

## **PARTICIPATION STATEMENT (2025)**

Dundee City 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 e.g., 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 the 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

### Email Address

[localdevplan@dundeecity.gov.uk](mailto: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

#### Email 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](mailto: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 <http://www.dundeecity.gov.uk/localdevplan2>. Announcements will also be made via other channels, for example, including social media and statutory public notices in newspapers.

#### Engaging in the preparation of the Dundee Local Development Plan

Throughout the key stages of the plan preparation process the Council encourages stakeholders to make representations. This will be facilitated by e-mail ([localdevplan@dundeecity.gov.uk](mailto:localdevplan@dundeecity.gov.uk)) as well as via the website: <http://www.dundeecity.gov.uk/localdevplan2>, and in letter form.

#### Key Stages in the Process for Engagement

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:

**Participation Statement (this document).** An annual consultation where comments and suggestions are sought on the content of the Participation Statement to help guide the approach to engagement during the plan making process.

**Evidence Report.** Targeted consultation will occur to ensure the necessary evidence is being properly considered for inclusion in the Evidence Report. The purpose of consultation is to identify a baseline of evidence and the focus for engagement is on the sufficiency of the evidence around certain topic areas and not as a general consultation. We welcome the submission of general comments 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 eligible to prepare Local Place Plans (eg, Community Councils) have been 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 should be completed by summer 2025 in order to be considered during preparation of the Proposed Local Development Plan.

**Call For Ideas.** Once the Evidence Report has been submitted and approved by the Scottish Government appointed Reporter, the Council will be able to progress onto the Proposed Plan stage.

The Call for Ideas stage seeks to involve and engage stakeholders early in the process of the preparation of the Proposed Plan. The Council will undertake a Call for Ideas whereby interested parties can put forward ideas to inform the content of the Proposed Plan as well as to propose sites that can support the preferred spatial strategy. The intention of the Call for Ideas is to be open to everyone and not only for site specific matters on development sites or types of development.

**Proposed Plan Preparation.** As part of the preparation of the Proposed Plan, further engagement will take place through collaborative working with a range of partners including - key agencies, internal consultees and adjoining authorities. In addition, engagement with developers, landowners and business sectors will build on activities at the early engagement stage and relate to the Call for Ideas and site assessments. Engagement with communities will build on activities undertaken during the early engagement stages and will also relate to Local Place Plans submitted.

**Proposed Plan Consultation and Representation Period.** The Proposed Plan will represent Dundee City Council's position on where development should or should not take place and provides the land use spatial strategy to guide development of the city. Once the Proposed Plan and Delivery Programme have been finalised it will require Council approval. Thereafter, the Proposed Plan with Delivery Programme will go out to for a period of public consultation for a minimum of 12 weeks. At this time, the process of neighbour notification will be undertaken. This is where parties potentially affected by land allocations (within 20 metres) in the Proposed Plan are notified in writing directly by letter. At this stage formal representations will be able to be submitted that set out what the respondent would like changed in the Proposed Plan and representation forms will be made available for this purpose. The Council will consider all representations received and submit these, alongside the Council's response to Scottish Ministers for Examination. Scottish Ministers appoint a Reporter(s) to consider the representations and produce a Report of Examination. Thereafter the Council must take into account the Report of Examination in adopting the Plan.

Format of consultations and engagement:

- The Local Development Plan Review Webpage: [www.dundee.gov.uk/localdevplan2](http://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 email being the preferred means of communication;
- Accessible documents for all consultations will be sought to be provided, 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.