

## **Notice of Meeting and Agenda**

### **Glasgow and the Clyde Valley Strategic Development Planning Authority Joint Committee**

<b>Date</b>	<b>Time</b>	<b>Venue</b>
Monday, 09 March 2015	11:15	East Dunbartonshire Council, Council Chambers, 12 StrathKelvin Place, Kirkintilloch, G66 1TJ

KENNETH GRAHAM  
Head of Corporate Governance

#### **Board Membership**

Councillors Dempsey and Moir (East Dunbartonshire Council); Buchanan and McCaskill (East Renfrewshire Council); Cameron and Scanlon (Glasgow City Council); McCormick and Wilson (Inverclyde Council); Coyle and Curran (North Lanarkshire Council); Kelly and Nicolson (Renfrewshire Council); Dunsmuir and Thompson (South Lanarkshire Council); and McAllister and O'Neill (West Dunbartonshire Council).

## Items of business

During consideration of the following items of business, the meeting will be open to the press and public.

### Apologies

Apologies received from members of the Board.

### Declarations of Interest

Members are asked to declare an interest in any item(s) on the agenda and to provide a brief explanation of the nature of the interest.

- |          |  |                |
|----------|--|----------------|
| <b>1</b> | <b>Minutes</b><br>Minute of the meeting and the special meeting of the Joint Committee held on 8th December, 2014.                                       | <b>5 - 10</b>  |
| <b>2</b> | <b>Revenue Budget Monitoring Report</b><br>Joint report by the Treasurer and the Strategic Development Plan Manager.                                     | <b>11 - 14</b> |
| <b>3</b> | <b>Strategic Development Plan Main Issues Report and Housing Need and Demand Assessment Update</b><br>Report by the Strategic Development Plan Manager.  | <b>15 - 16</b> |
| <b>4</b> | <b>Annual Report 2014</b><br>Report by the Strategic Development Plan Manager.   | <b>17 - 24</b> |
| <b>5</b> | <b>Development Plan Scheme and Participation Statement 2015/16</b><br>Report by the Strategic Development Plan Manager.                                  | <b>25 - 48</b> |
| <b>6</b> | <b>Planning Performance Framework Feedback 2013/14</b><br>Report by the Strategic Development Plan Manager.  | <b>49 - 60</b> |
| <b>7</b> | <b>Glasgow and the Clyde Valley Green Network Partnership: Administrrating Partner Arrangements</b><br>Report by the Strategic Development Plan Manager. | <b>61 - 62</b> |

**8 Date of Next Meeting**

The next meeting of the Joint Committee is scheduled to be held on Monday, 8th June, 2015 at the offices of Glasgow City Council.



**MINUTE OF MEETING OF  
THE GLASGOW AND THE CLYDE VALLEY STRATEGIC DEVELOPMENT PLANNING  
AUTHORITY JOINT COMMITTEE HELD ON MONDAY, 8<sup>TH</sup> DECEMBER, 2014  
AT THE OFFICES OF SOUTH LANARKSHIRE COUNCIL**

**PRESENT**

Councillors Dempsey and Moir (East Dunbartonshire Council); McCaskill (East Renfrewshire Council); Scanlon (Glasgow City Council); Wilson (Inverclyde Council); Coyle and Curran (North Lanarkshire Council); Kelly and Nicolson (Renfrewshire Council); Dunsmuir (South Lanarkshire Council); and O'Neill (West Dunbartonshire Council).

Councillor Curran, Convener, presided.

S Tait, Strategic Development Plan Manager and D McDonald, Assistant Strategic Development Plan Manager (both Strategic Development Plan Core Team); M Hislop, GCV Green Network Partnership Manager (GCV Green Network Partnership); H Holland, Land Planning & Development Manager (East Dunbartonshire Council); G McCarney, Planning and Building Standards Manager (East Renfrewshire Council); F Barron, Head of Planning & Building Control (Glasgow City Council); S Jamieson, Head of Economic & Social Regeneration (Inverclyde Council); L Bowden, Business Manager (Strategic Planning) (North Lanarkshire Council); M McGlynn, Head of Planning & Building Control (South Lanarkshire Council); A Williamson, Team Leader – Forward Planning (West Dunbartonshire Council); and F Carlin, Head of Planning, D Forbes, Finance Manager, E Coventry, Democratic Services Officer and K Brown, Committee Services Officer (all Renfrewshire Council).

**APOLOGIES**

Councillors Buchanan (East Renfrewshire Council); Cameron (Glasgow City Council); and McAllister (West Dunbartonshire Council)

**DECLARATIONS OF INTEREST**

There were no declarations of interest intimated prior to the commencement of the meeting.

**1. MINUTE**

There was submitted the Minute of the meeting of the Joint Committee held on 8<sup>th</sup> September, 2014.

It was intimated that the Minute required correction in terms of item 6 of the Minute (Scottish Government Publication of National Planning Framework 3 and Scottish Planning Policy). Councillor Dempsey had noted the requirement of Strategic Development Plans to establish the need for a Green Belt had been removed from the newly published SPP. In response the Strategic Development Plan Manager stated that the designation of a Green Belt had been an important and long standing component of strategic planning policy of previous strategic plans for the city region. In this context the Green Belt, the Green Network and the regeneration strategy of the approved Strategic Development Plans collectively remained central to the sustainable planning of the city region.

**DECIDED:** That the Minute, as corrected, be approved.

## **SEDERUNT**

Councillor McCaskill entered the meeting during consideration of the following item.

### **2. GCV GREEN NETWORK PARTNERSHIP BUSINESS PLAN 2015/18 AND BUDGET 2015/16**

There was submitted a report by the Glasgow & Clyde Valley Green Network Partnership Manager relative to the Glasgow and the Clyde Valley Green Network Partnership (GCVGNP) Business Plan 2015/18 and the local authority contributions to support the Business Plan for 2015/16.

The report intimated that the GCVGNP Business Plan provided guidance to the GCVGNP Board on the delivery of the Glasgow and the Clyde Valley Green Network Programme for the three year period 2015/18. A copy of the Business Plan was appended to the report and provided a review of progress against the Partnership's remit, a plan for the continuing development of the Green Network Programme in 2015/16 and a budget for the Green Network Partnership's Executive Team.

The report highlighted that the budget for the GCVGNP in 2015/16 was £210,000, which comprised contributions from partner agencies and local authorities. The local authority contribution to the 2014/15 budget was £93,985 which equated to a 4.4% reduction per authority from the 2013/14 contribution. The contribution from each authority was calculated pro rata based on population size and a breakdown of the individual authorities' contribution was outlined within the report.

The GCVGNP Manager gave a presentation on the GCVGNP Business Plan highlighting the main aims and objectives for 2015/16. It was agreed that a copy of the presentation would be distributed to all members.

#### **DECIDED:**

- (a) That the content of the GCVGNP Business Plan be noted;
- (b) That the allocation of local authority contributions to support the delivery of the Business Plan be approved; and
- (c) That a copy of the presentation be distributed to all members.

### **3. AUDITED ANNUAL ACCOUNTS 2013/14**

There was submitted a report by the Treasurer relative to the audited accounts 2013/14 for the Glasgow and Clyde Valley Strategic Development Planning Authority Joint Committee and included the report by Audit Scotland.

The report intimated that the Audit Certificate provided an unqualified opinion that the abstract of the accounts presented a true and fair view of the financial position of the Joint Committee as at March 2014, in accordance with the accounting policies detailed in the accounts. A report on the 2013/14 audit by Audit Scotland was also submitted. There were no matters arising from the audit which required specific reporting to the members.

#### **DECIDED:**

- (a) That the audited accounts be approved; and
- (b) That the report on the 2013/14 audit by Audit Scotland be noted.

#### 4. REVENUE BUDGET MONITORING REPORT

There was submitted the revenue budget monitoring report by the Treasurer and the Strategic Development Plan Manager for the period 1<sup>st</sup> April to 7<sup>th</sup> November, 2014.

**DECIDED:** That the report be noted.

#### 5. REVENUE ESTIMATES 2015/16 TO 2016/17

There was submitted a report by the Treasurer, in consultation with the Strategic Development Plan Manager, relative to the Revenue Estimates of the Glasgow & the Clyde Valley Strategic Development Plan Authority and included the requisition of the constituent authorities for the financial years 2015/16 and 2016/17.

The report intimated that the unaudited accounts for the year ended 31<sup>st</sup> March, 2014, as presented to this meeting of the Joint Committee, indicated the level of reserves as £386,616. Of these reserves, £198,386 was earmarked for specific purposes including allowing for ongoing work to support the Glasgow and Clyde Valley Strategic Development Plan Authority's work and to ensure that the Authority's statutory mandate was achieved. The balance of £188,230 held in general reserves had accumulated due to under spends in 2012/13 and 2013/14. This level of balances was in excess of that which would provide sufficient protection for the Joint Committee against unforeseen risks and events and, as such, it was proposed that a one-off reimbursement of requisitions was made to contributing authorities in 2015/16 amounting to £15,000 per contributing local authority and amounting to £120,000.

**DECIDED:**

- (a) That the revenue estimates for 2015/16 budget year and the related requisitions of the constituent authorities be agreed;
- (b) That the one-off reimbursement of £120,000 of member authority requisitions to be made during 2015/16 be agreed;
- (c) That the indicative revenue estimates for 2016/17 be noted; and
- (d) That it be agreed that the Strategic Development Plan Manager, in conjunction with the Treasurer, present a report to a future meeting of the Joint Committee should its remit and finances be materially affected by any future member authority policy decisions.

#### 7. ADDITIONAL ITEM – MEETING WITH THE SCOTTISH GOVERNMENT

The Convener intimated that he and the Depute Convener had met with the Minister for Local Government & Planning, Derek MacKay MSP. The Convener advised that the positive work undertaken by the Joint Committee had been highlighted during the meeting and the opportunity had also been taken to raise the issues regarding the complexity and cost of the Housing Need Demand Assessment (HNDA) and the cut back in resourcing and skills. The Minister agreed to look into the issues surrounding the HNDA.

The Convener advised that since this meeting, Derek MacKay MSP had moved to a new position within the Scottish Parliament and it was understood that Alex Neill, MSP was the new Minister for Local Government & Planning. It was agreed that the Strategic Development Manager would confirm with the Scottish Government whether the new Minister required a meeting/briefing with the Glasgow & Clyde Valley Strategic Development Planning Authority.

**DECIDED:** That it be agreed that the Strategic Development Manager would confirm with the Scottish Government whether a meeting/briefing was required with the new Minister for Local Government & Planning.

8. **DATE OF NEXT MEETING**

**DECIDED:** That it be noted that the next meeting of the Joint Committee would be held on Monday, 9<sup>th</sup> March, 2015 at the offices of East Dunbartonshire Council.



**MINUTE OF SPECIAL MEETING OF  
THE GLASGOW AND THE CLYDE VALLEY STRATEGIC DEVELOPMENT PLANNING  
AUTHORITY JOINT COMMITTEE HELD ON MONDAY, 8<sup>TH</sup> DECEMBER, 2014  
AT THE OFFICES OF SOUTH LANARKSHIRE COUNCIL**

**PRESENT**

Councillors Dempsey and Moir (East Dunbartonshire Council); Scanlon (Glasgow City Council); Wilson (Inverclyde Council); Coyle and Curran (North Lanarkshire Council); Kelly and Nicolson (Renfrewshire Council); Dunsmuir (South Lanarkshire Council); and O'Neill (West Dunbartonshire Council).

Councillor Curran, Convener, presided.

**IN ATTENDANCE**

S Tait, Strategic Development Plan Manager and D McDonald, Assistant Strategic Development Plan Manager (both Strategic Development Plan Core Team); H Holland, Land Planning & Development Manager (East Dunbartonshire Council); G McCarney, Planning and Building Standards Manager (East Renfrewshire Council); F Barron, Head of Planning & Building Control (Glasgow City Council); S Jamieson, Head of Economic & Social Regeneration (Inverclyde Council); L Bowden, Business Manager (Strategic Planning) (North Lanarkshire Council); M McGlynn, Head of Planning & Building Control (South Lanarkshire Council); A Williamson, Team Leader – Forward Planning (West Dunbartonshire Council); and F Carlin, Head of Planning, D Forbes, Finance Manager, E Coventry, Democratic Services Officer and K Brown, Committee Services Officer (all Renfrewshire Council).

**APOLOGIES**

Councillors Buchanan (East Renfrewshire Council); Cameron (Glasgow City Council); and McAllister (West Dunbartonshire Council)

**DECLARATIONS OF INTEREST**

There were no declarations of interest intimated prior to the commencement of the meeting.

**1. CLYDEPLAN – MAIN ISSUES REPORT**

There was submitted a report by the Strategic Development Plan Manager relative to the Main Issues Report (MIR).

The report intimated that the Development Plan Scheme (DPS) which had been published in 2014 set out the timeline and processes involved in the preparation of the second Strategic Development Plan (SDP) for the city region. The DPS declared the intention of the Authority to publish the MIR in January 2015 and a draft MIR was appended to the report for consideration by the Joint Committee.

The report highlighted that following any changes to the draft MIR agreed by the Joint Committee, the MIR would be finalised and prepared for printing and distribution. The MIR would then be subject to an eight week consultation and would be publicised in accordance with the publication requirements set out in Planning Circular 6/2013. It was noted that the Housing Need and Demand Assessment (HNDA) which was being developed as a technical background report to the MIR had been substantially concluded and agreed by the Housing Market Partnership Core Group. The write-up of the HNDA report was well advanced and in order to expedite the appraisal process and achievement of 'robust and credible' status from the CHMA in advance of the MIR publication, sections of the HNDA report were being submitted as they were concluded and agreed by the Core Group.

The Strategic Development Plan Manager gave a presentation on the GCVGNP Business Plan highlighting the main elements of the MIR.

Councillors Dempsey and Moir raised the issue of fracking and the potential impact on the Strategic Development Plan (SDP). It was agreed that the Strategic Development Plan Manager would raise this issue with the Scottish Government.

**DECIDED:**

- (a) That the MIR be approved for publication and consultation;
- (b) That the Strategic Development Plan Manager be granted appropriate editorial powers to finalise the MIR, in liaison with the Chair of the Management Team;
- (c) That it be agreed that the Strategic Development Plan Manager, in liaison with the Committee Clerk and Management Team, organise and deliver the relevant publicity to ensure that the statutory procedures are met; and
- (d) That it be agreed that the Strategic Development Plan Manager raise the issue of fracking with the Scottish Government.

## **GLASGOW AND THE CLYDE VALLEY STRATEGIC DEVELOPMENT PLANNING AUTHORITY JOINT COMMITTEE**

**To:** Joint Committee

**On:** 9 March 2015

---

**Report by:** The Treasurer and the Development Plan Manager

---

**Heading:** Revenue Budget Monitoring Report to 30th January 2015

---

### **1. Summary**

- 1.1 Gross Expenditure is £29,000 over budget and income is currently £6,000 over recovered resulting in a net overspend of £23,000. This is summarised in point 4:
- 

### **2 Recommendations**

- 2.1 It is recommended that members consider the report.
- 

### **3 Budget Adjustments Since Last Report**

- 3.1 There have been no budget adjustments since the start of the financial year.
- 

### **4 Budget Performance**

- |                             |                              |
|-----------------------------|------------------------------|
| <b>4.1 Current Position</b> | <b>Net Overspend £23,000</b> |
| <i>Previously Reported</i>  | <i>Net Overspend £12,000</i> |

The variance in expenditure is due to overspends in Contractors and Payment to Other Bodies offset by an underspend in Supplies and Services and Administration Costs.

The overspend in Contractors has resulted from rebranding to “Clydeplan” approved by the Joint Committee on the 8<sup>th</sup> September. Consultancy fees for a wind farm landscape study have also contributed to the overspend, part of these fees have been recovered from Scottish National Heritage. A contribution towards consultancy fees for a climate change strategy and action plan for the Glasgow and Clyde Valley region, produced in partnership with various organisations, was also incurred.

The overspend in Payment to Other Bodies is for additional survey fees which provided information for housing demands and needs to help develop a technical background report to the Main Issues Report (MIR).

The underspend in Supplies and Services is due to savings made in Computer Maintenance costs.

The over recovery of income relates to the income received from Scottish National Heritage noted above.

## **4.2 Projected Year End Position**

The projected year end position indicates an overspend of £19,800 against a budgeted break even position. The overspend in Contractors be partly offset by the underspend in Employee Costs and Supplies and Services. This overspend position will be funded from unallocated reserves.

---

**JOINT COMMITTEE : GLASGOW AND THE CLYDE VALLEY SDPA**

Bottom Line Position to 30th January 2015 is an overspend of	(23)	£000's
Anticipated Year End Budget Position is an overspend of	(20)	
Opening Reserves	(387)	
Projected Draw on Reserves	20	
Projected Closing Reserves	(367)	

Page 13 of 62



**Glasgow and the Clyde Valley Strategic Development Planning Authority**

**To: Glasgow and the Clyde Valley Strategic Development Planning Authority  
Joint Committee**

**On: 9<sup>th</sup> March 2015**

**Report by  
Stuart Tait, Manager**

**Strategic Development Plan Main Issues Report and Housing Need and Demand  
Assessment Update**

**1. Summary**

- 1.1 The purpose of this report is to update the Joint Committee on the progress of the Main Issues Report (MIR), Housing Need and Demand Assessment (HNDA) and steps towards preparation of the Strategic Development Plan Proposed Plan.

**2. Recommendation**

- 2.1 It is recommended that the Joint Committee note the contents of the report.

**3. Main Issues Report**

- 3.1 The consultation in the MIR commenced on 30<sup>th</sup> January with copies sent to a number of organisations including key stakeholders, Community Councils and Scottish Ministers. Members will also have received their own copies previously. The MIR has been published on Clydeplan's website along with the Strategic Environmental Assessment (SEA) and a number of supporting Background Reports including the HNDA.
- 3.2 The Main Issues Report has also been deposited at every public library in the city region, is available at the Clydeplan office and also at each of the planning offices of all the Clydeplan constituent authorities. An advert was also placed in 'The Herald' newspaper and also on the 'Tellme Scotland' website.
- 3.3 The formal consultation period runs for an eight week period until Friday 27<sup>th</sup> March 2015. Details of the responses to the MIR will be reported to the June meeting of the Joint Committee.

**4. Housing Need and Demand Assessment**

- 4.1 The HNDA was largely concluded and agreed by the Housing Market Partnership Core Group in September 2014 with the main evidence and outputs from the Tool in place. This was the basis on which the SDP MIR was founded.
- 4.2 In order to expedite the Centre for Housing Market Analysis (CHMA) assessment process, a number of the substantive evidence bases (the HNDA report chapters and associated background technical reports) on *Key Housing Market Drivers*, *Specialist Provision* and *Stock Profile and Pressures*, were agreed with Core Group and submitted during November 2014.

- 4.3 The write up of the complete assessment was agreed by the Core Group and finalised in January. The HNDA has been published as a Background Report to the Strategic Development Plan Main Issues Report (MIR) and submitted to the CHMA, and is currently undergoing the CHMA's appraisal process.
- 4.4 The next stages in the process will include responding to the CHMA's appraisal letter which will include suggestions and recommendations. The suggestions are for consideration however the recommendations are to be progressed in partnership with the CHMA and the Housing Market Partnership. Where these recommendations are actioned the HNDA should achieve 'robust and credible' status following re-submission to CHMA.
- 4.6 Therefore following receipt of the CHMA appraisal letter, the HNDA will be required to be finalised taking account of the CHMA's suggestion and recommendations, and signed off by the named signatories of each of the authorities, all with the agreement of Core Group.
- 4.7 Additionally, as Fergus Macleod, Inverclyde Council, the Chair of the Core Group is retiring, a new chair will be required and the next meeting of the HMP will consider this. A key initial role of the new chair will be to review the HNDA2 process and identify the best way forward for the HMP.

## **5. Next Steps**

- 5.1 In parallel to the achievement of the 'robust and credible' status for the HNDA, other key activities require to be progressed.
- 5.2 The Planning Sub Group will meet to progress the 2014 Housing Land Audit and commence the 2015 Housing Land Audit. Alongside the review of the HMP, consideration will be given to the wider role of this sub group.
- 5.3 Housing Supply Targets (HSTs) require to be developed jointly by the HMP for inclusion in the SDP Proposed Plan.
- 5.4 The approach to generosity and the housing land requirement then requires to be determined and set in the Proposed SDP.
- 5.5 The responses to the MIR, which will become available following the 27th March closing date, will also require to be considered and this will inform the approach to HSTs, generosity and the Housing Land Requirement and will be a key consideration for both the Housing Market Partnership Core Group and the Planning Sub Group.



**Glasgow and the Clyde Valley Strategic Development Planning Authority**

**To: Glasgow and the Clyde Valley Strategic Development Planning Authority  
Joint Committee**

**On: 9<sup>th</sup> March 2015**

**Report by  
Stuart Tait, Manager**

**Annual Report 2014**

**1. Summary**

- 1.1 The purpose of this report is for the Joint Committee to consider its Annual Report for the year 2014.

**2. Recommendation**

- 2.1 It is recommended that the Joint Committee
- consider the 2014 Annual Report as set out in the Appendix; and
  - agree that, in accordance with the practice of previous years, an enhanced version of the Annual Report be produced in order to promote the work of the Authority.

**3. Context**

- 3.1 Clydeplan's Minute of Agreement requires the preparation of an Annual Report on its work. The Appendix sets out the 2014 Annual Report and provides a summary of the work undertaken by Clydeplan during 2014 under the following broad headings
- Introduction
  - Review of current Strategic Development Plan;
  - Early Engagement consultation exercise;
  - Key Documents Published during 2014;
  - Review of Strategic Development Plans in Scotland - Recommendations Published;
  - 'Clydeplan' - rebranding of the Authority;
  - National Planning Framework 3 and Scottish Planning Policy published;
  - City Deal Announcement;
  - Central Scotland Green Network Trust Established and Glasgow and Clyde Valley Green Network Partnership Business Plan 2015/18;
  - Key stakeholder presentations to the Authority;
  - Priorities and issues affecting the future work of the Authority.



**CLYDEPLAN  
ANNUAL REPORT 2014**

**Introduction**

The eight Clydeplan local planning authorities are committed to strategic planning and working in collaboration with a wide range of stakeholders in support of the delivery of its Spatial Development Strategy as set out in the first ever Strategic Development Plan (SDP) for the Glasgow and the Clyde Valley city region approved by Scottish Ministers on 29<sup>th</sup> May 2012.

Many of the key elements of the Spatial Development Strategy such as Clyde Gateway, Clyde Waterfront and Ravenscraig and the Glasgow and the Clyde Valley Green Network have been incorporated in the Scottish Government's National Planning Framework 3 which was published in June 2014. These strategy components provide a sound foundation upon which the city region can base its recovery as the economy moves out of recession.

The scale of work that has been undertaken during 2014 has only been made possible by the willing support that Clydeplan has gratefully received.

This has come from both private and public sector partners including the Scottish Government, Scottish Enterprise, Scottish Natural Heritage, Scottish Environment Protection Agency, Historic Scotland, Strathclyde Partnership for Transport, Visit Scotland, Transport Scotland, Forestry Commission Scotland, Glasgow and the Clyde Valley Green Network Partnership, Central Scotland Green Network Trust, Glasgow Centre for Population Health, Metropolitan Glasgow Strategic Drainage Partnership, Scottish Water, Homes for Scotland, Scottish Property Federation, University of Glasgow and University of Stirling.

This report sets out the work that has been undertaken by Clydeplan during 2014.

**Review of current Strategic Development Plan**

Clydeplan approved its Main Issues Report in December 2014 as the next stage in reviewing the current SDP. The Main Issues Report follows on from an early engagement consultation exercise undertaken in January 2014.

In addition Clydeplan have commissioned and/or supported a number of studies which will have assisted in the development of the Main Issues Report. These studies include

- Economic Outlook and Scenarios for the Glasgow and Clyde Valley City Region 2013-2028 by Oxford Economics;
- City region wide landscape capacity study for wind turbines jointly funded by SNH, Clydeplan and its constituent Local Authorities;
- Firth of Clyde Forum study into the impact of rising sea levels in the Firth of Clyde; and,
- Retail study by University of Stirling to provide an overview and analysis of wider future retail trends and the potential impacts on the network of strategic centres.

### **Early Engagement Consultation exercise**

In January 2014 Clydeplan initiated an early engagement consultation exercise to help inform the Main Issues Report being prepared for the next SDP.

The key emerging themes from the consultation included a need to:

- review the Community Growth Areas;
- consider health and wellbeing/health inequalities;
- encourage community growing as part of wider Green Network;
- consider wider broadband coverage;
- consider the important role for energy efficiency including provision of district heating networks;
- placemaking;
- align the components of SDP with delivery; and,
- reflect finalised NPF3 and SPP.

### **Key Documents Published During 2014**

In support of the review of the current SDP Clydeplan published a number of key documents during 2014, including:

- SDP Development Plan Scheme and Participation Statement 2014/15;
- Green Network Supplementary Guidance;
- Environment Common Perspective;
- SDP Action Programme update;
- Strategic Development Planning and Health; and,
- Industry, Business and Offices Monitoring Report (2012/13).

### **Review of Strategic Development Plans in Scotland - Recommendations Published**

In December 2013 the Scottish Government commenced its review of Strategic Development Plans in Scotland. The aim of the review was to consider whether the current arrangements for, and approaches to, the new Strategic Development Plans are fit for purpose with the focus being on process and content with particular emphasis on key areas such as housing and transport.

To this end the Scottish Government appointed a team from Kevin Murray Associates and Glasgow University to undertake the review and the consultants submitted their findings to the Scottish Government in February 2014. The review report set out 22 findings relating to 6 themes and in June 2014 the Scottish Government set out its response to the findings along with 14 actions they will take, working with others, to strengthen strategic planning.

Clydeplan will seek to work with the Scottish Government, the other SDPAs in Scotland and any other interested parties in taking the outcomes of the review forward.

Details of the review can be found at [www.scotland.gov.uk/Topics/Built-Environment/planning/Development-Planning/Strategic-Planning](http://www.scotland.gov.uk/Topics/Built-Environment/planning/Development-Planning/Strategic-Planning).

### **'Clydeplan' - rebranding of the Authority**

In September 2014 the Glasgow and the Clyde Valley Strategic Development Planning Authority agreed to rebrand itself as '*Clydeplan*'. The rebranding offers an opportunity to raise the profile of the Authority and its work.

The rebranding to '*Clydeplan*' also supports the findings of the Scottish Government's review of Strategic Development Plans in Scotland which raised issues around securing effective engagement across the city regions.

### **National Planning Framework 3 and Scottish Planning Policy published**

June 2014 saw the Scottish Government publish National Planning Framework 3 (NPF3) and updated Scottish Planning Policy. Both these documents will set the policy context for the next SDP.

These documents focus on four themes which the next SDP will align itself with, namely

- 1) *A Low Carbon Place* (infrastructure to enable transition to low carbon economy);
- 2) *A Natural Place to Invest* (environment protection, tourism and sustainable resource management);
- 3) *A Successful, Sustainable Place* (economic growth, sustainable settlements, regeneration, green networks, health and home);
- 4) *A Connected Place* (movement of people, digital links and connectivity).

Clydeplan has sought to align its Main Issues Report with these themes and support the delivery of the National Developments and will do the same for the Proposed Plan.

In addition 14 National Developments were identified of which the following are relevant to Clydeplan

- Metropolitan Glasgow Strategic Drainage Plan (which supports a Natural Place to Invest);
- Central Scotland Green Network (which supports a Natural Place to Invest);
- Ravenscraig (which supports a Successful, Sustainable Place);
- High Speed Rail (which supports a Connected Place);
- Strategic Airport Enhancements - Glasgow Airport (which supports a Connected Place);
- Digital Fibre Network (which supports a Connected Place);
- National Cycling and Walking Network (which supports a Natural Place to Invest); and
- Grid Infrastructure Enhancements (which supports a Low Carbon Place).

### **Glasgow and Clyde Valley City Deal Announcement**

In August 2014 the eight Clydeplan local authorities and the UK and Scottish Governments signed the Glasgow and Clyde Valley City Deal which established a £1.13 billion Infrastructure Fund.

This Fund will be used to support projects aimed at improving the transport network across the city region; unlocking key development and regeneration sites; and improving public transport.

This investment seeks to increase economic growth across the city region, improve connectivity and create approximately 29,000 new jobs by 2035 and support over 5,500 residents back into sustained employment. It is anticipated that there will be a 4% uplift in Gross Value Added (GVA) equivalent to £2.2bn per annum.

20 projects have been identified and Clydeplan will seek to work with all parties to support the development of their respective business cases and their future delivery.

	<b>Lead Local Authority/Agency</b>	<b>Project Name</b>
1	East Renfrewshire	M77 Strategic Corridor
2	Glasgow	Collegelands/Calton/Barras Action Plan
3	Glasgow	City Centre Public Realm/Canal and North Glasgow
4	Glasgow	Clyde Waterfront and West End Innovation Quarter
5	Glasgow	Metropolitan Glasgow Strategic Drainage Plan
6	Inverclyde	Inchgreen
7	Inverclyde	Inverkip (former Inverkip Power Station)
8	Inverclyde	Ocean Terminal
9	North Lanarkshire	A8/M8 Corridor Access improvements
10	North Lanarkshire	Gartcosh Community Growth Area
11	North Lanarkshire	Pan Lanarkshire Orbital Transport Corridor
12	Renfrewshire	Clyde Waterfront and Renfrew Riverside
13	Renfrewshire	Glasgow Airport Economic Investment Zone
14	Renfrewshire	Glasgow Airport Rail Link
15	South Lanarkshire	Cathkin Bypass
16	South Lanarkshire	Community Growth Areas (East Kilbride, Newton and Hamilton)
17	South Lanarkshire	Greenhills Road/A726 Dual Carriageway
18	South Lanarkshire	Stewartfield Way
19	West Dunbartonshire	Exxon Site
20	Strathclyde Partnership for Transport	Strathclyde Bus Investment Programme

### **Central Scotland Green Network Trust established and Glasgow and Clyde Valley Green Network Partnership Business Plan**

The new Central Scotland Green Network Trust (CSGNT) came into being on 27<sup>th</sup> March 2014, as part of a programme of changes to the Central Scotland Green Network (CSGN) initiative which is a 'National Development' in the Scottish Government's National Planning Framework 3.

The new CSGNT, which has 'inherited' the assets of the Central Scotland Forestry Trust, will devote all of its resources to driving forward delivery of the CSGN with a wide range of stakeholders including local authorities, regional partnerships, landowners, environmental groups and local communities, in order to help realise the CSGN Vision. Core priorities for the CSGNT will include action on vacant and derelict land, active travel and environmental improvements in disadvantaged areas.

Through extensive partnership working, the principal aim of the CSGNT is to bring about the realisation of the Green Network on the ground, and the benefits that this will bring to local communities, businesses and wildlife.

The Glasgow and the Clyde Valley Green Network Partnership is an important regional delivery mechanism of the CSGN and in December 2014 Clydeplan endorsed the Glasgow and the Clyde Valley Green Network Partnership's Business Plan 2015/18 and related budget for 2015/16. The Glasgow and the Clyde Valley Green Network is a core component of SDP's Spatial Development Strategy.

The Partnership's Programme Plan is split into 'strategic' and geographic' projects.

The strategic projects for 2015/16 include:

- **Green Network Indicators for Community Plans** - for Glasgow City Council and North Lanarkshire Council;
- **Active Healthy Lifestyles: Greenspace and Health Analysis** - for Glasgow City Council and West Dunbartonshire Council;
- **Green Networks and Climate Change Adaptation: Partnership Development** - to develop a 'Climate Ready Clyde' partnership for the whole city region;
- **Green Networks and Climate Change Adaptation: Greenspace and Climate Change Adaptation analysis** - for Renfrewshire, East Dunbartonshire, Inverclyde, East Renfrewshire and South Lanarkshire Councils;
- **'Funding the Central Scotland Green Network' project** - a strategic project for the CSGN with implications for the whole GCV region;
- **The GCV Green Network 'Big Picture': a blueprint for delivery** - work with all Clydeplan local authorities on a spatial representation of the Green Network.

The geographic projects for 2015/16 include:

- **Green Network Action Plans for Strategic Delivery Area** - focus on Glasgow, Inverclyde, North Lanarkshire, Renfrewshire, South Lanarkshire and West Dunbartonshire;
- **Integrating Green Infrastructure into Community Growth Area Masterplans** - for Glasgow City, North Lanarkshire, South Lanarkshire and Renfrewshire Councils;
- **Gartloch Gartcosh Green Network (focusing on the Seven Lochs Wetland Park)** - Greenspace and green infrastructure delivery associated with the major wetland park proposal straddling the Glasgow / North Lanarkshire boundary.

In October the Glasgow and Clyde Valley Green Network Partnership re-launched its website. The new format displays key project information via enhanced content, for example, the Integrating Green Infrastructure (IGI) project features video, an interactive gallery and 'design case studies'. Further information can be found at [www.gcvgreennetwork.gov.uk](http://www.gcvgreennetwork.gov.uk).

### **Key Stakeholder Presentations to the Authority**

During 2014 the Joint Committee received presentations from Derek Dunsire, Principal, City Centre Regeneration on the Glasgow City Centre Strategy and Max Hislop, Glasgow and the Clyde Valley Green Network Programme Manager on the Partnership's 2015/18 Business Plan.

### **Priorities and Issues affecting the future work of the Joint Committee**

The priorities for the future work of Clydeplan will be influenced, amongst other things, by

- the continuing challenges of delivering the key spatial priorities of the Strategic Development Plan and the implications of reduced financial and staff resources in both the public and private sectors;
- business case development and delivery of the Glasgow and Clyde Valley City Deal Infrastructure Fund projects;
- responses to its Main Issues Report and preparation of the Proposed Strategic Development Plan;
- the findings of the Scottish Government's review of Strategic Development Plans; and,
- the publication of NPF3 and Scottish Planning Policy.



**Glasgow and the Clyde Valley Strategic Development Planning Authority**

**To: Glasgow and the Clyde Valley Strategic Development Planning Authority Joint Committee**

**On: 9<sup>h</sup> March 2015**

**Report by  
Stuart Tait, Manager**

**Development Plan Scheme and Participation Statement 2015/16**

**1. Summary**

- 1.1 The purpose of this report is for the Joint Committee to consider the Development Plan Scheme and Participation Statement 2015/16.

**2. Recommendation**

- 2.1 It is recommended that the Joint Committee consider and adopt the 2015/16 Development Plan Scheme and Participation Statement and authorise the Strategic Development Plan Manager to make the necessary arrangements for its publication.

**3. Context**

- 3.1 As part of the requirements of the Planning etc (Scotland) Act 2006 planning authorities are expected to publish a 'Development Plan Scheme' and 'Participation Statement' and review it on an annual basis. The purpose of these documents is to set out the Authority's programme for preparing, reviewing and consulting on its Strategic Development Plan.
- 3.2 The Joint Committee published its first Development Plan Scheme and Participation Statement on 31st March 2009, with subsequent revisions published annually in March. Copies are placed in all local libraries throughout the city region, on the Joint Committee's website as well as being sent to Scottish Ministers.
- 3.3 At its meeting held on 10<sup>th</sup> December 2012 the Joint Committee approved the timeline for the submission of the next SDP in May 2016 and accordingly the 2015/16 Development Plan Scheme reflects those dates.

**4. Development Plan Scheme and Participation Statement 2015/16**

- 4.1 The 2015/16 Development Plan Scheme and Participation Statement reflect the ongoing considerations around the approach to engagement including discussions at the Heads of Policy and at Steering Group.
- 4.2. It reflects the current position in the plan cycle for the next SDP where the focus is on considering the responses to the Main Issues Report which was published on 30<sup>th</sup> January and the development of the Proposed Plan which is due for publication in January 2016.
- 4.3 The 2015/16 Development Plan Scheme and related Participation Statement are attached in the Appendix.





## **Getting Involved in Strategic Planning in the Glasgow and the Clyde Valley City Region**

### **Development Plan and Participation Statement**

**March 2015 - March 2016**

## TABLE OF CONTENTS

WE WANT TO KNOW YOUR VIEWS.....	1
DEVELOPMENT PLAN SCHEME .....	2
Introduction.....	2
Purpose of the Development Plan Scheme.....	2
Development Plan System in Scotland .....	2
Strategic Environmental Assessment.....	3
Action Programme .....	3
Getting Involved.....	4
Summary of Key Stages .....	5
PARTICIPATION STATEMENT.....	7
Why Get Involved .....	7
Our Approach To Engagement .....	7
Key Principles .....	7
Who Do We Engage With .....	8
Ongoing Engagement.....	8
How Do We Engage .....	9
How To Get Involved .....	9
STRATEGIC DEVELOPMENT PLAN KEY STAKEHOLDERS .....	10
KEY PLAN PREPARATION STAGES .....	12
Accessing Documents .....	19
Providing Feedback .....	19
Contact Details .....	19

## **WE WANT TO KNOW YOUR VIEWS**

Welcome to the latest edition of Clydeplan's Development Plan Scheme and Participation Statement. These two documents together set out how you can learn about and influence the preparation of the next SDP. These documents are updated every year in March.

Clydeplan are committed to continued service improvement to ensure the next SDP is as good as it can be, and reflects the views of our stakeholders.

We would like you to use this document as an opportunity to comment on this Development Plan Scheme and Participation Statement, or indeed on any matters relevant to the SDP preparation.

We welcome your views and our contact details are provided at the end of this document.

## DEVELOPMENT PLAN SCHEME

### Introduction

The first Glasgow and the Clyde Valley Strategic Development Plan (SDP) was approved by Scottish Ministers on 29th May 2012 and follows in a long standing tradition of strategic planning in the West of Scotland which recognises that the communities of the conurbation are interdependent and that a shared vision and land use strategy is required to tackle the major economic, social and environmental challenges we all face.

The SDP which covers the local authority administrative areas of East Dunbartonshire, East Renfrewshire, Glasgow, Inverclyde, North Lanarkshire, Renfrewshire, South Lanarkshire and West Dunbartonshire, excluding that part of West Dunbartonshire that lies within the Loch Lomond and the Trossachs National Park, set out the strategic planning and spatial development strategy for the city region for the next twenty years and beyond.

Clydeplan operates as a Joint Committee and comprises two Councillors from each of the eight constituent local authorities who, as a general rule are the Conveners and Vice-Conveners from the relevant Planning Committees/Boards of their respective authority.

Clydeplan have a responsibility to Scottish Ministers under the terms of the Planning etc (Scotland) Act 2006 to prepare, monitor and review a strategic plan on behalf of the member local authorities.

Clydeplan hopes you will engage with them in its preparation and development.

### Purpose of the Development Plan Scheme

The purpose of the Development Plan Scheme is to:

- outline the steps which Clydeplan will take in preparing the SDP for Glasgow and the Clyde Valley; and
- explain the statutory processes involved in preparing the Plan and how you can be involved in terms of accessing documents and making representations.

### Development Plan System in Scotland

The statutory requirement to prepare development plans is set out in the Planning (Scotland) etc Act 2006. Development plans are the basis for decision making on planning applications.

They contain policies and proposals for the future development and use of land in an area. Plans can cover a wide range of issues such as housing, transport, employment, retail, recreation and conserving and protecting the natural environment.

Further information can be found in the Scottish Government's Planning Circular 6/2013: Development Planning, [www.scotland.gov.uk/Publications/2013/12/9924](http://www.scotland.gov.uk/Publications/2013/12/9924).

The Development Plan system in Scotland consists of three core statutory documents:

- (i) **National Planning Framework for Scotland** (NPF) is produced by the Scottish Government and sets out, in broad terms, Scottish Ministers' strategy for Scotland's spatial development and the priorities for that development. The latest NPF, 3 was published in June 2014 [www.scotland.gov.uk/Resource/0045/00453683.pdf](http://www.scotland.gov.uk/Resource/0045/00453683.pdf)
- (ii) **Strategic Development Plan** is prepared by the Strategic Development Planning Authority and sets out a long-term (20 years or more) view of development strategy considering its general scale and broadly where it should be located. The SDP is approved by Scottish Ministers. Strategic Development Plans are only prepared for the four Scottish city-regions;

- (iii) **Local Development Plans** are prepared by local authorities and set out more detailed policies and proposals to guide development. These plans, which are approved by the local authority, must accord with the approved Strategic Development Plan.

### **Strategic Environmental Assessment**

The policies and proposals contained in the SDP will be assessed for their potential impacts on the environment utilising a process known as Strategic Environmental Assessment or SEA. The Environmental Assessment (Scotland) Act 2005 makes SEA a legal requirement on many public plans, programmes and strategies, including the SDP.

The purpose of SEA is to provide a high level of protection for the environment by ensuring that environmental issues are considered by decision makers alongside economic and social issues. This is achieved by systematically assessing the potential significant environmental effects of the plan, and recording the results in an 'Environmental Report'.

The process involves regular liaison with Scottish Natural Heritage, Scottish Environmental Protection Agency and Historic Scotland.

The SEA will be prepared in conjunction with the Strategic Development Plan and will be co-ordinated with the Plan's preparation and related processes.

### **Action Programme**

An Action Programme sets out how Clydeplan proposes to implement the Strategic Development Plan.

The Action Programme sets out:

- a list of actions required to deliver each of the plan's policies and proposals;
- the name of the person/organisation who is to carry out the action; and
- the timescale for carrying out each action.

It is anticipated that the Action Programme will focus upon the delivery of key infrastructure and other identified priorities.

In preparing their Action Programmes Clydeplan will consult and consider the views of:

- the Key Agencies;
- the Scottish Ministers; and,
- anyone Clydeplan proposes specifying by name in the Action Programme.

The Action Programme must be published and submitted to Scottish Ministers at the same time as the Proposed Plan.

The Action Programme must be adopted and published by Clydeplan within 3 months of the SDP being approved by Scottish Ministers.

Thereafter, the Action Programme will be kept under review by Clydeplan, and updated and republished at least every 2 years. Whenever an Action Programme is published, the SDPA are required to send 2 copies to Scottish Ministers, place copies in local libraries and publish electronically.

The latest Action Programme was published by Clydeplan on 29th August 2014

[www.clydeplan-sdpa.gov.uk/files/Action\\_Programme\\_August\\_2014.pdf](http://www.clydeplan-sdpa.gov.uk/files/Action_Programme_August_2014.pdf).

## **Getting Involved**

Clydeplan is keen to engage with as many interested parties as possible, particularly the general public, during the preparation of the SDP.

By encouraging consultation at all stages of the Plan's preparation, Clydeplan seeks to ensure that those with an interest in the area e.g. members of the public, businesses, key organisations and organisations including community groups, have an opportunity to contribute their views before decisions are taken.

This applies as much to those who support the plan as to those who want to make objections.

Clydeplan will make extensive use of its website ([www.clydeplan-sdpa.gov.uk](http://www.clydeplan-sdpa.gov.uk)) and Twitter account (@Clydeplan), to update interested parties on its ongoing work and as a key component of its formal consultation strategy.

In this context Clydeplan is always interested to hear from individuals, groups and organisations or indeed anyone interested in the SDP as to how to best undertake engagement. Details of how to provide feedback are included at the end of this document.

## **Timetable for approval of the Strategic Development Plan**

Planning etc (Scotland) Act 2006 Part 2 Section 10 subsection 8 requires the submission of the next SDP within 4 years of the approval of its predecessor. In the case of Clydeplan this is on/before 29<sup>th</sup> May 2016.

The development of the next SDP will take into account a number of factors, including the

- publication of the National Planning Framework 3 and Scottish Planning Policy;
- Scottish Ministers approval letter on the 2011 Strategic Development Plan;
- Scottish Government's review of Strategic Development Plans during 2013/14
- creation of the Glasgow and Clyde Valley City Deal Infrastructure Fund.



## Summary of Key Stages

The following diagram identifies the key plan preparation stages with further detail on the approach to engagement at each stage provided in the Participation Statement.

Stage	Strategic Development Plan	Key Components	Estimated Timetable
<b>ONGOING CONSULTATION ON STRATEGIC DEVELOPMENT PLAN 2</b>		Engage and work with the constituent local authorities and key stakeholders in the work programme in support of Strategic Development Plan 2.	<b>Ongoing throughout 2014 and 2015</b>
<b>1</b>	<b>Development Plan Scheme and Participation Statement</b>	Strategic Development Plan Authority publishes Development Plan Scheme and Participation Statement.	<b>Revised and Published March 2014</b>
<b>2</b>	<b>Early Engagement – “Shaping Our Future”</b>	This is a non statutory consultation planned to tease out views on the performance of the existing SDP strategy, the key issues to be addressed by the next SDP and therefore included in the Main Issues Report, as well as any locationally specific considerations.	<b>January - February 2014</b>
<b>3</b>	<b>Action Programme Update</b>	Publication of Action Programme update.	<b>August 2014</b>
<b>4</b>	<b>Monitoring Statement</b>	The Monitoring Statement and feedback from the “Early Engagement” exercise in January 2014 will assist in identifying the key issues to be addressed in the Main Issues Report.	<b>June - December 2014</b>
<b>5</b>	<b>Housing Need and Demand Assessment</b>	This provides part of the evidence base for Local Housing Strategies and Strategic and Local Development Plans. The HNDA and Housing Supply Targets will inform the SDP Proposed Plan.	<b>June - January 2015</b>

Stage	Strategic Development Plan	Key Components	Estimated Timetable
6	<b>Main Issues Report and Environmental Report</b>	Publication and consultation on Main Issues report and related supporting documents	<b>January 2015</b> (consultation ending 27 <sup>th</sup> March 2015)
7	<b>Publication of Proposed Plan, and Supplementary Environmental Report</b>	Publication and consultation on Proposed Plan and related supporting documents including the Action Programme.	<b>January 2016</b>
8	<b>Proposed Plan Submission</b>	Submission of Proposed Plan to Scottish Ministers for approval	<b>May 2016</b>
9	<b>Examination of Proposed Plan</b>	Any unresolved representations will be subject to an Examination conducted by an independent Reporter appointed by Scottish Ministers.	<b>June 2016</b>
10	<b>Modification of Proposed Plan</b>	Scottish Ministers may amend the Plan in light of the Reporters recommendations. They will publish any modifications along with their reasons for making them.	<b>Late 2016/Early 2017</b>
11	<b>Approval and Publication of the Plan, Environmental Report and Action Programme</b>	Once Scottish Ministers receive the Examination Report, they may approve the Plan in whole or in part (with or without modification), or reject the plan.  Clydeplan will then publish the approved SDP as soon as possible after approval.  The Action Programme in support of the SDP requires to be adopted and published within three months of the SDP being approved by Scottish Ministers.	<b>Spring 2017</b>
12	<b>Strategic Environmental Assessment Post Adoption Statement</b>	This details how environmental considerations have been integrated into the Plan.	<b>Spring 2017</b>

## **PARTICIPATION STATEMENT**

### **Why Get Involved**

Planning affects everyone and we want our plan to be as good as it can be reflecting the views of all stakeholders.

The SDP sets the city region planning context across the eight Clydeplan local authorities. The SDP directly influences Local Development Plans and therefore decisions on investment, infrastructure and the determination of planning applications.

### **Our Approach to Engagement**

During the course of the last year we have been reviewing our approach to communications and engagement.

We have facilitated workshops, on Community Engagement and Graphical Communication, and held discussions with our local authority partners. We have considered best practice examples including the approach to engagement undertaken by the Scottish Government around the NPF3 Main Issues Report and the approaches of the three other SDP teams SESplan, TAYplan and Aberdeen City and Shire SDPA.

We have established some key principles for undertaking engagement, have undertaken a review of our stakeholders and have considered how best to engage with them.

Through this review we have identified a number of areas where our approach can be enhanced and we have already taken steps to implement a number of the required service improvements.

We have for example established a group on the Knowledge Hub to facilitate internal communications with our local authority partners, updated our website, launched an Early Consultation on the SDP, made additions to our list of stakeholders, and commenced the use of Twitter to facilitate more immediate communication and raise the profile of Clydeplan.

All of this activity is aimed to ensure that our plan is as good as it can be, reflecting the views of our stakeholders.

We are committed to continuing service improvements, and would welcome any feedback on this Development Plan Scheme and Participation Statement, or indeed on any matters relevant to the SDP preparation. Contact details are provided at the end of this document.

### **Key Principles**

Along with our local authority partners, we have adopted a number of key principles that will govern the way that we engage with our stakeholders. Clydeplan will:

- in all engagement activities, take account of the advice and principles in PAN 3/2010, Community Engagement and the National Standards for Community Engagement (refer Appendix A);
- go beyond minimum statutory consultation requirements in order to ensure that we have consulted all those that have an interest in the Plan, in order that the Plan is as good as it can be;
- seek to improve levels of engagement with the general public and other stakeholders utilising social media and other techniques, but proportionately and within budgetary and resource limitations;
- invite contact from any organisation with an interest in Strategic Planning via our open approach, website and via direct communication (telephone, email and face to face contact);

- utilise this Participation Statement to document what we intend to do and then to document what we did do in respect of stakeholder engagement, including how we have taken stakeholder feedback into account;
- endeavour to utilise Plain English and engaging graphics, in order to explain our approach with clarity and simplicity where possible;
- request feedback from interested parties on where service and engagement activity improvements could be made, in order to further develop our culture of continuing improvement.

Your views on the Key Principles are welcome.

### **Who Do We Engage With**

We want to engage with everyone who has a stake in the plan however we recognise that the degree of involvement of stakeholders varies and that a proportionate and realistic approach is required. Some of our stakeholders have a high degree of influence on our plan such as the Scottish Government and the Local Authorities, while other stakeholders only seek to remain informed about the plan. Our approach to engagement and communication reflects that distinction.

We recognise that it can be difficult to engage some sections of society and organisations but will continue to aim to be as inclusive as possible. The SDP team will be available to meet with any interested party, particularly community councils and community groups at a mutually convenient time throughout the SDP process.

Key parties with whom we seek to engage include:

- public sector groups (including key government departments and agencies);
- private sector groups (including business, retail and housing interests);
- established community groups (including community councils);
- voluntary and environmental organisations; and
- Community Planning Partnerships.

A list of identified stakeholders and groupings that are included on our Consultees Database is provided and suggestions on any additions are welcome (refer Table 1). We have recently added the Youth Parliament to our Consultees Database.

### **Ongoing Engagement**

Much engagement is of an ongoing nature, and we have a number of key stakeholders with whom we regularly engage. During the last two years, we have created a number of forums and held workshops involving the SDP Team, local authority partners and other key stakeholders from public and private organisations. This approach has enabled us to work jointly to identify the key strategic planning issues for this area.

The Forums include the Environment Forum; Economy, Infrastructure and Placemaking Forum; and the Development Land Forum. Other active groups that inform our Plan Preparation include the SEA Working Group, the Housing Market Partnership Core Group and we have held workshops on Community Engagement and Graphics and Communications.

In addition we meet and liaise regularly with the other three other SDP teams in Scotland along with the Scottish Government.

## **How Do We Engage**

By direct contact by email or telephone, through the forums and groupings detailed above, via our updated website, using Twitter, and through our open and transparent approach.

Additionally, the constituent Local Authorities of the city region have a role to play as a conduit for local information feeding into the plan preparation and assisting with consultation utilising established LDP consultation mechanisms, at key stages where local views are sought.

## **How To Get Involved**

The following sets out the Key Plan Preparation Stages from March 2013 through to the publication of the Proposed Plan and details when and how stakeholders can become most actively involved. This timetable is updated annually.

By way of a broad overview, as detailed in Circular 6/2013, Development Planning, the nature of engagement activities will vary throughout the plan preparation cycle. The Main Issues Report is the key document in terms of front loading effective engagement on the plan at this time engagement will be highly consultative. However, as we move towards publication of the Proposed Plan, the character of engagement will change with the emphasis on providing information and facilitating representations.

Once the Proposed Plan is submitted to Scottish Ministers, an Examination will be held into the unresolved representations at which time the arrangements for participation will be administered largely by the Scottish Government.

We hope that this document assists you in understanding how and when you can engage with us at the key stages in the plan preparation process and would welcome feedback on our approach. Contact details are provided at the end of this document.

**Table 1: STRATEGIC DEVELOPMENT PLAN KEY STAKEHOLDERS**

<b>Internal Stakeholders</b>	
	Local authority officers Joint Committee Elected Members Other local authority Elected Members
<b>Other Stakeholders</b>	
<b>Scottish Government</b>	Various including: Planning and Architecture Division Centre for Housing Market Analysis Housing Investment Division SEA Gateway
<b>MSPs/MPs</b>	GCV Representatives
<b>Youth Parliament Representatives</b>	GCV Representatives
<b>Community Councils</b>	GCV Representatives
<b>Community Planning Partnerships</b>	Glasgow and the Clyde Valley Community Planning Partnership 8 GCV local authority CPPs
<b>Key Agencies</b>	Health Boards (NHS Greater Glasgow and Clyde / NHS Lanarkshire) Forestry Commission Historic Scotland SEPA SNH Strathclyde Partnership for Transport Scottish Enterprise Scottish Water Transport Scotland
<b>Adjoining Local Authorities</b>	Argyll and Bute Council Dumfries and Galloway Council East Ayrshire Council Falkirk Council Local Lomond and Trossachs National Park North Ayrshire Council Scottish Borders Stirling Council West Lothian Council
<b>Environmental Groups</b>	Central Scotland Green Network Glasgow and the Clyde Valley Green Network Partnership RSPB Scottish Wildlife Trust

<b>Urban Regeneration Companies</b>	Clyde Gateway Riverside Inverclyde Ravenscraig Limited
<b>Academia</b>	University of Glasgow University of Stirling
<b>Development Industry</b>	Consultancies Housing Associations Homes for Scotland Scottish Property Federation
<b>Emergency Services</b>	Scottish Fire and Rescue Service Police Scotland
<b>Transport</b>	AA Freight Transport Association Glasgow International Airport Network Rail RAC ScotRail
<b>Other</b>	Confederation of UK Coal Producers Equality and Human Rights Commission Glasgow Centre for Population Health Health and Safety Executive Metropolitan Glasgow Strategic Drainage Plan National Grid Scottish Renewables sportscotland The Coal Authority Visit Scotland Citizens Panels Members of the General Public

## KEY PLAN PREPARATION STAGES

	Ongoing Engagement by Local Authorities
<b>When</b>	Throughout SDP preparation process
<b>Why (consult)</b>	To ensure that local views and intelligence are captured and represented. Evidence gathering and issue identification.
<b>With Whom</b>	Internal consultation and established LDP stakeholders including: <ul style="list-style-type: none"> <li>• Community Councils</li> <li>• Local interest Groups</li> <li>• Citizens Panels</li> </ul>
<b>By Whom</b>	Local Authority Development Plan Teams
<b>How</b>	Through established LDP consultation mechanisms
<b>Progress</b>	Ongoing
<b>Stakeholder Feedback</b>	Ongoing feedback is taken into consideration and influences the approach taken by Clydeplan

	Ongoing Engagement by Clydeplan Core Team
<b>When</b>	Throughout SDP preparation process
<b>Why (consult)</b>	To ensure that stakeholder's views are captured and represented. Evidence gathering and issue identification.
<b>With Whom</b>	All Stakeholders, in particular the Scottish Government, the Key Agencies and other key stakeholders in the plan development process.
<b>By Whom</b>	Clydeplan Core Team and Local Authorities
<b>How</b>	Through established SDP consultation mechanisms: <ul style="list-style-type: none"> <li>• Forums and workshops</li> <li>• Direct contact via email, telephone and face to face meetings</li> <li>• Clydeplan website</li> <li>• Clydeplan Newsletter</li> <li>• Twitter</li> </ul>
<b>Progress</b>	Ongoing
<b>Stakeholder Feedback</b>	Ongoing feedback is taken into consideration and influences the approach taken by Clydeplan



<b>Stage 1</b>	<b>Publication of Development Plan Scheme and Participation Statement (required annually in March)</b>  The Development Plan Scheme sets out the programme for the production and review of the Strategic Development Plan and highlights who, how and when stakeholders can get involved.
<b>When</b>	March 2015
<b>Why (consult)</b>	To provide stakeholders with information on when to engage with the plan preparation stages, what engagement is proposed, and to consult on the approach to engagement.
<b>With Whom</b>	<ul style="list-style-type: none"> <li>• Scottish Government</li> <li>• Key Agencies</li> <li>• Private and Public Sector</li> <li>• Members of the Public</li> <li>• Community Groups</li> </ul>
<b>By Whom</b>	Clydeplan Core Team and Local Authorities
<b>How</b>	<ul style="list-style-type: none"> <li>• Report to Joint Committee</li> <li>• Document incorporates a response form</li> <li>• Available to view in local authority deposit locations including council offices and local libraries</li> <li>• SDPA website</li> <li>• SDP Newsletter</li> <li>• Twitter</li> <li>• Submission to Scottish Government</li> </ul>
<b>Progress</b>	All actions complete apart from Twitter which was not utilised at the time of preparation of the DPS. Twitter account established in December 2013.
<b>Stakeholder Feedback</b>	A review to the approach to consultation and engagement with the local authority partners, Scottish Government and Key Agencies has informed this DPS and PS in March 2015.

<b>Stage 2</b>	<b>Early Engagement – “Shaping our Future”</b>  This is a non statutory consultation undertaken in January 2014 to seek views on the existing SDP strategy, the key issues to be addressed by the next SDP and its Main Issues Report
<b>When</b>	January 2014
<b>Why (consult)</b>	To ensure that stakeholder’s views are captured and represented. Evidence gathering and issue identification. To assist with the alignment of the SEA and MIR by capturing any locationally specific feedback.
<b>With Whom</b>	<ul style="list-style-type: none"> <li>• Scottish Government</li> <li>• Key Agencies</li> <li>• Key Private and Public Sector organisations</li> <li>• Universities</li> <li>• Scottish Youth Parliament</li> <li>• Community Planning Partnerships</li> <li>• Community Councils</li> </ul>
<b>By Whom</b>	Clydeplan Core Team and Local Authorities
<b>How</b>	<ul style="list-style-type: none"> <li>• Document incorporates a response form</li> <li>• Clydeplan website</li> <li>• Twitter</li> </ul>

	<ul style="list-style-type: none"> <li>• Distribution to stakeholders on Consultees Database</li> </ul>
<b>Progress</b>	Reported to Joint Committee on 9 <sup>th</sup> December 2013. Consultation launched on 13 <sup>th</sup> January 2014 till Friday 21st February 2014.
<b>Stakeholder Feedback</b>	Results from the consultation collated and reported to Joint Committee members via briefing note in June 2014. Responses have informed the content of the Main Issues Report and will inform the Proposed Plan.

<b>Stage 3</b>	<b>Action Programme</b>  An Action Programme is required within three months of approval of the SDP and is to be updated at least every two years thereafter. They set out a list of actions required to deliver the plan's policies and proposals, the people involved and the timeframes.
<b>When</b>	Bi annually, Latest version published 29 <sup>th</sup> August 2016
<b>Why (consult)</b>	To ensure that stakeholder views are captured and that the correct actions are being pursued to deliver the SDP strategy and aims.
<b>With Whom</b>	<ul style="list-style-type: none"> <li>• Key agencies</li> <li>• Scottish Ministers</li> <li>• Any named party in the Action Programme</li> </ul>
<b>By Whom</b>	Clydeplan Core Team and Local Authorities
<b>How</b>	<ul style="list-style-type: none"> <li>• Report to Joint Committee in September 2014</li> <li>• Document incorporates a response form</li> <li>• Clydeplan website</li> <li>• Twitter</li> <li>• Two copies to Scottish Ministers</li> </ul>
<b>Progress</b>	Currently under review
<b>Stakeholder Feedback</b>	Stakeholder feedback will be incorporated in future revisions of the Action Programme. The Action Programme is maintained as a live document and stakeholder feedback on delivering the actions is encouraged on an ongoing basis.

<b>Stage 4</b>	<b>Monitoring Statement (MS)</b>  The Monitoring Statement and feedback from the "Early Engagement" exercise in January 2014, will assist in identifying the key issues to be addressed in the MIR and Proposed Plan
<b>When</b>	June -December 2014 Published in January 2015 (in support of the Main Issues Report)
<b>Why (consult)</b>	To ensure that stakeholder's views are captured and represented. Evidence gathering and issue identification.
<b>With Whom</b>	<ul style="list-style-type: none"> <li>• Internal stakeholders</li> <li>• Scottish Government/Key Agencies</li> <li>• Development Industry</li> <li>• Other Key Stakeholders</li> </ul>
<b>By Whom</b>	Clydeplan Core Team and Local Authorities
<b>How</b>	<ul style="list-style-type: none"> <li>• Clydeplan website</li> <li>• Twitter</li> <li>• Distribution to stakeholders on Consultees Database</li> </ul>
<b>Progress</b>	Published in January 2015 (in support of the Main Issues Report)
<b>Stakeholder Feedback</b>	Stakeholder feedback on the MIR and MS in 2015, will inform the preparation of the Proposed Plan.

<b>Stage 5</b>	<b>Housing Need and Demand Assessment (HNDA)</b> This provides part of the evidence base for Local Housing Strategies and Strategic and Local Development Plans. The HNDA and Housing Supply Targets will inform the SDP Proposed Plan.
<b>When</b>	March 2013 - January 2015. Published in January 2015 (in support of the Main Issues Report)
<b>Why (consult)</b>	To ensure that stakeholder's views are captured and represented.
<b>With Whom</b>	Internal Stakeholders Housing consultees identified by the Housing Market Partnership Core Group (HMPCG) Development Industry
<b>By Whom</b>	Clydeplan Core Team and Local Authorities
<b>How</b>	<ul style="list-style-type: none"> <li>• Clydeplan website</li> <li>• Twitter</li> <li>• Distribution to stakeholders on Consultees Database</li> <li>• Direct engagement with identified stakeholders</li> </ul>
<b>Progress</b>	Published in January 2015 (in support of the Main Issues Report)
<b>Stakeholder Feedback</b>	Stakeholder feedback directly influences the approach taken by the HMPCG. Stakeholder feedback along with the implications for the Need and Demand Assessment will be reflected within the finalised HNDA. Stakeholder feedback on the MIR and HNDA in 2015, will inform the preparation of the Proposed Plan.

<b>Stage 6</b>	<b>Main Issues Report</b> The Main Issues Report will set out the main changes that have occurred since the previous plan, and options including preferred options, for policy and strategy development.  It is a key document in terms of front loading engagement and aligning the SEA process as progression is made towards preparation of the Proposed Plan.
<b>When</b>	January 2015
<b>Why (consult)</b>	To ensure that stakeholder's views are captured and that the key issues are correctly identified with appropriate consideration of options where such exist.
<b>With Whom</b>	All stakeholders
<b>By Whom</b>	Clydeplan Core Team and Local Authorities
<b>How</b>	<ul style="list-style-type: none"> <li>• Report to Clydeplan Joint Committee</li> <li>• Notice in the local newspapers</li> <li>• Document incorporates a response form</li> <li>• Clydeplan website</li> <li>• Twitter</li> <li>• Distribution to stakeholders Including <ul style="list-style-type: none"> <li>○ Key Agencies;</li> <li>○ adjoining planning authorities;</li> <li>○ Community Councils.</li> </ul> </li> <li>• Available to view in local authority deposit locations including council offices and local libraries</li> <li>• Submission to Scottish Government</li> </ul>
<b>Progress</b>	The Main Issues Report and accompanying Environmental Report and Background Reports were published for consultation in January 2015.

	The consultation runs till 27 <sup>th</sup> March 2015.
<b>Stakeholder Feedback</b>	Results from the consultation will be collated and reported to Joint Committee on 8th June 2015 and will inform the approach taken in the Proposed SDP.

<b>Stage 7</b>	<b>Publication of Proposed Plan, Proposed Action Programme and Supplementary Environmental Report</b> Representations on the Main Issues Report will inform the approach taken in the Proposed Plan. This is a key consultation stage where formal representations may be raised. A revised Environmental Report and Action Programme will be published alongside the Plan.
<b>When</b>	January 2016
<b>Why (consult)</b>	This is the formal stage for representations which will be considered through the formal Examination process.
<b>With Whom</b>	All stakeholders
<b>By Whom</b>	Clydeplan Core Team and Local Authorities
<b>How</b>	<ul style="list-style-type: none"> <li>• Report to Clydeplan Joint Committee 14<sup>th</sup> Dec 2015</li> <li>• Notice in the local newspapers</li> <li>• Document incorporates a response form</li> <li>• Clydeplan website</li> <li>• Twitter</li> <li>• Distribution to stakeholders Including <ul style="list-style-type: none"> <li>○ Key Agencies;</li> <li>○ Adjoining planning authorities;</li> <li>○ Community Councils.</li> </ul> </li> <li>• Available to view in local authority deposit locations including council offices and local libraries</li> <li>• Submission to Scottish Government</li> </ul>
<b>Progress</b>	Due for preparation in 2015
<b>Stakeholder Feedback</b>	Results from the consultation will be collated and reported to Joint Committee and will be submitted in the required format for Examination by the Directorate of Planning and Environmental Appeals (DPEA)

<b>Stage 8</b>	<b>Submission of Proposed Plan to Scottish Ministers</b> After considering the representations received the SDPA submit the Proposed Plan, Proposed Action Programme and report of conformity with participation statement to Scottish Ministers.
<b>When</b>	May 2016
<b>Why</b>	Statutory Process
<b>With Whom</b>	Scottish Ministers
<b>By Whom</b>	Clydeplan Core Team
<b>How</b>	<ul style="list-style-type: none"> <li>• Notice in the local newspapers</li> <li>• Available to view in local authority deposit locations including council offices and local libraries</li> <li>• Clydeplan website</li> <li>• Twitter</li> </ul>

<b>Stage 9</b>	<b>Examination of Proposed Plan</b> Any unresolved representations will be subject to an Examination conducted by an independent Reporter appointed by Scottish Ministers. The Examination will be undertaken utilising hearings, written submissions and formal inquiry sessions where appropriate.
<b>When</b>	June 2016 (dependant on DPEA timetable)
<b>Why</b>	Statutory Process
<b>With Whom</b>	Relevant groups/organisations/individuals who have unresolved objections will have the opportunity to participate
<b>By Whom</b>	Scottish Ministers
<b>How</b>	<ul style="list-style-type: none"> <li>• Notice in the local newspapers</li> <li>• Available to view in local authority deposit locations including council offices and local libraries</li> <li>• Clydeplan website (Will provide detail of procedures and direct interested parties to the DPEA website which will host the Examination)</li> <li>• Twitter</li> </ul>

<b>Stage 10</b>	<b>Modification of Proposed Plan</b> Scottish Ministers may amend the Plan in light of the Reporters recommendations. They will publish any modifications along with their reasons for making them.
<b>When</b>	February 2017
<b>Why</b>	Statutory Process
<b>With Whom</b>	Scottish Ministers
<b>By Whom</b>	Scottish Ministers will consult as they consider appropriate including with the key agencies and the SDPA.
<b>How</b>	<ul style="list-style-type: none"> <li>• Notice in the local newspapers (Intention to Adopt Advert will be placed in local papers)</li> <li>• Available to view in local authority deposit locations including council offices and local libraries</li> <li>• Clydeplan website</li> <li>• Twitter</li> <li>• Notification to any party who made representations on the Proposed Plan.</li> </ul>

<b>Stage 11</b>	<b>Approval and Publication of the Plan, Environmental Report and Action Programme</b> Once Scottish Ministers receive the Examination Report, they may approve the Plan in whole or in part (with or without modification), or reject the plan. The SDPA then have to publish the plan as soon as possible after approval.
<b>When</b>	June 2017
<b>Why</b>	Statutory Process
<b>With Whom</b>	All Stakeholders
<b>By Whom</b>	Scottish Ministers/GCVSDPA
<b>How</b>	<ul style="list-style-type: none"> <li>• Advertisement in a local newspaper;</li> <li>• Notify representees</li> <li>• Notify stakeholders</li> <li>• Two copies to Scottish Ministers</li> <li>• Deposit at council offices and local libraries</li> <li>• Clydeplan website;</li> <li>• Twitter</li> </ul>

<b>Stage 12</b>	<b>Strategic Environmental Assessment Post Adoption Statement</b> This details how environmental considerations have been integrated into the Plan.
<b>When</b>	July 2017 as soon as practicable after approval of the SDP
<b>Why</b>	Statutory Process
<b>With Whom</b>	SNH, Historic Scotland, SEPA
<b>By Whom</b>	Clydeplan Core Team
<b>How</b>	Direct Communication

## **Accessing Documents**

Clydeplan will make copies of the most up-to-date documents relating to the production of Strategic Development Plan 2 available principally through its website [www.clydeplan-sdpa.gov.uk](http://www.clydeplan-sdpa.gov.uk).

Documents will also be made available at each of the local authority headquarters and planning offices and at public libraries within the eight local authority areas.

## **Providing Feedback**

The views of our stakeholders are important to us and we would welcome any feedback on this Development Plan Scheme. Within this document we have identified the key stages at which stakeholders can get involved, however we encourage stakeholders views at any time through our open and transparent processes.

## **Contact Details**

The main point of contact for correspondence is:

**Stuart Tait**  
**Manager**  
**Clydeplan**  
**Lower Ground Floor**  
**125 West Regent Street**  
**Glasgow**  
**G2 2SA**

Email: [info@clydeplan-sdpa.gov.uk](mailto:info@clydeplan-sdpa.gov.uk)

Tel: 0141 229 7730

www: [www.clydeplan-sdpa.gov.uk](http://www.clydeplan-sdpa.gov.uk)



<https://twitter.com/Clydeplan>



Lower Ground Floor, 125 West Regent Street, Glasgow. G2 2SA

telephone 0141 229 7730

email [info@clydeplan-sdpa.gov.uk](mailto:info@clydeplan-sdpa.gov.uk)

website [www.clydeplan-sdpa.gov.uk](http://www.clydeplan-sdpa.gov.uk)



**Glasgow and the Clyde Valley Strategic Development Planning Authority**

**To: Glasgow and the Clyde Valley Strategic Development Planning Authority  
Joint Committee**

**On: 9<sup>th</sup> March 2015**

**Report by  
Stuart Tait, Manager**

**Glasgow and the Clyde Valley Strategic Development Planning Authority  
Planning Performance Framework 2013/14 - Scottish Government Feedback**

**1. Summary**

- 1.1 The purpose of this report is to update the Joint Committee on the feedback from Scottish Government on its Planning Performance Framework 2013/14.

**2. Recommendation**

- 2.1 It is recommended that the Joint Committee
- note and welcome the feedback report from Scottish Government on the Authority's 2013/14 Planning Performance Framework;
  - consider the possible areas for further consideration set out in paragraph 5.4; and,
  - note the earlier submission date for the 2014/15 Planning Performance Framework.

**3. Context**

- 3.1 As part of the Scottish Government's ongoing commitment to improving planning performance across Scotland the Authority submitted its Planning Performance Framework 2013/14 on 10<sup>th</sup> September 2014.

**4. Feedback Report**

- 4.1 The Scottish Government on 11<sup>th</sup> December 2014 provided feedback on the Authority's submission and this is set out in the Appendix.
- 4.2 The Scottish Government have indicated that the 2014/15 Planning Performance Framework is required to be submitted 2 months earlier than previous years, namely by 31st July 2015.

**5. Observations**

- 5.1. The report template for feedback was designed by Heads of Planning Scotland and is primarily aimed at Local Development Planning and Development Management however notwithstanding this the SDPAs are keen to be involved in this process and have been encouraged to submit a response by the Scottish Government.
- 5.2 Work is ongoing via Heads of Planning Scotland to consider appropriate indicators for the SDPs.
- 5.3 The Scottish Government in their response have welcomed a number of activities undertaken by the Authority including:

- recognition of the commitment to working in partnership with a range of stakeholders to deliver the SDP vision and Action Programme;
- welcomed the commitment of delivering brownfield regeneration and support for active travel;
- pleased to see that pre-MIR engagement for SDP2 was based on the key themes of NPF3 and would expect future consultation to also focus on the key aspects of Scottish Planning Policy;
- recognition of the pro-active approach to improve the electronic communication options through the redesign of the website, Twitter and use of the Knowledge Hub for housing/HNDA purposes with the constituent authorities;
- the use of a range of forums to engage with local authorities, key agencies and other stakeholders is a positive approach to delivering planned development;
- clear structures and measures in place to support efficient and effective decision making through a steering group of LDP managers and elected member involvement;
- commitment to a culture of continuous improvement is evidenced through ongoing appraisal and supporting flexible working.

5.4 In term of potential areas for further consideration by the Authority these include:

- a need to provide details of the pre-MIR engagement undertaken with elected members and cross sector stakeholders to evidence the relevant performance markers;
- the approach to partnership working and influencing the outcomes of key strategies should be evidenced further through the provision of case studies or detailed examples;
- a need to provide details of measures to improve the monitoring and collection of data analysis.

5.5 A set of Performance Markers have also been set and these are based on a RAG rating system. The Clydeplan ratings are set out in the attached feedback report and are also set out in the following table.

Performance Marker	RAG Rating	Comments
<b>Continuous improvement:</b> <ul style="list-style-type: none"> <li>• progress/improvement in relation to PPF National Headline Indicators; and</li> <li>• progress ambitious and relevant service improvement commitments identified through PPF report</li> </ul>	<b>Green</b>	SDP up to date (approved in May 2012 and published 29 August 2012). Report states that SDP2 is due for submission to Ministers before end of May 2016 to meet the required 4 year timescale. Most recent Development Plan Scheme estimates submission of Proposed Plan in May 2016. Good progress achieved in meeting previous service improvement commitments. Relevant service improvements identified for 2014-15 and should help contribute to SDP

		processes.
<b>Strategic development plan</b> less than 4 years since approval	<b>Green</b>	SDP up to date (approved in May 2012 and published 29 <sup>th</sup> August 2012). <i><u>Note: actually published 13<sup>th</sup> July 2012</u></i>
<b>Development plan scheme - next SDP:</b> <ul style="list-style-type: none"> <li>on course for submission within 4 years of current plan's approval; and</li> <li>project planned and expected to be delivered to planned timescale</li> </ul>	<b>Green</b>	Report states that SDP2 is due for submission to Ministers before end of May 2016 to meet required 4 year timescale. Most recent Development Plan Scheme estimates submission of Proposed Plan to Ministers in May 2016.  Report highlights that SDP is project planned and Gantt chart is used for SDP activities.
<b>Elected members engaged early</b> (pre-MIR) in development plan preparation - <i>if plan has been at pre-MIR stage during reporting year</i>	<b>Amber</b>	Pre-MIR engagement consultation ' <i>Shaping Our Future</i> ' commenced during the reporting period.  Further engagement is planned as part of Pre-MIR process. Next report needs to describe how elected members have been engaged.
<b>Cross sector stakeholders* engaged early</b> (pre-MIR) in development plan preparation - <i>if plan has been at pre-MIR stage during reporting year</i> <i>*including industry, agencies and Scottish Government</i>	<b>Amber</b>	Pre-MIR engagement consultation ' <i>Shaping Our Future</i> ' commenced during the reporting period.  Further engagement is planned as part of Pre-MIR process. Next report needs to describe how cross sector stakeholders (including industry, agencies and Scottish Government) have been engaged.
<b>Sharing good practice, skills and knowledge</b> between authorities	<b>Amber</b>	Report refers to good practice being shared through informal benchmarking with other local authorities and development plan liaison meetings, but lacks detail of the issues discussed, outcomes and benefits. Future reports need to explain how sharing good practice, skills and knowledge is achieved in more detail.



Cabinet Secretary for Social Justice, Communities and Pensioners' Rights  
Alex Neil MSP

T: 0300 244 4000  
E: [scottish.ministers@scotland.gsi.gov.uk](mailto:scottish.ministers@scotland.gsi.gov.uk)



Cllr Harry Curran  
Convener  
Glasgow and Clyde Valley SDPA

In 2014 Scotland Welcomes the  
World



---

11 December 2014

Dear Cllr Curran

## **PLANNING PERFORMANCE FRAMEWORK 2013/14**

Thank you for submitting your authority's annual Planning Performance Framework (PPF) report covering the period April 2013 to March 2014.

I am delighted to have planning within my portfolio and I am pleased to see that continued progress is generally being made across the country to improve planning performance.

Please find enclosed feedback on your 2013/14 PPF, which has been prepared by a Scottish Government contractor, and is based on the evidence provided within your report. Contact details for my officials are available in the feedback report should you wish to clarify any element of the contractors commentary. We will be publishing an Annual Performance Report in the new year which will summarise performance across the country against the key markers of performance.

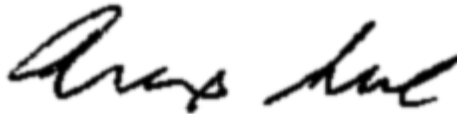
The quality of PPF reporting has significantly improved with many PPF reports setting out a very clear story of how the service is operating and their priority actions for improvement. There is still some inconsistency in planning authority decision making timescales across the country and I look forward to seeing progress in the next set of performance statistics.

You will be aware that Section 55 of the Regulatory Reform (Scotland) Act commenced on 30 June 2014. It provides Scottish Ministers with powers to vary the planning application fee payable to different planning authorities where the functions of a planning authority are not being, or have not been, satisfactorily performed. The High Level Group on Performance has been considering the process which would be

used to determine if any authorities have not satisfactorily performed. It is hoped to finalise that process at our next meeting in February 2015. Please note that following the last meeting, the preferred option was to base the process on decision making statistics alone using the annual statistics for the period 2014/15. I shall write again to planning authority Heads of Planning in February to update them on discussions at the High Level meeting. COSLA, HOPS, SOLACE, SOLAR, the RTPi and key agencies are all represented on this group.

I am determined to keep up the momentum with the performance agenda, maintaining continual improvement and enhancing the reputation of our planning service. I look forward to working with you to achieve this shared goal.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Alex Neil', written in a cursive style.

**ALEX NEIL**

**Cc:** Stuart Tait, GCVSDPA Manager

## PLANNING PERFORMANCE FRAMEWORK: 2013-14

### FEEDBACK REPORT: Glasgow and Clyde Valley Strategic Development Planning Authority



Date performance report due: 30 September 2014

Date of receipt of report: 10 September 2014

#### **General comment**

While working with the report template provided within the HOPS Planning Performance Framework document, you have continued to provide surplus text which does not need to feature within your report:

- The National Headline Indicators relating to Development Management, Decision-making timescales and Enforcement are not relevant to the work of SDPAs. We advise you to delete those sections rather than have to explain the irrelevance in each.

#### **National Headline Indicators**

- Your SDP remains up to date, having been approved in May 2012 and published in August 2012. We note that you have commenced work on SDP2 and look forward to hearing more about the progress you have made in your next report.
- Your report highlights that SDP2 requires to be submitted to Scottish Ministers no later than 29<sup>th</sup> May 2016 and it is noted that your Development Plan Scheme estimates submission of the Proposed Plan within this timescale.
- We note that your SDP is project planned and uses a Gantt chart for SDP2 activities. It is essential that your SDP continues to use strong project management principles to remain on course for submission to Ministers within the required 4 year timescale.
- Further to our comments last year, it is pleasing to see that the GCVSDP Overview document has been well received by planning authorities in your area.

#### **Defining and measuring a high-quality planning service**

- You have provided a useful context of the purpose and value of the SDP in the introductory section of your report. This clearly emphasised the value of partnership working, and the role of the SDP in delivering certainty through influencing policy and alignment with Scottish Government outcomes of delivering sustainable economic growth. This is supported by your evidence section which demonstrates commitment to working in partnership with a range of stakeholders to deliver the SDP vision and Action Programme.

- The 'Open for Business' section of your report highlights examples where you have supported work and influenced outcomes on a number of key strategies and initiatives through partnership working. You may wish to consider using case studies in future reports to evidence some of the key outcomes in greater detail.
- We welcome your commitment to delivering brownfield regeneration and support for active travel. It would be helpful if future reports provided more detail of how the SDP sets the context for delivering high quality development on the ground within your constituent authorities LDPs and included examples or cases studies, where possible.
- You highlight that discussions are ongoing with A&DS and the Scottish Government to embed the placemaking agenda firmly into SDP2. We look forward to hearing about the progress you have made in your next report.
- It would have been helpful if your report had provided some further evidence of how your engagement and support for constituent authorities is informing the progress of their LDPs.
- An up to date SDP will continue to provide certainty and confidence for investors in your area. In the period since the SDP was approved Scottish Planning Policy and National Planning Framework 3 were published. We are therefore pleased to see that pre-MIR engagement for SDP2 was based on the key themes of NPF3 and would expect future consultation to also focus on the key aspects of SPP.
- With regard to pre-MIR engagement your next report should clearly evidence how elected members and cross sector stakeholders have been engaged early in the process. This is required to demonstrate that you have met the relevant PPF performance markers (9 and 10).
- We note that you continue to monitor decisions where the SDP policy context is utilised as grounds for determining planning applications. Further to our comments last year, it would be helpful if analysis and findings of this monitoring could be included in your report.
- You have taken a pro-active approach to improve your electronic communication options through the redesign of your website, Twitter and use of the Knowledge Hub for housing/HNDA purposes with your constituent authorities.
- Once complete, the development of graphics for your Action Programme and MIR may be something you wish to share with other SDP authorities.
- The use of a range of forums to engage with local authorities, key agencies and other stakeholders is a positive approach to delivering planned development. It would be helpful if future reports could explain in more detail some of the issues discussed and outcomes that were achieved. You should also consider whether these forums would present an opportunity for receiving customer feedback on the services you provide.
- You have clear structures and measures in place to support efficient and effective decision making through a steering group of LDP managers and elected member involvement. We previously queried to what extent other elected members are engaged in your SDP. This may be something you wish to pursue as you take forward your MIR.



- Your commitment to a culture of continuous improvement is evidenced through ongoing appraisal and supporting flexible working. It was helpful to have an indication of the training delivered in the reporting period.
- We note that during early 2014 your Core Team was supplemented by staff from constituent authorities in support of GIS analysis of retail data and accessibility mapping. Has this resulted in any benefits or knowledge improvements for your staff?
- The reference to good practice being shared through informal benchmarking with other local authorities and development plan liaison meeting is welcomed, but it lacked detail of the issues discussed, outcomes and benefits that have been delivered. Future reports need to explain this in more detail.
- We welcome the reference to the Review of Strategic Development Plans and look forward to working with you and other SDP authorities to implement the actions.

### **Service improvements 2013-14: delivery**

- You have made good progress in delivering your previous service improvement commitments with the majority being completed within the reporting period.
- Some of your improvements, such as elected member awareness raising and the appointment of a graduate intern post could have been covered in more detail within the main body of your report.

### **Service improvement commitments 2014-15**

- You have again set a good range of improvement commitments in keeping with the culture envisaged through the PPF. This includes measures to improve the monitoring and collection of data analysis and we look forward to hearing about the outcomes in your next report.
- Where possible, it would be helpful for future reporting if your service improvement commitments could identify when they are due to be completed.

### **Conclusion**

- Your report demonstrates a strong commitment to partnership working to deliver your Action Programme and take forward your second SDP. We look forward to hearing about the progress you have made in your next report.
- Given the tight timescales you have set for submitting SDP2 to Scottish Ministers it is important that it continues to be strongly project managed.
- Your next report needs to provide details of the pre-MIR engagement you have taken with elected members and cross sector stakeholders to evidence the relevant performance markers.
- Your approach to partnership working and influencing the outcomes of key strategies could be evidenced further through the provision of case studies or detailed examples in your next report.

*The feedback in this report is based solely on the information provided within your Planning Performance Framework Report covering the period April 2013 to March 2014.*

*If you need to clarify any aspect of the report please contact us on 0131 244 7148 or email [Chief.Planner@scotland.gsi.gov.uk](mailto:Chief.Planner@scotland.gsi.gov.uk)*

**Please note that Planning Performance Framework Reports covering the period April 2014 to March 2015 are due to be submitted to the Scottish Government by 31 July 2015.**

## PERFORMANCE MARKERS REPORT 2013-14

Name of planning authority: **Glasgow and Clyde Valley SDPA**

The High Level Group on Performance agreed a set of performance markers. We have assessed your report against those markers to give an indication of priority areas for improvement action. The high level group will monitor and evaluate how the key markers have been reported and the value which they have added.

The Red, Amber, Green ratings are based on the evidence provided within the PPF reports. Where no information or insufficient evidence has been provided, a 'red' marking has been allocated.

No.	Performance Marker	RAG rating	Comments
6	<b>Continuous improvement:</b> <ul style="list-style-type: none"> <li>progress/improvement in relation to PPF National Headline Indicators; and</li> <li>progress ambitious and relevant service improvement commitments identified through PPF report</li> </ul>	Green	<p>SDP up to date (approved in May 2012 and published 29 August 2012).</p> <p>Report states that SDP2 is due for submission to Ministers before end of May 2016 to meet the required 4 year timescale. Most recent Development Plan Scheme estimates submission of Proposed Plan in May 2016.</p> <p>Good progress achieved in meeting previous service improvement commitments. Relevant service improvements identified for 2014-15 and should help contribute to SDP processes.</p>
7	<b>Strategic development plan</b> less than 4 years since approval	Green	SDP up to date (approved in May 2012 and published 29 August 2012).
8	<b>Development plan scheme – next SDP:</b> <ul style="list-style-type: none"> <li>on course for submission within 4 years of current plan's approval; and</li> <li>project planned and expected to be delivered to planned timescale</li> </ul>	Green	<p>Report states that SDP2 is due for submission to Ministers before end of May 2016 to meet required 4 year timescale. Most recent Development Plan Scheme estimates submission of Proposed Plan to Ministers in May 2016.</p> <p>Report highlights that SDP is project planned and Gantt chart is used for SDP activities.</p>
9	<b>Elected members engaged early</b> (pre-MIR) in development plan preparation – <i>if plan has been at pre-MIR stage during reporting year</i>	Amber	<p>Pre-MIR engagement consultation 'Shaping Our Future' commenced during the reporting period.</p> <p>Further engagement is planned as part of Pre-MIR process. Next report needs to describe how elected members have been engaged.</p>

10	<p><b>Cross sector stakeholders* engaged early</b> (pre-MIR) in development plan preparation – <i>if plan has been at pre-MIR stage during reporting year</i></p> <p><i>*including industry, agencies and Scottish Government</i></p>	Amber	<p>Pre-MIR engagement consultation 'Shaping Our Future' commenced during the reporting period.</p> <p>Further engagement is planned as part of Pre-MIR process. Next report needs to describe how cross sector stakeholders (including industry, agencies and Scottish Government) have been engaged.</p>
13	<p><b>Sharing good practice, skills and knowledge</b> between authorities</p>	Amber	<p>Report refers to good practice being shared through informal benchmarking with other local authorities and development plan liaison meetings, but lacks detail of the issues discussed, outcomes and benefits. Future reports need to explain how sharing good practice, skills and knowledge is achieved in more detail.</p>

**Glasgow and the Clyde Valley Strategic Development Planning Authority**

**To: Glasgow and the Clyde Valley Strategic Development Planning Authority Joint Committee**

**On: 9<sup>h</sup> March 2015**

**Report by  
Stuart Tait, Manager**

**Glasgow and the Clyde Valley Green Network Partnership:  
Administering Partner Arrangements**

**1. Summary**

- 1.1 The purpose of this report is for the Joint Committee to request that Renfrewshire Council continues its role as administering partner in respect of the Glasgow and the Clyde Valley Green Network Partnership (GCVGNP).

**2. Recommendation**

- 2.1 It is recommended that the Joint Committee
- request that Renfrewshire Council continue its role as administering partner for the Glasgow and the Clyde Valley Green Network Partnership until 31<sup>st</sup> March 2016; and,
  - endorse the decision to extend the contracts of employment for the Glasgow and the Clyde Valley Green Network Executive Team to 31<sup>st</sup> March 2016; and,
  - endorse the decision to extend the contract of employment for the Seven Lochs Heritage Project Co-ordinator to 31<sup>st</sup> January 2016.

**3. Context**

- 3.1 The Joint Committee will be aware that the Glasgow and Clyde Valley Green Network was established in 2006 to champion and promote the multi-organisational co-ordinated action needed to facilitate delivery of the Green Network across the Glasgow and the Clyde Valley city region.
- 3.2 The Green Network is an integral component of the Strategic Development Plan's Spatial Development Strategy as approved by Scottish Ministers in May 2012. It has also been the key 'driver' behind the recognition of the strategic significance of green infrastructure thinking as mirrored in the Scottish Government's creation of the Central Scotland Green Network as a National Development in National Planning Framework 3 and in its wider adoption across Scotland's city regions.

#### **4. Glasgow and Clyde Valley Green Network Partnership**

- 4.1 The GCVGNP is governed by 'Terms of Reference' approved by the Joint Committee at its meeting held on 10<sup>th</sup> December 2012 and agreed by that strategic partnership which comprises the constituent authorities of the Joint Committee and a range of wider agencies.
- 4.2 Renfrewshire Council, in common with its 'host authority' role for the Joint Committee, had agreed to act as the administrating partner with responsibility for the employment of the Partnership staff and also to act as Treasurer to the Partnership.
- 4.3 As the administrating partner and for reasons of continuity, it is proposed that Renfrewshire Council be asked to extend this role until 31<sup>st</sup> March 2016.
- 4.4 This request will require formal acceptance by Renfrewshire Council, although it is not anticipated that this will present any difficulties.
- 4.5 The GCVGNP Board oversees the strategic direction and development of the Green Network programme. A small Executive Team comprising four full-time members of staff, led by a Manager, is responsible for the development and delivery of the programme.
- 4.6 The Executive Team is employed on temporary contracts linked to the period of funding for the Partnership. Funding has been extended until 31<sup>st</sup> March 2016.

#### **5. Project Co-ordinator, Seven Lochs Heritage Project**

- 5.1 The GCVGNP has been leading the development of this major green network project and has been successful in securing Heritage Lottery Fund (HLF) funding for a development phase leading to a further submission to HLF in June 2015 for implementation phase funding.
- 5.2 The HLF development phase funding and income from a successful CSGN Development Fund bid will provide funding for the project until implementation phase funding is secured.
- 5.3 A Project Co-ordinator post oversees the work and is funded from the project budget. The post is hosted by Renfrewshire Council under the auspices of the GCVGNP.
- 5.4 The postholder is employed on a Fixed Term Appointment (FTA) and it is proposed that the contract is extended through to January 2016 when implementation phase funding is anticipated.