

**REPORT TO: DUNDEE, PERTH, ANGUS AND NORTH FIFE  
STRATEGIC DEVELOPMENT PLANNING AUTHORITY  
JOINT COMMITTEE MEETING ON 16<sup>th</sup> FEBRUARY 2011**

**REPORT ON: REVISED DEVELOPMENT PLAN SCHEME**

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**REPORT NO: SDPA03-2011**

## **1.0 PURPOSE OF REPORT**

1.1 This report sets out the revised Development Plan Scheme for the TAYplan Strategic Development Plan which includes a Participation Statement with a focus on the period of representations on the Proposed Plan.

## **2.0 SUMMARY**

2.1 TAYplan have published a Development Plan Scheme annually which sets out some background on the Strategic Development Planning Authority, the timescales in delivering the Plan together with the Participation Statement.

2.2 This report sets out the revised Development Plan Scheme to be published in March 2011. It is this scheme, which at the outset of the Examination, the independent Reporter(s) will consider whether TAYplan have conformed with the Participation Statement.

## **3.0 RECOMMENDATION**

3.1 It is recommended that The Joint Committee:

- a) Approve the revised Development Plan Scheme as set out in Appendix 1; and,
- b) Delegate to the SDPA Manager to submit the updated version of the Development Plan Scheme to the Scottish Government.

## **4.0 FINANCIAL IMPLICATIONS**

4.1 The costs incurred from the production of the Revised Development Plan Scheme will have a minimal financial implication. The financial implications of delivering the Participation Statement for the period of representations on the Proposed Plan and related documents is set out within the Proposed Plan Report on this agenda (Report SDPA01-2011: SDPA Proposed Plan). All costs will be met within the existing TAYplan budget.

## **5.0 DEVELOPMENT PLAN SCHEMES**

- 5.1 Section 20B of the Town and Country Planning (Scotland) Act 1997 requires each planning authority and Strategic Development Planning Authority to prepare a Development Plan Scheme and review at least annually.
- 5.2 Regulation 24 of the Development Planning Regulations 2008 requires the Development Plan Scheme to outline the proposed timetable, specifying the month the authority proposes to publish its Proposed Plan and when the Plan will be submitted to Scottish Ministers. Additionally, information must be provided on the required components at each stage of the Development Plan process.
- 5.3 Within the Scheme, there must be a Participation Statement which outlines when, how and with whom the period of representation on the Proposed Plan will take place. After the Scheme is adopted, the Act stipulates the requirement for copies to be published (paper and electronic), two copies sent to Scottish Ministers and copies made available for viewing in public libraries. There is no requirement to consult on the content of Development Plan Schemes.
- 5.4 On submission of the Proposed Plan to The Scottish Ministers a copy of the Participation Statement is also submitted. The appointed person will consider whether the Strategic Development Planning Authority has conformed to the statement. If such person is not satisfied they require to prepare a report setting out their reasons and recommend to the Planning Authority the actions that are required to conform. An examination and Minister's consideration of the Plan would not progress until the appointed person confirms such conformity with the legislation.

## **6.0 TAYplan REVISED DEVELOPMENT PLAN SCHEME**

- 6.1 A revised Development Plan Scheme for the TAYplan SDPA is set out in Appendix 1 of this Report. The Scheme will supersede TAYplan SDPA's second Development Plan Scheme published in March 2010. In brief, the revised Scheme provides information on:
  - Who TAYplan are;
  - Why we are producing a Strategic Development Plan;
  - An overview of the Strategic Development Plan process;
  - An updated timetable for preparing the Plan and the period of representations on the Proposed Plan; and,
  - A review of the past year.
- 6.2 The Scheme provides an overview of the Strategic Development Plan process to date, including the consultation on the Main Issues Report last year. Appendix 1 highlights the timescales, within the Scheme, which must be met to ensure publication of the Strategic Development Plan and Scottish Ministers approval in April 2013.

6.3 The Revised Development Plan Scheme will be distributed to libraries, elected members, community councils and neighbouring authorities. Further information will be provided on consultation and engagement within the TAYplan Communication Plan.

## **7.0 PARTICIPATION STATEMENT**

7.1 The revised Development Plan Scheme sets out the proposals for effective public engagement for the period of representations on the Proposed Plan. The Participation Statement is contained within Appendix 1.

7.2 A minimum period of 6 weeks is required to allow any representations to the Proposed Plan to be made. In doing so, Key Agencies, adjoining planning authorities/Strategic Development Plan Areas and Scottish Ministers require to be consulted. Community Councils and all those whom made a representation at the Main Issues Report stage are notified. Primarily, this must involve making one copy of the document available to these statutory consultees and one copy to inspect at Council offices, in all public libraries and through publication on the internet.

7.3 As much information as possible is provided at this stage. In addition to the revised Development Plan Scheme a Communication Plan will be provided and updated as information event dates and venues are confirmed and further specific details provided. The Communication Plan will be updated regularly, whereas the Development Plan Scheme will be updated again by March 2012.

### What TAYplan Proposes to do at the Proposed Plan Stage

7.4 The Proposed Plan stage is where people and organisations have the opportunity to either support or object to the content of the Proposed Plan. These should set out any objections and say how they would wish the Plan to be modified, with suggested wording. There is no automatic opportunity for parties to expand on their representations later in the process. An 8 week period (2 weeks additional to the minimum requirement) for representations on the Proposed Plan will run from 6th June until 1st August 2011. Comments will be sought through a questionnaire.

7.5 As outlined in Appendix 1, the Participation Statement for the period of representations on the Proposed Plan will seek to utilise a variety of approaches and methods to help ensure interested parties are aware of this period. It is proposed this will include advertisements, awareness raising exercises such as information events, press releases, posters/leaflets, online and other publicity including:

- 11 information events (see para. 7.6 below);
- Display stands at other organised relevant events hosted by TAYplan's key stakeholder organisations where such events are within the timescales; and,
- Two briefing events in May for Community Councils and Elected Members to attend in Forfar and St. Andrews at the start of the consultation.

- 7.6 More specifically, over a period of 8 weeks, 11 information events will take place in surrounding towns to ensure effective engagement. These information events will take place in Dundee, Perth, Arbroath, St. Andrews, Cupar, Blairgowrie, Forfar, Kinross, Montrose, Crieff and Pitlochry (in line with Tiers 1 and 2 of the Proposed Plan and including Pitlochry to cover the north of Perthshire). These events will take place in June.
- 7.7 Once the dates and venues are finalised, the Communication Plan will be updated and posted on the TAYplan website and all Community Councils and elected members informed. One copy of all documents will be sent out to Community Councils within the first week of the consultation and all documents will be available within the Members lounges within the 4 Constituent Authorities. Individual presentations will not be possible to Community Councils and other organisations, given the resource constraints and size of the TAYplan area. The Communication Plan will continue to be updated and published.
- 7.8 TAYplan will seek representations on the Proposed Plan, Proposed Action Programme and the Equalities and Human Rights Impact Assessment.
- 7.9 TAYplan will seek to encourage the use of electronic representations through the portal's online questionnaire <http://tayplan-sdpa-consult.limehouse.co.uk/portal> in line with the Scottish Government's desire for online development planning. Assistance and hard copies of the questionnaire will be provided where people do not have internet access.

## **8.0 CONSULTATIONS**

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

## **9.0 BACKGROUND PAPERS**

- 9.1 Circular1/2009: Development Planning, Scottish Government.
- 9.2 Planning etc. (Scotland) Act 2006.
- 9.3 Town and Country Planning (Scotland) Act 1997.
- 9.4 Town and Country Planning (Development Planning) (Scotland) Regulations 2008.
- 9.5 Planning Advice Note 3 'Community Engagement', 2010.

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Date 3rd February 2011