

THE HIGHLAND COUNCIL

PLANNING, ENVIRONMENT AND DEVELOPMENT COMMITTEE

12 February 2013

DEVELOPMENT PLAN SCHEME UPDATE

Report by Director of Planning and Development

Agenda Item	13
Report No	PED 15/14

Summary

This report outlines the content of the Development Plan Scheme (DPS), attached as Appendix 1, which provides an up to date position on the Council's timescales for preparing our Development Plan documents. This includes the steps toward adoption of the Inner Moray Firth Local Development Plan and the initial stages of the Caithness and Sutherland Local Development Plan (CaSPlan). This year the DPS has been updated to illustrate how we propose to incorporate the Scottish Government's focus on an outcome driven planning system in our emerging Development Plans.

The work outlined in this report contributes to the Council's Programme for 2012-2017 'Working Together for the Highlands' to produce new development plans which will enhance the conditions for economic recovery and balanced, sustainable economic growth. The work contributes to the Single Outcome Agreement 3 Community Planning Partnership Outcomes for reducing inequality.

Members are asked to approve the contents of the 2014 DPS for submission to the Plain English Campaign and, thereafter, to Scottish Ministers.

1. Background

- 1.1 The Planning etc. (Scotland) Act 2006 introduced a requirement for each planning authority to prepare an annual Development Plan Scheme to give certainty to communities and developers as to the likely timescales for each stage of the development planning process.

2. Development Plan Scheme

- 2.1 The 2014 Development Plan Scheme sets out the following:

- timescales for the production of all area local development plans
- timescales for the production of supplementary guidance
- other forthcoming work; and
- our Participation Statement, which helps members of the wider public to find out how they will be consulted.

The format and content has also been slightly revised to reflect the Scottish

Government's current focus on an outcome orientated planning system.

2.2 As with previous updates, this DPS needs to be accessible to all. To this end, we continue to welcome any comments received. Subject to agreement at this Committee, it will be submitted to the Plain English Campaign for review in order to achieve Plain English Crystal Mark Status.

3. Equality and Environmental Implications

3.1 The Development Plan Scheme has been subject to an Equalities Impact Assessment (EqIA) screening which determined a full EqIA would not be required.

3.2 Strategic Environmental Assessment has not been undertaken as the document is not considered to be a qualifying plan, programme or strategy under the Environmental Assessment (Scotland) Act 2005.

4. Resource Implications

4.1 It is not anticipated that there will be any direct resource implications for the Council as preparation of these documents and their monitoring is part of the existing work programme of the Development Plans team.

5. Climate Change and Carbon Clever Implications

5.1 There are no climate change or Carbon Clever implications directly arising from this report. All development plans are subject to Strategic Environmental Assessment to assess and monitor the likely impacts on the environment.

6. Legal and Risk Implications

6.1 No legal and risk implications are anticipated.

7. Conclusion

7.1 The updated Development Plan Scheme summarised in this report contributes towards the Highland Council's progress towards the production of a streamlined, modernised development planning system as required by Scottish Government.

Recommendation

The Committee is asked to agree the content of the 2014 Development Plan Scheme in order that the document be submitted to the Plain English Campaign and subsequently submitted to the Scottish Ministers.

Designation: Director of Planning and Development

Date: 24 January 2014

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The Highland Development Plan Scheme 2014
Sgeama Plana Leasachaidh na Gàidhealtachd 2014

Preface - Planning in Highland

Ro-ràdh – Dealbhadh sa Ghàidhealtachd

'Development' is a term which describes a wide range of construction works including home extensions, new housing, commercial property and energy infrastructure. The Planning System guides where different types of development can happen, and in delivering the Scottish Government's aim for sustainable economic growth.

The planning system works in two ways. A planning application may be required to carry out a new development. The application is decided against **the development plan** which is a series of documents that set a vision and spatial strategy to guide how the area should grow and policies which determine how development should work and fit into the area. This is the Highland Council's Development Plan Scheme which provides information on the Council's proposed timescales for preparing Development Plan documents.

Development Plans can attract new people and businesses to an area while making sure that any development does not harm the character of its surroundings. Local Councils must prepare development plans which show how they will deliver this balanced approach through a series of outcomes and actions. For example, a plan can set an *outcome* of delivering economic growth which is achieved through the *action* of setting aside suitable land to attract new and growing businesses.

The Scottish Government is currently changing the focus of the planning system through a revision of two documents called Scottish Planning Policy and the National Planning Framework. Respectively, these documents set out at the national level where the government wants to see development and how they want to see development happen. Both documents are set to be reviewed together in June 2014. We have provided comments on the draft documents and will continue to track their progress.

Highland's Development Plan Scheme Sgeama Plana Leasachaidh na Gàidhealtachd

This is the Highland Council's Development Plan Scheme which provides information on the Council's proposed timescales for preparing Development Plan documents.

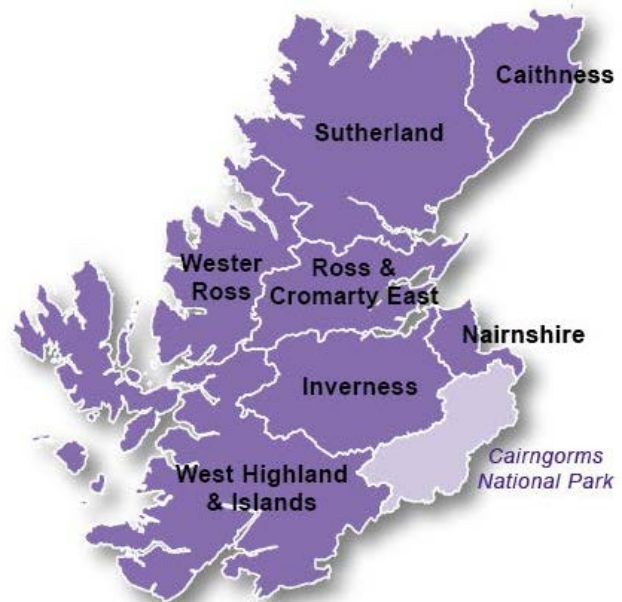
The Highland Council has been working hard to slim down its Development Plan to make it easier to understand and use, and accessible to all.

To this end, the Highland-wide Local Development Plan (HwLDP) was adopted in 2012 which provides a consistent policy framework for assessing planning applications across the whole region.

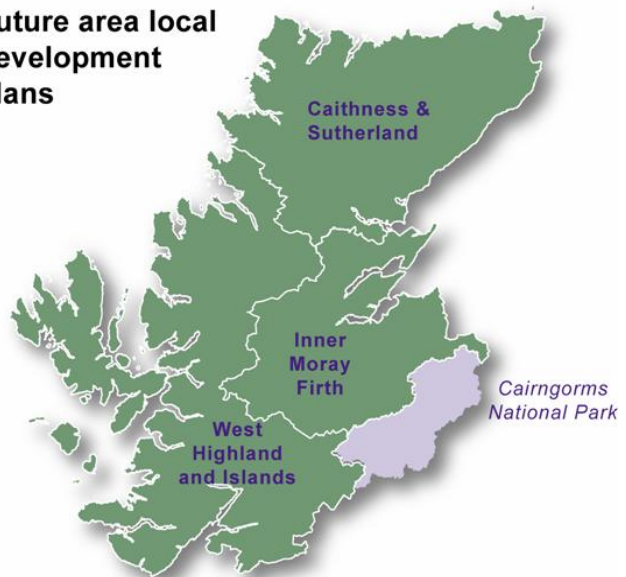
Alongside, we are preparing three area local development plans which will, along with supplementary guidance, provide more detail on where development can and can't be located, what it might look like and what infrastructure is required.

Although we provide services within part of the Cairngorms National Park, the Cairngorms National Park Authority prepares its own development plan. They adopted a local plan in 2010. Please see www.cairngorms.co.uk for details.

Previous Local Plans



Future area local development plans

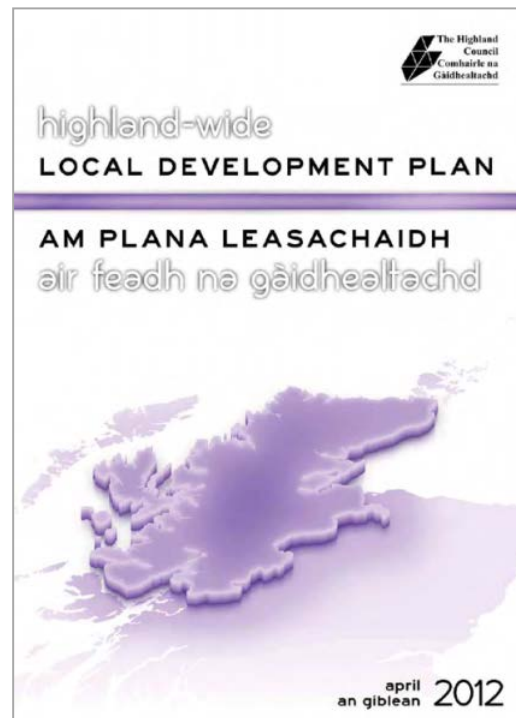


The Highland-wide Local Development Plan Plana Leasachaidh Ionadail air Feadh na Gàidhealtachd

The Highland-wide Local Development Plan came in to force on 5 April 2012. This is the development plan for Highland and contains:

- **a vision** of what the Highlands could be in 20 years;
- **a spatial strategy** guiding where development should go;
- **development management policies** to help decide planning applications; and
- **a proposals map** showing broadly, where development could happen.

We need to know how the plan is working. To do this we will be monitoring development across Highland as set out in the [Highland-wide Local Development Plan Action Programme](#) which is reviewed every 2 years.



We are required to replace the HwLDP by April 2017 and we intend to start this work in early 2015. We think the 3 area Local Development Plans being prepared should include all the detail on development proposals in their areas (further information on the area LDPs is set out below). This provides an opportunity to remove any site specific development proposals from the HwLDP so that it becomes the Council's policy-based Local Development Plan.

The HwLDP will be agreed through the Planning, Environment and Development (PED) Committee and subsequently approved in its final form by Full Council.

Area Local Development Plans

Planaichean Leasachaidh Ionadail nan Sgìrean

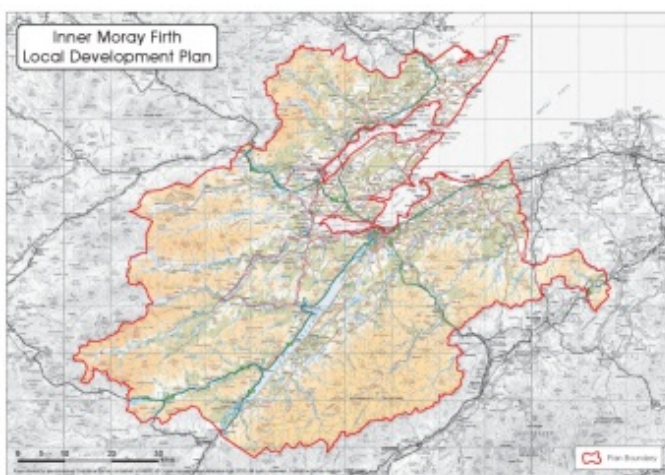
Local development plans are prepared by council officers in collaboration with the local community, elected members, developers and other stakeholders. The role of officers, elected members and the respective council committees in agreeing the direction of planning policy is set out in a document known as the [Scheme of Delegation](#). The table below shows the relevant committee that agrees each stage of preparing an area local development plan.

<u>LDP</u>	Call for Sites	Main Issues Report	Proposed Plan	Submission to Scottish Ministers	Adoption
Area Committee	✓	✓			
Planning, Environment and Development (PED) Committee			✓	✓	
Full Council					✓

The Inner Moray Firth Local Development Plan

The Inner Moray Firth Local Development Plan is the first of our new-style area local development plans. It covers the area of Highland which has the most people and where there is greatest pressure for development.

Following a Main Issues Report (MIR) consultation we published the Proposed Plan in November 2013. PED Committee has approved this as the settled view of the council on the future growth of the area.



Consultation on the Proposed Plan ran for 6 weeks from November to December 2013. At this stage we wrote to over 15, 000 properties located adjacent to areas proposed for development and others who had been involved in the process so far.

For the first time, we used a dedicated online system making it quicker, easier and clearer for the over 1000 members of the community from which we received responses, to have their say. As we move toward adoption of the plan, all responses will be considered by PED Committee.

Further examination will be undertaken by independent persons identified by the Scottish Government who will recommend any changes.

Below is a table showing the timescales for the next stage in preparing the plan.

<u>Milestone Stage</u>	<u>Target date</u>
Submit revised plan and schedule 4's to committee.	May 2014
Submit final Proposed Plan to the Scottish Government for approval Examination.	June 2014
Review and make necessary amendments to the Strategic Environmental Assessment (SEA)	June 2014

Caithness and Sutherland Local Development Plan (CaSPlan)

The Caithness and Sutherland Local Development Plan (CaSPlan) will be the second of our area local development plans. It covers the area stretching from Lochinver to Dornoch and Cape Wrath to John O' Groats.



CaSPlan is the first of our local development plans which focuses on directly delivering the Scottish Government's aim for LDPs to reflect the views and aspirations of the communities they serve. The plan's vision, policies and spatial strategy are guided by five key outcomes which reflect the full potential of the area by 2030. Each plan outcome has been created to reflect the wider outcomes for the future of the Highlands which we and our community planning partners have agreed with the Scottish Government through a document called [Single Outcome Agreement \(SOA\) 3](#).

From the beginning, we have also engaged with local communities on how CaSPlan can deliver regeneration. In February 2013 we carried out consultation events, known as charrettes in Wick and Thurso. These used interactive, design-led workshops to get people involved in planning. The events were led by a team of architects and community planners, and aimed to find agreement on options for the future development of these two main settlements.

We also carried out a call for sites for CaSPlan from August to October 2013 where we asked people to suggest areas of land that should be developed or safeguarded over the next 20 years. We are currently taking the feedback we received from the call for sites and charrettes into account in creating the CaSPlan Main Issues Report, which we aim to publish in summer 2014.

Below is a table showing the timescales for producing the Caithness and Sutherland Local Development Plan.

<u>Milestone Stage</u>	<u>Target date</u>
Publish the main issues report and carry out consultation	Summer 2014
Publish the SEA environmental report	Summer 2014

The West Highlands and Islands Local Development Plan

The West Highlands and Islands Local Development Plan will be the third of our area local development plans covering the area stretching from Ullapool to Mallaig to Fort William. It is proposed that work on the West Highland and Islands Local Development Plan will begin with a call for sites being carried out in **early 2015**.

Below is a table showing the timescales for these initial stages of producing the plan.

<u>Milestone Stage</u>	<u>Target date</u>
Carry out a call for sites and associated consultation	Early 2015
Main Issues Report	Late 2015

Supplementary Guidance

Iùl Leasachail

Supplementary Guidance (SG) provides further detail and information to act alongside development plan policies. Topic based SG is focussed on providing further information on policy issues covered mainly by the Highland-wide Local Development Plan. These topics can be as diverse as how we enhance Highland's historic environment to how we manage waste in new developments. Area SG may include a development brief or masterplan for a particular site or area and can provide detailed information on the design and layout of development, the timing of construction and the provision of infrastructure.

Area SG

The table below shows our forthcoming area supplementary guidance and timescales for delivery. Draft SG is approved by the council's area committees. Adopted SG must be approved by the Planning, Environment and Development (PED) Committee.

SG	Topic	Target
Raigmore and Inshes Development Brief	Sets out our conditions and expectations for the site.	Draft to June 2014 committee
Dounreay Planning Framework 2	Reviews the existing framework adopted in 2005 with Dounreay Site Restoration Ltd.	Final version to be presented to PED Committee in February 2014 for approval
A96 Corridor Developer Contributions	Sets out our procedure for securing contributions from developers towards infrastructure within the A96 corridor.	Date is dependant on the results of future design work from Transport Scotland

Topic SG

The table below shows our forthcoming topic supplementary guidance and timescales for delivery. Draft and adopted SG is approved by the Planning, Environment and Development (PED) Committee.

SG	Topic	Target
Residential Layout and Design	Provides guidance on the layout and design of new residential developments.	Draft to August 2014 committee
Accommodation for an Ageing Population	Provides guidance on the need to provide a range of housing suitable to meet the wider needs of an ageing population.	Draft to November 2014 committee
Wild Areas	Identifies wild areas within Highland and provides advice on how best to allow for change within these areas while protecting their qualities.	Draft to November 2014 committee Target is dependant on consultation work from Scottish Natural Heritage

What other work will we be doing in 2014?

Dè an obair eile a bhios sinn a' dèanamh ann an 2014?

We are also working on the following important projects in 2014:

Further Charrettes

At the time of writing the Development Plan Scheme, it is possible we may receive funding from the Scottish Government to carry out 3 additional charrettes in Tain, Nairn and Fort William.

Involving Young People

We will continue to reach out to members of the community which may not have been involved in planning before. To this end we will be holding a number of workshops with Highland schools, at first linked to the Caithness and Sutherland Local Development Plan MIR consultation.

Further SG

We will prepare other development briefs over the next year. These may include further work on the former Longman landfill site, the Longman Core area and Muirtown and South Kessock in Inverness, identified as projects in the Highland-wide Local Development Plan. We may also prepare development briefs for business or industrial sites, particularly those needed for the growth of the offshore renewable energy sector.

North Highland Onshore Vision

The renewables sector, particularly wave and tidal energy, is expected to expand significantly in the Caithness and Sutherland over the next 20 years. The North Highland Onshore Vision (NHOV) aims to promote and identify development opportunities that support this growth.

We have carried out a call for sites seeking land for business and industrial use that could be used for the marine renewables sector. Results of the Wick and Thurso Charrettes together with the NHOV call for sites will form an important part of preparing the Caithness and Sutherland Local Development Plan MIR and possibly further supplementary guidance.

Housing and Business and Industrial Land Audits

We are currently preparing an audit to help give us an up-to-date understanding of how many housing and business and industrial sites are available in Highland.

Aquaculture

We will be developing new supplementary guidance to replace our existing aquaculture framework plans.

Our participation statement

An aithris chom-pàirteachais againn

Involving you in the work that we do is very important to the success of the planning system. This Development Plan Scheme is the first step to telling you about how we are planning development in Highland this year. Over the next year we will continue to:

- work closely with the local media to let you know about how you can get involved;
- expand our involvement with the public by using social media including our blog, Facebook and twitter pages;
- make responses to our consultations available online;
- ask you for feedback on how we are getting you involved;
- make better use of information technology in our consultations;
- provide paper copies of all of our newly published and consultation documents in our service points and libraries.
- provide regular updates by email and post on the work that we are doing;
- work with our service centre to make sure you can contact the people producing the plans effectively.
- work closely with community groups and volunteers to encourage people to get involved in planning;
- use public meetings and committees to update you on how work is progressing; and
- provide easy-to-understand guides about certain aspects of development planning, including online videos to explain some of our larger pieces of work.

If you are a group or organisation who would like to know more about development planning in Highland, please contact us and we will be very happy to come and give a presentation and answer any questions you or your group may have.

Any questions? Ceistean sam bith?

If you have any questions about this Development Plan Scheme, or if you would like printed copies for your group, please contact us using the details below.

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Visit our blog: www.hwldp.blogspot.com

Visit our facebook page: <http://www.facebook.com/pages/Highland-Local-Development-Plans>

Visit our twitter page: <http://twitter.com/highlanddevplan>

Our Planning and Development Service values customer feedback – you can fill in a survey online at www.surveymonkey.com/s/QCMC9GD. If you do not have access to the internet, please phone us on the number above and we will send you a paper version.



Our customer service charter Ar cairt seirbheis luchd-cleachdaidh

Our customer service charter sets out the standard of customer service you can expect from the development plans team.

We want to:

- develop plans, policies and strategies that are user friendly, easy to access and relevant;
- make contacting us easy;
- make sure the service we provide meets your needs; and
- make sure that you receive the highest level of customer service.

If you feel we are not meeting these standards, please let us know so that we can review, improve and deliver excellent customer service.

We will be **responsive**.

- We will provide a prompt response to your enquiries.
- We will do our best to meet our commitments to you. If we cannot do this, we will let you know why.
- We want to solve problems when things go wrong.

We will offer **quality services**.

- We will be polite at all times and we will wear name badges.
- We will work to our procedures and service standards.
- If you ask, we will treat your enquiries in confidence and in line with the relevant laws.

We will **listen** to you and keep you **informed**.

- We will welcome your views on our work through feedback on our consultations.
- We will listen carefully to your enquiry and make sure we understand it fully before we do anything.
- We will actively ask for your views through our consultations.
- We will keep you informed about the progress of our work with you. We will tell you when things go wrong and why, as well as when things go right.

We will tell you about other services, including those we don't provide but which may be helpful to your enquiry.