

**REPORT TO: DUNDEE, PERTH, ANGUS AND NORTH FIFE
STRATEGIC DEVELOPMENT PLANNING AUTHORITY
JOINT COMMITTEE MEETING ON 26th MAY 2009**

REPORT ON: AWARENESS RAISING INITIAL CONSULTATION

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REPORT NO: SDPA07-2009

1 PURPOSE OF REPORT

- 1.1 Members will recall that the Development Plan Scheme published at the end of March earlier this year proposed that the Strategic Development Plan Authority (SDPA) carry out an awareness raising and initial consultation exercise in Spring 2009. This report sets out details for this awareness consultation and the online questionnaire through which this will take place. This report seeks to confirm the online questionnaire as the basis for this initial consultation.
- 1.2 Given that this is the initial consultation stage the detail of the questionnaire is being reported to The Joint Committee for approval. The full detail of future consultations is not intended to be reported, rather the focus on the structure of consultations.

2 RECOMMENDATION

- 2.1 It is recommended that The Joint Committee:
- a) approve Appendix 1 as the basis of the Awareness Raising through on-line consultation; and,
 - b) remit the Strategic Development Plan Authority Manager to progress the consultation with expenditure of approximately £6,000.

3 FINANCIAL IMPLICATIONS

- 3.1 Costs to deliver the online questionnaire are minimal. Stakeholder workshops will have a financial implication to a maximum of approximately £6,000. All costs will be met within the SDPA budget.

4 AWARENESS RAISING INITIAL CONSULTATION

- 4.1 The Development Plan Scheme for the Strategic Development Plan (SDP) proposes an Awareness Raising Initial Consultation in Spring 2009 prior to the publication of the Main Issues Report.
- 4.2 Planning Circular 1/2009: Development Planning and Section 9(4) of the Planning etc. (Scotland) Act 2006 require that in preparing the Main Issues Report (i.e. before its publication) the SDPA should consult with key agencies, neighbouring planning authorities and Scottish Ministers. The proposals for an online consultation open to all therefore goes beyond the requirements for SDP at this stage.

- 4.3 The aims of this stage of consultation are to:
- Raise awareness of TAYplan.
 - Identify individuals and groups that would like to be involved in, or, kept informed of the development of the plan.
 - Seek views on the key strategic cross boundary landuse issues to be addressed by the plan.
- 4.4 The main proposals for this initial consultation are for an online questionnaire open to all, and for workshops with key stakeholders. The consultation is scheduled to start on the 8th June, running for 6 weeks and ending on the 17th July. Stakeholder workshops are planned to be held towards end of June and into July. To recognise the close linkages between the two city regions the consultation is being held in similar timescales with that being undertaken by SESplan for their SDP.
- 4.5 The level of publicity and scope of consultation will be modest relative to the formal consultation due to take place on the Main Issues Report early next year. This reflects that there is no obligation on the SDPA to carry out such an exercise, and takes account of limited resources and timescales.
- 4.6 A key aim of the consultation is to raise awareness about the SDPA, but recognising that it may be more appropriate for many to actively participate in the process at a later stage when key issues are up for discussion i.e. the Main Issues Report. Press releases are to be made in local papers in the 2 weeks prior to the consultation, with a further release near the close of the consultation.
- 4.7 A letter will be distributed to key stakeholders, Community Councils and the relevant constituent Authorities databases, as appropriate. Details of stakeholders are set out in the Development Plan Scheme. This will detail how to participate in the online consultation, and of the stakeholder workshops for identified groups. The workshops will include the organisations that the SDPA is required to consult within Circular 1/2009. Given data protection this initial consultation will also provide the opportunity for the SDPA to compile its own database for future consultations and keeping customers informed.
- 4.8 To raise the awareness of the new SDPAs nationally, the four SDPA Managers are working together to produce a leaflet which provides more detailed information on SDPAs. This will be distributed in June.
- Online Questionnaire
- 4.9 The online consultation is to be hosted on Limehouse software linked to the SDPA website. Limehouse offers benefits in terms of ease of use and analysis of comments, and also allows for multiple working on documents.

- 4.10 The content of the online consultation is contained in Appendix 1. It is primarily focused on raising awareness of the SDP and seeking to identify individuals and organisations who would like to be involved in the plan, and is therefore brief containing only a few questions. It also seeks to scope out key topics and issues. The findings will be used to help inform the content of the Main Issues Report.
- 4.11 The first 2 questions ask what consultees consider to be key topics for the SDP, and what the key issues will be under specific topic headings. This is will not go into the level of detail that the Main Issues Report consultation will include. The last question invites suggestions for improvements to the participation process. Respondents are also asked to submit contact details and state their preference for future correspondence on the SDP.
- 4.12 Respondent's comments will be available to view on the consultation website. A summary report containing an analysis of responses will be presented to The Joint Committee on 25 August 2009.

5 CONSULTATIONS

- 5.1 The Treasurer and Clerk to TAYplan, Director of Infrastructure Services, Angus Council, The Director of Planning and Transportation, Dundee City Council, The Head of Development Services, Fife Council and The Executive Director of the Environment Service, Perth & Kinross Council have been consulted and are in agreement with the contents of this report.

6 BACKGROUND PAPERS

- 6.1 None.

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21 December 2009