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# 1. What is a Development Plan?

Development Plans are prepared for every local authority area in Scotland. They set out an authority's policies and proposals for the use and development of land in its area, including the appearance of cities, towns and rural areas. They are concerned mainly with the use of land and guide future development to the most appropriate locations. They must provide clear guidance on what development will or will not be allowed and where. They address a wide range of policy issues, including housing, shopping, business, industry, transport, recreation, built and natural heritage.

Decisions on planning applications must be in accordance with the Development Plan unless material considerations (i.e. significant issues relating to the use and development of land) indicate otherwise.

## Sustainable Development

The Council has a statutory duty to carry out their development planning functions with the objective of contributing to sustainable development. Sustainable development is most commonly defined as "development that meets the needs of the present without compromising the ability of future generations to meet their own needs".

In terms of the current Development Plan, sustainable development is translated into a land use strategy that covers the following themes: -

1. ***Building Sustainable Communities***
2. ***Creating a Sustainable Economy; and***
3. ***Sustaining the Environment and Resources***

The Scottish Government believes that a properly functioning planning system is essential to achieving its central purpose of increasing sustainable economic growth. It believes strongly in the value of forward-looking, visionary and ambitious Development Plans that will guide development. The Council will therefore be required to consider both population and economic growth in the formulation of the Development Plan.

The Development Plan must be produced and reviewed at 5 yearly intervals to ensure that an up-to-date Plan is always in place that can guide the future development of the area. The Plan's Action Programme will also be reviewed and updated every two years.



## Perth & Kinross Council's Current Development Plan

The Development Plan for an area is made up of more than one Plan. In Perth & Kinross it comprises the following:-

- *Perth & Kinross Structure Plan (2003) (covering the whole area)*
- *Perth Area Local Plan (1995)*
- *Perth Central Area Local Plan (1997)*
- *Eastern Area Local Plan (1998)*
- *Highland Area Local Plan (2000)*
- *Strathearn Area Local Plan (2001)*
- *Kinross Area Local Plan (2004)*

Some of these Plans have been subject to Alterations as follows:-

- *Perth Area Local Plan Alteration no 1 Housing Land Supply (2000)*
- *Highland Area Local Plan Camserney Alteration (2005)*

These Plans can be viewed using the following link:-

<http://www.pkc.gov.uk/localplans>

Map 1 shows the areas covered by each of the Local Plans. Collectively, all of these documents make up the existing Development Plan for Perth & Kinross Council.

Whilst part of the Loch Lomond and The Trossachs National Park and the Cairngorms National Park are within the Perth & Kinross Council boundary they will be covered by their own Local Development Plans, as and when they are adopted. The LDP for Perth & Kinross will therefore exclude the National Park areas shown in Map 1.



# Map 1



## Existing Supplementary Planning Guidance

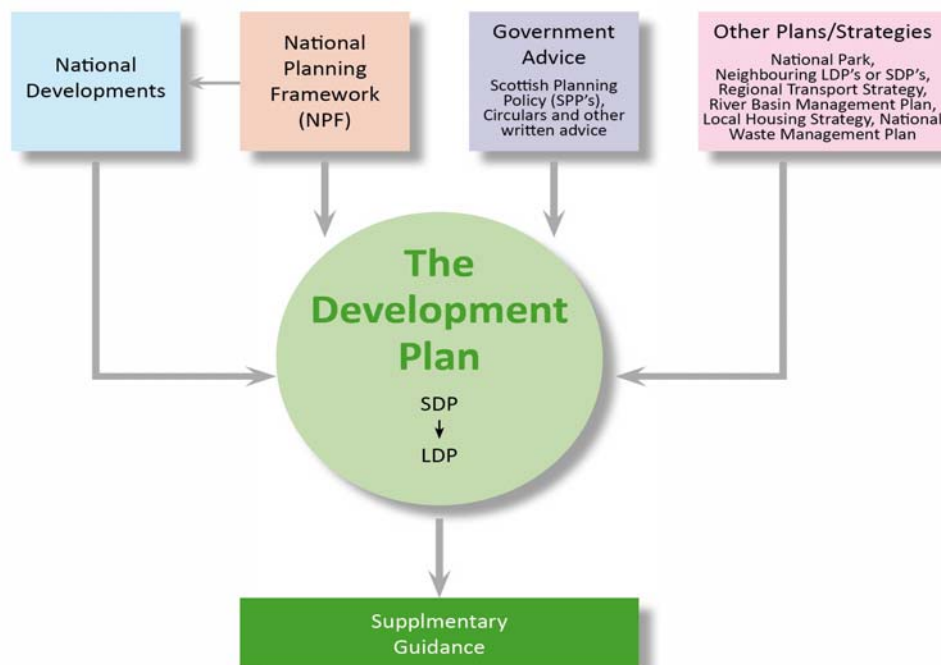
Certain policy matters within the Development Plan require further guidance and explanation to aid understanding. These detailed issues are currently produced as supplementary planning guidance i.e. formal policy that has been prepared and approved by the Council. It includes Design Guidance, Development Briefs and Policy Guidance on particular issues (for example wind energy or telecommunications). The list below contains the Council's current approved guidance: -

Supplementary Planning Guidance	Date Approved
<b><u>Design Guidance</u></b>	
Guidance on the Siting and Design of Houses in Rural Areas	1995
<b><u>Development Briefs</u></b>	
Mill Street, Perth	June 2000
Mill of Ogilvie, Blackford	December 2000
Inchture	May 2001
Kinnaird (Pitlochry)	October 2002
Kindallachan	October 2002
Errol North Bank Site	December 2002
Kinross Western Edge	June 2005
Auchterarder expansion Townhead and North East Development Framework	March 2008
<b><u>Policy Guidance</u></b>	
Telecommunications Guidance	March 2003
Wind Energy	May 2005
Affordable Housing Policy	August 2005
Housing in the Countryside Policy	August 2009
Affordable Housing Guide (which contains further detailed guidance on the 2005 policy)	January 2010
Developer Contributions	May 2009
Developer Contributions for Education	April 2010
Developer Contributions A9 Junctions Auchterarder Area	August 2009



## 2. Perth & Kinross Council's Future Development Plan

The Planning etc. (Scotland) Act 2006 introduced changes to the planning system which are being implemented in 2009. Under this new system the future Development Plan will be made up of a Strategic Development Plan (SDP) (as our area falls within the Dundee, Perth, Angus and North East Fife Strategic Planning Authority), and a Local Development Plan (LDP). A number of different plans, policies and strategies (PPS) will have to feed into the Development Plan. The following diagram shows the relationship between the various PPS and the Development Plan.



### Key:

- **The Development Plan consists of the Strategic Development Plan (SDP) and Local Development Plan (LDP). The LDP must be consistent with the SDP.**
- **The Development Plan needs to take into account the National Planning Framework (NPF). National developments are contained in the NPF and are projects which are essential elements for Scotland's long term development.**
- **The Development Plan needs to have regard to the other plans and strategies outlined**
- **Supplementary Guidance must be specifically identified in the Development Plan. It has a separate adoption process.**



## The Strategic Development Plan (SDP)

The SDP will be prepared by a new Strategic Planning Authority (The Dundee, Perth, Angus and North East Fife Strategic Planning Authority) which was named after and established with members of those authorities whose area falls within the SDP boundary. The SDP, to be called the TAYplan, will replace the existing Structure Plan when it is adopted. The SDP will focus on strategic cross-boundary issues such as the size, composition and distribution of the population rather than site specific allocations.

## The Local Development Plan (LDP)

The form and content of the new style Local Development Plans will differ from existing Local Plans, with more guidance being provided through supplementary guidance, allowing the Plan to be a more focussed document. The Local Development Plans will be produced by each Local Authority as at present, and must be consistent with the Strategic Development Plan. Within Perth & Kinross the number of Local Plans is to be reduced from the current 6 to 1 new LDP, which will cover the whole of the Council's area excluding those parts which lie within the National Parks. Once it has been adopted, this Plan will replace all existing Local Plans within Perth & Kinross.



## 3. How Is The Plan Created?

### Development Plan Scheme

The first stage in preparing the LDP is to publish a **DEVELOPMENT PLAN SCHEME (DPS)**. This is the document in front of you. It sets out the programme for preparing and reviewing the Local Development Plan and includes the following:

-

- *A programme and timetable for preparing and publishing the Plan;*
- *Sets out what is involved at each stage of preparing the Plan;*
- *Includes a Participation Statement, which indicates the involvement of all parties in the Plan, i.e. when, how and with whom consultation will take place.*

It was a Scottish Government requirement to publish the Development Plan Scheme by 31<sup>st</sup> March 2009.

The DPS is reviewed at least every year to provide an up-to-date picture of how we are progressing with preparing the Plan. It will be made widely available on the Council's website, in Council Offices and in public libraries. The reason for making it widely available is to encourage interested parties to keep themselves informed throughout the Plan preparation process.

### Main Issues Report

Following the publication of the Development Plan Scheme, we worked with local communities, Key Agencies and others to identify what the local planning issues are and invited the public and private sector developers and landowners to submit proposals for consideration. This information was used to produce the **MAIN ISSUES REPORT (MIR)**. The MIR was not a draft Plan but had enough detail in it to ensure that people were able to comment on the key issues that are changing from the last plans. It sets out the following:

- *Perth & Kinross Council's general proposals for development in the area and in particular proposals as to where development should and should not occur. The proposals will be explained sufficiently in a clear and precise way to help people to understand what is proposed and to make meaningful comments;*
- *Contain one or more reasonable alternative sets of proposals; and*
- *Draw attention to the ways in which the favoured and alternative proposals differ from the spatial strategy of the existing adopted Plans.*



## Monitoring Statement

A **MONITORING STATEMENT** was prepared covering the adopted local plans and was published at the same time as the Main Issues Report. This document focuses on what has changed since the adoption of the existing Local Plans; for example, the extent to which the key assumptions made in those Plans are still realistic, whether land allocations have proved viable and that the necessary investment in infrastructure has occurred. Monitoring has been one of the methods used to help identify the issues for discussion in the Main Issues Report.

## Main Issues Report Consultation

The MIR is seen as the most important consultative stage in the plan-making process as it is when everyone can become effectively involved in shaping the final content of the LDP; therefore an extensive public consultation exercise was undertaken with the publication of the MIR. The content of the MIR was intended to stimulate discussion at the consultation events.

In addition to the Planning etc. (Scotland) Act 2006 requirements, a separate piece of legislation: the Environmental Assessment (Scotland) Act 2005 requires the Council to undertake Strategic Environmental Assessment (SEA) and prepare an **Environmental Report** alongside the LDP. The purpose of the Environmental Report is to identify, describe and evaluate the likely significant effects on the environment of implementing the LDP and if necessary identify ways to mitigate those effects. The consultation on the Environmental Report took place at the same time as the MIR.

The law requires that we carry out an Equality Impact Assessment (EQIA) to ensure that the plan considers and addresses potential impacts on all sections of the community, including disadvantaged groups. The EQIA for MIR was used to help identify those groups of people who do not traditionally get involved in the Development Plan process yet may be affected by the policies or proposals contained in the Plan.

The Participation Statement sets out how we will involve all those who have an interest in the main issues for their area and/or for Perth & Kinross and how they can contribute. Feedback from the Main Issues Report was used to compile the **PROPOSED PLAN**. With the publication of the Proposed Plan a period of representation will be provided to allow participants to indicate whether they agree with the Plan and if not how they propose it should be changed.



## Proposed Plan

The LDP Proposed Plan includes all the relevant strategies, policies and development proposals to enable representations to be made on them. It includes maps and other illustrative material in order to explain the proposals in more detail and aid understanding.

The Plan contains the following: -

- A **vision statement** – *this is a broad statement of how the development of Perth & Kinross could and should occur and what the area might look like in the future.*
- A **spatial strategy** – *this is a detailed statement of the policies and development proposals which will help achieve the vision.*

The Plan includes a clear long-term sustainable settlement strategy that will reflect local needs, priorities and circumstances. This strategy will be the main opportunity to influence the location and form of new development.

Another important part of the Plan is to address any investments in infrastructure that may be required as a consequence of planned growth within the area, for example; schools, public transport, drainage etc. Proposals for new development are assessed in terms of their impact on existing community facilities. Where appropriate 'developer contributions' that might be required to mitigate this impact are identified.



## 4. What happens next?

### Proposed Plan

#### PERIOD OF REPRESENTATION

Those parties who commented on the MIR will be contacted directly either through e-mail or post informing them that the Proposed LDP has been prepared and that there is a period of 10 weeks in which they can make their representations. In addition notification will be given to the owners, lessees or occupiers of sites which the Proposed Plan specifically proposes to be developed and which would have a significant effect on the use and amenity of the site.

The Plan will be published on the Council's website ([www.pkc.gov.uk/ProposedLDP](http://www.pkc.gov.uk/ProposedLDP)) so that the maps can be viewed online and any comments made directly through the website. Hard copies will be made available from the Council's Office at Pullar House, 35 Kinnoull Street, Perth.

#### NOTIFICATION OF PUBLICATION

Notification will also be given to the owners, lessees or occupiers of land neighbouring (i.e. within 20 metres of) sites which the proposed plan specifically proposes to be developed and which would have a significant effect on the use and amenity of the neighbouring land. Notification is only required where there are premises on the site or neighbouring land.

### Action Programme

The Council will work with Key Agencies and Stakeholders such as Historic Scotland, Transport Scotland, the Forestry Commission and Community Councils to develop an Action Programme for the LDP as a means of delivering the Plan's objectives. It will set out how the Plan is to be implemented, in particular what should happen over the 2 years following the adoption of the Plan. It will include: -

- *A list of actions required to deliver each of the Plan's policies and proposals;*
- *Who is to carry out the action; and*
- *The timescale for carrying out each action.*



The Action Programme will be published for comment alongside the Proposed Plan and then approved and published within 3 months of the Plan being adopted. It will also be reviewed and updated every two years.

## Supporting Documents

### HABITATS REGULATIONS APPRAISAL

Under Article 6 of the European Council Directive on the Conservation of natural habitats and of wild fauna and flora (normally referred to as the Habitats Directive) the Council will also be required to carry out an **Habitats Regulations Appraisal** (HRA) of the LDP to determine whether the Plan is likely to have any significant effects on a European designated site, such as Special Protection Areas (SPA) and Special Areas of Conservation (SAC).

### SEA ENVIRONMENTAL REPORT AND ADDENDUM

An Addendum to the Environmental Report will be published with the Proposed Plan indicating what representations have been received during the consultation and what actions and responses have been made in response to these, in particular those comments received from the consultation authorities SNH, SEPA and Historic Scotland.

### EQUALITIES IMPACT ASSESSMENT

The EQIA for the Proposed Plan was prepared to help identify those groups of people who do not traditionally get involved in the Development Plan process yet may be affected by the policies or proposals contained in the Plan and what actions will be taken to retain identified positive impacts and mitigation to address negative impacts of the plan on identified groups.

## Supplementary Guidance

Supplementary Guidance can cover a variety of issues and will be used to remove a wide range of detailed policy from the LDP. New guidance will therefore be produced and referenced in the Proposed Plan so that it is consulted upon and forms part of the LDP. Existing Supplementary Planning Guidance (SPG) will be reviewed against any new or emerging policy and strategic issues and if appropriate revised and consulted on.



The following pieces of existing Supplementary Planning Guidance are to be consulted on along with the Proposed Plan

#### **Policy Guidance**

- *Affordable Housing Guide*
- *Housing in the Countryside Guide*
- *Loch Leven Special Protection Area and Ramsar site - Advice to planning applicant for phosphorus and foul drainage in the catchment (produced jointly by SNH, SEPA & PKC)*
- *River Tay SAC – Advice for Developers (produced jointly by SNH, SEPA & PKC)*
- *A Guide to Incorporating Biodiversity into Development*
- *Householders' Guide to Biodiversity*
- *Biodiversity: A Developer's Guide*
- *Developer Contributions December 2011 incorporating Primary education and Ag Junction Guidance*
- *Airfield Safeguarding*

#### **Design Guidance**

- *Pitlochry Conservation Area Appraisal – April 2007*
- *Coupar Angus Conservation Area Appraisal – July 2007*
- *Blairgowrie Conservation Area Appraisal – September 2007*
- *Blair Atholl Conservation Area Appraisal – October 2007*
- *Grandtully & Strathtay Conservation Area Appraisal – September 2008*
- *Perth Central Conservation Area Appraisal – September 2008*
- *Aberfeldy Conservation Area Appraisal – November 2008*
- *Crieff Conservation Area Appraisal – February 2009*
- *Scotlandwell Conservation Area Appraisal – June 2009*
- *Errol Conservation Area Appraisal – August 2009*
- *Perth Kinnoull Conservation Area Appraisal – April 2010*
- *Dunning Conservation Area Appraisal – July 2010*
- *Kinross Conservation Area Appraisal – July 2010*
- *Comrie Conservation Area Appraisal – September 2010*
- *Muthill Conservation Area Appraisal – January 2011*
- *Dunkeld Conservation Area Appraisal – June 2011*
- *Kenmore Conservation Area Appraisal – November 2011*

#### **Development Briefs/Masterplans/Development Frameworks**

- *Auchterarder Expansion, Townhead and North east Development Framework – March 2008*
- *Oudenarde Masterplan May 2001*

New supplementary guidance has been specifically identified in the Proposed Local Development Plan and will be consulted upon as required by the



Development Planning Regulations. It will then be sent to Scottish Ministers before being formally adopted by the Council.

#### **Policy Guidance**

- *Employment and Mixed Use Areas*
- *Open Space Provision and Developer Contributions*
- *Forestry and Woodland Strategy*
- *Green Infrastructure*
- *Green Belt Management Plan*
- *Renewable and Low Carbon Energy Generation, Climate Change, Carbon Reduction and Sustainable Construction*
- *Spatial Strategy for Wind*
- *Flood Risk and Flood Risk Assessments*
- *Landscape Guidance*
- *Developer Contributions Transport Infrastructure*
- *Delivering Zero Waste in Perth and Kinross*

#### **Design Guidance**

- *Placemaking Guide*
- *Guidance on the Siting and Design of Houses in Rural Areas*
- *Transport Standards Guide*
- *Abernethy Conservation Area Appraisal - 2011/12*
- *Rait Conservation Area Appraisal - 2012/13*
- *Longforgan Conservation Area Appraisal - 2012/13*

#### **Development Briefs/Masterplans/Development Frameworks**

- *Bertha Park*
- *Tulloch Marshalling Yards*
- *Newton Farm, Perth*
- *Broxden, Perth*
- *James Hutton Institute, Invergowrie*
- *Luncarty*
- *Ruthvenfield Road, Perth*
- *Stanley*
- *Scone North*
- *Borlick, Aberfeldy*
- *Turfhills, Kinross*
- *Lathro Farm, Kinross*
- *Gartwhinzean, Powmill*
- *Broich Road, Crieff*
- *Welton Road, Blairgowrie*
- *West Blairgowrie*
- *Forfar Road, Meigle*



## 6. What are the stages in preparing the LDP and what are the timescales?

This table sets out the main stages in LDP process and also provides approximate timetables for when each of the key stages is likely to take place. Various assessments of the LDP require to be carried out throughout the process in order to ensure that their aims are incorporated into the Plan. The timescales for these assessments are also included below. **Please note this timetable should be read alongside the Participation Statement at Section 7.**

	Plan Process	Assessment Processes	Timescale
<b>Stage 1</b>	Development Plan Scheme (including Participation Scheme)		March 2009
<b>Stage 2</b>	Pre-MIR Consultation (as per participation statement)	SEA Scoping Report Equality Impact Assessment	April – June 2009
<b>Stage 3</b>	↓ Publish Main Issues Report and Monitoring Statement ↔	↓ SEA Draft Environmental Report	Sept 2010
	↓ MIR Consultation ↔	↓ Draft Environmental Report Consultation	8 October 2010 – 11 February 2011
<b>Stage 4</b> <b>We are here</b>	↓ Publish Proposed Plan ↔	↓ SEA Final Environmental Report	30 Jan 2012
	↓ Plan Period of Representation	↓ Appropriate Assessment Equality Impact Assessment	30 Jan –10 April 2012
<b>Stage 5</b>	↓ Modified Plan ↔	↓ SEA Modified Environmental Report Review EQIA	Nov 2012
<b>Stage 6</b>	↓ Submit Proposed Plan to Scottish Ministers for Examination ↔	↓ Submit SEA with proposed plan	July/Aug 2013*
	↓ Modifications to Proposed Plan	↓ Amend Environmental Report	Nov 2014
<b>Stage 7</b>	↓ Adoption ↔	↓ Finalised Environmental Report Post Adoption Statement	Dec 2014
	↓ Action Programme ↔	↓	Dec 2015
<b>Stage 8</b>	↓ Monitoring and Review of Plan ↔	↓ Monitoring and Review of SEA Equality Impact Assessment Review	Ongoing 2015- 2020

\*Potential for delay due to SDP timescales

Return to Stage 1 to begin the next LDP Review



## 7. Participation Statement

### How to get involved in the preparation of the Local Development Plan

This Participation Statement is prepared in order to ensure that interested parties and residents within the Perth & Kinross Council area have an opportunity to engage and participate in the future planning of the area. It has been developed using the principles and techniques set out in "SP=EED: Scottish Planning = Effective Engagement and Delivery". The SP=EED process, designed by Planning Aid for Scotland reflects the National Standards for Community Engagement and will be used as a practical guide to engage with the public and communities.

The Council is working in partnership with Planning Aid Scotland to build capacity within the community to enable effective engagement in the LDP process. A programme of workshops has been arranged for Community Councils and other community groups. An Equality Impact Assessment (EQIA) will also be undertaken at the start of the process, which will aim to ensure that any positive or negative impacts on all sections of the community are identified and addressed.

### Why do we consult?

The Local Development Plan is a document which affects all within the Perth & Kinross area. It may affect where you live, where you shop, where you work and how you get there. It is therefore vital that all those who are affected by the Plan such as local residents, landowners, developers etc. have a say in how this Plan will shape future development as well as protect an area in Scotland which is renowned for its quality of life and natural and historic importance.

### Who do we consult?

During the preparation of the Plan there will be an opportunity for residents, local businesses, Key Agencies, developers and landowners to get involved in the process. The EQIA will identify those who may be most affected and the Council will use this information to carry out targeted consultation. The Council is aware that certain groups in society have not traditionally been involved in the Development Planning process and will be employing a variety of new methods of engagement in an attempt to involve such groups.



## How to get involved?

The following Participation Statement divides the Local Development Plan (LDP) into different stages of its preparation and the proposed level and type of consultation to enable you to identify where in the process you can get involved and how your involvement can help shape the content of the Plan.



The following table provides at a glance a breakdown of the stages in preparing the LDP, when they are intended to take place, who we will seek to engage in the process and how we propose to do this. A detailed description of each of these stages is then provided after the table. **Please note the following table should be read alongside the LDP Timetable at Section 6.**

LDP Stage	When	Who	How	Why
<b>Stage 1: Development Plan Scheme &amp; Participation Statement</b>	March 2009	Stakeholders and Key Agencies	Written correspondence to advise of publication of the Development Plan Scheme and to seek commitment to timely engagement in the LDP process	To enable effective engagement in particular with those agencies and stakeholders whose remit will affect the future development of PKC e.g. flooding, drainage etc.
<b>Stage 2: Preparation of Main Issues Report</b>	April – June 2009	All  (Community Council consultation period extended to end of August 2009)	<p>Press release, article in Perth &amp; Kinross News (Council newsletter) to raise awareness of intention to start LDP process</p> <p>LDP webpage provides relevant information, links and updates throughout process</p> <p>LDP team link with Community Capacity Building colleagues who provide information to key community contacts</p> <p>Make representations on pre-MIR consultation available online and at Council Office</p> <p>Correspond with Stakeholders and Key Agencies</p>	<p>Opportunity to invite interested parties and landowners to bring forward potential issues and sites for consideration</p> <p>Update consultation database with details of those who wish to be kept informed on the Plan's progress</p>



LDP Stage	When	Who	How	Why
<b>Stage 2: continued</b>	August – April 2010	All  Stakeholders and Key Agencies   Community Councils	Planning Aid Training Events	<p>Opportunity for interested parties to view issues and sites that will help to inform content of MIR</p> <p>Assess constraints and issues within the area to feed into the MIR</p> <p>Equip Community Councils with the skills to engage effectively and actively in the LDP process</p>
<b>Stage 3: Publish Main Issues Report</b>	8 <sup>th</sup> October 2010 -11 February 2011	Stakeholders and Key Agencies, Community Councils and wider public	Formally advertise in local press and on website and hold press briefing for specific areas. Undertake formal consultation with Key Agencies, Stakeholders and the public	<p>Opportunity for discussion on main issues (12 week consultation period)</p> <p>Provide facts and figures</p>



LDP Stage	When	Who	How	Why
<b>Stage 3: continued</b>			<p>Website www.pkc.gov.uk/mainissues report</p> <p>Online Local Development Plan www.pkc.gov.uk/MainIssues Report</p> <p>Local Development Plan newsletter</p> <p>Perth &amp; Kinross Council newsletter - Council wide free paper</p> <p>Exhibition/drop in sessions and topic workshops to be held across P&amp;K during the first half of the consultation period. Events to be held at different times of day and including Saturdays.</p> <p>Additional press release and articles in local newspapers and community newsletters and websites as well as local TV and radio channels</p> <p>Letter or email alert to interested parties on consultation database</p> <p>Staff available to answer telephone queries during office hours</p> <p>Identify and target priority groups who may be affected by elements of the Plan and arrange specific event to attempt to engage these groups</p> <p>Hold specific event targeted at</p>	<p>on what needs to be provided within the PKC area</p> <p>All involved in the process will be able to access the document on line and submit comments</p> <p>Indicate constraints and opportunities</p> <p>Opportunity to discuss and explore the options provided within the MIR</p>



LDP Stage	When	Who	How	Why
<b>Stage 3: continued</b>			youths and school age children  Identify 'hard to reach' groups and look at methods of engagement	
<b>Stage 4: Proposed Local Development Plan</b>	Jan 2012	Stakeholders, Key Agencies, those who commented on the MIR and certain owners, occupiers and neighbours as well as wider public	Formally Advertise in local press and on the internet  Post on website <a href="http://www.pkc.gov.uk/ProposedLDP">www.pkc.gov.uk/ProposedLDP</a> and send e-bulletin/letter to all interested parties  Formal consultation with Scottish Ministers and Key Agencies  Formal notification of publication of Proposed Plan to owner, lessee or occupier on a site or on neighbouring land to a proposal.  Public Information Events	Provide an opportunity for formal consultation on the LDP (10 week consultation period)  Opportunity to resolve some of the issues that may have been raised  Those immediately affected by designated sites will be made aware of proposed sites and adequate opportunity to respond
<b>Stage 5: Publish Modified Local Development Plan</b>	Nov 2012	Stakeholders, Key Agencies, and those affected by the modifications	Formal consultation with Stakeholders on modifications  Advertise in local press and on website  Send letter/e-mail to all parties likely to be affected by the modifications	Further opportunity for those affected by the modifications to make comments



LDP Stage	When	Who	How	Why
<b>Stage 6: Examination/ Post Examination</b>	July 2013 – Nov 2014	Stakeholders and Key Agencies, those with unresolved representations	Formal consultation with Stakeholders on amended Plan following reporters report  Advertise in local press and post on website.  Contact any parties directly affected by any amendments.	Opportunity to invite comments on Reporters report

### Stage 1: Development Plan Scheme and Participation Statement

The Development Plan Scheme (DPS) sets out the programme of what must be prepared at each stage in the LDP process and a timetable for when this should be done. In accordance with the 2006 Act the DPS includes:-

- *A list of provisions of the Structure Plan and Local Plan(s) that are currently in force within the Local Authority area as well as Supplementary Planning Guidance which has been issued in connection with those Plans and the date of their adoption;*
- *The proposed timetabling for the LDP process; and*
- *A plan showing the area covered by the Plan*

This Development Plan Scheme is to be reviewed annually to monitor progress on the production of the Plan and to make amendments to the timetable should there be any delays or if issues arise.

In parallel with the Development Plan Scheme a Participation Statement is to be prepared indicating the commitment of Perth & Kinross Council to ensure adequate and widespread consultation with the Key Agencies, Stakeholders, Community Councils and the wider public at various stages in the LDP's preparation.

At this stage consultation will be carried out with Stakeholders and Key Agencies whose remit may affect the future development of the Local Development Plan. This consultation will include engagement with Stakeholders and Key Agencies to establish commitment from all parties at the beginning to ensure their timely involvement at each stage.

During this period the Council will also be required to produce a Strategic Environmental Assessment (SEA) Scoping Report, the purpose of this report is



to set out the level of detail and information which we wish to include in the SEA Environmental Report and also how we intend to carry out our environmental assessment of the LDP. The Scoping Report is sent to the three Consultation Authorities (Scottish Natural Heritage, Scottish Environmental Protection Agency, and Historic Scotland) for a period of at least 5 weeks to give them an early opportunity to comment on the proposed contents of the Environmental Report. The Council must take into account the views of the Consultation Authorities in producing the LDP and its SEA Environmental Report.

### **Stage 2: Preparation of Main Issues Report**

During the preparation of the Main Issues Report (MIR) the Council will bring together a range of sources including local knowledge and information as a way of building a picture of the key facts and figures relating to Perth & Kinross and identifying the most important issues that the MIR will need to focus on.

At this time the Council will fully publicise the intention to prepare a new Local Development Plan for Perth & Kinross; including an invitation to submit key issues for consideration together with proposed sites for development. The Council will then work along with Stakeholders and the Key Agencies to assess these sites to establish any potential constraints or issues with them.

The public will also be invited to provide their contact details to the Council if they wish to be directly kept informed about future consultation events and updates on the Plan's progress.

As part of the MIR preparation process, and following on from the SEA Scoping Report, the Council will carry out an environmental assessment of all of the policies and proposals (including site options) that it is considering for inclusion within the MIR. This assessment will be used to identify any likely significant effects the implementation of these policies and proposals could have on the environment. A draft Environmental Report will then be published for consultation alongside the MIR setting out the likely effects on the environment, any alternatives that have been considered and also possible mitigation measures that can be put in place to deal with those effects. The draft Environmental Report will be used to develop the Council's preferred options and at least one set of alternatives for discussion during the consultation on the MIR.

### **Stage 3: Publish Main Issues Report**

The MIR will focus on and identify recent changes that have happened in Perth & Kinross as well as key issues and where development should and should not occur. It will include one or more sets of alternatives, which have been identified



through the environmental assessment (SEA) for discussion through the consultation process.

Formal consultation will be carried out and advertised. Participation will be encouraged through a range of means e.g. website, e-bulletin, exhibition/drop in sessions and direct correspondence with contacts who are on our consultation database. This is the stage of the Plan preparation where the majority of dialogue will take place. It is important to note the Government expects that no new issues can be raised later in the process and it is therefore **vital that you make your views known at this time.**

The draft SEA Environmental Report will be published alongside the MIR for consultation. The Council are required to consult on this draft Report with the Consultation Authorities and take their comments into account when producing the Proposed Plan. The wider public will also be able to submit their comments on the contents of the draft Environmental Report to the Council. Participation will be encouraged using the methods identified for the MIR.

The MIR and draft Environmental Report will be made available for inspection on the Council's website, at Council Offices and at public libraries. They will also be available for purchase from specified locations. A maximum of 3 copies will be sent free of charge to Key Agencies and Stakeholders, including Community Councils.

#### **Stage 4: Proposed Local Development Plan**

The Proposed Plan will represent the Council's settled view as to what the final content of the Plan should be. The Government expects that any new or controversial issues in the Plan should have already been raised at the MIR stage.

This stage will be formally advertised and a copy of the LDP and Environmental Report will be made available for inspection on the Council's website, at Council Offices and at public libraries/community campuses. They will also be available for purchase from specified locations. Electronic copies will be sent to Key Agencies and Stakeholders. Formal consultation will be carried out with the Scottish Ministers and the Key Agencies.

Those parties who commented on the MIR will be contacted directly either through e-mail or post informing them that the Proposed LDP has been prepared and that there is a period of 10 weeks in which they can make their representations. In addition notification will be given to the owners, lessees or occupiers of sites which the Proposed Plan specifically proposes to be developed and which would have a significant effect on the use and amenity of the site. Notification will also be given to the owners, lessees or occupiers of land



neighbouring (i.e. within 20 metres of) sites which the proposed plan specifically proposes to be developed and which would have a significant effect on the use and amenity of the neighbouring land. Notification is only required where there are premises on the site or neighbouring land.

Following the carrying out of the Strategic Environment Assessment for the Perth & Kinross Local Development Plan – Main Issues Report, an Environmental Report was produced and published for consultation alongside the Main Issues Report (MIR) in October 2010. However, due to the nature of the content of MIRs, as directed by national policy and guidance, it was considered that there was an insufficient level of detail contained within that document to allow for the assessment of the full environmental implications of implementing all aspects of the Local Development Plan; particularly in relation to the Plan's Policy Framework.

Therefore through discussions with the three Consultation Authorities it was agreed that an addendum would be produced to the Environmental Report to provide more detail in terms of the potential environmental impacts of the Plan's policies and also the mitigation and enhancement measures identified for individual site proposals.

This Addendum has been published alongside the Perth & Kinross Local Development Plan – Proposed Plan with the same period for representations as the Plan. It is entitled Addendum No. 2, as a previous addendum to the Environmental Report was produced at the end of 2010 to update the consultation period dates due to the adverse weather conditions experienced at that time.

The Council is also required to carry out a Habitats Regulations Appraisal and an Equality Impact Assessment. The Habitats Regulations Appraisal will look at the possible effects of implementing the Plan on European designated sites e.g. Special Protection Areas and Special Areas of Conservation. The Equality Impact Assessment sought to involve disadvantaged groups at different stages in the Plan preparation process, the Council will also look at how the Plan's various policies and proposals may affect different groups of people across Perth & Kinross. This will be used to help identify those groups of people who do not traditionally get involved in the Development Plan process yet may be affected by the policies or proposals contained in the Plan.

Representations must be received within the specified time period as late representations can not be considered. Representations should include all the supporting information you would wish to raise at the examination stage as there is no opportunity to submit any further material to the examination beyond this unless required to do so by the Reporter.



### **Stage 5: Publish Modified Local Development Plan**

Following the consultation on the Proposed LDP the Council has the option to prepare a modified version which would be published for a minimum consultation period of 6 weeks prior to submission to the Scottish Ministers. This will only occur if significant changes are proposed. Given the previous consultation exercises carried out through the preparation of the Plan it is hoped that any modifications at this stage would be minimal. Any modified LDP will be advertised in the local press and on the Council's website.

### **Stage 6: Examination/Post Examination**

Where there are unresolved representations these will be subject to public examination. An independent Reporter will decide the format this will take i.e. hearing, public local inquiry or written submissions. Only those whose representations remain unresolved will be involved in the examination process. Upon completion of the examination the Reporter will prepare a report indicating the findings and outcome of the examination. This report will be available for the public to view. Examination reports are largely binding on planning authorities, and at this stage the Council will amend the LDP in line with the Reporter's recommendations unless there are reasonable and justifiable grounds for not accepting some of the recommendations given.

### **Stage 7: Adoption of the Local Development Plan**

The Council will publicise its intention to adopt the Local Development Plan through a formal public notice within approximately 4 months of receiving the Reporter's report of recommendations. It will also notify in writing all those who made representations on the Proposed Plan and any other parties considered to be appropriate. Copies will be made available for inspection on the Council's website, at Council Offices and at public libraries. They will also be available for purchase from the Council's Office at Pullar House, 35 Kinnoull Street, Perth. They will also be available for purchase from these venues. Copies will be sent to Key Agencies and Stakeholders, including Community Councils.

### **Stage 8: Monitoring**

Following the adoption of the LDP the Plan will be reviewed every 5 years in line with the Planning etc. (Scotland) Act 2006 to ensure the policies are up-to-date and effective for the purposes of its implementation.



## Contact Details

The Local Development Plan Team of Perth & Kinross Council prepares and monitors the Local Development Plan. They can be contacted by:

Phone: 01738 475300

Email: [developmentplan@pkc.gov.uk](mailto:developmentplan@pkc.gov.uk)

Write to: Local Development Plan Team  
The Environment Service  
Perth & Kinross Council  
Pullar House  
35 Kinnoull Street  
Perth  
PH1 5GD

All the information relating to the LDP is available to view at our offices above, local libraries or online on our website at:

<http://www.pkc.gov.uk/Planning+and+the+environment/Planning/Development+plan/Development+plan+-+new/>

Information relating to the SDP can be viewed on their website at:

<http://www.tayplan-sdpa.gov.uk>

If you or someone you know would like a copy of this document in another language or format, (on occasion, only a summary of the document will be provided in translation), this can be arranged by contacting TES Equalities on 01738 476558/476407 or email: [TESEqualities@pkc.gov.uk](mailto:TESEqualities@pkc.gov.uk).



Council Text Phone Number 01738 442573

All Council Services can offer a telephone translation facility



