

**REPORT TO: DUNDEE, PERTH, ANGUS AND NORTH FIFE  
STRATEGIC DEVELOPMENT PLANNING AUTHORITY  
JOINT COMMITTEE MEETING ON 24th MAY 2011**

**REPORT ON: SDPA PROJECT PLAN UPDATE**

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**REPORT NO: SDPA08-2011**

## **1 PURPOSE OF REPORT**

- 1.1 To update the Joint Committee on the progress of the preparation of the TAYplan Strategic Development Plan (SDP), in particular the progress of the Proposed Plan, related documents and the forthcoming period for representations being made.

## **2.0 SUMMARY**

- 2.1 The Strategic Development Plan continues to be delivered in line with the key milestones set out in the approved Project Plan. With the Proposed Plan and related documents now all approved, the next key stage is the 8 week period within which representations can be made.
- 2.2 The period for representations will commence on 6<sup>th</sup> June and close on 1<sup>st</sup> August 2011. A general overview of responses received will be presented to the August Joint Committee. Thereafter, representations will be considered and The Joint Committee in October 2011 will consider whether there should be modifications to the Proposed Plan or submission to The Scottish Ministers without any modifications. After submission, Ministers will determine whether an examination is required. An examination of the Plan would consider any unresolved issues.

## **3 RECOMMENDATION**

- 3.1 It is recommended that The Joint Committee:
- a) note that the production of the Strategic Development Plan is progressing well.

## **4 FINANCIAL IMPLICATIONS**

- 4.1 The financial implications of delivering the Plan are set out in the budget report (Report 07-2011: SDPA Budget Update) on this agenda.

## 5 PROJECT PLAN UPDATE

- 5.1 The project plan, as updated by the Joint Committee in November 2010 (Report SDPA10-2010: Project Plan Update), continues to be delivered on time. The Proposed Plan, Proposed Action Programme and Equalities and Human Rights Impact Assessment and related documents have all now been approved by the 4 constituent Councils following the Joint Committee's decision in February 2011.
- 5.2 The next stage is an 8 week period for representations. Commencing on 6<sup>th</sup> June this allows an opportunity for people to suggest specific changes to the Plan or to support it. Representations will be sought via a questionnaire and TAYplan will be encouraging online submissions. Representations will also be encouraged to the Proposed Action Programme and the Equalities and Human Rights Impact Assessment.
- 5.3 As soon as the representation period closes on 1<sup>st</sup> August 2011, TAYplan Officers will start to group all responses into key issues. These issues are grouped where there a number of representations responding to the same issue (most likely to be around a policy or proposal or the vision/objectives). This work requires to be undertaken over a 6-8 week period commencing immediately after the period closes for representations. Additional resource will be provided through the constituent Councils to assist the TAYplan core team in undertaking this task, alongside the other work streams.
- 5.4 The grouped issues will all be summarised in what is referred to as a 'Schedule 4'. This is a form, the main components of which are set out in the Schedule 4 as appended to the Development Planning Regulations (2008). TAYplan Officers will set out a response to each grouped issue (not every individual response). The Schedule 4 forms will be incorporated into the Schedule of Unresolved Issues, which after TAYplan approval will be submitted to Scottish Ministers alongside the Plan and other documents. This informs the appointed person (reporter) of the issues.
- 5.5 Consideration will be given as to whether TAYplan wish to make any modifications to the Proposed Plan in light of representations received prior to submission. As highlighted at the Joint Committee in February 2011, the Scottish Government (Circular 1/2009: 'Development Planning') points out that that *'modifications can cause significant delays and should not be undertaken as a matter of course, but only where the Authority is minded to make significant changes to the Plan'*. The Joint Committee in October 2011 will consider whether there should be any changes which would result in modification(s).
- 5.6 If no modifications are made, it is expected that the Proposed Plan, on approval, can be submitted to The Scottish Ministers by end November 2011. On submission the Reporter will determine whether an examination is to be held. The examination would fall into the early part of 2012, with a decision anticipated on the Strategic Development Plan by December 2012 (possibly as early as July 2012). This would be brought forward if the recommendation in Report SDPA06-2011: TAYplan Governance Review) considered at this Committee is approved.

- 5.7 The TAYplan Manager has been liaising with The Scottish Government to ensure that the processes are aligned to the requirements for submitting all documentation to Ministers. The examination procedure is new for Strategic Development Plans in Scotland. The update to The Joint Committee in August 2011 on the project plan will provide further details of the examination process.

## **6 Project Plan: Key Stages**

- 6.1 The next key stages in the Project Plan are outlined below:

- a. Publish Proposed Plan, Proposed Action Programme and related documents together with response to comments on Main Issues Report (**6 June 2011**);
- b. 8 week period for representations on Proposed Plan, Proposed Action Programme and Equalities and Human Rights Impact Assessment (**6 June-1 August 2011**);
- c. Overview of representations received, grouped into key issues (**August 2011**);
- d. Prepare Schedule of Unresolved issues (Schedule 4 forms) and complete Officer responses (**August/September 2011**);
- e. Prepare summary note on representations/unresolved issues and conformity statement (**September 2011**);
- f. Joint Committee consider Schedule of Unresolved Issues, Proposed Plan, Proposed Action Programme and related documents for submission to Scottish Ministers (**25 October 2011**);
- g. Ratification of decisions by the 4 Constituent Councils (**by 16 December 2011**). (As noted in para. 5.6 of this Report this may not be required if a change to TAYplan Governance is agreed) ;
- h. Printing of documents;
- i. Submission of Schedule of Unresolved Issues, Proposed Plan, Proposed Action Programme, Environmental Report and related documents to The Scottish Ministers (**by January 2012**) (or by end November 2011, as noted in para. 5.6 of this Report if a change to TAYplan Governance is agreed);
- j. Ministers determine whether the Plan conforms to the legal requirements and the Participation Statement (as set out in the Development Plan Scheme, March 2011), and whether an Examination of the Plan is required;
- k. Assuming examination of Proposed Plan, Ministers consideration of examination report and decision would follow (**Ongoing through 2012**);
- l. Approval of Plan (**anticipated by end December 2012, possibly as early as July 2012**);
- m. Publish approved documents (**within 3 months of the Scottish Minister's decision**); and,
- n. Adopt Action Programme and publish **within 3 months** of the Strategic Development Plan being approved.

## **7 CONSULTATIONS**

- 7.1 The Treasurer and Clerk to TAYplan, the Director of Infrastructure Services, Angus Council, The Director of City Development, Dundee City Council, The Head of Place Scene, Fife Council and the Executive Director (Environment), Perth & Kinross Council have been consulted and are in agreement with the contents of this report.

## **8 BACKGROUND PAPERS**

- 8.1 Report SDPA10-2010: Project Plan Update, 23<sup>rd</sup> November 2010.
- 8.2 Circular 1/2009: Development Planning, The Scottish Government, February 2009.
- 8.3 The Town & Country Planning (Development Planning) (Scotland) Regulations 2008 (No. 426).

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12<sup>th</sup> May 2011