate to get in touch via epanning@north-ayrshire.gov.uk

	<p>officer by email, or by phone using the number supplied to you when the application was registered. The officer will then call you back with an update.</p>					
North Lanarkshire	<p>LPA will no longer accept paper applications, or paper submissions of additional information. Please use the e-portal to submit all applications and paperwork - eplanning.scot https://www.eplanning.scot/ePlanningClient/default.aspx</p> <p>Additional information relating to an existing application should be submitted using the post submission form.</p>					<p>LPA will no longer arrange any face to face meetings. LPA will communicate with you by email and telephone.</p>
Orkney Islands	<p>All Development Management staff have been instructed to stay at home with immediate effect. This means that all functions of the Development Management office are suspended until further notice. Therefore, phone calls, emails or post submitted to the planning function, or any individual staff members within the function, will not be checked.</p> <p>It will remain possible to submit applications online. However, as stated above, there will be no staff in the office in order to process any stage of any submitted application.</p>					
Perth & Kinross	<p>It is strongly recommended at this time that all planning applications be submitted via the Scottish Government's E-Planning website. Guidance and information can be found at this website. LPA is unable to receive or process paper letters of representation. Comments should be submitted via Public Access in the first instance or, where there is an issue with this, via LPA generic email address developmentmanagement@pkc.gov.uk . Please remember to include reference numbers.</p> <p>In terms of processing planning applications, LPA is for the moment concentrating on delegated items which have seen public notification periods expire on or before Wednesday 18th March.</p>			<p>Any suspected breach of planning control should be submitted via LPA website: https://www.pkc.gov.uk/article/15035/Planning-enforcement by clicking on the 'Report a Breach' form and providing the requested details. LPA would request that photographs are provided in your submission, as LPA ability to visit sites is extremely limited.</p>	<p>All scheduled meetings of the council, committees, sub-committees, the local review body and appeal hearings have been cancelled until further notice.</p> <p>The interim suspension of meetings will be kept under review.</p>	
Renfrewshire	<p>Please use the eDevelopment.scot portal to submit all applications, plans and supporting information. Additional information relating to an existing application should be submitted using the post submission form.</p>	<p>Although site inspections are no longer being conducted, LPA will accept alternative evidence such as photographs, reports from suitably qualified persons,</p>				<p>LPA will communicate with you by email and telephone, Please contact Planning via email - dc@renfrewshire.gov.uk or by calling 0141 618 7835.</p>

		video, or remote means of conducting site inspections i.e. Skype, Zoom etc, and will work with developers and building owners to ensure that completion certificate submissions will continue to be processed during this time.				Unfortunately, Planning are suspending the drop-in duty planning officer service.
Scottish Borders	LPA will publish information when available.				It is understood that council meetings will be cancelled until September 30, with the exception of vital committee meetings which will be conducted through video conferencing applications. It is proposed that all those decision-making functions of council which can lawfully be delegated, be delegated to the Chief Executive to be made in consultation with members and relevant senior officers. LPA will publish further information when available.	
Shetland Islands	Due to the ongoing Coronavirus (COVID-19) situation, LPA will not be able to provide a Duty Planning Officer service to discuss the detail and information needed to accompany your application. However, advice can still be requested by either calling 01595 744293, or sending an email to development.management@shetland.gov.uk				All council meetings have been cancelled until further notice. Any matters requiring a Full Council or committee decision during this period will be progressed in accordance with existing delegated authority, council policy and/or legislative emergency powers.	
South Ayrshire	Applications can still be submitted via the ePlanning or eBuilding Standards Portals, and these will be received and processed when staff become available.	Please note that staff will not be available to carry out site inspections until further notice.				For general enquiries relating to planning and related applications, please e-mail planning.development@south-ayrshire.gov.uk . For general enquiries relating to Development Planning, Historic or Natural Environment or Public Access matters, please e-mail localdevelopmentplans@south-ayrshire.gov.uk .
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South Lanarkshire	LPA will not arrange any face-to-face meetings but will continue to communicate with you by email and where possible telephone. Please use the Planning Portal to submit all new applications and paperwork. Additional information relating to an existing application should be submitted using the post submission form.	No site inspections will be undertaken unless they relate to immediately dangerous buildings. These can be reported via the Council's 24hr call centre on 0800 242024.		Enquiries about suspected unauthorised development can still be made on the Planning enforcement page. LPA will not be able to investigate on site. However, LPA will try and deal with your enquiry as far as they can and keep you updated.	All South Lanarkshire Council committees and forum meetings have been cancelled with immediate effect. This will continue until after the Easter recess, when the situation will be reviewed.	For more information and for all other enquiries please contact buildingstandards@southlanarkshire.gov.uk or planning@southlanarkshire.gov.uk

	<p>Unfortunately, LPA will be unable to accept paper applications or additional information.</p> <p>Please also use the Planning Portal to make payments relating to your application.</p> <p>Consideration of completion certificate submissions and the assessment of ongoing construction work will be assessed in line with Scottish Government guidance which asks for verifiers to adopt a pragmatic and flexible approach in this regard. In this respect LPA will consider completion certificate application submissions using alternative evidence. Please contact your case surveyor via email for more information.</p>					
Stirling	<p>LPA are continuing to receive and deal with planning applications through the Portal at: www.edevelopment.scot Unfortunately LPA is not able to receive or process paper submissions made through the post. Any representation or objection to a planning application should be made using the online form at View/Comment on Planning Applications - Stirling Council or by email to planning@stirling.gov.uk</p>				<p>All committees have been cancelled until further notice and existing recess powers apply in the meantime.</p>	<p>The Planning Service is being provided remotely. Unfortunately, at this time, not all officers are able to receive emails or telephone calls directly. Until this is resolved if you have tried to contact an officer but not received a reply when you expected please contact Karla Mann on 07717 545052 Tuesday, Wednesday and Thursday am.</p>
West Dunbartonshire	<p>We would encourage all stakeholders to submit their applications via the eDevelopment Portal.</p>				<p>All council meetings have been cancelled and a recess period has been implemented until 1 May 2020.</p>	<p>Please email all enquiries to buildingandplanning@west-dunbarton.gov.uk until further notice, as we may be unable to answer all calls.</p>
West Lothian	<p>The council is continuing to process planning applications, building warrants and completion certificates where it can. It may not be possible to progress all applications, particularly where site visits are necessary and the safety of council staff with respect to social distancing cannot be ensured.</p> <p>The council is asking that all application and payments should be made on-line where possible. The service may not be able to process paper application and off-line payments during the current working arrangements.</p> <p>If you wish to submit information in respect of a specific application this can be done through the planning portal or emailed, with the planning</p>	<p>Unfortunately, LPA will not be able to undertake visits to application sites in the same manner as they would normally. Case officers will therefore be in touch with applicants or agents to request photographs or consideration of other means of assessing the site and would ask for your co-operation in facilitating such requests.</p>	<p>Enforcement for breaches of planning control will continue to be pursued. However, no enforcement will be progressed where the breach is in direct response to the current COVID-19 situation.</p>			<p>All members of staff are working remotely and are contactable using their normal email addresses.</p> <p>As a result of remote working, LPA can only respond to electronic enquiries at this time. LPA therefore strongly encourages you to submit any general development management enquiries by email to customer.service@westlothian.gov.uk. These enquiries will be logged and passed to the appropriate staff member to respond to.</p>

	reference number, to planning@westlothian.gov.uk					
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N.B. This Schedule will be subject to change as the COVID-19 situation develops depending on further government guidance.

UPDATED 2nd April 2020

For further information and support please do not hesitate to contact Stefano Smith at:

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