

## The Highland Council

### Planning, Development and Infrastructure Committee

17 February 2016

Agenda Item	10
Report No	PDI 08/16

#### Development Plan Scheme 2016

#### Report by Director of Development and Infrastructure

##### Summary

This report outlines the content of the annual Development Plan Scheme (DPS) which provides an up to date position on progress in preparing and reviewing the Development Plan for Highland, and tells people how and when they can get involved. We have retained the 'Newsletter' format for this document following its introduction last year. This aims to make it more useful and appealing to our communities and stakeholders.

Members are asked to approve the Development Plans Newsletter as the 2015 Development Plan Scheme for submission to Scottish Ministers and publication on the Council's website.

#### 1. Background

- 1.1 The Planning etc. (Scotland) Act 2006 introduced a requirement for each planning authority to prepare a Development Plan Scheme (DPS), to give certainty to communities and developers as to when each stage of the development planning process will be reached, and how people can get involved.
- 1.2 Last year, the Highland Council DPS was published as a 'Development Plans Newsletter' which aims to make it more useful and appealing to our communities and stakeholders. This aims to contribute towards the Community Planning Partnership's outcomes for reducing inequality as set out in the Highland Single Outcome Agreement 3.

#### 2. The 2016 Development Plans Newsletter

- 2.1 This year's Development Plans Newsletter, enclosed at **Appendix 1**, includes updates on:
  - adoption of the Inner Moray Firth Local Development Plan (IMFLDP), and current and future stages in preparing the Caithness and Sutherland Local Development Plan (CaSPlan) and the West Highland and Islands Local Development Plan (WHILDLP);
  - the next stage in reviewing the Highland-wide Local Development Plan (HwLDP);
  - the preparation of Supplementary Guidance; and
  - our Participation Statement explaining how we will involve people in the

preparation of our Development Plans.

- 2.2 The content of the DPS has been updated to track performance against timescales set out in the 2015 DPS, and to provide an indicative 5 year programme, setting milestones to be reached in order to realise the Scottish Government's challenging Development Plan preparation timescales. The Newsletter highlights the Development Plan's role in informing decision making, and the various ways in which people can influence this through each stage of plan preparation.

### **3. Implications**

#### **3.1 Resource**

It is not anticipated that there will be any direct resource implications for the Council, as preparation of these documents, and their monitoring, is part of the existing work programme of the Development Plans team.

#### **3.2 Equality and Climate Change/Carbon Clever**

It is not anticipated that there will be any equality or climate change/carbon clever implications for the Council.

#### **3.3 Legal and Risk**

It is not anticipated that there will be any legal or risk implications for the Council.

#### **3.4 Rural**

There are no known direct rural implications arising from this report. All communities, including rural, will be consulted with, and given the chance to influence development within their area through making representations to emerging Local Development Plans. All consultation documents are made available on our website with alerts placed on social media to raise awareness and reach out to all communities.

#### **3.5 Gaelic**

There are no Gaelic implications arising from this paper.

### **Recommendation**

Members are asked to approve the Development Plans Newsletter as the 2016 DPS for submission to Scottish Ministers and publication on the Council's website.

Designation: Director of Development and Infrastructure

Date: 28 January 2016

Author: Scott Dalgarno, Development Plans Manager

Background Papers: Appendix 1 - Development Plans Newsletter, February 2016

# Development Plans Newsletter

## Cuairt-litir Phlanaichean Leasachaidh

February 2016

This is Highland Council's Development Plans Newsletter which provides an annual update of the timetable for preparing land use planning documents for the Highland Council area. It lets you know how and when you can get involved in preparing these plans. This Newsletter also acts as the Council's **Development Plan Scheme** that we submit to Scottish Government.

The Development Plan is a set of documents that guide where and how new building and development can take place across Highland. These documents include Local Development Plans (LDPs) that set out policies and site allocations, and Supplementary Guidance (SG) which contain more detailed

guidance on specific issues or places. Planning applications for all types of development are assessed against these documents so it's important that people know when and how they can input to them. Our Development Plans webpage is the best place to view and comment on Development Plans in Highland:

[www.highland.gov.uk/developmentplans](http://www.highland.gov.uk/developmentplans)

### *What's happening now and looking ahead*

Over the last few months we have formally adopted the first of our Area LDPs for the Inner Moray Firth area. The Proposed LDP for Caithness and Sutherland has been published for consultation from 22 January to 18 March, and throughout February Area Committees will be asked to approve a Main Issues Report for the West Highland and Islands LDP. Earlier in 2015 we launched a new online consultation portal for Development Plans [consult.highland.gov.uk](http://consult.highland.gov.uk) providing people with an easy method for reading and commenting on draft plans. Hundreds have registered with the service and five separate consultations have been carried out, gathering comments from over 1200 people or organisations. In the most recent consultation almost 90% of comments were made through the online portal and we will be promoting this further throughout 2016.

We have been working with the [Highland Community Planning Partnership](#) to get public sector buy-in on development plans. We have also continued to work with communities to help enable regeneration, including work with the Isle of Rum Community Trust on a new community plan, and publication of Town Centre Action Plans for Tain, Nairn and Fort William and the Muirtown and South Kessock Development Brief. We have also started to update our approach to monitoring and audits to make sure plans are based on the most up to date information.

There are a number of priorities for the year ahead:

- The **Caithness and Sutherland Proposed Local Development Plan** will be out for consultation from 22 January to 15 March. A new **Pentland Firth and Orkney Waters Pilot Marine Spatial Plan** is being finalised for publication.
- The **Highland-wide Local Development Plan Main Issues Report** was out for consultation until 29 January 2016. Comments made are being considered to help prepare the next stage, the Proposed Plan. Later, comments will also be sought on new Supplementary Guidance on issues such as wind energy development, and a new Local Transport Strategy.
- The **West Highland and Islands LDP Main Issues Report** marks the first stage in preparing this new plan and will be taken to Area Committees in February 2016 before being published for consultation in spring.

Full details of these plans are set out in this Newsletter and the back page shows the timetable for preparing them.



## How to get involved in preparing Development Plans

We aim to make Development Plans that represent the views of those who live, work and invest in the Highlands. To achieve this we encourage people to get involved from an early stage in the preparation of these plans. The 5 key stages of preparing a Local Development Plan are shown in the diagram below. This begins with the Call for Sites and Main Issues Report (MIR) stages (**shown in green**), followed by the Proposed Plan (**amber**). At the final stage an Examination (**red**) is carried out by independent Reporters who may invite further comments from those who commented on the Proposed Plan.

### The five key stages for preparing a Local Development Plan



This Newsletter tells you how and when you can get involved at each stage. By registering with our new online consultation portal [consult.highland.gov.uk](http://consult.highland.gov.uk) customers can be kept up to date with the progress on each plan.

Our **Participation Statement** below outlines our commitment to involving you. We will:

- Produce interactive online documents that are easy to read and comment upon
- Include clear maps and graphics in our documents
- Use a range of media to keep you up to date and let you know how and when you can get involved
- Provide copies of plans in Service Points and Libraries
- Work with community groups and stakeholders to encourage them to participate
- Use public meetings and committees to provide regular progress updates
- Maintain our availability so you can speak with the people preparing the plans

## The Highland-wide Local Development Plan

The **Highland-wide Local Development Plan (HwLDP)**, was adopted in April 2012, and provides an overarching 20 year vision and spatial strategy for the Highlands. The plan contains planning policies and site allocations to help make decisions on planning applications. The HwLDP is accompanied by Supplementary Guidance (SG) which forms part of the Development Plan and provides more detailed information on various topics.

The HwLDP needs to be replaced by 2017. The new HwLDP is proposed to be a policy only plan, with any site allocations and maps transferred to the Area LDPs and area based SG. We have started the review of the HwLDP and ran a public consultation on the HwLDP2 Main Issues Report for 18 weeks up to 29 January 2016. Nine consultation events were held across a wide geographical area. At the close of the consultation over 120 responses were received. We are now considering all comments received on the options for the future vision, spatial strategy and policy issues.

Looking ahead, the **Proposed Plan** is anticipated to be published in **summer 2016**. When it is agreed by Committee it will become the Council's settled view on the vision, spatial strategy and policies to inform future development.

<b>Highland-wide Local Development Plan</b>		<b>G R E E N</b>
<b>Where we Expected to be</b>	MIR to be approved at August or November 2015 Committee.	
<b>Where we Are Now</b>	MIR approved at August 2015 Committee on schedule.  Consultation on MIR extended to 29 January 2016 to enable new Community Council's to comment.	
<b>Future Stages</b>	Proposed Plan to be published autumn 2016. Submission to Scottish Government in spring 2017. Replacement plan to be adopted by winter 2017/18.	

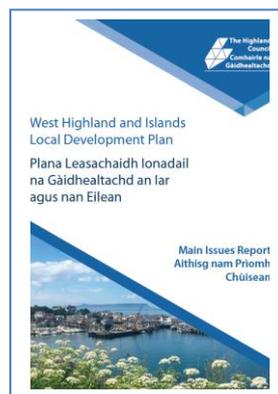
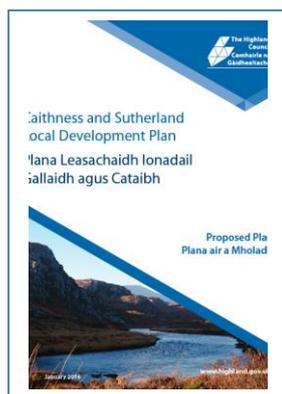
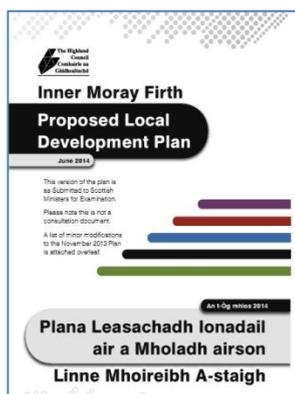
## Topic Based Supplementary Guidance

The HwLDP includes a range of SG on topics and areas. As the new HwLDP will cover policies only, we have started to transfer any area based SG (such as Development Briefs) across to the relevant Area LDP. The table below sets out our programme for preparing topic based SG over the year ahead. The programme of work for area based SG is set out against the relevant Area LDP.

We had previously intended to prepare topic based SG on Accommodation for an Ageing Population but it is felt appropriate to await the feedback on the MIR to determine the scope and necessity for this work.

Topic Based Supplementary Guidance		
Where we expected to be	Where we are Now	Future Stages
<b>Aquaculture Strategy</b> Set a framework to guide development and specify aquaculture planning application requirements		
Draft SG to be presented to PDI Committee for adoption in summer 2015.	Draft SG approved for consultation at February 2015 PDI Committee. Draft SG consultation ended July 2015 – feedback will help us prepare a revised draft Aquaculture SG.	Comments on the Draft SG will help us to prepare the HwLDP2 Proposed Plan policies. The revised Aquaculture SG will be subject to consultation alongside the HwLDP2 in 2017.
<b>Onshore Wind Energy</b> Guidance on managing onshore wind energy		
A final draft SG subject to consultation alongside the HwLDP MIR.	Final draft SG was subject to consultation alongside the HwLDP MIR. This contained the latest spatial framework, and outputs of a landscape study for Loch Ness area. Comments received will help prepare a final SG for adoption. Landscape studies for further areas are being progressed.	Complete, consult on and finalise landscape studies for further specific areas. Consider comments on Draft SG and finalise in readiness for adoption. Incorporate spatial framework into HwLDP.
<b>Local Transport Strategy (LTS)</b> Set a framework to guide development and specify transport requirements for new development		
To produce a Draft LTS alongside the review of the HwLDP at Proposed Plan stage.	On target.	The Draft SG will be subject of public consultation alongside the proposed HwLDP2. Comments received will be considered in preparing a final SG for adoption.
<b>Design and Layout</b> Guidance on layout and design of new development		
Preparation of guidance delayed to align this work with the review of the HwLDP and the Local Transport Strategy.	As proposed – see future stages.	Draft SG to be prepared alongside the HwLDP and the Local Transport Strategy.
<b>Highland Historic Environment Strategy (HHES)</b> Guidance on managing change to the historic environment		
Adopted in January 2013. New draft appendix providing guidance on windows & doors to be published for consultation in Spring 2015.	A new historic environment policy in the HwLDP2 will provide a robust framework for assessing development proposals. The HHES may no longer be required under the new policy.	No further work to progress this year. HHES may remain as non-statutory guidance.

## Area Local Development Plans



Area LDPs - Identifying Where Development Can Happen

Area Based SG

The process of preparing Area LDPs is similar to the HwLDP but with a focus on where and how development could be delivered. As development plans affect everyone in an area we will continue to make efforts to raise awareness and encourage participation in development plan consultations. We have and will continue to notify the immediate neighbours of potential development sites when we consult on our Area LDPs. The timescales for preparing or reviewing Area LDPs is set out below.

### Area Based Supplementary Guidance

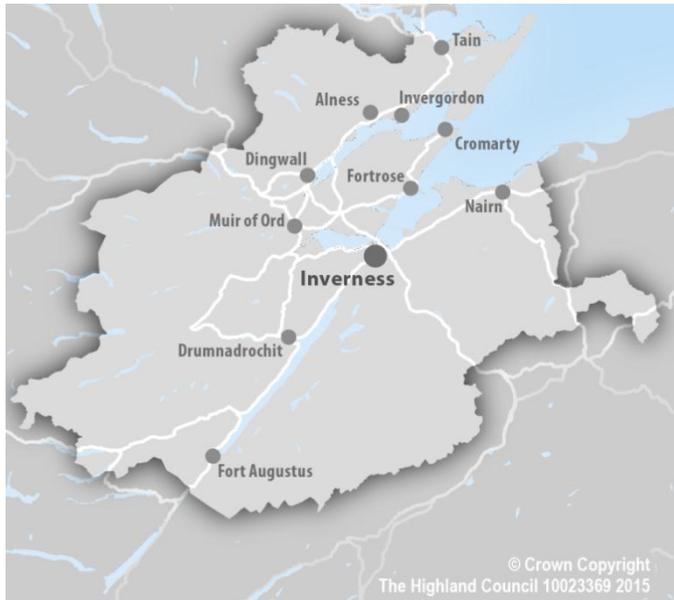
Area based SG also forms part of the Development Plan and contains more detailed guidance on how places or sites can be developed. The existing suite of SG will be reviewed as the Area LDPs are prepared, when any new SGs will also be flagged up.

Progress in preparing SG relevant to the IMFLDP area is listed below. We had planned to prepare SGs for Developer Contributions in the A96 Corridor, and Development Briefs for the Ashton Farm area and the Longman Core and Longman Landfill areas. However, this work will need to await the outcome of Transport Scotland's A9/A96 Connections Study. We plan prepare a programme of work for these projects in next year's Development Plans Newsletter.

## Inner Moray Firth Local Development Plan (IMFLDP)

The IMFLDP was adopted by The Highland Council on 31<sup>st</sup> July 2015 following modification of the Plan in line with recommendations from the Examination Report. The Plan was the first Area LDP to be adopted alongside the HwLDP. An accompanying Action Programme was published in October 2015, setting out the actions for delivering the plan. This will be reviewed at least every two years.

Progress in preparing SG relevant to the IMFLDP area is listed below. We had planned to prepare SGs for Developer Contributions in the A96 Corridor, and a Development Brief for the Ashton Farm area. However, this work still awaits the final outcome of Transport Scotland's A9/A96 Connections Study. A programme of work for these projects in next year's Development Plans Newsletter.



## Inner Moray Firth Local Development Plan

<b>Where we Expected to be</b>	<ul style="list-style-type: none"> <li>Adoption originally targeted for winter 2014.</li> </ul>
<b>Where we Are Now</b>	<ul style="list-style-type: none"> <li>IMFLDP Adopted by the Highland Council July 31<sup>st</sup> 2015. Scottish Ministers extended the period for consideration of IMFLDP documents, from 28 days to 56 days, delaying formal adoption.</li> <li>Action Programme published in October 2015</li> </ul>
<b>Future Stages</b>	<ul style="list-style-type: none"> <li>Action Programme to be published at least every two years.</li> </ul>

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## IMFLDP Area Based Supplementary Guidance

Where we Expected to be	Where we are Now	Future Stages
<b>Muirtown &amp; South Kessock Development Brief</b> A land use framework for regenerating communities and waterfront areas.		
Finalised brief by spring 2015 and adoption under the HwLDP, summer 2015.	Development Brief adopted as Supplementary Guidance by the PDI Committee in February 2015.	Ongoing liaison with Scottish Canals and Sustrans to deliver early elements of projects identified in the Brief.
<b>Inshes and Raigmore Development Brief</b> Development principles and expectations in the area.		
Adopted under HwLDP spring 2015.	Development Brief adopted as Supplementary Guidance by the PDI Committee.	The Brief has been prepared in advance of the finalisation of a number of related plans and projects. The outcome of these projects/plans could result in significant changes to the content of this brief. As such progress will be monitored and early review of this brief will be undertaken where appropriate.
<b>Inverness City Centre Development Brief</b> Development principles, priorities for investment and regeneration in Inverness City Centre.		
The current Development Brief was adopted in March 2013.	We are currently developing proposals to improve the area around Academy Street, including the connections between the rail and bus station. The outcome of this work will be reflected in a revised Development Brief.	We aim to prepare a draft Development Brief for consultation in spring 2016.

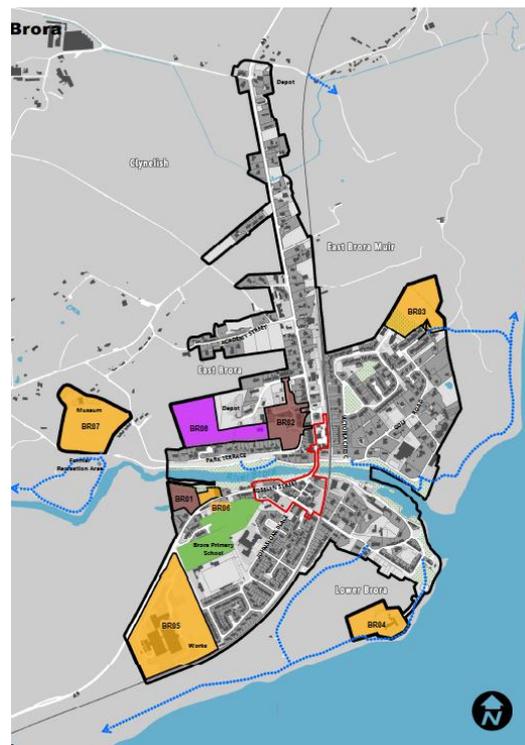
# Caithness and Sutherland Local Development Plan (CaSPlan)

The CaSPlan will be the second of our Area LDPs. The **Proposed Plan** is the Council's settled view on the vision, strategy and allocations that should guide future development. The vision is described as four Outcomes outlining what the Plan aims to achieve for people and places in the area. Maps show where development is likely to be supported.

We are running a public consultation on the **Proposed Plan** from 22 January to 18 March 2016.

Following consultation on the MIR, we undertook a consultation on additional sites and issues that had been raised in comments on the MIR. We considered all of the comments from both consultations carefully before deciding on the contents of the **Proposed Plan**.

Looking ahead, once we have considered the comments received on the **Proposed Plan** we will look to finalise the Council's position. We aim to submit CaSPlan to Scottish Ministers in late summer 2016, leading to an **Examination** of outstanding issues by a reporter appointed by Scottish Government, likely to begin in **autumn 2016**.



Caithness and Sutherland Local Development Plan	
Where we Expected to be	<ul style="list-style-type: none"> <li>Proposed Plan to Committee in winter 2015 with consultation to follow.</li> <li>Submission to Scottish Ministers in late summer 2016.</li> </ul>
Where we Are Now	<ul style="list-style-type: none"> <li>Proposed Plan consultation from 22 January to 18 March 2016.</li> </ul>
Future Stages	<ul style="list-style-type: none"> <li>Assess and consider comments on Proposed Plan.</li> <li>Council finalises its position.</li> <li>Submission to Scottish Ministers in late summer 2016.</li> <li>Examination of outstanding issues from autumn 2016 to spring 2017.</li> <li>Adoption late 2017.</li> </ul>

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The Dounreay Planning Framework 2 has been and we are ensuring that this can be carried forward under CaSPlan. The Proposed Plan also indicates the intention to prepare a Thurso West Development Brief as SG.

CaSPlan Area Based Supplementary Guidance		
Where we Expected to be	Where we are Now	Future Stages
<b>Dounreay Planning Framework 2</b>		
<ul style="list-style-type: none"> <li>Adopt under HwLDP April 2015 but carry forward to CaSPlan.</li> </ul>	<ul style="list-style-type: none"> <li>Adopted under HwLDP April 2015.</li> <li>Relevant reference included in Proposed Plan for DPF2 to be carried forward under CaSPlan</li> </ul>	<ul style="list-style-type: none"> <li>Completion of carry forward to CaSPlan.</li> </ul>
<b>Thurso West Development Brief</b>		
<ul style="list-style-type: none"> <li>Identify intention to prepare a brief within the Proposed Plan.</li> </ul>	<ul style="list-style-type: none"> <li>We intend to prepare a brief which will be identified in the Proposed Plan.</li> </ul>	<ul style="list-style-type: none"> <li>Preparation of the brief is expected post adoption of CaSPlan in 2017.</li> </ul>

# West Highland and Islands Local Development Plan (WHILDP)

The West Highland and Islands will be the third and final Area Local Development Plan to prepare. As with other plan consultations we will continue to encourage interest and participation in the plan making process through a range of community groups. High Schools in the area were closely involved in the early stages of preparing the plan.

The **Call for Sites and Ideas** stage for the WHILDP commenced in January 2015 and ran until **27 March 2015**. Comments, suggestions and ideas received helped inform the preparation of the **Main Issues Report** which will be published for consultation in spring 2016.



<b>West Highland and Islands Local Development Plan</b>	
<b>Where we Expected to be</b>	<ul style="list-style-type: none"> <li>MIR late 2015.</li> </ul>
<b>Where we are Now</b>	<ul style="list-style-type: none"> <li>Call for Sites ran until 27 March 2015 and a MIR has been drafted for consideration by Area Committees.</li> </ul>
<b>Future Stages</b>	<ul style="list-style-type: none"> <li>MIR to Area Committees in February 2016 and published for consultation in Spring 2016.</li> <li>Proposed Plan to be published 2016/2017.</li> <li>Submission to Scottish Ministers late 2017.</li> </ul>

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## Community Plans

The Community Empowerment Bill is introducing new opportunities for local people to play a greater role in shaping their community. In Highland, we see this is a natural extension to the role local communities play in contributing to the preparation of Development Plans. As new Area LDPs are prepared there will be an opportunity for smaller communities to prepare their own Community Plan to promote sustainable growth in conformity with the Area LDP. We will ask community groups to tell us whether they are interested in such opportunities. We have already assisted the Rum Community Trust in preparing a community land use plan which we intend to bring forward as Supplementary Guidance to the West Highland and Islands Local Development Plan.



## Monitoring and Research

Auditing and monitoring work provides useful evidence for preparing Development Plans. We prepare a range of documents on a variety of topics to help ensure that our Development Plan are based on the most up to date information. The use of online mapping is helping to improve access to and sharing of information.

Over the coming year the team will be working on the **Modernising Monitoring Project** which will update the way we carry out such monitoring. We have also updated the timetable for carrying out such work which is set out below.

<b>Audits and Monitoring</b>			
<b>Theme</b>	<b>Baseline</b>	<b>Update Schedule</b>	<b>Target Publication month</b>
<b>House Completions</b>	NA	Monthly	NA
<b>Planning Approvals</b>	NA	Weekly	NA
<b>Profiles for Highland and Wards</b>	NA	Monthly	NA
<b>Housing Land Audit</b>	Jan 2014	Annual	June
<b>Business and Industrial</b>	Oct 2015	Annual	June
<b>Vacant and Derelict Land</b>	Sept 2015	Annual	Sept
<b>Renewables Wind</b>	Aug 2015	6 monthly	Feb and Aug
<b>Renewables Hydro</b>	Feb 2016	6 monthly	May and Nov
<b>Minerals</b>	Late 2015	Annual	November
<b>Retail</b>	June 2016	Annual	October
<b>Scottish Index of Multiple Deprivation</b>	2016	On release	June

Our online **Wind Farm Mapping** launched in 2015 provides an interactive map of wind turbines across Highland. In the first quarter of 2016 we propose to expand this to include new applications for wind energy development, as well as Screening and Scoping applications. An audit of **Hydro schemes** will also be carried out with results published through the online mapping.

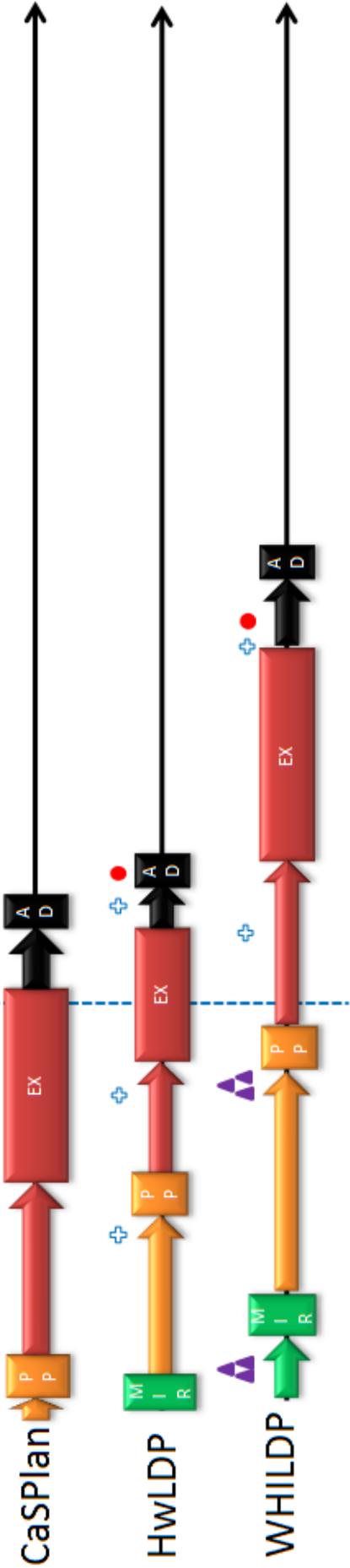
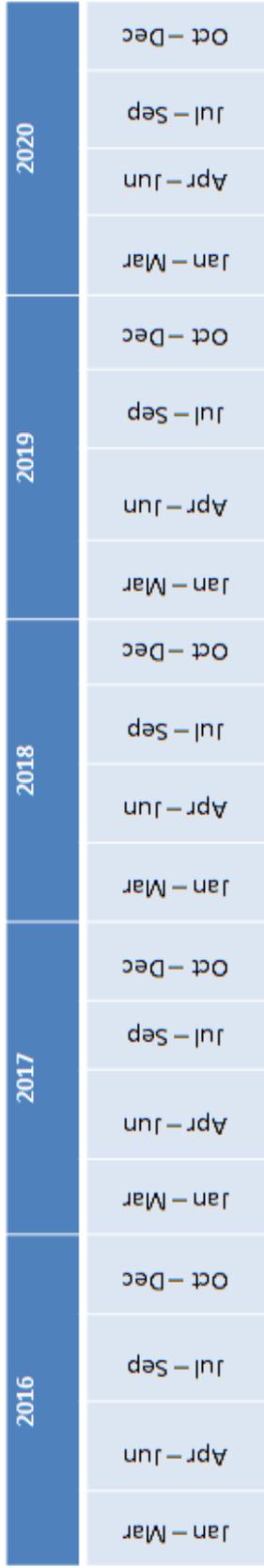
The **Housing Land Audit** published in October last year, and shown on our online mapping, provides an update on housing land supply, and will now be published every year. Alongside, we continue to carry out monitoring of **weekly planning approvals** and **monthly housing completions**.

We also aim to publish a **Business and Industrial Land Audit** in June 2016 providing an overview of employment land, and a **Retail Audit** providing snapshots of the current and changing provision of retail land across Highland.

A **Minerals Audit** is underway to gather baseline information on the landbank of available mineral resources across Highland. This is aimed at improving the monitoring process for active and dormant mineral assets across the area.

We will continue to publish monthly updates of social and economic changes published in **Ward Profiles. Monitoring Statements** give a snapshot of the social and economic changes in a Local Development Plan area, and this year the Main Issues Report for the West Highland and Islands will be supported by a Monitoring Statement. The Scottish Government expects to publish an update to the **Scottish Index of Multiple Deprivation** in May and we will publish an analysis of the results for Highland.

# Development Plans Programme



## Key Stages



Call for Sites

Main Issues Report

Proposed Plan

Examination

Adoption

Targeted Planning Development and Infrastructure Committee Dates

Targeted Highland Council Committee

Targeted Local Area Committee

Preparation Stages

## Contacts and Updates

If you have any questions, wish to be kept informed of progress with the preparation of the Development Plan or require printed copies of this newsletter, please contact the Development Plans Team:

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