

**REPORT TO: CITY DEVELOPMENT COMMITTEE – 24 MARCH 2014**

**REPORT ON: DUNDEE DEVELOPMENT PLAN SCHEME 2014**

**REPORT BY: DIRECTOR OF CITY DEVELOPMENT**

**REPORT NO: 77-2014**

## **1 PURPOSE OF REPORT**

1.1 The report sets out the revised Development Plan Scheme for the Dundee Local Development Plan.

## **2 RECOMMENDATION**

2.1 It is recommended that the Committee:

- a approves the revised Development Plan Scheme as set out in Appendix 1;
- b refers the revised Development Plan Scheme to the Scottish Government for information; and
- c remits the Director of City Development to publish and implement the Development Plan Scheme.

## **3 FINANCIAL IMPLICATIONS**

3.1 There are no financial implications from the Development Plan Scheme.

## **4 BACKGROUND**

4.1 The Town and Country Planning (Scotland) Act 1997 requires each Planning Authority to prepare a Development Plan Scheme, and review it annually.

4.2 The Development Plan Scheme is required to set out the Authority's programme for preparing and reviewing its Local Development Plan and gives a general indication of what is involved in each stage, together with dates for key stages in the process.

4.3 The Development Plan Scheme also includes a "participation statement" stating the expected arrangements for consultation on the Plan preparation.

4.4 After adopting the Development Plan Scheme, the Act requires the Authority to publish it, send 2 copies to Scottish Ministers and place copies in public libraries.

## **5 REVISED DEVELOPMENT PLAN SCHEME**

5.1 The current Dundee Local Development Plan was adopted on 5 December 2013. Legislation requires the Council to undertake a review of its Local Development Plan on a 5 yearly cycle to ensure that an up to date plan is in place at all times.

5.2 The Development Plan Scheme as contained in the Appendix to this report identifies the key stages and dates for the review of the adopted Local Development Plan.

## **6 POLICY IMPLICATIONS**

6.1 This Report has been screened for any policy implications in respect of Sustainability, Strategic Environmental Assessment, Anti-Poverty, Equality Impact Assessment and Risk Management. There are no major issues.

**7 CONSULTATIONS**

- 7.1 The Chief Executive, the Director of Corporate Services, Head of Democratic and Legal Services and Police Scotland have been consulted and are in agreement with the contents of this report.

**8 BACKGROUND PAPERS**

- 8.1 There are no background papers of relevance to this report.

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GH/SP/KM

20 February 2014

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Dundee House  
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## DUNDEE LOCAL DEVELOPMENT PLAN SCHEME 2014

This Development Plan Scheme is published by Dundee City Council with regards to the preparation of the Dundee Local Development Plan. It contains updated information on the progress made towards preparing the Dundee Local Development Plan and timescales for the main stages of the plan preparation process.

### Background

The Planning etc (Scotland) Act 2006 introduced a process for the replacement of Structure Plans with Strategic Development Plans covering the 4 main city regions of Scotland and the replacement of Local Plans with Local Development Plans.

The Strategic Development Plan for the area is undertaken by TAYplan Strategic Development Planning Authority (SDPA), whilst Dundee City Council undertakes the preparation of the Dundee Local Development Plan.

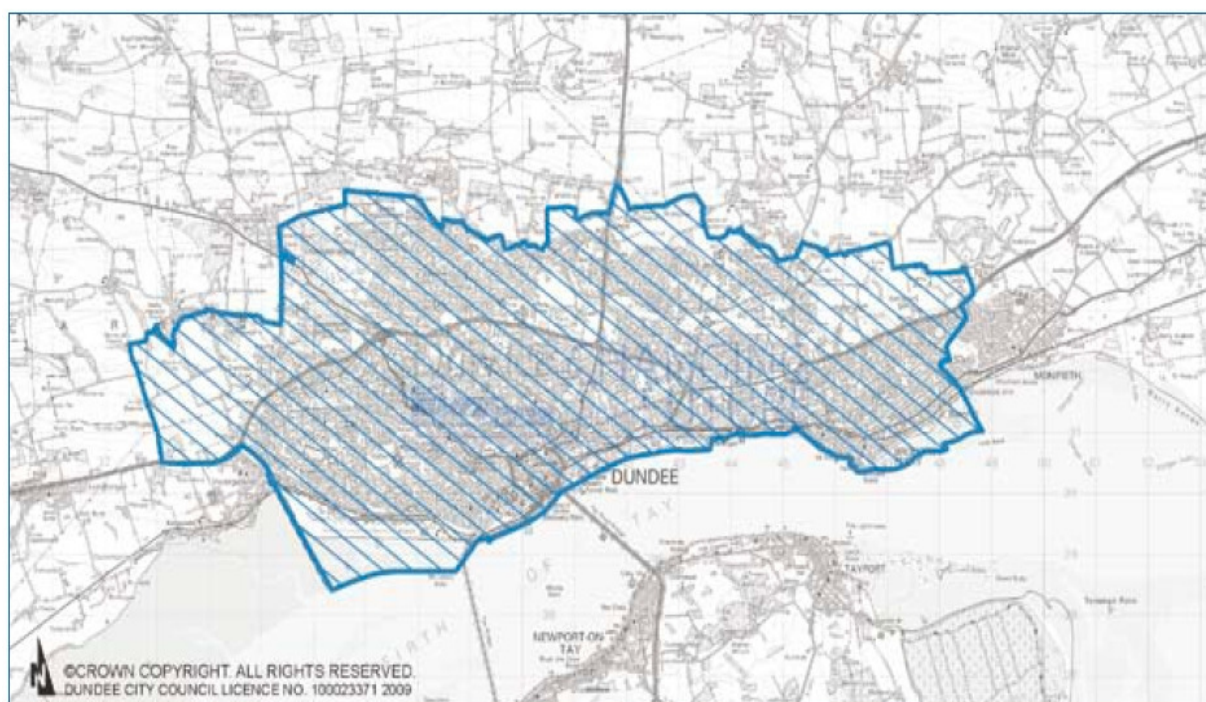
This Development Plan Scheme refers only to the Dundee Local Development Plan.

The TAYplan Strategic Development Plan was approved in June 2012 and along with the Dundee Local Development Plan 2014 forms the statutory Development Plan for the Dundee City Council Area.

Supplementary Guidance on a specific planning topic may be prepared and form part of the Development Plan. The adopted Dundee Local Development Plan 2014 identifies 4 areas where supplementary guidance will be prepared. These are Air Quality, Developer Contributions, Householder Design Guidance and Flood Risk Management

The Dundee Local Development Plan 2014 covers the entire Dundee City Council administrative area and will remain as the statutory Plan until such time as a replacement Local Development Plan is adopted.

### Dundee Local Development Plan Area



### Strategic Environmental Assessment

The Environmental Assessment (Scotland) Act 2005 makes Strategic Environmental Assessment a legal requirement for certain plans, programmes and strategies, including the Local Development Plan.

The purpose of SEA is to provide proper consideration for the environment by ensuring that environmental issues are considered by decision makers alongside economic and social issues. This is achieved by systematically assessing the potential significant environmental effects of the Plan. The process involves a number of key stakeholders including the Scottish Environment Protection Agency, Scottish Natural Heritage, and Historic Scotland.

The SEA is undertaken in conjunction with the preparation of the Local Development Plan and the findings published in an environment report.

More information on Strategic Environmental Assessment is available from the Scottish Government Website: <http://www.scotland.gov.uk>.

### **Preparing the Dundee Local Development Plan**

#### Stages

The main stages of the process to prepare and implement the Local Development Plan are:

- 1 preparation and regular updating of a Development Plan Scheme, including Participation Statement (this document);
- 2 preparation and publication of a Monitoring Statement;
- 3 preparation and publication of a Main Issues Report and Environment Report;
- 4 preparation and publication of a Proposed Plan and Proposed Action Plan;
- 5 submission of the Proposed Plan, Action Programme, Habitats Regulations Appraisal and Statement of Conformity with the Participation Statement to Scottish Ministers;
- 6 Examination (to consider any outstanding representations); and
- 7 Adoption of Plan.

Following publication of the first Development Plan Scheme in 2009, Dundee City Council completed these steps and adopted the Dundee Local Development Plan on 5 December 2013. It is intended that the Local Development Plan will be reviewed every 5 years to ensure that an up to date Plan is in place at all times. This Development Plan Scheme therefore looks forward and concerns the review of the existing Local Development Plan.

Documents associated with the Proposed Dundee Local Development Plan and Environment Report can be viewed on Dundee City Council's website at [www.dundeecity.gov.uk/localdevplan](http://www.dundeecity.gov.uk/localdevplan).





#### Local Development Plan - Timetable

As part of the Development Plan Scheme Ministers require that Councils set out a broad timetable for the stages in the preparation of new or revised plans.

The timetable below sets out the expected timings for the main stages of the Local Development Plan process.

Any alteration to timescales will be communicated via the annual Development Plan Scheme and via the website at [www.dundee.gov.uk/localdevplan](http://www.dundee.gov.uk/localdevplan).

Stage	Plan Preparation Process		Estimated Timetable
	Local Development	Environmental	
	Publication of Development Plan Scheme including participation statement		March 2014
Evidence Gathering	Engage with Key Agencies. Prepare Monitoring Statement Prepare Main Issues Report	Collate baseline environmental information Prepare Scoping Report if necessary and submit to SEA Gateway Environmentally appraise Main Issues Report	During 2014 and 2015
Main Issues Report	Publish Main Issues Report Publish Monitoring Statement	Publish Environmental Report	January 2016
	Consultation Period	Consultation Period	Early 2016
Proposed Plan	Consider representations Prepare Proposed Plan and Action Programme	Consider representations Environmentally appraise Proposed Plan Undertake Appropriate Assessment Amend Environmental Report	To October 2016
	Publish Proposed Plan and Proposed Action Programme	Publish Revised Environmental Report Prepare HRA Record – Appropriate Assessment	January 2017
	Notify neighbours Period for representations.	Consult on Environmental Report	Early 2017
Submission To Ministers	Consider representations. Prepare summary of unresolved issues. Prepare Report of Conformity with Participation Statement.	Consider responses	During 2017
	Submit to Scottish Ministers: Proposed Plan and Proposed Action Programme, Statement of Conformity with Participation Statement Note of Representations and how they were taken into account Publicise submission of Plan.	Submit HRA Record to Ministers	Autumn 2017

	Examination of Proposed Plan Examination Report published by Scottish Government and submitted to Planning Authority		Early 2018
	Planning authority considers recommendations and prepares Modifications, Proposed Plan as modified and Statement of Explanation for not accepting any recommendations	Environmentally Appraise modified Plan if necessary	Summer 2018
	Publish Modifications and Proposed Plan as modified. Advertise intention to adopt Plan. Send Ministers the Proposed Plan as modified etc.	Ministers publish revised Environmental Report and HRA if required	Autumn 2018
	Planning Authority adopts plan	Publish Post-adoption SEA Statement	December 2018
	Publish Action Programme		December 2018

### Participation Statement

Dundee City Council is committed to encouraging participation with wide stakeholder and public involvement in the preparation of the Dundee Local Development Plan.

By inviting involvement at all stages of the Plan's preparation, the Council seeks to ensure that those with an interest in the area eg members of the public, businesses, key organisations and community groups, have an opportunity to contribute their views before decisions are taken. This applies as equally to those who support elements of the Plan as to those who wish to make objections.

In doing so the Council will seek to ensure that:

- arrangements for participation are as open, transparent and practical as possible;
- information is provided fully and as early as possible; and
- communication is provided through appropriate and widely accessible means, in particular by use of the Council's website.

The participation process will seek to involve a wide range of parties including:

- Public Sector Groups (including key government departments and agencies);
- Private Sector Groups (including business, retail and housing development interests);
- Established Community Groups (including Community Councils);

- Voluntary and environmental organisations;
- Local Community Planning Partnerships (LCPP)\*;
- General members of the community, including younger citizens.

\*The Local Community Planning Partnerships (LCPP) are a key mechanism within Dundee for engagement with the community. These Partnership groups offer full coverage of the Plan area and are supported by Communities Officers. In addition to attendance by officers and elected members from throughout Dundee City Council. LCPP's are also attended by representatives of key public and voluntary sector partners, thus allowing a broader consideration and greater interpretation of issues raised.

To assist the Council in ensuring that those who want to be involved in the process are kept up-to-date on progress, there is the opportunity to register contact details to receive future correspondence.

To register details please send an e-mail to: [localdevplan@dundeecity.gov.uk](mailto:localdevplan@dundeecity.gov.uk).

General information and associated documents will be available through the webpages at [www.dundeecity.gov.uk/localdevplan](http://www.dundeecity.gov.uk/localdevplan). Key stages of the process will additionally be advertised via e-mail to registered persons.

#### Making Representations

At every stage in the plan preparation process Dundee City Council encourages everyone to make representations, both in support of the Plan and in raising representations or objections to it. This will be facilitated by e-mail: [localdevplan@dundeecity.gov.uk](mailto:localdevplan@dundeecity.gov.uk), in letter form and via the website at [www.dundeecity.gov.uk/localdevplan](http://www.dundeecity.gov.uk/localdevplan).

Representations are sought in respect of all aspects of the Local Development Plan, including the Environment Report.

All representations and objections will be placed on a public register and cannot be kept confidential.

#### Accessing Documents and Up To Date Information

Dundee City Council will make copies of the most up to date documents relating to the production of the Local Development Plan available principally through its website:

[www.dundeecity.gov.uk/localdevplan](http://www.dundeecity.gov.uk/localdevplan).

The main point of contact for correspondence should be:

By E-mail: [localdevplan@dundeecity.gov.uk](mailto:localdevplan@dundeecity.gov.uk)

By Post: Local Development Plan  
Development Plans & Regeneration Team  
City Development Department  
Dundee City Council  
Dundee House  
50 North Lindsay Street  
Dundee  
DD1 1LS