To: **Communities, Housing and Planning Policy Board**

On: **20 August 2019**

Report by: **Director of Communities, Housing and Planning**

Heading: **Renfrewshire Local Development Plan – Development Plan Scheme 2019**

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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 along with a participation statement indicating when, how and with whom consultation on the Local Development Plan will take place.

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2. Recommendations

2.1 It is recommended that the Board:

(i) approves the Renfrewshire Development Plan Scheme 2019 and Participation Statement.

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3. Background

3.1 The current Development Plan for Renfrewshire consists of the Clydeplan Strategic Development Plan which was approved by Scottish Ministers on 24 July 2017 and the adopted Renfrewshire Local Development Plan (2014).

3.2 In preparing to replace the current adopted Renfrewshire Local Development (2014), the Proposed Renfrewshire Local Development Plan (2019) was approved by the Communities, Housing and Planning Policy Board on 12 March 2019.

3.3 The Development Plan Scheme sets out the remaining stages and timetable for the adoption of the next Renfrewshire Local Development Plan.

3.4 The Development Plan Scheme 2019 will be sent to the Scottish Ministers and will be available to view in local libraries and online at: http://www.renfrewshire.gov.uk/article/3070/Preparation-of-the-Next-Local-Development-Plan.

Implications of the Report

1. **Financial** - None

2. **HR & Organisational Development** - None

3. **Community/Council Planning** The Development Plan is a key document in establishing a land use framework for supporting, encouraging and delivering economic development in Renfrewshire.

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. 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

12. **Cosla Policy Position** - None

13. **Climate Risk:** none

List of Background Papers:

Appendix 1 - Renfrewshire Local Development – Development Plan Scheme 2019

The foregoing background papers will be retained within Housing and Planning for inspection by the public for the prescribed period of four years from the date of the meeting.

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Renfrewshire Local Development Plan

Development Plan Scheme 2019



Renfrewshire Council



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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 Development Plan Scheme sets out Renfrewshire Council's programme for preparing and reviewing its Local Development Plan. It outlines what is likely to be involved at each stage of the Local Development Plan process and identifies any changes or updates to the programme.

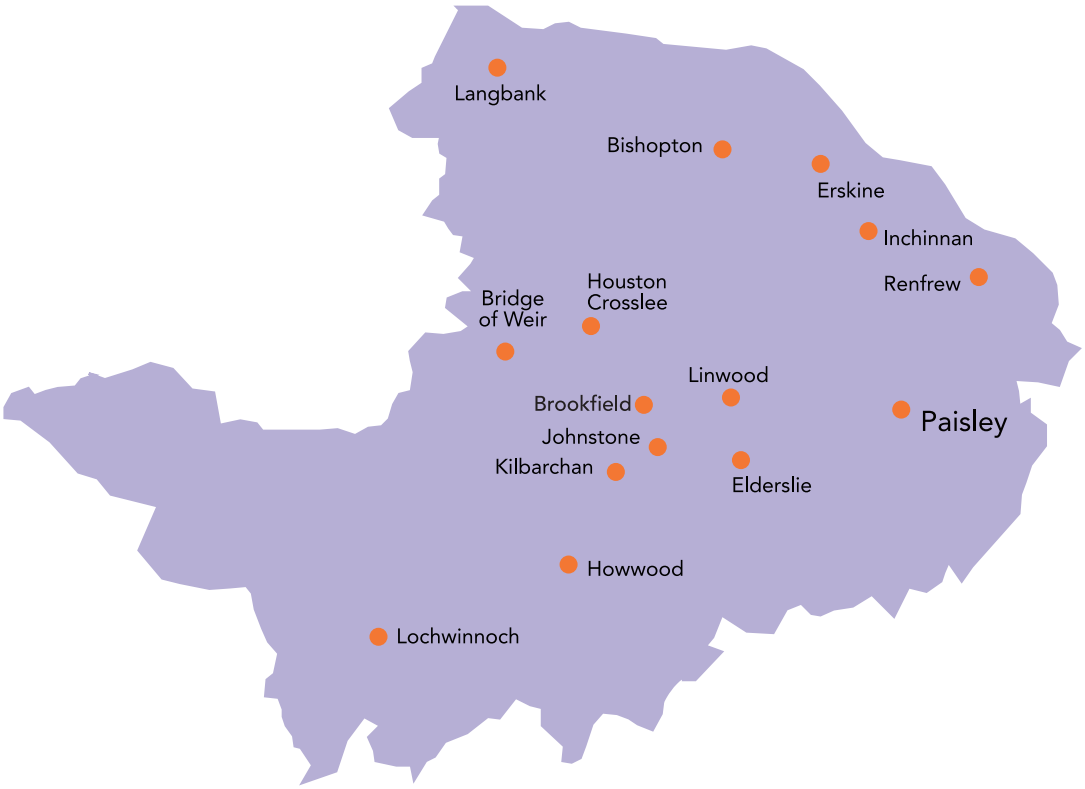
The Development Plan Scheme also includes a participation statement outlining when, how, and with whom, consultation will take place over the coming year.

The Development Plan System

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

- The National Planning Framework for Scotland—Scottish Government's strategy for spatial development within Scotland, currently NPF3;
- The Strategic Development Plan—Clydeplan 2017;
- The Local Development Plan—The Renfrewshire Local Development Plan 2014;
- Supplementary Guidance—New Development Supplementary Guidance 2014; and,
- Supplementary Guidance—Housing Land Supply Supplementary Guidance 2015

The 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

Clydeplan was approved with modifications by Scottish Ministers on 24th July 2017 and replaces the Glasgow and Clyde Valley Strategic Development Plan (2012).

Clydeplan sets out the long term development strategy for the City Region.

It provides a strategic context for the Renfrewshire Local Development Plan identifying appropriate locations for investment and development.

Clydeplan focuses on growing the economy of the City Region in a low carbon and sustainable manner, setting out a framework to encourage investment in the right locations.

The next Renfrewshire Local Development Plan will require to reflect and be consistent with Clydeplan.

Map of the 8 Local Authorities within the Clydeplan area



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Local Development Plan

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

The Renfrewshire Local Development Plan sets out the spatial strategy that facilitates investment and guides the future use of land in Renfrewshire.

The Local Development Plan contains policies that provide a framework for decision making on planning applications to ensure that development and changes in land use are appropriate and in the right locations.

Spatial Strategy—Guides development throughout Renfrewshire in line with the vision of Renfrewshire's Community Plan.

Proposals Map—The Local Development Plan strategy and policies illustrated on maps.

New Development Supplementary Guidance—Sits alongside the Local Development Plan and provides more detailed guidance on certain policies and/or specific proposals. The New Development Supplementary Guidance supports, complements and forms part of the Renfrewshire Local Development Plan.

Housing Land Supply Supplementary Guidance—Sets a framework for the assessment of housing development on sites not allocated in the Renfrewshire Local Development Plan, in circumstances where the five year effective land supply is not being maintained.

Action Programme—The Action Programme sets out a list of actions required to implement the policies and proposals in the Renfrewshire Local Development Plan, indicating who will be involved in implementing these actions and the timescales.



Main stages of the Renfrewshire Local Development Plan preparation

Main Issues Report (MIR) (completed) – Sets out the Council's general proposals for development along with reasonable alternatives to these proposals.

Consultation on the Main Issues Report and accompanying Environmental Report, as the first stage in preparing the next Renfrewshire Local Development Plan, was undertaken between 6 February 2017 and 30 May 2017.

240 responses were received. These representations will be taken into account in preparation of the next stage of the Renfrewshire Local Development Plan, the Proposed Plan.

Proposed Plan (current stage) – The Renfrewshire Local Development Plan Proposed Plan was approved by the Communities, Housing and Planning Policy Board on 12 March 2019.

The Proposed Plan represents the Council's settled view of what will be included within the final adopted Local Development Plan.

It contains all relevant strategies, policies and development proposals as well as proposals maps, place plans and other illustrative diagrams to explain the land use framework for Renfrewshire.

Examination of the Proposed Plan – The Local Development Plan examination deals with issues that have arisen through the Proposed Plan stage that remain unresolved.

Any outstanding objections will be subject to 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 and stakeholders before reaching a conclusion and a recommendation.

Adoption of the Local Development Plan – Once through Examination and any modifications are made to the Plan where required, the Council can adopt the Renfrewshire Local Development Plan where it will replace the existing adopted Renfrewshire Local Development Plan (2014).

Upon adoption the Renfrewshire Local Development Plan 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, and this includes the Renfrewshire Local Development Plan.

The purpose of Strategic Environmental Assessment is to assess how the Local Development Plan might positively or negatively affect the environment and to consider how environmental impact can be avoided, reduced, mitigated or enhanced.

The Strategic Environmental Assessment is an important process which places environmental considerations at the centre of the decision-making process.

An Environmental Report was published for consultation in March 2019 alongside the Renfrewshire Local Development Plan Proposed Plan.

This Environmental Report illustrates how Renfrewshire Council has assessed the potential effects of the Renfrewshire Local Development Plan Proposed Plan on the environment; and how the environmental assessment has influenced the development of the plan.



Stages of Strategic Environmental Assessment

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

Strategic Environmental Assessment Scoping – A scoping report outlines the proposed extent, level of detail and issues that require to be covered within the Strategic Environmental Assessment 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 Renfrewshire Local Development Plan.

Other Assessments

Other assessments required as part of the Local Development Plan preparation process 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 significantly impact on age, disability, economic circumstance, ethnicity, gender or religion.

Timetable for Review of Local Development Plan

An up to date Local Development Plan provides certainty, decisions can be made with confidence as development plans lead and guide development and investment.

The programme for the review of the Renfrewshire Local Development Plan is set out overleaf. It details the key tasks and milestones.

Renfrewshire Local Development Plan Timetable

STAGE	RENFREWSHIRE LOCAL DEVELOPMENT PLAN	STRATEGIC ENVIRONMENTAL ASSESSMENT	TIMESCALE
1	Publish the Renfrewshire Local Development Plan Scheme.		Annually
2	Monitor existing plan policies and changes in characteristics of the Renfrewshire area; research topics; consult appropriate parties in preparation of Monitoring Statement to inform the Main Issues Report. Engage with stakeholders to identify what are the main issues emerging in Renfrewshire.	Prepare Scoping Report for submission to the Consultation Authorities and Scottish Government.	Complete
3	Prepare a Monitoring Statement. Prepare and Publish the Main Issues Report and consult over a 12 week period.	Prepare and publish the draft Environmental Report alongside the Main Issues Report. Consult over a 12 week period.	Complete
4	Prepare and publish the Renfrewshire Local Development Plan Proposed Plan taking into account the comments received on the Main Issues Report. Consultation and engagement on the Proposed Local Development Plan.	Publish an updated Environmental Report alongside the Local Development Plan Proposed Plan taking account of the comments received. Consult and engage extensively over a 12 week period.	Complete
5	Consider representations to Renfrewshire Local Development Plan Proposed Plan and requirement for modifications.	Consider representations to Renfrewshire Local Development Plan Proposed Plan and requirement for modifications.	June – October 2019
6	Submit the Renfrewshire Local Development Plan Proposed Plan with a report of conformity with the Participation Statement (start of Examination process)	Submit the Environmental Report alongside the Renfrewshire Local Development Plan Proposed Plan.	November 2019
7	Examination		6 – 9 Months
8	Report on the Examination to Council to consider Reporter's findings and recommendations.		May 2020 – July 2020
9	Publish the Renfrewshire Local Development Plan, with any modifications arising out of Examination Report, and advertise intention to adopt.	Publish finalised Environmental Report.	May 2020 – July 2020
10	Adoption	Publish post - adoption Strategic Environmental Assessment statement, illustrating how the environmental report has influenced the Renfrewshire Local Development Plan.	Between June 2020 and August 2020

Participation Statement

A key objective of the Renfrewshire Development Plan Scheme is to illustrate when, how, and with whom, consultation will take place.

Renfrewshire Council is committed to extensive consultation and engagement, encouraging involvement throughout the preparation of the Renfrewshire Local Development Plan, and will have due regard to the provisions of the Scottish Government's Planning Advice Note 3/2010 on 'Community Engagement'.

The planning system has the potential to shape communities and the environment of Renfrewshire's towns and villages. It is important that people get involved in the Local Development Plan process.

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 after the principle of the development of a site has already been identified and adopted through the development plan process.

Although participation and active engagement in the Local Development Plan 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 and areas of change as early as possible and they have the opportunity to make comments.

Renfrewshire Council also consider that it is important that stakeholders get explanations as to how and why decisions are made.

Effective consultation and engagement aims to provide an opportunity for members of the public, businesses, developers, public bodies and key agencies, interest groups and community groups to discuss proposals.

Everyone is entitled to comment and this applies as much to people who support the Renfrewshire Local Development Plan as well as those who choose to object.





Participation of the Local Development Plan

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

STAGE 1: DEVELOPMENT PLAN SCHEME (ANNUALLY)	
WHO	Scottish Ministers
METHOD OF PARTICIPATION	The Renfrewshire Development Plan Scheme is available in public libraries, at Renfrewshire House and on the Council's website.

STAGE 2: PRE MAIN ISSUES REPORT	
WHO	Members of the public, community groups, statutory organisations, key agencies, private and public sector, infrastructure providers, Scottish Government, landowners, developers, home builders and local businesses.
METHOD OF PARTICIPATION	**Council update and reporting:** Development Plans update report was submitted to the Planning and Property Policy Board January 2016.
	Social Media Engagement: Updates on the Renfrewshire Local Development Plan webpage, Local Development Plan mailing list set up, Twitter and Facebook feeds.
	Suggestions for Land Use Change: A Suggestions for Land Use Change exercise was carried out in 2015. This allowed any interested party to identify particular sites for consideration of potential inclusion in the next Renfrewshire Local Development Plan.
	One to One Meetings: A number of one to one meetings were held over an 8 week period with a wide range of stakeholders including key agencies, local businesses, land owners and developers. Discussions centred around emerging main issues, specific interests, resources, placemaking, future development sites, infrastructure requirements and timescales.
	Focus engagement: Planning officers met a range of community groups, Community Council's and Development Trusts to gather the views and ideas to shape the Renfrewshire Local Development Plan.
	Consultation Events: A Developers Day was held in October 2015 to provide updates on the Development Plan and the Council's framework for investment to a range of stakeholders. Planning officers attended the Council's annual Community Planning Conferences, Local Housing Strategy consultation events and the Housing Providers Forum. These provided an opportunity to engage with a wider audience and raise awareness of the review of the Renfrewshire Local Development Plan. Town Centre Strategies and Action Plan Consultation and Erskine Town Centre Charrette. Consultation on the community's ideas and priorities for improvements to their town centres and wider local areas. This engagement will help inform final Town Centre Strategies and the next Renfrewshire Local Development Plan.



STAGE 3: PUBLICATION OF THE RENFREWSHIRE LOCAL DEVELOPMENT PLAN MAIN ISSUES REPORT, MONITORING STATEMENT AND ENVIRONMENTAL REPORT (COMPLETE)	
WHO	Members of the public, community groups, Scottish Government, statutory organisations, key agencies, private and public sector, infrastructure providers, landowners, housing associations, neighbouring local authorities, local businesess, home builders and developers.
METHOD OF PARTICIPATION	**Council update & reporting:** A board report was submitted to the Planning and Property Policy Board on 24 January 2017. **17 week consultation and engagement period was carried out from 6 February 2017 to 30 May 2017.**
	Statutory procedures: Publish advertisement in local press. Renfrewshire Local Development Plan Main Issues Report, Environmental Report and supporting background papers deposited at Renfrewshire House and all local libraries. Notification of Renfrewshire Local Development Plan Main Issues Report publication sent to neighbouring authorities, key agencies and Community Councils. Everyone on Local Development Plan consultation database notified.
	Online Publication and Social Media Engagement: Web based consultation system set up with an electronic copy of response Main Issues Report, Environmental Report and supporting background papers along with an electronic consultation response form. Storybook version of the Renfrewshire Local Development Plan Main Issues Report published online to focus on the main issues and make the document more accessible. Twitter and Facebook feeds.
	One to One Meetings: Rather than hold a Developer Day the consultation period was extended from 12 weeks to 17 weeks to allow for more one to one meetings which had proved to be very successful at the Pre-MIR stage in engaging a range of stakeholders in a more personal way. Meetings with various groups, members of the public, Community Councils, Community Planning Partners, Key Agencies, landowners, developers, local businesses, local interest groups and Council staff took place throughout the consultation period.
	Focused Engagement: Presentations to interested groups. Officers attended the Council's annual Community Planning Conference consultation events to facilitate the use of the Place Standard tool with members of the public and community groups. This provided an opportunity to engage with a wider audience and raise awareness of the preparation of the Renfrewshire Local Development Plan – Proposed Plan.

STAGE 4: RENFREWSHIRE LOCAL DEVELOPMENT PLAN PROPOSED PLAN AND ENVIRONMENTAL REPORT	
WHO	Owners / occupiers / lessees of land or neighbouring land identified in the Local Development Plan Proposed Plan for development. Everyone who commented on Renfrewshire Local Development Plan Main Issues Report. All other interested parties as outlined in Stage 3.
METHOD OF PARTICIPATION	**Council update & reporting:** A board report was submitted to the Communities, Housing and Planning Policy Board on 12 March 2019. 12 week consultation and engagement period was carried out from 18 March 2019 to 10 June 2019
	Statutory procedures: Renfrewshire Local Development Plan Proposed Plan, Environment Report and supporting background papers deposited at Renfrewshire House and all local libraries. Adverts published in local press. Notification sent to owners, lessees or occupiers of potential development sites, and owners, lessees or occupiers of land neighbouring any potential development sites, which the Plan proposes specifically to be developed. Notification of Renfrewshire Local Development Plan Proposed Plan publication sent to neighbouring authorities, key agencies and Community Councils. Everyone on Local Development Plan consultation database notified.'
	Social Media Engagement: Webpages were updated with an electronic version of the Local Development Plan Proposed Plan, Environment Report and supplementary Background Reports. An electronic copy of the consultation response form was published as well. Twitter and Facebook feeds. Notify everyone on consultation database.
	Meetings: Meetings were held along with presentations and workshops with Community Councils, community groups and a range of stakeholders across Renfrewshire. A number of meetings were held with key agencies to discuss the Renfrewshire Local Development Plan Proposed Plan.
	Focused Engagement: Officers attended the Business Matters in Renfrewshire event where a stand was set up in relation to the Renfrewshire Local Development Plan Proposed Plan. This provided an opportunity to engage with local businesses and other residents of Renfrewshire to raise awareness of the Renfrewshire Local Development Plan Proposed Plan. Officers attended a number of Local Area Partnership meetings covering all of Renfrewshire. This allowed engagement with a wide range of residents, community groups and various organisations representing communities across Renfrewshire. Officers attended the Local Housing Stakeholder Group to engage with local Housing Associations.



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

When Renfrewshire Council is satisfied that the Proposed Renfrewshire Local Development Plan 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.

This is to allow an assessment to be made as to whether Renfrewshire Council consulted appropriately and extensively on the Renfrewshire Local Development Plan Proposed Plan.

It sets out how stakeholders were involved in the plan preparation and outlines whether the process was consistent with the 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. The Examination report and the Council's responses to the Reporter's recommendations will be made available for public inspection.

Renfrewshire Council will then modify Renfrewshire Local Development Plan Proposed Plan in light of the Reporter's recommendations unless there is sufficient justification not to accept them.

Any significant amendments made to the Renfrewshire Local Development Plan Proposed Plan will be subject to Strategic Environmental Assessment.

The modified Renfrewshire Local Development Plan will be published and forwarded to the Scottish Ministers.

Within 28 days from the advertisement of the intention to adopt the Renfrewshire Local Development Plan, the Council will proceed to adopt the Plan.

The Renfrewshire Local Development Plan Proposed Plan, once adopted, is constituted as the Local Development Plan for Renfrewshire and will replace the current Adopted Renfrewshire Local Development Plan (2014).

Contacts

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