

**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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AUTHORITY MANAGER**

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.

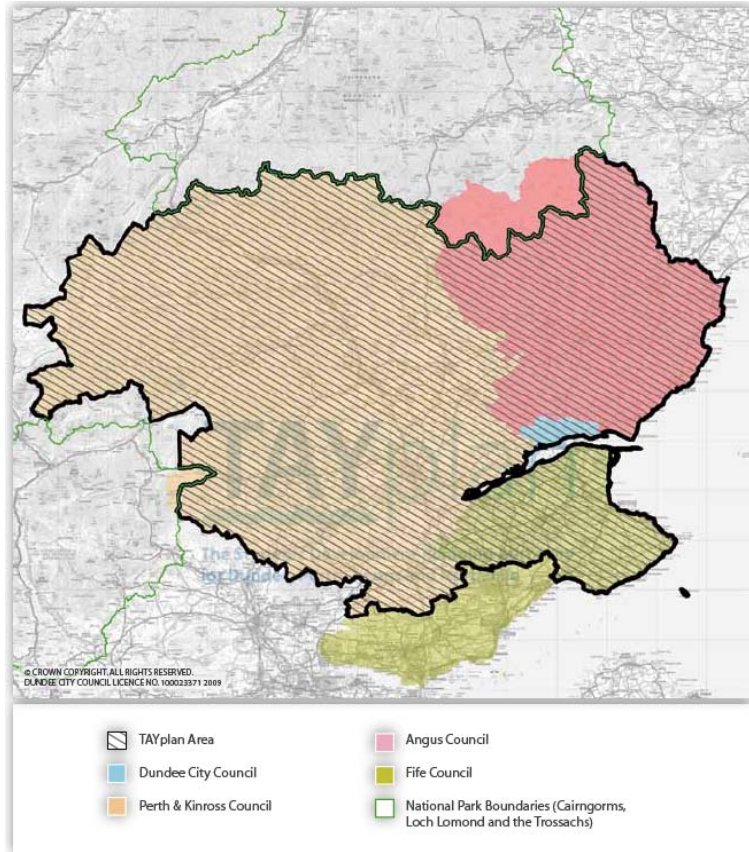
Pamela Ewen
Strategic Development Plan Authority Manager
21 December 2009

TAYplan Awareness Raising Initial Consultation Online Questionnaire

TAYplan

TAYplan, the Strategic Development Planning Authority for Dundee, Perth, Angus and North Fife was designated by Scottish Ministers in June 2008 under the Planning etc. (Scotland) Act 2006.

Strategic Development Plans will address strategic land use issues that cross local authority boundaries and strategic infrastructure. The development plan will also comprise local development plans and supplementary planning guidance.



Awareness Raising Initial Consultation

The Strategic Development Plan will be very strategic and limited to those strategic land use issues that are cross boundary. The Strategic Development Plan will be a short and concise Plan.

The purpose of this stage of consultation is 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 land use issues to be addressed by the plan.

This is the very initial stage of producing the Plan and starting to consider what the vision for the area should be and the different scenarios of the outcomes that could be achieved over 20 years. The main stage of the Plan where there will be a focus on engaging all stakeholders will be through a more formal public consultation on the Main Issues Report which is due to be published in Spring 2010. This will be an opportunity for all to submit representations on the various development options for the strategic development plan area, including the preferred development strategy.

Key Strategic Land Use Issues

Circular 1/2009 states that the principal topics for Strategic Development Plans are expected to be land for housing, business, shopping and waste management development, strategic infrastructure (including transport, water supply and waste water) and strategic greenspace networks. These will be matters which will require decisions to be made that cross local authority boundaries.

Scottish Ministers expect Strategic Development Plans to be visionary and set a clear framework for local development plans whilst informing decisions about strategic infrastructure investment.

We would welcome your feedback on the following questions.

Question 1: Please highlight briefly what you consider to be any key issues that will need to be tackled for the topic areas ?

Housing	<input type="text"/>	max 300 characters
Environment	<input type="text"/>	max 300 characters
Town Centres & Retail	<input type="text"/>	max 300 characters
Business & Employment	<input type="text"/>	max 300 characters
Transport	<input type="text"/>	max 300 characters
Strategic infrastructure (e.g. water)	<input type="text"/>	max 300 characters
Energy	<input type="text"/>	max 300 characters
Waste	<input type="text"/>	max 300 characters
Strategic greenspace networks	<input type="text"/>	max 300 characters
Other	<input type="text"/>	max 300 characters

Question 2: Please rank in order which topics from Q1 you think contain the 3 most important issues for the strategic development plan, in terms of high level decisions that will need to be made which cross local authority boundaries?

1st priority ----- select from drop down menu
Other, please specify max 100 characters

2nd priority ----- select from drop down menu
Other, please specify max 100 characters

3rd priority ----- select from drop down menu
Other, please specify max 100 characters

Involvement in the plan process

The timetable for the production of the Strategic Development Plan is set out in the [TAYplan Development Plan Scheme](#). This will be updated at least annually. The Development Plan Scheme also contains a strategy for participation in the development of the plan. Forthcoming key stages include:

- A formal **Main Issues Report Public Consultation** now in Spring 2010. This will be an opportunity to submit representations on the various TAYplan development strategies and options. A formal response to comments will thereafter be published.
- Publishing the **Proposed SDP** with a formal objection period in 2011. This will give stakeholders and consultees the opportunity to submit formal objections to the plan. Any objections that can't be resolved will be considered in a subsequent public examination (public inquiry/hearing).
- The **Submission of the Proposed Plan to Scottish Ministers**, including TAYplan's response to formal objections.

The Strategic Development Plan Authority will seek to ensure that: arrangements for participation are as inclusive, open and transparent as possible; information is provided early and in a format that allows full consideration; communication is provided in a range of formats and locations, making use of electronic means including the SDPA's website; and, representations are considered and reported to the SDPA.

Question 3: Do you have any suggestions as to how participation arrangements could be improved?

Thankyou for completing these questions.

How will I get feedback on my comments?

Your comments on the above questions will inform the preparation of the Main Issues Report. An analysis of comments received will be placed on the TAYplan website in early September which you can access. Individual responses will not be provided.

How can I comment if I do not have the ability to access the online questionnaire?

Hard copies of the questionnaire are available from the Strategic Development Plan Authority by contacting 01382 307180 or e-mail 'contactus@tayplan-sdpa.gov.uk'.

How can I be kept informed of TAYplan future consultations?

We are currently putting together a contact list of people who would like to be contacted at future consultation stages and kept informed of future progress on TAYplan. Please enter your contact details below if you wish to be sent such information. Your address and contact details will not be published or passed on to third parties.

If you do not wish to be sent information on TAYplan please tick this box

Title

First Name

Surname

Organisation

Address 1

Address 2

Town

Post-code

Email address

Telephone

or tick this box if an individual

How would you like to be kept informed of future progress on TAYplan?

Email/E-bulletin

Post

This information is available in community languages on request.
Limehouse terms & conditions to advise details will be made public etc./Data protection Act statement