



**To: Planning and Property Policy Board**  
**On: 25 August 2015**

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**Report by: Director of Development and Housing Services**

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**Heading: Renfrewshire Development Plan Scheme**

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## **1. Summary**

- 1.1. The Planning etc. (Scotland) Act 2006 requires Local Planning Authorities to prepare an annual Development Plan Scheme setting out the programme for preparing and reviewing their Local Development Plan and a participation statement indicating when, how and with whom consultation on the plan will take place.
  - 1.2. The Renfrewshire Local Development Plan was Adopted on the 28 August 2014. Work on the review of the Local Development Plan (LDP) has already commenced as LDP2 requires to be adopted by 2019. The Development Plan Scheme attached at Appendix 1 outlines the timetable for the adoption of the next LDP.
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## **2. Recommendations**

- 2.1 It is recommended that the Board:
    - (i) Approves the Renfrewshire Development Plan Scheme and Participation Statement.
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## **3. Background**

- 3.1. The Development Plan for Renfrewshire consists of the Glasgow and the Clyde Valley Strategic Development Plan 2012 and the Renfrewshire Local Development Plan 2014.

- 3.2. The Development Plan Scheme sets out the stages of preparing each new LDP as well as a timetable and method for engaging people in its preparation.
- 3.3. The timetable as set out on page 6 of the Development Plan Scheme (Appendix 1) outlines the significant amount of consultation and engagement that will take place before any new or revised plan, policies or strategies are produced. This is in line with Scottish Planning Policy, ensuring effective engagement and consultation right from the start of the Development Plan process.

#### 4. Next Steps

- 4.1. Should the Board approve the Development Plan Scheme, it will then be sent to the Scottish Ministers. The updated version of the Development Plan Scheme will then be available online on the planning web pages at <http://www.renfrewshire.gov.uk/webcontent/home/services/planning+and+building+standards/development+planning/pt-as-newdevelopmentplan>

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#### Implications of the Report

1. **Financial** – None
2. **HR & Organisational Development** – None
3. **Community Planning – Jobs and Economy** – The LDP is a key document in establishing a land use framework for supporting, encouraging and delivering economic development in Renfrewshire through investment and are regeneration.
4. **Legal** - None
5. **Property/Assets** – None.
6. **Information Technology** - None
7. **Equality & Human Rights** - The Recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report because it is for noting only. If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Council's website.
8. **Health & Safety** – None
9. **Procurement** – None
10. **Risk** – None
11. **Privacy Impact** – None

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**List of Background Papers -** None

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Renfrewshire Local Development Plan

# Development Plan Scheme 2015





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# Development Plan Scheme

The provisions of the Planning etc. (Scotland) Act 2006 require Renfrewshire Council as a Local Planning Authority to prepare a Development Plan Scheme (DPS), at least annually.

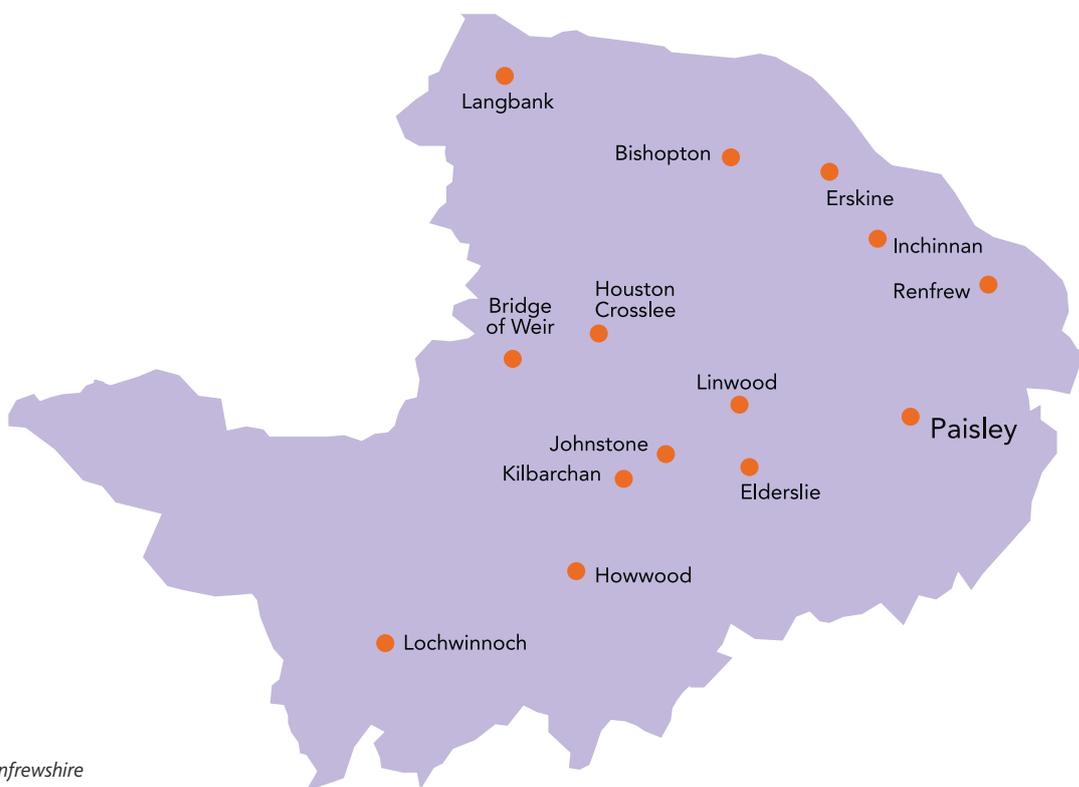
A DPS sets out Renfrewshire Council's programme for preparing and reviewing its Local Development Plan (LDP), what is likely to be involved at each stage of the LDP process, identify any changes or updates to the programme and includes a participation statement outlining when, how, and with whom, consultation will take place over the next year.

## The Development Plan System

The Development Plan system in Renfrewshire consists of four core statutory documents:

- The National Planning Framework for Scotland – Scottish Government's strategy for spatial development with Scotland, currently NPF3;
- The Strategic Development Plan – The Glasgow and the Clyde Valley Strategic Development Plan 2012;
- The Local Development Plan – The Renfrewshire Local Development Plan 2014; and
- Supplementary Guidance - New Development Supplementary Guidance 2014

A Development Plan aims to guide the use and development of land indicating where development or changes in land use should or should not take place. It sets out policies that provide the basis for planning decisions.



Map of Renfrewshire

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## Strategic Development Plan

The Glasgow and Clyde Valley Strategic Development Plan (SDP) was approved with modifications by the Scottish Ministers on the 29th May 2012.

The SDP set out the long term development strategy for the City Region to 2035, indicating the levels of new development that is required and provides a strategic context for LDPs to identify the appropriate locations for development in their local area. The SDP focuses on growing the economy of the city region in a low carbon and sustainable manner, setting out a framework to encourage investment.

The preparation of the SDP2, which is now known as Clydeplan, is currently being undertaken. The first important stage in the preparation of this plan, the Main Issues Report, was consulted on from January to March 2015 and the Proposed Plan will be issued for consultation in January 2016.

Map of the 8 Local Authorities within the GCVSDPA area



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## Local Development Plan

The Renfrewshire Local Development Plan was adopted on 28th August 2014.

The Renfrewshire LDP sets out the spatial strategy that will facilitate investment and guide the future use of land in Renfrewshire. The LDP contains policies that provide a framework for decision making on planning applications to ensure that development and changes in land use are appropriate.

**Spatial Strategy** – Guides development throughout Renfrewshire in line with the vision of Renfrewshire's Community Plan and Single Outcome Agreement.

**Proposals Map** – The LDP strategy and policies illustrated on maps.

**Supplementary Guidance (SG)** – Sits alongside the LDP and provides more detailed guidance on certain policies or specific proposals. The New Development SG supports, complements and forms part of the LDP.

**Action Programme** – The Action Programme sets out a list of actions required to implement the policies and proposals in the LDP, indicating who will be involved in implementing these actions and the timescales. The Action Plans requires to be reviewed and updated at least every 2 years.



## Main stages of the Local Development Plan preparation

**Main Issues Report (MIR)** – Sets out the Council's general proposals for development along with reasonable alternatives to these proposals. This stage in the LDP process offer a significant opportunity for consultation and engagement.

**Proposed Plan** – Following analysis and consideration of the comments raised through the MIR consultation, the Proposed Plan represents the Council's view of what will be included within the final adopted LDP. It contains all relevant strategies, policies and development proposals as well as proposals maps and other illustrative diagrams to explain proposals.

**Examination of the Proposed Plan** – The LDP examination is an independent process that deals with issues that have arisen through the Proposed Plan stage that remain unresolved. Any outstanding objections will be subject to an examination by Reporter(s) appointed to act on behalf of the Scottish Government. The Reporter(s) will weigh up the issues whilst considering input from a variety of sources before reaching a conclusion and a recommendation.

**Adoption of the LDP** – Once through examination and any modifications are made to the plan, the Council can adopt the LDP where upon adoption it becomes a legal document used for the assessment of planning proposals.



## Strategic Environmental Assessment

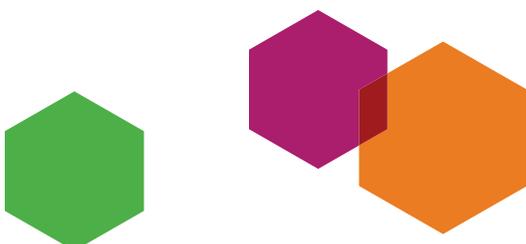
The Environmental Assessment (Scotland) Act 2005 requires all plans, programmes and strategies prepared by councils and other public bodies to be subject to a Strategic Environmental Assessment (SEA), and this includes the LDP. The purpose of SEA is to assess how the LDP might affect the environment and to consider how environmental impact can be avoided, reduced, mitigated or enhanced. The SEA is an important process which places environmental considerations at the centre of decision-making process.

## Stages of SEA

**Environmental Baseline Report** – A state of the environment report that establishes current baseline data necessary to characterise the environment.

**SEA Scoping** – A scoping report outlines the proposed extent, level of detail and issues that require to be covered within the SEA environmental report.

**Environmental Report** – Identifies and describes the relevant aspects of the environment and provides an evaluation of the likely significant effects of implementing the plan's policies, proposals or alternatives. The Environmental Report is published alongside the LDP.





## Other Assessments

Other assessments required as part of the local development plan include:

**Habitats Regulations Appraisal** – An assessment of the implications of the plan's policies or proposals on Special Protection Areas or Special Areas of Conservation.

**Equality Impact Assessment** – An Equality Impact Assessment aims to ensure that policies within plans do not cause prejudice in terms of age, disability, economic circumstance, ethnicity, gender or religion.

## Timetable for preparation of LDP2

The Renfrewshire LDP must be updated at least every 5 years. An up to date LDP provides certainty, decisions can be made with confidence as development plans lead and guide change.

There is a statutory requirement to keep the LDP up to date to ensure that it reflects and responds to emerging pressures and issues.

The programme for the review of the Renfrewshire Local Development Plan is set out overleaf. It sets out the key tasks and milestones in the preparation of LDP2. The LDP must be replaced and adopted by August 2019.

## Renfrewshire Local Development Plan Timetable

STAGE	RENFREWSHIRE LOCAL DEVELOPMENT PLAN	STRATEGIC ENVIRONMENTAL ASSESSMENT	TIMESCALE
1	Publish Local Development Plan Scheme		Annually
2	<p>Monitor existing plan policies and changes in characteristics of the Renfrewshire area; research topics; consult appropriate parties in preparation of Monitoring Statement that will inform the Main Issues Report.</p> <p>Engage with key agencies, stakeholders, residents, the business community, land owners, developers to ask what are the main issues emerging in Renfrewshire.</p>	Prepare Scoping Report for submission to the Consultation Authorities and Scottish Government.	May 2015 – May 2016
3	<p>Prepare draft Monitoring Statement.</p> <p>Prepare and Publish the Main Issues Report and consult over a 12 week period.</p>	Prepare and publish the draft Environmental Report alongside the Main Issues Report. Consult over a 12 week period.	August 2016
4	<p>Prepare and publish the Proposed LDP taking into account the comments received on the Main Issues Report.</p> <p>Consultation on the Proposed LDP over a 12 week period.</p>	<p>Publish an updated Environmental Report alongside the Proposed LDP taking account of the comments received.</p> <p>Consult over a 12 week period.</p>	May 2017
5	Consider representations to Proposed LDP and requirement for modifications		November 2017
6	Submit the Proposed LDP with a report of conformity with the Participation Statement; and a proposed Action Programme (start of Examination process)		December 2017
7	Examination		6 – 9 Months
8	Report on the Examination / Council to consider Reporter's findings and recommendations		June – Sept 2018
9	Publish Local Development Plan, with any modifications arising out of Examination Report, and advertise intention to adopt	Publish Environmental Report	June – Sept 2018
10	Adoption	Publish post - adoption SEA statement, illustrating how the environmental report has influenced the LDP	October 2018

# Participation Statement

A key objective of the Development Plan Scheme is to illustrate when, how, and with whom, consultation will take place. Renfrewshire Council is committed to encouraging involvement in the preparation of the LDP, and will have due regard to the provisions of the Scottish Government's Planning Advice Note 3/2010 on 'Community Engagement'.

It is important that people get involved in the LDP process. The planning system has the potential to shape communities and the environment of our towns and villages. It is often the case that the only time people get involved in planning is in relation to a planning application that they feel has a direct impact on them. Often making comments at this stage can be too late when the principle of the development of a site has already been identified and adopted through the development plan process.

Although participation in the LDP process can help shape an area it cannot however guarantee that everyone gets the outcome they want. It is important that everyone is aware of the proposals as early as possible and they have the opportunity to make comments and get explanations as to how and why decisions are made.

Effective engagement will provide an opportunity for members of the public, businesses, developers, public bodies and agencies, interest groups and community groups to discuss issues and proposals. Everyone is entitled to comment and this applies as much to people who support the LDP as well as those who chose to object.





## Participation in the Local Development Plan

The table below indicates a variety of methods that the Council will use to gather views, comments and opinions.

STAGE 1: DEVELOPMENT PLAN SCHEME (ANNUALLY)	
WHO WILL BE INVOLVED	Scottish Ministers
METHOD OF PARTICIPATION	The Development Plan Scheme is available in public libraries, and on the Council's website
STAGE 2: PRE MAIN ISSUES REPORT	
WHO WILL BE INVOLVED	Scottish Government , statutory organisations, key agencies, members of the public, community groups, private and public sector, infrastructure providers, landowners
METHOD OF PARTICIPATION	<p><b>Council update and reporting:</b> Report to Planning and Property Policy Board</p> <p><b>Social Media Engagement:</b> LDP webpage, LDP mailing list set up with regular LDP information emails sent out, Twitter and Facebook feeds</p> <p>Online consultation questionnaire and circulate invitation for 'Suggestions For Land Use Change' within Renfrewshire</p> <p><b>Meetings:</b> Hold meetings with key agencies, other Council Services, various other stakeholders</p> <p><b>Focus engagement:</b> Public Services Panel focus group questionnaire and workshop events, Provide presentations and training to Councillors, Community Planning Partnership, Local Area Committees on the LDP process</p> <p><b>Focused Workshops:</b> For specific key issues such as new areas of potential housing, areas of regeneration, areas of change/transition</p> <p><b>Large events:</b> Hold stakeholder events to gather and collate all final thoughts / comments</p>



### STAGE 3: PUBLICATION OF MAIN ISSUES REPORT, MONITORING STATEMENT AND ENVIRONMENTAL REPORT

<b>WHO WILL BE INVOLVED</b>	Scottish Government , statutory organisations, key agencies, members of the public, community groups, private and public sector, infrastructure providers, landowners, housing associations, neighbouring local authorities
<b>METHOD OF PARTICIPATION</b>	<p><b>Council update and reporting:</b> Report to Planning and Property Policy Board</p> <p><b>Statutory procedures:</b> Publish advertisement in press</p> <p>MIR and Environmental Report deposited at Renfrewshire House and local libraries</p> <p><b>Social Media Engagement:</b> Web based consultation system set up with an electronic copy of MIR and Environmental Report along with an electronic consultation form on the web as an alternative to the LDP consultation system, twitter and Facebook feeds</p> <p>Notification of MIR publication sent to neighbouring authorities, key agencies and Community Councils</p> <p>Notify everyone on consultation database</p> <p><b>Meetings:</b> Meetings with various groups local interest groups, community councils, Council staff and different services, Community Planning Partners</p> <p><b>Focused Engagement:</b> Presentations to Local Area Committees, Community Planning Partnership Groups, Councillors and other interested groups</p>



<b>STAGE 4: PROPOSED PLAN AND ENVIRONMENTAL REPORT</b>	
<b>WHO WILL BE INVOLVED</b>	<p>Owners / occupiers / lessees of land or neighbouring land identified in the proposed plan for development</p> <p>Everyone who commented on MIR</p> <p>All other interested parties as outlined in Stage 3</p>
<b>METHOD OF PARTICIPATION</b>	<p><b>Council update &amp; reporting:</b> Report to Planning and Property Policy Board</p> <p><b>Statutory procedures:</b> Deposit Proposed LDP at libraries</p> <p>Advert in local press</p> <p>Notify owners, lessees or occupiers of a site, and owners, lessees or occupiers of land neighbouring that site, which the Plan proposes specifically to be developed, and which will have a significant effect on the use and amenity of the site or neighbouring land</p> <p>Notify any person who commented on the MIR</p> <p><b>Social Media Engagement:</b></p> <p>Update webpage, attach electronic version of Proposed LDP and updated Environmental Report, Twitter and Facebook feeds</p> <p>Notify everyone on consultation database</p> <p><b>Meetings:</b> Meetings with various groups such as local interest groups, community councils, Council staff and different services, Community Planning Partners</p> <p>Presentations to Local Area Committees, Community Planning Partnership Groups, Councillors and other interested groups where appropriate</p>



## STAGE 5 – 10: MODIFICATIONS, SUBMISSION TO SCOTTISH MINISTERS, EXAMINATION AND ADOPTION

When the Council is satisfied that the Proposed LDP is in its final form, whether modified or not, the Plan will be submitted to the Scottish Ministers. At the same time the Council will publish and make available alongside the Plan its Action Programme for implementing the Plan.

The Council also has to submit to the Scottish Ministers a report of conformity with the Participation Statement, so that an assessment can be made as to whether the Council has consulted appropriately on the plan and involved the public in the way they said they would in their Participation Statement.

An Examination will be held into the Plan when there are unresolved objections to the plan.

On completion of the examination, the Reporter will prepare and publish the findings and submit to Renfrewshire Council who will make the report and the Council's responses to the Reporter's recommendations available to the public for inspection.

Modification of the LDP in light of the Reporter's recommendations unless there is sufficient justification not to accept them. Any significant amendments made to the LDP will be subject to strategic environmental assessment. The modified LDP will be published and forwarded to the Scottish Ministers.

Within 28 days from the advertisement of the intention to adopt the LDP, the Council will proceed to adopt the Plan. The Proposed LDP, once adopted, is constituted as the Local Development Plan for Renfrewshire.

# Contacts

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*All photos taken by Renfrewshire Council*





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