

ITEM No ...4.....

REPORT TO: FAIR WORK, ECONOMIC GROWTH AND INFRASTRUCTURE COMMITTEE – 10 JUNE 2024

REPORT ON: DEVELOPMENT PLAN SCHEME 2024 AND MASTERPLAN CONSENT AREA SCHEMES

REPORT BY: EXECUTIVE DIRECTOR OF CITY DEVELOPMENT

REPORT NO: 150-2024

1 PURPOSE OF REPORT

1.1 The report seeks approval of the Development Plan Scheme 2024 for the preparation of the Dundee Local Development Plan. The report seeks approval of the Council’s statement on considering a Masterplan Consent Area scheme.

2 RECOMMENDATION

- 2.1 It is recommended that the Committee:
- a notes the responses from consultees to the Participation Statement as summarised in Appendix 1;
 - b approves the Development Plan Scheme 2024 as set out in Appendix 2;
 - c remits the Head of Planning and Economic Development to publish and implement the Development Plan Scheme 2024 and to send two copies to the Scottish Government and place copies in public libraries in Dundee; and
 - d approves the statement on consideration of making a Masterplan Consent Area scheme as set out in Appendix 3; and
 - e remits the Head of Planning and Economic Development to publish the Masterplan Consent Area statement as set out in Appendix 3 by 25 July 2024.

3 FINANCIAL IMPLICATIONS

3.1 There are no financial implications for the Council arising from this report.

4 BACKGROUND

Development Plan Scheme 2024

- 4.1 The Town and Country Planning (Scotland) Act 1997, as amended, requires each Planning Authority to prepare a Development Plan Scheme and review it annually. The Development Plan Scheme sets out the Authority's programme for preparing and reviewing its Local Development Plan. The Scheme should provide a general indication of what is involved at each stage, together with dates for key stages in the process.
- 4.2 The process includes the requirement to consult annually on the participation statement which forms part of the Development Plan Scheme and sets out in broad terms the intentions for the participation of stakeholders in preparing the Plan
- 4.3 Consultation on the draft Participation Statement took place over a six week period in April and May 2024, with respondents encouraged to use an online form to submit comments. The consultation form was hosted and advertised via the Council's website. Notification of the consultation was also advertised through community meetings attended by Planning Officers over that period and by direct email to 277 persons registered to receive such notifications. A

total of nine responses raising matters relevant to the Participation Statement were received. Appendix 1 provides a general summary of the submissions received and the responses to them.

- 4.4 The finalised Participation Statement is included in the Development Plan Scheme that is set out in Appendix 2. It provides general information on how consultation will be undertaken during the Plan preparation but does not detail specific arrangements such as dates for each participation stage. This detail would be announced at the appropriate time.
- 4.5 After adopting the Development Plan Scheme, the Act requires the Authority to publish it, send two copies to Scottish Ministers and make copies available via public libraries.

5 MASTERPLAN CONSENT AREAS

- 5.1 The Planning (Scotland) Act 2019 introduced Masterplan Consent Areas (MCAs) as part of a placemaking approach to planning and consenting.
- 5.2 The new provisions allow planning authorities to prepare a MCA 'Scheme' setting out for particular places the detail of what they are giving consent for, through the MCA 'Scheme'. MCA schemes can streamline the process of consenting developments, allowing issues to be considered as part of a joined-up approach. Where appropriate, MCA schemes can grant planning permission, roads construction consent, listed building consent, and conservation area consent. There will be requirements for publicity and consultation on individual schemes.
- 5.3 The full provisions from the Act relating to MCAs and the associated regulations are not yet in force. The Scottish Government anticipates the MCA provisions being fully in place later in 2024. However, Schedule 5A Paragraph 5 of the Planning (Scotland) Act 2019 is in force. This requires planning authorities to consider whether it would be desirable to make a scheme for a part or parts of their district, and to publish a statement as to their consideration of that, by 25 July 2024.
- 5.4 As the MCA regulations are not yet in place, the potential locations for which it may be desirable to bring forward an MCA scheme have not yet been identified or assessed. Once the legal basis for preparing MCAs is in place, the Council will consider whether it would be desirable to make any Masterplan Consent Area as part of our work on delivery linked to the Local Development Plan's Delivery Programme.
- 5.5 The Council's statement as required under Schedule 5A Paragraph 5 is set out in Appendix 3.

6 POLICY IMPLICATIONS

- 6.1 This report has been subject to the Pre-IIA Screening Tool and does not make any recommendations for change to strategy, policy, procedures, services or funding and so has not been subject to an Integrated Impact Assessment. An appropriate Senior Manager has reviewed and agreed with this assessment.

7 CONSULTATIONS

- 7.1 The Council Leadership Team have been consulted in the preparation of this report and are in agreement with its content.

8 BACKGROUND PAPERS

8.1 None.

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Head of Planning and Economic Development

Author: Steve Page

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Dundee City Council
Dundee House
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RP/GH/SP/KM

17 May 2024

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APPENDIX 1

CONSULTATION RESPONSES TO THE PARTICIPATION STATEMENT

Summary

The responses to the consultation have been generally positive with respondents welcoming the consultation activity that will support the production of the Local Development Plan, but with suggestions for improvement.

A total of nine relevant responses were received. The Participation Statement is general in nature and there were a number of requests for very specific measures or levels of detail beyond the scope of the statement. Whilst no change to the Participation Statement is recommended, the comments submitted are noted and will be used to inform specific stages of consultation activities in future.

Questions 1 and 2

Name and Organisation.

Question 3

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 infrastructure providers, business, retail and housing development interests;
- Established Community Groups including Community Councils;
- Voluntary and environmental organisations;
- Local Community Planning Partnerships (LCPP); and
- All members of the community, including younger citizens, disabled people, and Gypsy Travellers.

Are there any groups not included above which should be involved in the Local Development Plan?

Respondent	Summary of Response	DCC Comment	DCC Response
Respondent A	They all appear to be covered	Noted.	Noted.
Dundee Pensioners Forum	Older people need to be included	The statement includes the term "all members of the community".	Noted.
Homes For Scotland	It is positive that private sector groups, including those with housing development interests, are listed in the parties who will be involved in the participation process.	Noted.	Noted.

Question 4

The Local Development Plan Review Webpage: www.dundee.gov.uk/localdevplan2 will be used throughout the plan preparation process as the primary location for hosting consultation documents and providing information.

Question 4 was a yes/no tick box response: 6 consultees indicated that this was the most appropriate method, 3 consultees have concerns as noted in their responses to the next question

Question 5

What improvements do you suggest for displaying consultation information and documents? Please describe the improvement and explain why you think they will help.

Respondent	Summary of Comments	DCC Comment	DCC Response
Respondent B Dundee City Centre and Harbour Community Council	If there is visual sharing (like Sway), please also provide a website map or a list of documents/pages.	Dundee City Council will consider using alternatives to standard text documents where these might encourage greater engagement or offer a better means of illustrating a specific point. Dundee City Council will consider any such actions in line with our desire to produce accessible information.	Noted.
Respondent A	Not all those who might be interested are conversant with on-line technology.	Selected documentation will be available in a printed format through local libraries, (or through digital means at local libraries where assistance to access it can be given). Background documents can be made available to view in printed form on request.	Noted.
Respondent A	Is the consultation to be advertised in the Courier?	Major consultations directed at the general public will be advertised in the press. Other consultations will be considered for press advertisement on a case by case basis. Some consultations also require the publication of statutory notices in the printed newspapers.	Noted.

Respondent	Summary of Comments	DCC Comment	DCC Response
Dundee Pensioners Forum	Many older people are not online. Information should be displayed in Community Centres, Libraries, Sheltered Housing Complexes - and the consultation should be available in paper format for those not digitally aware.	<p>It is intended that consultations are available to as wide a range of people as possible.</p> <p>Libraries and community centres will be used, where assistance can be given by library staff to access digital resources.</p> <p>Printed versions of major documents will be available on request.</p> <p>Information regarding consultations would be advertised on posters at Libraries.</p>	Noted.
Respondent C	There has to be a way to communicate with local people without them having to have access to the internet and to a device that will allow them to go online at a time that is suitable to them.	<p>The internet offers access to the documents outwith working hours and at weekends.</p> <p>Libraries offer access for those needing assistance.</p> <p>Communities Officers are seeking to engage with a wider audience and have suitable devices to facilitate recording of information digitally.</p>	No change.
Respondent C	The best piece of consultation I have witnessed in Dundee was Dundee Decides, Local people were given the opportunity to take part in consultation using areas where they are going to congregate, school gates before/after pickup, supermarkets, any organised gathering, libraries etc.	The consultation has to be carried out in accordance with statutory guidance. Communities Officers are seeking to engage with a wider audience and have suitable devices to facilitate recording of information digitally.	

Question 6

Dundee City Council is keen to reach groups which are typically under-represented in Local Development Plan Consultations, including but not limited to disabled people, gypsies and travellers, children and young people. What methods should the Council use to reach such groups? Please provide details of whom we might engage and how.

Respondent	Summary of Comments	DCC Comment	DCC Response
Dundee City Centre and Harbour Community Council	Consultations in venues throughout the city, drop-ins and events in a range of places at a range of times.	This would be tailored to each individual consultation but is expected to take place. Tailoring the approach reflects the resources available and responds to the effectiveness of such an approach. For example: such approaches are more effective at the proposed plan stage where members of the public have proposals to provide views on.	Noted.
Respondent C	I would imagine the children and young people are one of the largest groups who would be able to take part in online activities. Just make it relevant to them.	Children and young people are an acknowledged target group for the plan preparation process.	Noted.
Respondent D	Focus groups, survey, ideas-generating sessions. Dundee City Council should also get expertise from Dundee University and Environmental organisations.	It is intended to target topic-specific groups as the various consultations proceed. Many such groups are already registered to receive updates on when the various consultation periods occur.	Noted.

Question 7

Throughout 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. Representations will be accepted by e-mail (localdevplan@dundeecity.gov.uk), in letter form and comments accepted through online-surveys

Are there any other methods that could be used to give your views on draft documents that we consult upon. Please describe the methods and explain why?

Respondent	Summary of Comments	DCC Comment	DCC Response
Dundee City Centre and Harbour Community Council	If you're running in person events, a 'have your say' box where people can engage with the material or discuss the material and then leave their suggestions.	Noted and supported. The legal nature of some consultations require responses to be submitted in a traceable form so this approach may not be possible in every instance.	Noted
Dundee Pensioners Forum	Paper copies of the consultation should be made available with a return sheet for comments. A telephone option should also be available.	The legal nature of major consultations require responses to be submitted in a traceable form which precludes a telephone option as a formal means of submitting comments. The Planning Division does however maintain phone access for obtaining general advice.	Noted
Respondent C	My biggest worry would be more about how to get information about the plan to Joe Blogs and to make them care about what is in it. People might find it difficult to get the energy to get involved especially if they can't see an immediate benefit to them/their families. Consider the idea of using gift vouchers as an incentive.	The Local Development Plan preparation process provides many opportunities for stakeholders to be involved. Efforts will be made to ensure that participation is maximised.	Noted.

Respondent	Summary of Comments	DCC Comment	DCC Response
Homes For Scotland	In addition to the stated methods of engagement, additional consultation should take the form of, ideally, in-person meetings between HFS and its members and the ability for two-way communication between HFS and the Council in the form of phone calls and e-mails as appropriate.	Homes For Scotland already communicates directly with Dundee City Council through various methods. In person meetings will be considered for topic-specific items throughout the Plan preparation period.	No change.

Question 8

We will publish information on the webpage www.dundee.gov.uk/localdevplan2 and seek to do so in an easy to read format with clear maps and graphics where appropriate. In addition:

- we will make announcements at key stages using a range of media including the press and social media;
- any persons registered on our e-mail notification list will receive periodic updates at key stages;
- we will seek to liaise with statutory agencies and community groups at key stages to encourage participation;
- we may arrange to meet directly with groups or persons to discuss specific topics or areas of interest;
- we will notify immediate neighbours of potential development sites at the proposed plan stage;
- we will monitor and review our engagement methods annually and support where practical any requests for extensions of time for receiving responses or requests for alternative formats of engagement.
- we will consider the use of mediation as a method of addressing conflicting or contentious issues raised during a consultation; and
- we will consider targeted methods to reach under-represented groups.

Do you agree with our general approach to consultation on the Local Development Plan ? Or if you have any other suggestions for improving our approach, please describe them below.

Respondent	Summary of Comments	DCC Comment	DCC Response
Respondent B - Dundee City Centre and Harbour Community Council	Agree.	Noted.	Noted.
Respondent A	I agree with your general approach.	Noted.	Noted.
Respondent E	Notify all People in a larger area about potential development sites	It is standard practice to notify neighbours of proposals contained in the Plan. The requirements for this are set out in statutory guidance.	Noted – no change.
Respondent F	Agree	Noted	Noted.
Respondent C	Perhaps including local radio stations could be worthwhile, free to listen to and free to use, also a good way to direct listeners to the IYN pages.	Press releases will be issued to all forms of media companies.	Noted.

Respondent	Summary of Comments	DCC Comment	DCC Response
Historic Environment Scotland	<p>We welcome the commitment set out in the Participation Statement to liaise with Historic Environment Scotland both singularly and as part of the Key Agency Group pilot project. In the coming days HES will submit an summary of historic environment evidence and general thoughts to your Council which we hope will be of use across the development of the new plan.</p>	Noted.	Noted.
Homes For Scotland	<p>More detail is required regarding how the engagement of key stakeholders will take place.</p> <p>During the Evidence Report stage, we would like to see more information on how the engagement of key stakeholders will take place, and who the Council considers would have a key role in the meeting of the legislative requirements of the Evidence Report. We would also like to see a reference to what other local authorities have termed "expert groups". HFS can act as this stakeholder for the home building industry.</p> <p>To adapt the Housing Need and Demand Assessment (HNDA) figure into a Local Housing Land Requirement (LHLR) figure will also require significant engagement with HFS and our membership.</p>	<p>Engagement will be tailored to the requirements of each consultation and is beyond the remit of this participation statement.</p> <p>The Evidence Report will be informed by consultation on a collection of topic papers which cover a range of planning themes set by the Scottish Government within National Planning Framework 4. The topic papers will be published for a period of consultation to allow for comments on the sufficiency of evidence. Key agencies and key stakeholder groups will be engaged to collaborate as part of the drafting of the topic papers and to support identification of the relevant evidence at that early stage.</p> <p>The indicative Local Housing Land Requirement will form part of the Quality Homes topic paper publication and stakeholders will be engaged as part of this.</p>	<p>Noted.</p> <p>Additional detail added to reference key agencies and stakeholder groups supporting evidence gathering and topic paper preparation.</p>

Respondent	Summary of Comments	DCC Comment	DCC Response
Homes For Scotland	Establishing a coherent Site Assessment Methodology will require significant engagement with HFS and our members. HFS are currently in the process of developing a Site Assessment Methodology template, which could be utilised by local authorities. We would be happy to share and meet the Council once it is available.	As part of the drafting of topic papers the Council is forming a Site Assessment Methodology to support the Plan and Evidence Report submission. The Council welcomes other suggestions for items it needs to consider. We look forward to receiving such detail as part of the evidence gathering process, but this is beyond the scope of this participation statement.	

APPENDIX 2

DUNDEE DEVELOPMENT PLAN SCHEME

DUNDEE CITY COUNCIL - DEVELOPMENT PLAN SCHEME 2024

PURPOSE OF DOCUMENT

This Development Plan Scheme is published by Dundee City Council with regards to the preparation of a new Dundee Local Development Plan. It summarises the process for preparing the Dundee Local Development Plan and expected timescales for the plan preparation process.

BACKGROUND

The [Town and Country Planning \(Scotland\) Act 1997](#), as amended by the [Planning \(Scotland\) Act 2019](#) sets out the requirements for a Local Development Plan to be prepared by Dundee City Council.

This is supported by [The Town and Country Planning \(Development Planning\) \(Scotland\) Regulations 2023](#).

The Development Plan is required to manage the development and use of land in Dundee in the long term public interest. It does this by setting out how our local places will change into the future, including where development should and should not happen. This includes where our new homes and workplaces will be built, how services and facilities should be provided, and identify the places we value and should therefore protect. Development Plans play a key role in balancing the many different sectors and interests that seek to both change and preserve elements of our city.

Legislation requires that decisions on planning applications are to be made in accordance with the Development Plan unless material considerations indicate otherwise.

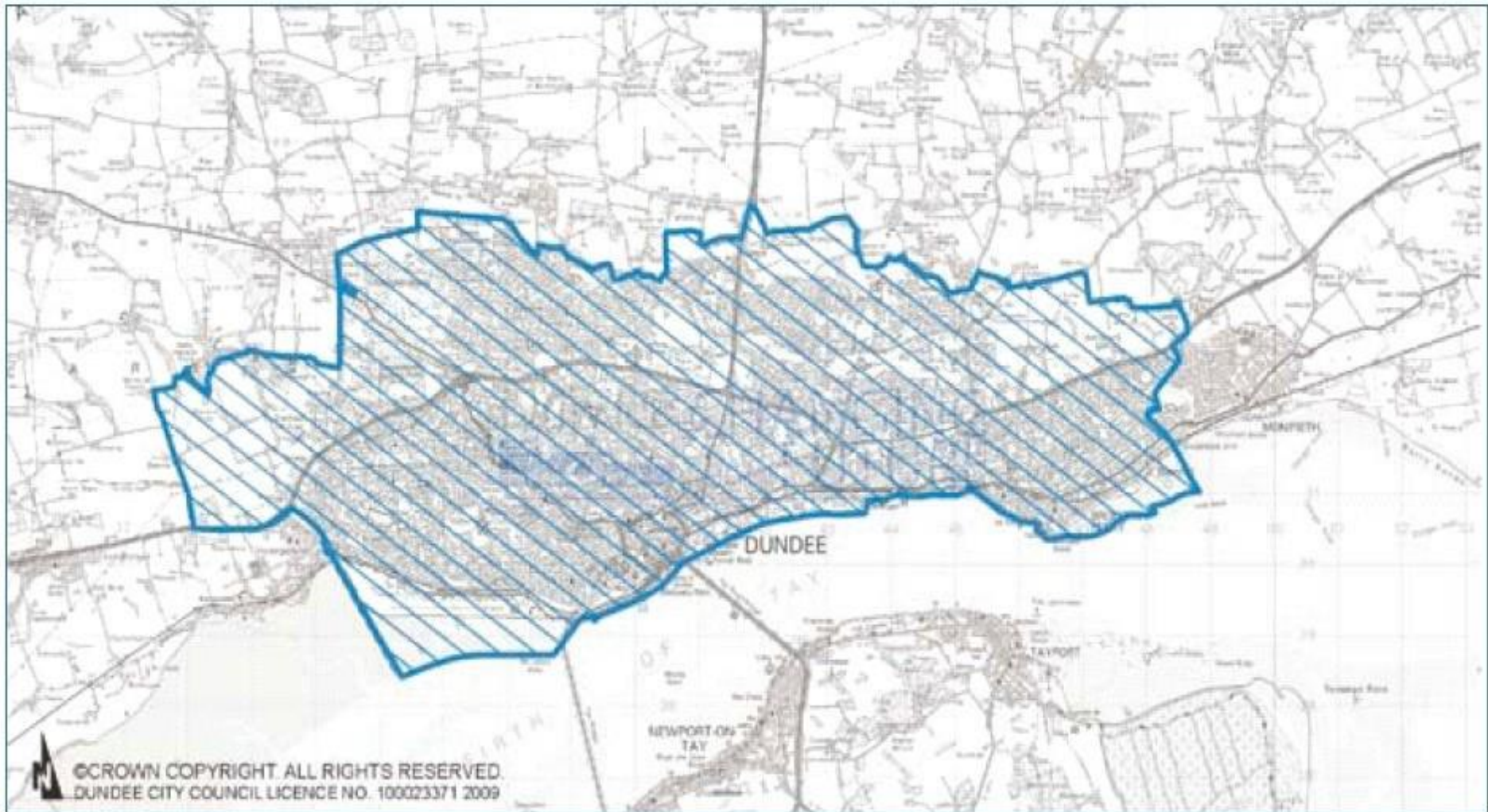
Local Development Plans are to be prepared at intervals of no more than 10 years and should consider the ambitions and outcomes for an area by looking to guide development up to 20 years into the future.

The current Development Plan for Dundee comprises the [National Planning Framework 4](#) and the [Dundee Local Development Plan 2019](#) and associated supplementary guidance.

The National Planning Framework is prepared and adopted by the Scottish Government, whilst Dundee City Council has responsibility for the Local Development Plan.

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

PLAN AREA



LOCAL DEVELOPMENT PLAN PREPARATION TIMETABLE

The table below sets out our expected timetable for the preparation of a new Local Development Plan. Not all stages of plan preparation are within the control of Dundee City Council so the timetable will be subject to change. Alterations to the timetable will be communicated through future editions of the Development Plan Scheme which will be published annually and on our website at www.dundee.gov.uk/localdevplan2.

In accordance with Scottish Government guidance, the periods in the timetable refer to financial year quarters (Q) which translate as:

Q1: April - June

Q2: July – September

Q3: October – December

Q4: January – March

The term 2024/2025 Q1 would therefore refer to the period of April to June 2024.

Plan Preparation Stage	Expected Date/Period of Activity
Development Plan Scheme	Annually in Q1
Evidence Gathering Stages	
Evidence Gathering	Ongoing to 2024/2025 Q3
Fairer Scotland Duty Assessment	2024/2025 Q2
Public Sector Equality Duty Assessment	2024/2025 Q2
Habitats Regulations Appraisal	2025/2026 Q2 & Q3
Preparation of Local Place Plans	Ongoing to 2025/2026 Q1
Publication of Evidence Report	2024/2025 Q4
Gate Check Examination	2024/2025 Q4 to 2025/2026 Q1
Call For Ideas	2025/2026 Q1
Strategic Environmental Assessment: preparation of Environment Report	2025/2026 Q2 to 2026/2027 Q3
Consultation on Environment Report	2026/2027 Q3 & Q4
Plan Preparation Stages	
Preparation of Proposed Plan	2025/2026 Q2 to 2026/2027 Q2
Neighbour notification of proposed Development Sites	2026/2027 Q2
Publication of Proposed Plan	2026/2027 Q3
Preparation of Delivery Programme	2025/2026 Q4 to 2026/2027 Q2

Plan Preparation Stages	
Consultation on proposed Plan and Delivery Programme	2026/2027 Q3 to Q4
Consider responses & publish final proposed plan	2027/2028 Q1
Examination of Proposed Plan	2027/2028 Q2 to Q3
Adoption and Publication Stage	
Adoption of Local Development Plan	2027/2028 Q4
Adopt and publish delivery programme	2028/2029 Q1

An explanation of the various documents is provided below (in alphabetical order):

- Delivery Programme

A statement on how Dundee City Council proposes to implement the Local Development Plan. It is focussed on how the general outcomes of the Plan will be implemented rather than noting progress on a specific action or allocation (e.g., it will not seek to state when a particular housing development will be built).

- Development Plan Scheme

This statement, reviewed annually, that sets out the timetable for the preparation of the Local Development Plan and the consultation intentions which support that process.

- Evidence Report

This sets out the basis upon which Dundee City Council will prepare the Local Development Plan and will include an overview view on a wide range of matters related to the development and use of land in the city.

- Fairer Scotland Duty Assessment

This process assesses the Local Development Plan and how it pays due regard to reducing inequalities caused by socio-economic disadvantage during the preparation of plan policies and actions. It is a form of audit of the detail of planning policies and helps identify any unintended consequences of strategic decisions on the population of Dundee.

- Habitats Regulation Appraisal

Dundee City Council is required by law to consider whether a plan or project could have a likely significant effect on a designated European site, and if so carry out an appropriate assessment.

- Local Place Plans

These are community-led plans which set out a community's aspirations for the future development of an area and are considered when the Local Development Plan is being prepared. Dundee already benefits from [Local Community Plans](#) for all areas of the city which will also be taken into account.

- Public Sector Equality Duty Assessment

This assesses the Local Development Plan and how it pays due regard to reducing and eliminating wherever possible inequalities and discrimination against people with protected characteristics during the preparation of plan policies and actions. It is a form of audit of the detail of planning policies as they are prepared and helps identify any unintended consequences of such decisions on the population of Dundee.

- Proposed Local Development Plan

The Proposed Plan will reflect the Council's position on the development and use of land. This will be used for the purposes of consultation. Following consultation, the Proposed Plan will be amended as necessary to take account of representations received during consultation then submitted to the Scottish Government for examination.

- Strategic Environmental Assessment/Environment Report

The findings of a Strategic Environmental Assessment are published in the Environment Report. The assessment will review the content of the Local Development Plan for impacts on the environment. This is a continuous part of the plan preparation process. The environment report is published at the same time as the final proposed plan.

KEY UPDATES SINCE DEVELOPMENT PLAN SCHEME 2023

Evidence Report - Topic Paper Consultation

The Council are in the 'Evidence Gathering' stage of preparing a robust Evidence Report as part of the review of the Local Development Plan (LDP), and will be undertaking a continuous programme of works to progress towards the adoption of a new-style LDP.

The Evidence Report will be informed by consultation on a collection of topic papers which cover a range of planning themes set by the Scottish Government within National Planning Framework 4. A phased approach to topic paper consultation has commenced with the following topic papers having been published for consultation:

- Biodiversity, natural places, trees, and soils;
- Town Centre First and Economy; and
- Health & Safety.

A further 7 topic papers will be published for consultation by the end of Q2 2024 covering the following themes:

- Brownfield, vacant and derelict land, and buildings;
- Climate change, mitigation and adaptation, environmental responsibility;
- Design, quality and place;
- Water environment, open space, play and sport;
- Quality homes;

- Infrastructure first and local living; and
- Sustainable Transport

Key Agency Group – Collaborative Local Development Plan Pilot

Dundee City Council were chosen to receive this support from the Key Agencies Group. A total of 6 Local Authorities across Scotland are part of this new style of collective support.

A series of workshops have taken place with a range of internal and external stakeholders to provide support to the council planning team. These workshops commenced establishing a place-based collaborative approach with the rest of the council services and the Key Agency Group as part of their evidence gathering process for their Local Development Plan. The workshops provided opportunity for the Council services, key agencies and representatives from community groups to get together and discuss strategic and local matters affecting Dundee. It is anticipated this type of support will lay the foundations for potential ongoing collective work on spatial strategies, place briefs and masterplans at the Proposed Plan stage.

Place Standard Survey

An interactive Place Standard Survey has been developed for a period of consultation to allow for feedback on the quality of neighbourhoods in Dundee using the Place Standard Tool. The survey results will contribute to the evidence base for the next LDP and will help identify the key issues in the area and implications for the spatial strategy within the LDP.

Play Sufficiency Assessment

The Council are assessing the quality and sufficiency of spaces where children and young people play. An interactive online survey has been created to collect data on the frequency of use, identify popular locations, and address any safety or accessibility concerns. Children, young people, parents/carers and people who work with them are being invited to participate and share insights into the outdoor spaces they frequent, reasons for their choices, and activities they do while there. This will contribute to the evidence base for the forthcoming LDP and identify key issues related to play and recreation.

The Communities Team are supporting evidence gathering activities for preparation of the Evidence Report. This involves engaging with a range of community groups and awareness raising on the consultations as well as supporting members of these groups to complete the consultation surveys. This support ensures that there is a range of responses and offers support to particular groups who may not have ready access to the internet to complete mapped based online surveys.

PARTICIPATION STATEMENT

The Council is committed to encouraging wide ranging 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 enable those with an interest in the area eg members of the public, businesses, key organisations, and community groups, to contribute their views before decisions are taken. This applies 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 taking cognisance of the resources available to Dundee City Council;
- information is provided fully and as early as possible; and

- communication is provided through appropriate and widely accessible means, in particular noting the use of the council's website as the primary repository for documentation and information, but also through face to face meetings and printed media when appropriate.

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 infrastructure providers, business, retail and housing development interests);
- established Community Groups (including Community Councils and other special interest groups);
- voluntary and environmental organisations;
- Local Community Planning Partnerships (LCPP); and
- all members of the community, including minority groups, younger citizens, disabled people, gypsies and travellers.

It must be noted that the Development Plan also utilises inputs from other documents such as the National Planning Framework, Community Plans, Local Place Plans, Play Sufficiency Assessments etc, which have their own separate consultation arrangements.

Special arrangements will be put in place for the bodies designated as Key Agencies by the Scottish Government:

- Historic Environment Scotland;
- Nature Scot;
- Scottish Environmental Protection Agency;
- Scottish Water;
- Scottish Enterprise;
- Tactran Regional Transport Partnership;
- NHS Tayside;
- Transport Scotland;
- Marine Scotland;
- Scottish Forestry; and
- Architecture and Design Scotland.

Dundee City Council will engage with the Key Agencies Group as part of a pilot project to support a collective approach to evidence gathering at early stages of the Plan.

E-mail Address

localdevplan@dundeecity.gov.uk

Postal Address

Local Development Plan
Planning Team
City Development Department
Dundee City Council
Dundee House
50 North Lindsay Street
Dundee
DD1 1LS

E-mail Mailing List and Keeping Informed:

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 by e-mail.

To register details please send an e-mail to localdevplan@dundeecity.gov.uk

Your details will be used for occasional communications related to consultations and other related activities undertaken by Dundee City Council City Development Department. You can unsubscribe at any time.

General information and associated documents will be available through the webpages at www.dundeecity.gov.uk/localdevplan2 . Announcements will also be made via other channels, for example, including social media and statutory public notices in newspapers.

Making Representations

Throughout 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) or via the website: www.dundeecity.gov.uk/localdevplan2 and in letter form.

Key Stages in the Process for Making Representations

We would encourage any person that wishes to raise an issue to be considered in the Local Development Plan to do so as early as possible and not necessarily wait until a formal consultation period. The Local Development Plan preparation process is complex, and it may not be possible to take into account late submissions of comments or representations.

The principal formal periods for consultation are:

Development Plan Scheme (this document): comments and suggestions are sought on the content of the Participation Statement to ensure effective engagement is undertaken.

Evidence Report: targeted consultation will occur to ensure the necessary evidence is being properly considered for inclusion in the report. The targeted consultation for the evidence report has included the publication of topics papers on a set of specific themes to align with the requirements of National Planning Framework 4 and this has been supported through engagement at an early stage with key agencies and stakeholder groups. In addition, place-based information on the quality of

neighbourhoods is being gathered utilising surveys such as Place Standard Tool and also through the survey on Play Sufficiency Assessment. General comments are also welcomed at any time during the plan preparation process.

Local Place Plans: these are community-led plans setting out proposals for the development and use of land and set out a community's aspirations for its future development. Once completed and then registered, they are to be taken into account in the preparation of the Local Development Plan. Community groups that are eligible to prepare Local Place Plans (eg, Community Councils) will be contacted directly by Dundee City Council and invited to prepare a plan. Consultation on those plans will be undertaken by the community groups and dates for that are out with control of Dundee City Council. Local Place Plans will require to be completed by summer 2025 in order to be considered during preparation of the Proposed Local Development Plan.

Call For Ideas: this activity seeks to encourage any person that has not already done so, to submit any idea for the plan to consider. This could include the need to protect an area of locally important green space; to propose a piece of land for a specific type of development or identify barriers to the positive development of an area in the city.

Proposed Local Development Plan Consultation: the Proposed Plan will represent Dundee City Council's position on the development and use of land in the city, based on the evidence gained until the point of publication. All persons will then have the opportunity to formally submit comments and representations either in support, or to seek a change from that position. In addition, any person who is an owner, lessee or occupier of land neighbouring a proposal site will receive direct notification.

Format of consultations and engagement:

- the Local Development Plan Review Webpage: www.dundee.gov.uk/localdevplan2 will be used throughout the plan preparation process as the primary location for hosting consultation documents and providing information;
- representations, comments, objections will only be accepted as formal submissions if submitted in writing with e-mail being the preferred means of communication;
- we will seek to provide accessible documents for all consultations but persons requiring alternative formats are urged to contact us to discuss their specific requirements so they can be accommodated as the plan preparation proceeds; and
- all submissions to the plan will be fully considered and mediation between contributing parties may be considered as a method of addressing competing or potentially contentious issues which cannot be resolved.

APPENDIX 3**DUNDEE CITY COUNCIL - STATEMENT ON CONSIDERATION OF MAKING A MASTERPLAN CONSENT AREA SCHEME**Consideration of the Duty to Periodically Consider Making MCA Schemes

Part 2 of the 2019 Act (Section 15) sets out the legal framework for preparing MCAs. The full provisions from the Act relating to MCAs and the associated regulations are not yet in force. We anticipate the MCA provisions being fully in place later in 2024. However, Schedule 5A Paragraph 5 is in force and requires planning authorities to consider whether it would be desirable to make a scheme for a part or parts of their district, and to publish a statement as to their consideration of that, by 25 July 2024.

As the MCA regulations are not yet in place, the Council have not yet identified or assessed potential locations for which it may be desirable to bringing forward an MCA scheme.

The Scottish Government has indicated that MCAs could be used to support delivery of the Local Development Plan. Once the legal basis for preparing MCAs is in place, the Council will consider whether it would be desirable to make any Masterplan Consent Area as part of our work on delivery linked to the Local Development Plan's Delivery Programme.

This Statement fulfils the Council's legal requirements under Schedule 5A Paragraph 5 of the Town and Country Planning (Scotland) Act, as amended.

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