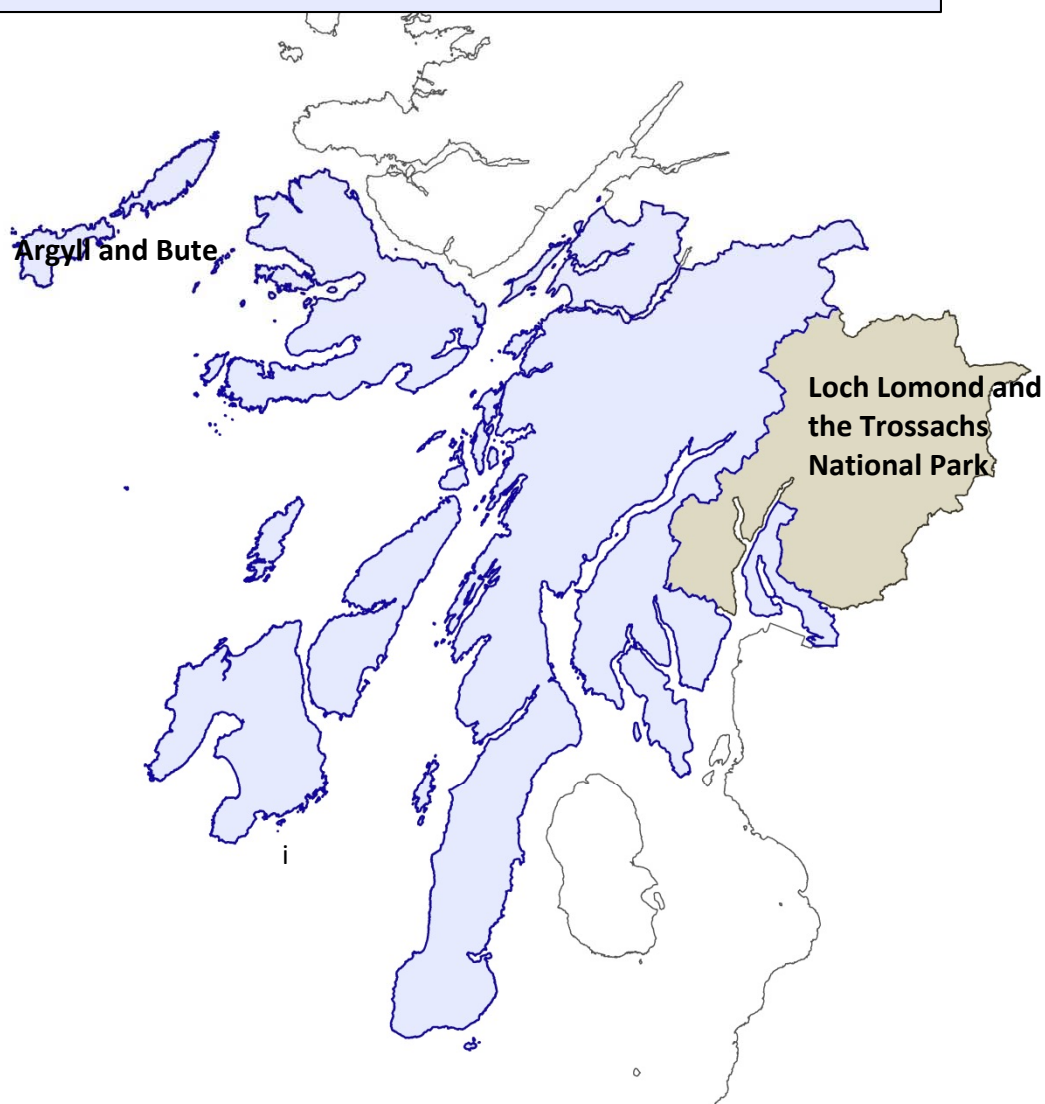


## Development Plan Scheme: Local Development Plan 2

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## 1 | What is a Development Plan Scheme?

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- 1.1 This Development Plan Scheme (DPS) has been prepared to provide our communities and partners with information on our progress in updating our Local Development Plan (adopted March 2015). The Local Development Plan is the main way for showing where new development should and should not take place and for determining planning applications.
- 1.2 Whether you are a resident, landowner, developer, community representative, agent or public body your input into the process is vital. The Development Plan Scheme aims to provide you with an easy to use guide as to when, where and how you can engage in the next plan preparation process.
- 1.3 The DPS includes a timetable of when we intend to reach key stages in the process of preparing our new Local Development Plan 2 (LDP2), which will eventually replace our current adopted Local Development Plan, and also includes a Participation Statement explaining how we will engage with our communities and stakeholders. The DPS outlines:
- ◆ Why we are preparing a Local Development Plan;
  - ◆ What the process involves;
  - ◆ Who should be involved;
  - ◆ When we will undertake the stages of preparation.
- 1.4 We will update the DPS on at least an annual basis to reflect the progress of Plan preparation. This is the first update since the Development Plan Scheme was prepared in January 2016.

## 2 | Why are we preparing a Local Development Plan?

- 2.1 Argyll and Bute Council, as the planning authority for its area (excluding the Loch Lomond and the Trossachs National Park), has a statutory duty to prepare plans for guiding land use and development for up to ten years ahead. It is a requirement that these plans are kept up to date and so, the Local Development Plan is reviewed every five years post adoption.
- 2.2 Argyll and Bute Council adopted its current statutory plan to guide development in March 2015 – the Argyll and Bute Local Development Plan (Adopted March 2015). Supplementary Guidance which provides additional detail has also been prepared and sits alongside the Local Development Plan. Together these documents make up the statutory Development Plan. Since March 2015 the Local Development Plan has been the basis for providing advice on planning proposals, for guiding decision making on planning applications and for ensuring that the right development happens in the right place.
- 2.3 Under the legislation in the Planning etc (Scotland) Act 2006, it is required that we review the Local Development Plan and prepare a new one within 5 years from adoption of the current plan. The aim is that this new plan should be concise, focussed on areas of change, involve the community at an early stage and be updated regularly. Until the new Local Development Plan is adopted, the current Local Development Plan's statutory status remains. Ministers expect LDPs to focus on their specific main proposals for the period up to year 10 from adoption.
- 2.4 The process for preparing the new Local Development Plan started in 2016 and to date has involved work on:-

- ◆ An assessment of all the current Allocations and Potential Development Areas to examine their effectiveness;
- ◆ A review of where major changes are occurring;
- ◆ An assessment of what we need to do to keep policies up to date and in alignment with current government policy and legislation.
- ◆ A call for and assessment of future development opportunity sites to accommodate future growth in Argyll and Bute for the next ten years, as well as giving an indication of potential into the longer term.

### **National Planning context**

- 3.1 Local Development Plans are influenced by a number of statutory requirements with the main Acts being the Town and Country Planning (Scotland Act) 1997 and the Planning etc. (Scotland) Act 2006. At the national level, the Scottish Government has prepared a National Planning Framework (NPF3) and Scottish Planning Policy (SPP) which provides the national policies and priorities for major new development. These will influence the development of the new Local Development Plan. Any changes as a result of the

### **Single Outcome Agreement**

- 3.2 Local Development Plans are also influenced by a range of other plans, strategies and policies, in particular for Argyll and Bute, the [Single Outcome Agreement](#) is viewed as a “Sovereign Document”. This is prepared jointly by the Council and the other Community Planning partners and establishes the overarching policies and actions for the management of Argyll and Bute. It has an outcome focussed approach and ensures that the Community Planning Partnership’s aims are delivered in an integrated manner and aligned with Scottish Government outcomes.

- 3.3 The policies and actions with development and land use implications of the Single Outcome Agreement are reflected in the Local Development Plan (LDP). The Action Programme that has to accompany the LDP sets out how the Council proposes to implement the plan. These documents together are the drivers for change and action in Argyll and Bute and by keeping the documents updated we are able to respond to changing circumstances within the area and its communities. While the current Local Development Plan period is 2015-2020, the process to keep the Plan up to date is continual and the Single Outcome Agreement will inform the review of the current plan and preparation of the new Local Development Plan, the timetable for which is set out in this Development Plan Scheme.

### **Local Authority and its Partners**

- 3.4 Argyll and Bute Council has the statutory responsibility for planning in the Council area, excluding the Loch Lomond and the Trossachs National Park where the Park Authority controls the planning function. It is important that all the relevant services within the Council (for example Economic Development, Roads and Amenity Services and Education) are fully engaged in the plan preparation as they are integral to the delivery of the LDP2 strategy and aims. The LDP2 will also be influenced by the priorities of other stakeholders as set out in their own strategies and programmes. The stakeholders include key agencies which the Regulations have identified as Scottish Natural Heritage; Scottish Environment Protection Agency; Scottish Water; Scottish Enterprise; Highland and Islands Enterprise; Regional Transport Partnerships; Crofting Commission; and Health Boards. The Government also require the following bodies to have the same level of involvement in the development plan process: Historic Environment Scotland; Transport Scotland; Forestry Commission Scotland; Marine Scotland and any Regional Marine Planning Partnerships. Neighbouring authorities are also consulted throughout the LDP2 process.

### **Our Communities**

- 3.5 The input of local communities is very important. The aspirations of local communities are communicated in a number of ways, including through formal documents such as



### 3 | What the process of preparing a Local Development Plan involves

Community Plans. The priorities for communities influence the outcomes of the planning process. It is also important that individuals get involved in shaping the future of our area.

#### Development Sector

- 3.6 Developers, landowners, businesses and investors are all important to this process. Through land that they own and/or finance they are looking to invest or businesses which wish to grow or set up in the area. These interests are critical to realising the vision identified in the Local Development Plan.

#### Stages

- 3.7 The Local Development Plan process has a number of key stages as set out below:-

- ◆ Evidence Gathering – includes reviewing current policies, site assessment, call for sites and early engagement.
- ◆ Main Issues Report (MIR) – This is the first formal consultation. This will focus on the key areas of change since the last Local Development Plan was prepared. A range of options will be presented and comments sought. A Monitoring Report will accompany the MIR. A draft Strategic Environmental Assessment Environmental Report will also accompany the MIR to demonstrate the environmental effects of the proposals. This is the main engagement phase of the plan process and helps the Council come to a view on what should be in the plan.
- ◆ Proposed Local Development Plan 2 – having considered the comments on the MIR the Council will prepare and consult on the proposed Local Development Plan 2. The proposed Local Development Plan 2 represents the settled view of the Council. This is in two parts i) Written Statement with a strategic vision for the area and policies and proposals to help deliver this vision ii) Proposals Maps which show where the allocations and other designations are. This consultation includes neighbour notification. It is accompanied by a draft Action Programme, a revised Strategic Environmental Assessment and a Habitat Regulation Appraisal record.
- ◆ Examination – If the Council receive objections to the Proposed Local Development Plan 2 that are not resolved they will be sent to the Scottish Ministers. An Examination would then be conducted by a Scottish Government Reporter into the unresolved objections and a report produced with recommendations.
- ◆ Adoption of Local Development Plan 2 - The Council then modifies the plan as necessary, submits it to the Scottish Ministers and advertises its intention to Adopt the plan. The plan may be adopted after 28 days unless the Scottish Ministers direct otherwise.
- ◆ Action Programme - this sets out how the policies and proposals are to be delivered. It must be published by the Council within three months of adoption of Local Development Plan 2 and is to be reviewed every two years.

#### Governance

- 3.8 The preparation of Local Development Plan 2 is governed by a statutory process, the key stages of which are set out in this Development Plan Scheme. [Circular 6/2013](#) describes the development planning system in Scotland, and explains the legislative process in more

### 3 | What the process of preparing a Local Development Plan involves

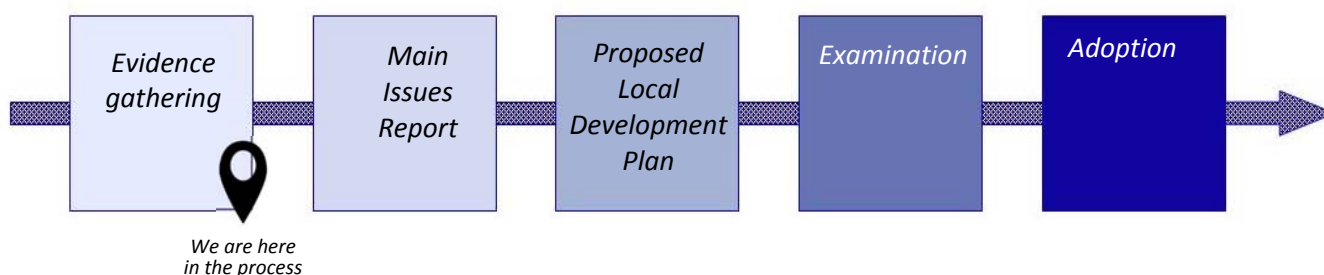
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detail. The Council, as the planning authority, controls the overarching corporate management of the Local Development Plan. This is dealt with at key stages through the Council's committee procedures and at Strategic Management Team meetings. A Project Board is responsible for providing overall direction to the delivery of Local Development Plan 2. This consists of the Development and Infrastructure Departmental Management Team plus the Head of service from Housing and Community Planning and Education. The project manager is responsible for the day to day management of the delivery of the plan and team. A communications team will meet regularly throughout the LDP2 process to ensure communications are as effective as possible.

## 4 | Where we are now

- 4.1 We started the process in January 2016, having adopted the Local Development Plan in March 2015. This was followed by publication of the Action Programme in June 2015. The first step was evidence gathering to help us prepare Local Development Plan 2. We started this with an assessment of our current sites to retest their effectiveness. We also started gathering information, including a Call for Sites and got involved with communities taking forward community based plans for Tiree, Crinan Corridor and Rothesay, all of which will help inform LDP2.
- 4.2 Currently we are finishing the information gathering stage and assessing the data we have collated. Next we will undertake pre Main Issues Report engagement with communities, key agencies and other stakeholders. Following this we will be able to publish the Main Issues Report for consultation.
- 4.3 We have set up a contacts database of those who require to or would like to be engaged in the Local Development Plan 2 process. If you would like to be added to this please let us know (find out how to contact us in section 8).

### **Local Development Plan 2 – Process**





## 5 | The Next Steps

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- 5.1 During 2017 we will be assessing information, such as that provided during the Call for Sites. We will undertake pre Main Issues Report engagement with communities, key agencies and other stakeholders through the use of the Place Standard Tool and by holding a Key Ideas Discussion. We will also continue to be actively involved with communities to help deliver community plans which can feed spatial priorities into the LDP, including Oban and Dunoon.
- 5.2 All the information from this initial work will help us draw up the Main Issues Report for public consultation in September 2017. This will contain options and ask for opinions and comments from you on these options. This is the first statutory consultation of the LDP2 process. The Main Issues Report will show our preferred longer term vision for Argyll and Bute and how we hope to deliver that during the period 2020 – 2025 and beyond. The Main Issues Report will show a number of options and we will ask questions about these options. Your comments at this stage will help us draw up the Proposed Local Development Plan to deliver sustainable development in Argyll and Bute.
- 5.2 It is important to be engaged as early as possible in the Local Development Plan process so that your views can be taken into account. The Main Issues stage is one where we are asking questions and seeking views. Once we have these views we can produce the Proposed Local Development Plan, which is the “settled view of the Council”.

## 6 | Participation Statement : how you can get involved

6.1 Community engagement is important in the Planning process and has influenced the plans policies and proposals.

6.2 At key stages we will consult:

- ◆ stakeholders/key agencies in the public sector (such as key government agencies,
- ◆ the neighbouring local authorities and Loch Lomond and the Trossachs National Park, statutory bodies, and non-governmental organisations;
- ◆ the private sector (such as business interests, landowners and developers);
- ◆ the local community including residents, Community Councils, community representatives, community organisations and other interested bodies.

6.3 We will use a variety of engagement techniques detailed in the engagement section below. We want to continue a discussion with all sectors of the community across Argyll and Bute but we are particularly keen to secure the views and opinions of young people and families with children and people in full time employment. These groups have been under-represented in the past and their involvement could help us look at new ways to achieve population retention and growth.

### Engagement

- ◆ Provide information and consultation documents through our website – [www.argyll-bute.gov.uk/ldp2](http://www.argyll-bute.gov.uk/ldp2), promoted by social media, email and newsletter updates
- ◆ Provide updates at key stages to those who have requested to receive updates or responded to the consultations
- ◆ Provide information through Community Councils, Council offices and local libraries
- ◆ Placing adverts in local newspapers and promoting the LDP2 process with the media
- ◆ Attend Public Meetings and other Community Meetings and Events where appropriate
- ◆ online mapping of the Proposed Local Development Plan
- ◆ Community drop-in events to be offered in key locations
- ◆ Briefing meetings to be arranged for Councillors and Government agencies
- ◆ Staff available to answer questions or provide information in person at our offices by appointment or via telephone and email
- ◆ Regular consultation updates to be provided during the consultation via blogs on our website promoted by social media
- ◆ Social media: Information feeds and sharing feedback through Facebook and Twitter
- ◆ Providing for formal comments to be submitted online
- ◆ Notify site owners / agents, tenants and neighbours of proposed development sites

## 6 | Participation Statement : how you can get involved

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- 6.4 We have set up and will maintain a mailing list of people who we regularly contact via email/post to update on the Plan progress. If you would like to be added to this please let us know (find out how to contact us in section 8).
- 6.5 Appendix 1 sets out in greater detail the stages we will go through and the estimated timescales for engagement and consultation. It provides a detailed breakdown of the Local Development Plan process, indicative timescales and the opportunity for engagement including statutory periods of consultation.
- 6.6 A significant part of the process involves community engagement. People are welcome to make representation on the Main Issues Report, Proposed Local Development Plan 2 and draft Supplementary Guidance via the on line forms; available at [www.argyll-bute.gov.uk/ldp2](http://www.argyll-bute.gov.uk/ldp2) and via the People's Network in the local libraries.

## 7 | Impact Assessment of the Local Development Plan

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- 7.1 As we progress through the Local Development Plan process we will make information on the Strategic Environmental Assessment, Habitats Regulations Appraisal and the Equalities Impact Assessment available on line at [www.argyll-bute.gov.uk/ldp2](http://www.argyll-bute.gov.uk/ldp2)

### **Strategic Environmental Assessment**

- 7.2 The Environmental Assessment (Scotland) Act 2005 requires us to carry out a Strategic Environmental Assessment of the Local Development Plan and related Supplementary Guidance. This is a process for identifying and assessing the environmental effects of proposed strategies, plans and programmes so that these are taken into account before they are approved or adopted. It is a vital tool which places environmental considerations at the heart of decision-making process and ensures that alternatives are fully and transparently regarded before final decisions are taken.

- 7.3 We will consult with Scottish Natural Heritage, Historic Environment Scotland and the Scottish Environmental Protection Agency in preparing our Strategic Environmental Assessment. This will result in an Environmental Report. There will be opportunities for everyone to comment on this document as well as on the emerging Plan and associated draft Supplementary Guidance.

### **Habitats Regulations Appraisal**

- 7.4 We will produce a new Habitats Regulations Appraisal of the potential impacts of the proposed Local Development Plan on European Sites. This requires to be submitted to Scottish Ministers alongside the proposed Local Development Plan. There are a number of designated 'Natura' sites within Argyll and Bute and so any emerging plans and policies will have to be considered with regards to potential adverse impacts on these protected sites and species.

### **Equalities Impact Assessment**

- 7.5 Under the Equality Act 2010 (Statutory Duties) (Scotland) Regulations 2011 we will undertake an Equalities Impact Assessment of proposed policies and practices.

## 8 | How to keep up to date

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You can keep up to date, access information on the Local Development Plan and contact the Argyll and Bute Council Local Development Plan Team by:

**Email:** [ldp@argyll-bute.gov.uk](mailto:ldp@argyll-bute.gov.uk)

**Tel:** 01546 604158

**Making an appointment** to talk to us.

Hard copies of consultations will be made available during advertised consultation periods in local libraries and at the council office, Manse Brae, Lochgilphead.

**Follow Local Development Plan progress at:**

[www.argyll-bute.gov.uk/ldp2](http://www.argyll-bute.gov.uk/ldp2)



And on **Twitter** at:  
@ABC\_Planning or  
@argyllandbute



On **Facebook** at:  
[www.facebook.com/argyllandbutecouncil](https://www.facebook.com/argyllandbutecouncil)

## Appendix 1 | Engagement Strategy for LDP2 – [www.argyll-bute/ldp2](http://www.argyll-bute/ldp2)

Activities	Stakeholders	Engagement Techniques	Communication Techniques	Indicative Timescale
<b>Publish Development Plan Scheme</b>				
Council approve the DPS, submit to Scottish Government and publish.	Council	Planning, Protective Services and Licensing Committee/Council process. Information dissemination.	DPS discussed at Committee. DPS available on the Council website, Development Policy Office (Manse Brae, Lochgilphead), public libraries DPS publicised through Council website <a href="http://www.argyll-bute/ldp2">www.argyll-bute/ldp2</a> , social media and direct e-mailshots to community councils, key agencies and others on the contacts database.	January 2016 COMPLETE  NOTE : Updated annually
<b>Pre Main Issues Report</b>				
LDP Review; Existing site appraisal re effectiveness;	Council (in particular Roads, Economic Dev, Environmental Health, Education, Housing, Development Management) Developers Homes for Scotland Key Agencies	Technical information exchange	Direct email - Developers Meetings with relevant Council officers and Key Agencies	9 months Nov 2015 - January 2017 Housing COMPLETE
Community Planning pilots – charrettes to inform MIR.	Communities (Tiree, Lochgilphead/Ardrishaig, Dunoon, Oban, Helensburgh) Key Agencies, Scottish Canals Council	Charrette Engagement Other Community Plans Engagement	Charrettes involving intensive community engagement ran over a number of days. Publicised on Council and community websites. Press release Social media	Throughout Plan Process Commenced Nov 2015.  3 COMPLETE Oban and Dunoon anticipated 2017
Call for sites	Developers/Landowners Key Agencies	Information Gathering and analysis	Call for Sites on Council website including dedicated LDP2 page. Sites submitted through an On line form which will require key site information.	6 months June 2016 – February 2017 Call for Sites COMPLETE Analysis underway
Baseline information; contacts database	Council	Collation Publicity	Publicise LDP2 on Council website including dedicated LDP2 page	1 month August 2016 COMPLETE



## Appendix 1 | Engagement Strategy for LDP2 – [www.argyll-bute.gov.uk/ldp2](http://www.argyll-bute.gov.uk/ldp2)

Activities	Stakeholders	Engagement Techniques	Communication Techniques	Indicative Timescale
Evidence Gathering/ data for monitoring report;	Council; Developers/ Landowners Key Agencies	Research, monitoring, data analysis; Engagement	Publicise; social media, press release; email shot to developers/landowners in contacts database; on line form for responses	3 months Sept 2016 – Jan 2017 UNDERWAY
Pre Engagement (including on environmental effects)	Council (in particular Councillors, Roads, Economic Dev, Environmental Health, Education, Housing, Development Management) Key Agencies Communities Scottish Ministers; SEA Gateway; Adjoining Planning Authorities; Community Planning Partnership; Stakeholders – including the business community; Representative youth groups	Engagement; Meetings with key agencies and consultation authorities;	On line survey; Community/stakeholder events Meetings with stakeholders; Business Days; Social media; Direct email to community councils, key agencies and consultation authorities; Explore capacity building work with secondary schools.	4 months – Dec 2016 – March 2017
<b>Main Issues Report</b>				
Prepare MIR, SEA draft Environmental Report; draft EqIA. Council approve Main Issues Report	Council SEA Gateway /Consultation Authorities	Internal/external Liaison Planning, Protective Services and Licensing Committee Full Council	Updates on dedicated Council web page <a href="http://www.argyll-bute.gov.uk/ldp2">www.argyll-bute.gov.uk/ldp2</a> Available on Council website	5 months April 2017 – September 2017
Consult on MIR accompanied by draft SEA and Monitoring Report	Council Communities Developers Landowners Business community Consultation Authorities including Key Agencies, SEA Gateway; Scottish Ministers and adjoining authorities.	Engagement Meetings/Briefings with key stakeholders Publicity	Publicised and available on Council Website dedicated page <a href="http://www.argyll-bute.gov.uk/ldp2">www.argyll-bute.gov.uk/ldp2</a> E-Newsletter to all in contacts database Direct mail to Key Agencies, adjoining authorities; Scottish Ministers and community councils Notice in local newspaper (s)	2 Months October 2017 – Nov 2017

## Appendix 1 | Engagement Strategy for LDP2 – [www.argyll-bute.gov.uk/ldp2](http://www.argyll-bute.gov.uk/ldp2)

Activities	Stakeholders	Engagement Techniques	Communication Techniques	Indicative Timescale
			<p>Copies available in public libraries and Development Policy Office (Manse Brae, Lochgilphead)</p> <p>Social media.</p> <p>Community events -Story boarding / Meetings with stakeholders;</p> <p>Business Days</p> <p>Site specific publicity information</p> <p>On line representation form</p>	
<b>Proposed Local Development Plan</b>				
Consider MIR Responses PLDP prepared and submitted to Council for approval. Settled view of Council	Council	Planning, Protective Services and Licensing Committee/Council process. Information dissemination.	Updates on dedicated Council web page <a href="http://www.argyll-bute.gov.uk/ldp2">www.argyll-bute.gov.uk/ldp2</a> Available on Council website	5 months Dec 2017 – April 2018
Consultation on PLDP and draft Action Programme Draft SEA Environmental Report updated.	Council Communities Developers Landowners Consultation Authorities including Key Agencies, SEA Gateway; Scottish Ministers and adjoining authorities.	Engagement Briefings with community councils Publicity	<p>Publicised and available on Council Website dedicated page <a href="http://www.argyll-bute.gov.uk/ldp2">www.argyll-bute.gov.uk/ldp2</a></p> <p>E-Newsletter to all in contacts database</p> <p>Direct mail to Key Agencies, adjoining authorities; Scottish Ministers, contacts database and community councils</p> <p>Notice in local newspaper (s)</p> <p>Copies available in public libraries and Development Policy Office (Manse Brae, Lochgilphead)</p> <p>Direct mail - Neighbour notification</p> <p>Social media</p> <p>On line representation form</p>	3 months May 2018 – July 2018

## Appendix 1 | Engagement Strategy for LDP2 – [www.argyll-bute/ldp2](http://www.argyll-bute/ldp2)

Activities	Stakeholders	Engagement Techniques	Communication Techniques	Indicative Timescale
Consider responses on PLDP. Prepare response (Schedule 4s) and prepare Report of Conformity with Participation Statement	Council	Internal liaison	Updates on dedicated Council web page <a href="http://www.argyll-bute/ldp2">www.argyll-bute/ldp2</a>	3 months Aug 2018 – October 2018
<b>Examination</b>				
Submit Proposed Plan to the Scottish Ministers with all the supporting documents (including Habitats Regulation Appraisal record) and all the outstanding objections	Council	Planning, Protective Services and Licensing Committee/Council process. Information Publicity	Updates on dedicated Council web page <a href="http://www.argyll-bute/ldp2">www.argyll-bute/ldp2</a> and social media  Notice in local newspaper (s) Copies available in public libraries and Development Policy Office (Manse Brae, Lochgilphead) Publish Proposed Local Development Plan as submitted on Council website	3 months Nov 2018 - January 2019
Examination of proposed plan; Reporters Report issued	Scottish Government Reporter(s) Council Objectors	Examination by written submissions/in public –Reporters remit Publicity	Updates on dedicated Council web page <a href="http://www.argyll-bute.gov.uk/ldp2">www.argyll-bute.gov.uk/ldp2</a> and social media	7 months February 2019 - August 2019
Post Examination - Consider reporters recommendations; Prepare modifications Submit to Scottish Ministers. Publish Modifications and Proposed Plan as modified. Revise SEA Environmental report, publish and send copies to Scottish Ministers alongside Habitats Regulation Appraisal Advertise Intention to Adopt	Council	Planning, Protective Services and Licensing Committee/Council process. Information Publicity	Updates on dedicated Council web page <a href="http://www.argyll-bute.gov.uk/ldp2">www.argyll-bute.gov.uk/ldp2</a> and social media	September– Nov 2019

## Appendix 1 | Engagement Strategy for LDP2 – [www.argyll-bute.gov.uk/ldp2](http://www.argyll-bute.gov.uk/ldp2)

Activities	Stakeholders	Engagement Techniques	Communication Techniques	Indicative Timescale
<b>Adoption</b>				
Adopt LDP2 Publish post adoption SEA Statement and submit to SEA Gateway	Council	Planning, Protective Services and Licensing Committee/Council process. Information Publicity	Adopted Local Development Plan 2 available in public libraries and Development Policy Office (Manse Brae, Lochgilphead) and published on dedicated Council web page <a href="http://www.argyll-bute.gov.uk/ldp2">www.argyll-bute.gov.uk/ldp2</a> Notice in local newspaper (s) Direct mail to all those who made representations on the proposed plan. Direct mail to Scottish Ministers	December 2019
<b>Action Programme</b>				
Publish Action Programme	Council	Information	Publication of Action Programme on dedicated Council web page <a href="http://www.argyll-bute.gov.uk/ldp2">www.argyll-bute.gov.uk/ldp2</a> ; Copies available in public libraries; Copies sent to Scottish Ministers	



Argyll and Bute Council  
Development and Infrastructure  
Director: Pippa Milne

[www.argyll-bute.gov.uk](http://www.argyll-bute.gov.uk)

*Chomhairle Earra-Ghàidheal is Bhòid*

