

**REPORT TO: DUNDEE, PERTH, ANGUS AND NORTH FIFE  
STRATEGIC DEVELOPMENT PLANNING AUTHORITY  
JOINT COMMITTEE MEETING ON 20<sup>th</sup> MARCH 2012**

**REPORT ON: STRATEGIC DEVELOPMENT PLAN PROJECT PLAN UPDATE**

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**REPORT NO: SDPA04-2012**

## **1 PURPOSE OF REPORT**

1.1 To update the Joint Committee on the progress of the TAYplan Strategic Development Plan.

## **2.0 SUMMARY**

2.1 TAYplan's preparation of the Proposed Strategic Development Plan is now complete and the examination of the Plan has commenced. The appointed Reporters determine the format of the examination and whether they require additional information and wish to have any hearings.

2.2 In parallel early work and thinking has commenced for the next Strategic Development Plan. A detailed project plan to 2016 and a research programme will be presented to the next Joint Committee for consideration. Other work includes; updating TAYplan's website, reviewing the TAYplan Monitoring Statement and the TAYplan Boundary review to reflect the Cairngorms National Park extension. The Boundary review will be presented to the next Joint Committee for consideration.

2.3 As part of ensuring that the staff resource contributions over the last 3 years from all constituent Councils is as equal as possible, TAYplan will 'give back' officer time to those Councils who contributed staff resources. This includes a secondment with Fife Council (summer 2012) and officers working part time with Perth & Kinross Council (spring and summer 2012).

2.4 TAYplan has won the overall UK Planning award, the Silver Jubilee Cup, for the Proposed Strategic Development Plan. After succeeding in winning the top award within the spatial strategy category, the team went on to lift the prestigious Silver Jubilee Cup as the overall winner from over 130 entries. A fantastic achievement for TAYplan and Scottish planning. The cup will be passed to each of the 4 constituent Councils for a period of time for display.

### **3 RECOMMENDATION**

- 3.1 It is recommended that the Joint Committee:
- a) Note that the Proposed Plan stage has been completed in line with the agreed project plan and that the examination stage has commenced;
  - b) Note that officers are progressing early work on project planning, areas of research, monitoring and early preparation for the next Plan; and,
  - c) Delegate the commissioning of any necessary research prior to the next meeting of this Joint Committee to the Strategic Development Planning Authority Manager in liaison with the Joint Committee's Chair and Vice-Chair.

### **4 FINANCIAL IMPLICATIONS**

- 4.1 The financial implications arising from this report are approximately:
- £2,500 for the student planner during summer 2012;
  - £150 towards the video on strategic planning in Scotland; and,
  - £3,500 towards the upgrade of the TAYplan website.
- 4.2 The financial implications of delivering the Plan and other work covered by this report are set out in the budget report (Report SDPA03-2012: Strategic Development Planning Authority Budget Update) on this agenda.

### **5 PROJECT PLAN UPDATE**

- 5.1 The production and submission of the Plan has progressed in line with the Project Plan agreed in August 2009. The submission of the Proposed Plan to Scottish Ministers on 1<sup>st</sup> December 2011 occurred prior to the agreed deadline of 23<sup>rd</sup> January 2012. The Examination process has now commenced and Scottish Ministers have confirmed that their appointed Reporters consider the Plan to conform with the Participation Statement (See Report SDPA01-2012: TAYplan Proposed Plan Examination on this agenda). TAYplan officers have also updated the annual Development Plan Scheme for March 2012, this is covered by the Development Plan Scheme Report (SDPA02-2012 on this agenda).

### **6. ROYAL TOWN PLANNING INSTITUTE UK AWARDS 2011**

- 6.1 TAYplan has won the Royal Town Planning Institutes UK overall award for 2011, the Silver Jubilee Cup, for being "*original and visionary in scope*". Winning the Spatial Strategies category the team then went on to lift the overall top accolade. Congratulating the TAYplan team, Colin Haylock president of the RTPI, said: "*Planners make great places, and what TAYplan demonstrate is that it is possible to show people how planners go about doing that. By approaching the need for a long-term strategy in a new way, they have brought planning alive.*" The TAYplan team and the chair attended the award ceremony in London on 23<sup>rd</sup> February 2012. Full details, including interview, are on [www.rtpi.org.uk](http://www.rtpi.org.uk) and [www.tayplan-sdpa.gov.uk](http://www.tayplan-sdpa.gov.uk).

## 7. STAFFING

### Summer Student 2012

- 7.1 As in previous years TAYplan will employ a summer student. This has the dual advantage of providing practical experience in the work place for students and providing additional staff resource at a time of busy work and in the peak holiday period. The student will be particularly involved in the monitoring work. The cost implication of around £2,500 is covered in the Budget Report (SDPA03-2012) on this agenda.

### Shared Resources and Secondment Arrangements for 2012

- 7.2 During the 3 year preparation of the Proposed Plan staff resource contributions from all 4 Councils varied due to time availability. Therefore to make these as equal as possible TAYplan officers will 'give back' time to Councils.
- 7.3 A secondment arrangement with Fife Council involves TAYplan's Planning Officer working in the Fife Development Management team for four months as a mixture of training and one month 'time give back'. Similarly TAYplan officers will be working part time with Perth & Kinross Council during spring and early summer 2012. These opportunities allow sharing of experience and knowledge across our authorities.

## 8 PROJECT PLAN: KEY STAGES

- 8.1 The next key stages in the Project Plan are outlined below:

- a. Examination of the Proposed Plan (**Ongoing through 2012**)
- b. Ministers consideration of examination report and decision (**Ongoing through 2012**);
- c. Approval of Plan (**anticipated by end 2012, possibly July 2012**);
- d. Publish approved documents (**within 3 months of the Scottish Minister's decision**); and,
- e. Adopt Action Programme and publish **within 3 months** of the Strategic Development Plan being approved.

Parallel work in support of the next Strategic Development Plan:

- f. Preparation of Project Plan to 2016 for Joint Committee in October 2012 (**May to September 2012**)
  - g. Prepare Research Programme including Housing Need and Demand Assessment (**by September 2012**)
  - h. Website Updates (**during early 2012**)
  - i. Commence work on next TAYplan Monitoring Statement (**February 2012**)
  - j. TAYplan boundary review (**August-December 2012**)
  - k. Working with Perth & Kinross Council (**spring and early summer 2012**)
- 8.2 In parallel with the Proposed Plan Examination officers have commenced early consideration of reviewing the Plan, given that it is now a continuous cycle. Early work includes scoping out timescales, research requirements and other work. Some of these are explained in more detail below.

### Research Programme

- 8.3 TAYplan officers are starting to consider some of the research that may be necessary to produce the Main Issues Report for the next Strategic Development Plan. This includes discussions with the region's universities and key stakeholders to consider opportunities for joint working (and funding) of some research. A research programme will be presented to Joint Committee in October 2012 for consideration. It may however be necessary to commence some of this research prior to October 2011, subject to approval from the Chair and Vice-Chair of TAYplan's Joint Committee.

### Housing Need and Demand Assessment

- 8.4 One of the major areas of research will be a Housing Need and Demand Assessment, which contributes to our understanding of the scale of need and demand for housing and the state of the market. Following the 2010 assessment, officers from TAYplan and the four Councils have continued to meet to identify better ways of working and resource savings.

- 8.5 The Housing Need and Demand Assessment needs to be completed by August 2013 to enable it to feed into the next Main Issues Report. As a consequence some research and commissioning is likely to be necessary before Members consider the full research programme in October 2012, with Members being fully briefed at that stage.

### TAYplan Website Update

- 8.6 Following the submission of the Proposed Plan TAYplan officers have been examining the structure, appearance and content of the TAYplan website. This is to help understand ways that it could be improved for customers.

- 8.7 TAYplan Officers used an online questionnaire system and liaised with the four Councils, key stakeholders and other customers to understand users' experience of the website. Having identified the key areas for modification external support has been commissioned to help deliver the improvements by April 2012. This has involved a budget cost of £3,500 which is covered in the Budget Report (SDPA03-2012) on this agenda. A revised website will provide customers with a clearer, more attractive and easy to use website than at present.

### Monitoring Statement Review

- 8.8 The last TAYplan Monitoring Statement was published in April 2010. Monitoring Statements are legal requirements to monitor the progress of Development Plans. These must be updated from time to time and specifically when a Main Issues Report is published. The next Monitoring Statement will be the first to relate directly to the current Strategic Development Plan.

- 8.9 Work has commenced with an initial project plan. This is timed to allow for monitoring of the policies in the approved Strategic Development Plan, anticipated later in 2012. TAYplan Officers will be working with the four Councils and key stakeholders to identify the appropriate indicators, contents and structure for the Monitoring Statement. This will be followed by a period of data collection and analysis. It is anticipated that the Monitoring Statement will be available for consideration by the Joint Committee in October 2013.

#### Video on Strategic Planning in Scotland

- 8.10 TAYplan has worked with the other three Strategic Development Plan Authorities in Scotland and Architecture and Design Scotland to produce a web-based video on Strategic Planning. This is a follow-on project relating to the production of a leaflet by this same group of organisations during 2010. TAYplan contributed a small sum of £150 towards the production of the video, which is covered in the Budget Report (SDPA03-2012) on this agenda. The video can be found on the internet at <http://ads.org.uk/urbanism/features/participate-in-plan-making>. A joint submission is being made to the RTPI in Scotland Quality in Planning Awards this month on the leaflet and video.

#### TAYplan Boundary Review

- 8.11 In October 2010 the boundary of the Cairngorms National Park Authority was extended south to encompass part of Highland Perthshire. This has no implications for the present Proposed Strategic Development Plan. However, the TAYplan boundary must be reviewed ahead of the next Strategic Development Plan to exclude the parts of Highland Perthshire now covered by the Cairngorms National Park Authority. Work will commence during August 2012, in partnership with Scottish Government, the Cairngorms National Park Authority and constituent Councils. The changes will be presented to the October 2012 Joint Committee. Scottish Ministers will then be asked to approve the changes in later 2012.

## **9 CONSULTATIONS**

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

## **10 BACKGROUND PAPERS**

- 10.1 Report SDPA03-2012: TAYplan Budget Update, 20<sup>th</sup> March 2012.
- 10.2 Report SDPA 01-2012: Examination Report, 20<sup>th</sup> March 2012.
- 10.3 Report SDPA 02-2012: Development Plan Scheme 2012, 20<sup>th</sup> March 2012.
- 10.4 Planning etc. (Scotland) Act 2006  
[http://www.legislation.gov.uk/asp/2006/17/pdfs/asp\\_20060017\\_en.pdf](http://www.legislation.gov.uk/asp/2006/17/pdfs/asp_20060017_en.pdf).
- 10.5 The Town & Country Planning (Scotland) Act 1997.
- 10.6 Town and Country Planning (Development Planning) (Scotland) Regulations 2008 [http://www.legislation.gov.uk/ssi/2008/426/pdfs/ssi\\_20080426\\_en.pdf](http://www.legislation.gov.uk/ssi/2008/426/pdfs/ssi_20080426_en.pdf)
- 10.7 Royal Town Planning Institute 2011 Awards Web-page [www.rtpi.org.uk](http://www.rtpi.org.uk)

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7<sup>th</sup> March 2012