

## SOUTH AYRSHIRE LOCAL DEVELOPMENT PLAN PROJECT BOARD

23<sup>rd</sup> March 2016; 11am – 1 pm in Troon Committee Room, County Buildings

### Agenda

Presentation and discussion on Main Paper and Appendices, including: -

- Update on Town Centre & Retail Porposed Local Development Plan (***Report Section 1***)
- Update on Riverside Development Framework planning guidance (***Report Section 2***)
- Programme, scope and consultation arrangements for the Local Development Plan Review (***Report Section 3 and 4***)

## SOUTH AYRSHIRE COUNCIL

### PAPER TO LOCAL DEVELOPMENT PLAN PROJECT BOARD MEETING OF 23<sup>rd</sup> MARCH 2016

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**SUBJECT: Town Centre & Retail Local Development Plan Update; Riverside Framework; Local Development Plan Review Commencement**

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#### **1. Town Centre & Retail Local Development Plan Update**

- 1.1 On 17<sup>th</sup> March 2015, Leadership Panel approved the commencement of a town centre and retail local development plan. The preparation of this LDP has reached this stage of a 'Proposed LDP', which the Council approved, in December 2015, for publication and consultation. In approving the Proposed LDP for consultation, the Council agreed that following a consultation period, subject to there being no representations that raise issues that require fundamental change in direction to that set out in the PLDP, the LDP Board could oversee PLDP consultation responses, actions and submission of the PLDP to Scottish Ministers for examination.
- 1.2 In this respect, there were 11 consultation responses to the PLDP, which raised a range of issues. These are set out in Appendix I. Many representations supported the content of the PLDP, and, therefore, require no further action, while some representations sought minor modifications, which have been accepted (including from the Scottish Government and Historic Environment Scotland – both of which agree to their representations having been resolved).
- 1.3 Representations where it is not consider appropriate to make any change relate to the following issues: -
- Concerns over the town centre impact from allowing homeware goods to be sold at Heathfield Retail Park;
  - Lack of ambition in the PLDP vision to capitalise on housing and tourism opportunities and to enhance the built environment;
  - Proposed relaxation of Heathfield trading restrictions should be applied to B&Q store, off Heathfield Road, Ayr;
  - Low Green conservation area should be included in the PLDP;
  - The 'retail outwith town centres' policy should be modified so that proposals that improve the retail offer through increased choice or quality should not have to demonstrate there is retail capacity for the proposal;
  - The 'agree out of centre retailing' policy should be accompanied with a glossary to restrict the range of goods that can be sold in new out of centre retail developments of up to 1000sqm floorspace.
- 1.4 It is not proposed to modify the Proposed LDP in respect of the points made and listed in paragraph 1.3. The full reasoning for rejecting these suggested modifications is set out in the draft examination documentation, attached as Appendix 1. **Members are asked to note the terms of the examination documentation, and agree to the submission of the PLDP to Scottish Minsters for examination.**
- 1.5 Subject to agreement of Board members to submit the PLDP for Scottish Ministers to examine, it is expected that a submission could be made by early April. The PLDP is, at that point, outwith the Council's control; however, it is estimated that the Scottish Ministers may be able to conclude an examination of the PLDP, and return for the Council to proceed to adoption towards late summer 2016.

## **2. Riverside Framework**

- 2.1 A finalised Riverside Development Framework is intended for consideration by the Leadership Panel on 26<sup>th</sup> April. This follows Council approval of the draft Framework for publication and consultation. A consultation was carried out during January and February 2016, attracting only one response. The low response rate is a result of Ayr Renaissance LLP having carried out extensive engagement (including on the draft) prior to the draft being approved for consultation as draft supplementary guidance. All previous feedback helped shape the draft Framework.
- 2.2 The one response received is very important as it has been submitted from a 'Key Agency Consultee', namely Historic Environment Scotland (HES). HES seek modification to the draft Framework to include: -
- An assessment/audit of the value of the existing buildings on site, indicating a preference, where possible, for re-use of buildings of merit; and
  - That guidance is included to outline the importance in replicating the linear pattern of the built environment along the length of the High Street.
- 2.3 Ayr Renaissance LLP has agreed that the modifications sought by Historic Environment Scotland's are appropriate, and the finalised Riverside Framework will reflect these modifications.
- 2.4 It is proposed that the modified Riverside Framework will be reported to the Leadership Panel in April, seeking approval to adopt the Framework as supplementary planning guidance, which will be a material planning consideration in determining future applications on the site.
- 2.5 **Members are asked to note and agree the modifications to the Riverside Framework and its referral to the Leadership Panel for approval to adopt the guidance.**

## **3. Local Development Plan Review**

### Spatial Planning and Community Planning

- 3.1 Whilst spatial Planning is concerned with improving and planning for places, Community Planning is more concerned with people. The Scottish Government consider that a key way to improve the lives of people is to improve places and in that regard more needs to be done to link Spatial Planning and Community The Scottish Government are encouraging Councils to integrate more closely spatial planning (LDP) with Community Planning arrangements within each Council.
- 3.2 In undertaking the review of the LDP it is intended to follow Scottish Government best practice in aligning the consultation before and around the publication of the Main Issues Report with the Community Planning Partnership. Work has taken place to establish close working links between Community Planning Partnership and Planning with the intention of aligning a series of 6 locality-based joint consultation events; however the Community Planning Partnership has not yet finalised dates for the consultation events.
- 3.3 It is intended to host a session with all elected members in April to establish an effective working arrangement between Planning and Community Planning Partnership to conduct joint consultation events in the summer, to inform the Main Issues Report and Community Planning outcomes, utilising the Scottish Government Place Standard as a toolkit to establish how the LDP can meet community expectations. Subject to LDP Board agreement to this approach, details of the elected member session in April will be circulated soon.

## Development Plan Scheme

- 3.4 South Ayrshire Council approved, on 17<sup>th</sup> March 2015, the commencement of a full Local Development Plan review, to replace the adopted LDP (2014). Part of the approval to commence preparation of a LDP review was that the LDP Board would agree the timetable for preparing the LDP, once work associated with the Town Centre and Retail LDP, had reached Proposed LDP stage. As such, a development plan scheme to outline timetable and consultation measures associated with the full LDP review must be agreed. Appendix 2 sets out the intended timescale for the LDP review. This challenging timetable aligns with Scottish Government expectations for Local Development Plan production. Proposed consultation measures are also set out in Appendix 2.
- 3.5 One of the key ways to integrate spatial planning and community planning is through shared engagement with communities. Community engagement on the LDP is heaviest at the stage of informing the Main Issues Report (MIR). The timetable for the MIR, as set out in the Development Plan Scheme, has been influenced by Community Planning engagement timescales. **Members are asked to agree the timetable and consultation arrangements for the LDP review.**

## Issues to be reviewed in the next the LDP

- 4.1 The extent and range LDP issues that will be subject of review is mostly derived through monitoring the performance of the current LDP in meeting its objectives (mentioned in para 4.2 below) and also through monitoring other economic, social and environmental change in and affecting South Ayrshire (mentioned in para 4.3 below). This work provides an evidence base to inform which policies of the LDP should be subject of change and which should feature within the Main Issues Report (MIR). Following the conclusion of this work, it would be intended that an all Elected Members engagement session be held to discuss the scope of key issues for the Main Issues Report. This is likely to be held in May or June. **Members are asked to discuss and agree the intentions**
- 4.2 An extensive monitoring process is currently underway to monitor the full range of policies in the adopted LDP. This is intended to identify any clear deficiencies in the current LDP that require to be reviewed in the preparation of a new LDP. Deficiencies would be identified through clear indication that a particular policy was not having the intended effect (i.e. development in locations not supported by LDP); or that it is significantly out of alignment with Scottish Planning Policy. A monitoring statement will be published alongside the Main Issues Report in December, which will comprehensively report on the success of the adopted LDP. However, at this early stage of the monitoring exercise, it is clear that the policies in the adopted LDP are predominately fit for purpose and up-to-date, with no modifications required.
- 4.3 In terms of economic, social and environmental change, it has also emerged out the early monitoring work that the main area of change needing some further consideration is economic change in the future. It is thought that there is merit in seeking market perspectives on future trends and economic outlook to highlight opportunities that should be considered in the Main Issues Report for future development. Accordingly, it is proposed to commission market research on: i) overall economic conditions and outlook for South Ayrshire, ii) the effectiveness and supply of land for employment within South Ayrshire, iii) housing market performance and house builder demand for land in South Ayrshire. The wider economic outlook and employment studies are to be joint commissions with the Council's Enterprise Service; and the Council's Housing Service will jointly commission the housing research.

4.4 **Members are asked to discuss and agree the intentions on agreeing the scope of the key issues for the Main Issues Report as set out in 4.1 – 4.3 in terms of how the scope will be determined and intentions for wider Elected Member engagement.**

**Person to Contact:** Neale McIlvanney (Supervisory Planner) – 01292 616648

**Date:** 16<sup>th</sup> March 2016

#### **List of Appendices**

Appendix I – Responses Received to Consultation on the Town Centre and Retail LDP

Appendix II – Development Plan Scheme

	Name	Section	Representation	Response
13	Mr Colin Duncan	Vision	<p>Vision fails to take into account the significant impact of the M77 in moving customer spend north, especially to Silverburn.</p> <p>Vision underplays the need to tackle the empty first and second floor flats/properties on the High Street, where there is separate direct access. Acute need to re-house people in High Street flats, after appropriate repairs externally and internally.</p> <p>Need to use Council powers to ensure landlords/owners repair potential dangerous buildings (shrubs/trees growing out of buildings: potential hazard).</p>	Unresolved representation. No modification proposed. S4 drafted.
14	Mr Colin Duncan	LDP Policy: Town Centre First Principle	How is further development at Heathfield, which will take more money out of the Town centre justified?	Unresolved representation. No modification proposed. S4 drafted.
17	Mr Norman Mclean (Fort & Wallacetown Community Council)	Vision	With regard to Item 6 above 78/81 High Street, the Policy should also include the demolition.	Unresolved representation. No modification proposed. S4 drafted.
18	Miss Sophie Day (Scottish Water)	Additional Comments	No objection. Can provide further detailed comments on future development proposals.	No unresolved representation. No change to PLDP required.
19	Mr Derek Manson (Scottish Natural Heritage)	Additional Comments	No comments.	No unresolved representation. No change to PLDP required.
20	Mr Simon Pallant (Scottish Government)	LDP Policy: General Retail (Sequential Approach)	Suggest some editorial changes to reflect Scottish Planning Policy.	Representation sought minor modifications to wording of sequential policy. Changes accepted. Considered non-notifiable modification, as this reflects and brings policy into line with vision statement.

27	Mr Kenneth Wilson (The Low Green and Ayr Seafront Trust Ltd)	Additional Comments	PLDP should include reference to Low Green conservation area; and action should be taken to achieve conservation area status.	Unresolved representation. No modification proposed. S4 drafted.
21	Mr Graeme Laing (Courts Nominees Ltd)	LDP Policy: Commercial Centres (Heathfield)	Propose that the Heathfield Strategy Map (Page 16) is amended to include B&Q within Site A (or its own allocation) with an allowance to sell homeware goods to 20% of floor area, and 10% of floor area for unrestricted goods – to reflect Heathfield Retail Park Site A.	Unresolved representation. No modification proposed. S4 drafted.
22	Mr Alastair Dickie (Ediston Opportunity Fund)	LDP Policy: Commercial Centres (Heathfield)	Proposals at Heathfield do not always relate to 'additional retail floorspace', but can also relate to changes to existing retail floorspace to allow perhaps different ranges of goods. This policy should make it clear that there is a way in which such changes can be assessed under the LDP Policy: General Retail.	The suggested modification is accepted and the PLDP has been modified to reflect suggested wording. The Council considers this to be a non-notifiable modification.
23	Mr Alastair Dickie (Ediston Opportunity Fund)	LDP Policy: General Retail (Sequential Approach)	<p>Retail outside town centres: This second test (where a new retail development is to create choice of wuality of offer that creates capacity for th development) on this policy should be a qualitative test to accord with government policy guidance and should refer only to the proposal helping to address a qualitative deficiency. There should be no reference to 'capacity'. This would allow a legitimate assessment of retail developments based on the impact on town centre retail trade and also whether the development addresses a qualitative deficiency.</p> <p>Agreed out of centre retailing: this policy should be accompanied with a glossary definition to define the term 'local neighbourhood needs' . This should defined so as to limit potential for unrestricted retail out of centre, of up to 1000sqm floorspace.</p>	Unresolved representation. No modification proposed. S4 drafted.

25	Catriona Fraser (GL Hearn on behalf of M&G Real Estate)	Vision	While many benefits will be gained from diversifying the Town Centre and opening it up to new uses, included in this vision is the aim to relax the current restrictions at Heathfield which is located outside the town centre. While this will be discussed in more detail in later sections, it is strongly believed that this should not be featured in the vision for this PLDP.	Unresolved representation. No modification proposed. S4 drafted.
25	Catriona Fraser GL Hearn on behalf of M&G Real Estate	LDP Policy: Town Centre First Principle	Support PLDP.	No unresolved representation. No change to PLDP required.
25	Catriona Fraser GL Hearn on behalf of M&G Real Estate	LDP Policy: Network of Centres	Support PLDP.	No unresolved representation. No change to PLDP required.
25	Catriona Fraser GL Hearn on behalf of M&G Real Estate	LDP Policy: General Retail (Sequential Approach)	Support PLDP.	No unresolved representation. No change to PLDP required.
25	Catriona Fraser GL Hearn on behalf of M&G Real Estate	LDP Policy: Town Centre (Guiding land use)	Support PLDP.	No unresolved representation. No change to PLDP required.

25	Catriona Fraser GL Hearn on behalf of M&G Real Estate	LDP Policy: Ayr Town Centre (Supporting the Vision)	Support PLDP.	No unresolved representation. No change to PLDP required.
25	Catriona Fraser GL Hearn on behalf of M&G Real Estate	LDP Policy: Commercial Centres (Heathfield)	Representation opposes proposed homework relaxations at Heathfield Retail Park Site A, in that it is considered that it will damage the town centre, creating leakage of expenditure from Ayr and impacting on town centre vacancy rate; that the proposals are counter to the PLDP vision, which seeks to strengthen the role of Ayr town centre; that the proposals fail to comply with Scottish Planning Policy; that there are suitable town centre and edge of centre sites for new retailers; new retail jobs would be better created in the town centre; and the impact of Silverburn and Breahead clearly indicate the susceptibility of the town centre to competing centres.	Unresolved representation. No modification proposed. S4 drafted.
25	Catriona Fraser GL Hearn on behalf of M&G Real Estate	LDP Policy: Small Town Centres and Local Neighbourh ood Centres	Support PLDP.	No unresolved representation. No change to PLDP required.
25	Catriona Fraser GL Hearn on behalf of M&G Real Estate	LDP Policy: Leisure Developmen t	Support PLDP.	No unresolved representation. No change to PLDP required.

## **South Ayrshire Local Development Plan: Development Plan Scheme**

### **South Ayrshire Local Development Plan Participation Statement**

The following provides detailed guidance on each stage of the Local Development Plan (LDP) process, including guidance on when and how strategic environmental assessment (SEA) will fit into the process.

#### **Summary of LDP and SEA stages:**

##### **1. Publish the Development Plan Scheme (DPS)**

The Council requires to publish a DPS at the outset of the process of preparing a development plan; and update it at least annually. This is the beginning of the LDP process and it is important that people are aware of their opportunities to engage with the process to shape its outcomes.

The DPS provides a clear commentary of what will be involved at each stage in the process of preparing a new LDP and the opportunities for engagement and consultation – known as the “Participation Statement”. The DPS also includes a timetable for the progress of the Plan, as well as intended consultation dates for key consultation events.

The DPS will be available on the Council’s website, in local libraries and to view at certain Council offices. We will publish a notice in a local newspaper to highlight that the document is available to ensure that as many people as possible have an opportunity to view it.

The methods that we will be using to bring the DPS to the attention of a wide range of interest groups include:

- Publishing a notice/article in a local newspaper stating that we are undertaking a review of the current local plan and that the DPS is the first stage in the process. This will also provide information on where you can view a copy of the DPS;
- Making the DPS available on the Council’s website;
- Making copies available to view in local libraries and Council offices; and,
- Providing all interested groups with a copy of the DPS.

##### **2. Publish the main issues report (MIR) and environmental report**

The MIR is a significant stage in the process and will involve us setting out general proposals for future development within South Ayrshire, including information on where development should and should not take place. The MIR will generally focus on any significant changes in direction in terms of policy, any areas which have been significantly updated from the existing LDP and any new issues which have arisen and require to be considered within the plan. This is also the principal stage for anyone who is interested to engage early in the plan process, and we will use a wide variety of methods to involve the public in shaping the plan.

#### *SEA process*

We will prepare and submit a draft environmental report to accompany the MIR. The report will assess the environmental impact of the issues being considered at this stage. Given that there will be

a number of alternatives put forward at this stage we will also be assessing their environmental impact.

The methods to be used for engagement at this stage will include:

- Hold a call for sites to identify potential development sites and development proposals;
- Work with PAS (formerly Planning Aid Scotland) to employ innovative means of consultation – particularly using the IMBY, YEP! methods, to include young people;
- Refresh membership of the Planning Forum, to increase membership;
- Holding facilitated consultation events where appropriate i.e. in relation to specific issues which are raised within the MIR. Any relevant issues raised at these sessions will be given consideration in progressing the plan;
- Use online consultation for specific focus groups, based on the particular interests of Forum members;
- Publish the MIR, monitoring report and environmental reports available on the Council's website;
- Publish a notice/article in a local newspaper stating that the documents are available to view at certain locations and that comments on their content are welcomed and encouraged;
- Making documents available to view at Council offices and public libraries;
- Sending letters out to all of those that responded to the DPS to bring the documents to their attention;
- Meeting with community groups and other interested parties where appropriate; and
- Sending copies of the documents out to the key agencies previously identified.

### **3. Publication of proposed plan, proposed action programme and revised environmental report, if necessary**

The proposed LDP will be formulated through considering the responses to the MIR. It is therefore anticipated that there will be some consensus on a number of issues by this stage.

The Proposed Plan will be a material consideration in the determination of planning applications following its publication, though it is unlikely to outweigh the adopted development plan prior to any consultation on the Proposed Plan. The Proposed Plan will include a 'proposals map' specifically indicating where certain types of development are considered to be acceptable and where land should be protected from development.

The proposed plan will be made available to view at a number of locations including on the Council's website. A consultation period of 6 weeks will be allowed for anyone wishing to submit comments on the content of the proposed plan.

We would hope that as many people as possible take the opportunity to have an input into the plan and its content. To ensure that this is possible a wide range of opportunities for people to get involved in the process will be made available.

We will also publish our proposed action programme at this stage. This will set out how we intend to implement the LDP.

### *SEA process*

Following the publication of the ER at the previous stage, the report may require to be amended from any comments received. This stage of the process will involve making any amendments considered necessary or to assess the impact of any new issues which have emerged.

Consultation arrangements at this stage will include:

- Publishing the plan on the Council's website;
- Publishing a notice/article in a local newspaper stating that the document is available to view at certain locations and that comments on its content are welcomed and encouraged;
- Making the plan available to view at Council offices and public libraries;
- Sending a copy of the plan to each of the key agencies and having follow up discussions where required;
- Sending letters/e-mails out to all who responded or made representations following the publication of the MIR and informing them of where the plan is available for inspection;
- Hold information days with exhibition boards, focusing on specific issues e.g. housing sites; and,
- Sending out neighbour notifications to those affected by site specific proposals.

#### **4. Modification of the proposed LDP, action programme and preparation of the Report of Conformity with Participation Statement**

This stage will consider the representations submitted as part of the consultation process. The Plan can be modified at this stage, in light of representations; however, Scottish Government does not expect modifications to proposed plans to be undertaken as a routine part of the process; more, modifications at this stage should be rare, and only where there is an overwhelming reason for the modification.

All unresolved representations will form part of the package of documentation submitted to the Scottish Government for the examination of the Plan. We will summarise and respond to each representation that objects to part of the Plan.

Should we decide to make alterations at this stage we will seek to involve you in the process by:

- Notifying all previous respondents that alterations to the proposed plan have been made and where you will be able to view a copy of the alterations;
- Publish the alterations on the Council's website; and
- Make the alterations available to view at Council offices and within public libraries.

#### **5. Examination of proposed plan**

Prior to the commencement of the LDP examination, the appointed person (the reporter(s)) will firstly assess the Council's consultation activities with regard to consultation and the involvement of the public in respect of the preparation of the LDP. This Participation Statement will be used as a basis for undertaking this assessment.

The LDP examination will consist of an independent reporter(s) being appointed by the Scottish Government to scrutinise the LDP, in light of representation received and in respect of the consultation on the LDP. The reporter(s) will conclude the examination by publishing an examination report, which will set out recommendations on any modifications to be made to the Plan.

The examination will be conducted mainly on the basis of the examination documentation submitted to the reporter(s) by the Council. The reporter(s) can seek additional information from any party, at their discretion and will generally conclude the examination of issues through written documentation, but can conduct a hearing session into any issue, and invite those parties that made representations, as appropriate. The examination can include a public inquiry session, however, this is rare.

The Scottish Government conduct the examination, so will notify all representees, as and when they are required to further participate in the process. The Scottish Government also notifies all representees of the publication of the examination report, to clarify how their representation has been concluded.

To ensure that interested parties are aware of the impending examination we will:

- Advertise that the Plan has been submitted for examination within a local newspaper, within public libraries and on the Council's website; and
- Notify all of those who submitted representations that the Plan has been submitted for examination.

#### **6. Consider reporter's conclusions/recommendations and make modifications if required**

In general, where reporter(s) recommend a modification to the LDP, that recommendation is binding, and the Council must modify the Plan accordingly, unless there are specified exceptional circumstances. These are set out in Scottish Government Circular 6/2013.

Where modifications require to be made, the Council will also update the SEA, as appropriate.

#### **7. Adoption of the LDP, action programme and SEA post adoption statement**

Following any modifications as a result of the examination of the plan we will publicise our intention to adopt the LDP and its associated documents. Following the publication of this notice we must allow for a 28-day period before the plan can be formally adopted. During this period the Scottish Ministers have an opportunity to consider the proposed final content of the plan and to raise any issues of concern.

##### *SEA process*

Once the adoption process has been completed we are required to undertake what is known as a 'post adoption statement'. This sets out how we have considered the issues raised within the environmental report and how we will monitor the effects of the LDP on the environment. The statement will be made available for all interested parties to view, including the key consultation authorities.

In summary this stage will involve:

- Placing a copy of the plan within each of the public libraries within South Ayrshire;
- Making an electronic version of the plan available on the Council's website; and
- Publishing a notice/article in a local newspaper stating that the plan has been adopted and where it can be viewed.

### **8. Implementation, monitoring and reviewing the LDP**

Prior to reaching this stage the LDP has gone through a number of processes to ensure that the final plan is reflective of the majority of the community and to ensure that its potential impacts upon the environment have been minimised. It is therefore important for us to monitor how successful these processes have been.

We will monitor the effects of the LDP in terms of assessing whether the policies are delivering their intended outcomes and whether the predicted impacts upon the environment were correct. This will help to inform and refine the process in the future.

The next stage in the process will be a review of the LDP and to begin work towards the production of a new plan. The Scottish Government requires that LDPs are updated every five years to ensure that they are up-to-date, reflective of local circumstances and to ensure that there is a maintained level of certainty in the planning process.

### **How and when you can get involved in the process?**

The step-by-step guide outlined in the previous section shows how the plan will evolve from the beginning of the process to the end. This section provides details of how you can get involved, the value that it will bring to the process and how we will deal with your correspondence. In developing the participation arrangements, the Council has and will continue to make use of the best practice guidance produced by PAS (formerly Planning Aid Scotland): SP=EED (Successful Planning equals Effective Engagement and Delivery).

The new local development plan will have an impact upon many people's lives within South Ayrshire. If you want to have a say in how the area develops over the next 5-10 years then the review of the current local plan is your opportunity to do so.

The publication of the DPS is the first stage in the process through which we have highlighted the broad timescales involved in relation to when and how you can contribute.

There are a wide range of interest groups which we will hope to reach throughout the process of preparing the new LDP. Some of the interest groups that we hope to engage in the process include the key agencies, private sector organisations, community groups and members of the public.

These interest groups are specified below:

#### Key agencies:

- Transport authorities (including Transport Scotland, Network Rail, Strathclyde Partnership for Transport, Stagecoach);
- Neighbouring Councils (Dumfries and Galloway, East Ayrshire and North Ayrshire);
- Scottish Enterprise;
- Scottish Natural Heritage;
- Scottish Environmental Protection Agency (SEPA);
- Historic Scotland;
- Scottish Water; and
- the Scottish Government.

#### Private sector (and other groups with an interest in planning):

- the development industry, including organisations that represent them, such as Homes for Scotland and Chambers of Commerce;
- landowners;
- Housing associations;
- Environmental groups e.g. Friends of the Earth, Royal Society for the Protection of Birds;
- Farmers Community groups;
- Community councils;
- Ayr Chamber of Commerce; and
- Kyle and Carrick Civic Society.

#### Local Development Plan Forum

The process of engaging and consulting with a wide range of parties is a challenging one. As the new local development plan progresses through its various stages we will require input from various parties.

In preparing the first LDP for South Ayrshire, a Planning Forum was established as a consultation vehicle to engage with members of the public. This has over 100 members. It was deemed to be particularly useful in identifying interested members of the public, and keeping those parties informed of progress on the LDP.

We intend to refresh membership of the Forum, by asking all existing members whether they wish to participate in the new process. We will also advertise for new members.

It is intended that, in addition to public meetings of the forum, greater use of online consultation will be a feature of the LDP review. Particularly the use of online focus groups will be used, and members will be asked to identify particular areas of interest, so they can participate in discussion on those topics.

#### Community Planning Partnership

It is intended to make greater use of the Community Planning Partnership in the LDP review. The LDP team will update the Partnership twice-annually, at its Board, to feed into the Community Planning Partnership Process, and vice versa.

#### Local Development Plan Project Board

The Local Development Plan Project Board was set up to oversee the project-management of the South Ayrshire LDP, and to allow elected members to guide key issues, including policies and land allocations. The Panel is an elected members/officer working group, without decision-making powers. It comprises representation from 8 Councillors with roles relative to planning (such as relevant portfolio holders and chairs or vice chairs of other Committees (panels) of the Council.

The panel will be used regularly throughout the preparation of the new LDP in order to guide the process, consider various options, oversee the project management of the process and to ensure that the interests of the wider community are represented. The papers put forward at each of the panel meetings will be made available on the Council's website.

#### The wider public

It is recognised that many people do not belong to any of the interest groups previously mentioned in this section, however, our aim to reach them remains. This will involve a number of methods including placing adverts in a local newspaper, handing out leaflets, making documents available within local libraries, public buildings and publishing information on the Council's website.

It is recognised that these methods may still exclude certain groups who do not have access to or are not aware of these methods. We will therefore consider other methods of contacting these groups throughout the consultation process.

Any facilitated sessions we hold will be held at various times throughout the day, including evenings to ensure that those who work during the day have an opportunity to air their views.

In particular, we intend to make use of PAS consultation measures for involving young people in the process, including IMBY, YEP and SP=EED,

#### Learning from past experiences

We understand that most people do not have in-depth knowledge of the planning system, how it operates and how decisions are made. This is one of the most important obstacles that we seek to overcome throughout the consultation and engagement stages of the new LDP.

Some of the issues which we believe have prevented people from getting involved in the preparation of plans include:

- a belief that the Council do not take on board the comments/representations received;
- lack of trust towards the planning authority or Council; and
- not fully understanding the importance of a LDP and the role it will play in determining planning applications.

During the preparation of the adopted LDP, the Council worked with Plain English Campaign to ensure avoidance of technical language and jargon. We believe this was successful in creating a clearer document for members of the public. We will continue to ensure language in the Plan is as simple and jargon-free as possible.

A variety of methods will be used to publicise how we are progressing with the LDP and to provide you with opportunities to continually have an input:

- we have set aside a specific email address for queries relating to the progress of the LDP ([localdevelopmentplans@south-ayrshire.gov.uk](mailto:localdevelopmentplans@south-ayrshire.gov.uk));
- we will place all relevant documents on the Council's website relating to the LDP;
- we will provide paper copies of documents within local libraries and Council offices;

LDP Timetable				
Key Stage	LOCAL DEVELOPMENT PLAN	Environmental Assessment (SEA & HRA)	Equalities Impact Assessment	Publication and Consultation Dates
Evidence Gathering	<ul style="list-style-type: none"> <li>Publish Development Plan Scheme including Participation Statement</li> </ul>	<ul style="list-style-type: none"> <li>Collate baseline environmental information including about European Sites</li> </ul>	<ul style="list-style-type: none"> <li>Prepare EqIA on MIR options</li> <li>Undertake EqIA on all policies to be rolled forward from previous LDP</li> </ul>	<p><b>Call for Sites: end April 2016 – June 2016 (6 weeks)</b></p> <p><b>MIR Publication: December 2016</b></p> <p><b>MIR/ER Consultation: January 2017 – March 2017</b></p>
	<ul style="list-style-type: none"> <li>Engage with key agencies</li> <li>Call for Sites</li> <li>Gather evidence base and Prepare Monitoring Statement</li> <li>Prepare Main Issues Report</li> <li>Align Community Planning &amp; pre-MIR engagement (locality planning)</li> </ul>	<ul style="list-style-type: none"> <li>Prepare Scoping Report and Submit to SEA Gateway</li> <li>Consider comments from Consultation Authorities and refine methodology</li> <li>Environmentally appraise Main Issues Report. Screen to identify implications for European Sites and amend options where necessary in discussion with SNH.</li> </ul>		
	<ul style="list-style-type: none"> <li>Publish Main Issues Report and Monitoring Statement</li> <li>Consult</li> </ul>	<ul style="list-style-type: none"> <li>Publish Environmental Report and submit via SEA Gateway.</li> <li>Continue to consider implications for European sites for preferred options</li> <li>Consult on Environmental Report (ER)</li> </ul>		
Proposed Plan	<ul style="list-style-type: none"> <li>Consider representations</li> <li>Prepare Proposed Plan and Action Programme</li> </ul>	<ul style="list-style-type: none"> <li>Consider responses</li> <li>Environmentally appraise Proposed Plan and undertake Appropriate Assessment where required.</li> <li>Amend Environmental Report if necessary (i.e. if there are significant changes between Main Issues Report and Proposed Plan).</li> </ul>	<ul style="list-style-type: none"> <li>Re-assess any modified policies or proposals, as a result of representation</li> </ul>	<p><b>Proposed Plan Council publication: June 2017</b></p> <p><b>Proposed Plan Consultation: July 2017 – September 2017</b></p>
	<ul style="list-style-type: none"> <li>Committee(s)</li> </ul>			
	<ul style="list-style-type: none"> <li>Publish Proposed Plan and Proposed Action Programme</li> </ul>	<ul style="list-style-type: none"> <li>Publish revised Environmental Report if necessary and submit via SEA Gateway.</li> <li>Prepare HRA Record to include screening (determination of likely significant effects) and if necessary, Appropriate Assessment</li> </ul>		
	<ul style="list-style-type: none"> <li>Notify neighbours.</li> <li>Period for representations</li> </ul>	<ul style="list-style-type: none"> <li>Consult where required</li> </ul>		
	<ul style="list-style-type: none"> <li>Consider representations</li> <li>Prepare Summary of unresolved issues</li> <li>Prepare Report of Conformity with Participation Statement</li> <li>Committee(s)</li> </ul>	<ul style="list-style-type: none"> <li>Consider responses</li> </ul>		
Submit to Scottish Ministers	<ul style="list-style-type: none"> <li>Submit to Scottish Ministers</li> <li>Proposed Plan</li> <li>Proposed Action Programme,</li> <li>Report of Conformity with Participation Statement, and</li> <li>Note of Representations and how taken account</li> <li>Publicise submission of Plan</li> </ul>	<ul style="list-style-type: none"> <li>Submit HRA record to Ministers</li> </ul>	<ul style="list-style-type: none"> <li>No action required</li> </ul>	<p><b>Submit Proposed Plan for Examination: February 2018</b></p>
	<ul style="list-style-type: none"> <li>Examination of Proposed Plan</li> <li>Examination Report published and submitted to planning authority.</li> </ul>	<ul style="list-style-type: none"> <li>Reporter refers to Environmental Report</li> </ul>		
Examination	<ul style="list-style-type: none"> <li>Examination of Proposed Plan</li> </ul>	<ul style="list-style-type: none"> <li>Reporter refers to Environmental Report</li> </ul>	<ul style="list-style-type: none"> <li>No action required</li> </ul>	<p><b>Examination: February 2018 – August 2018</b></p>
	<ul style="list-style-type: none"> <li>Examination Report published and submitted to planning authority.</li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>		
Council Considers Represent	<ul style="list-style-type: none"> <li>Planning authority considers recommendations</li> <li>Proposed Plan modifications</li> <li>Statement of Explanation for not accepting any</li> </ul>	<ul style="list-style-type: none"> <li>Environmentally appraise modified Plan</li> <li>Carry out Appropriate Assessment of modified Plan if required.</li> </ul>	<ul style="list-style-type: none"> <li>Update EqIA to reflect Scottish Ministers' modifications. (Note:</li> </ul>	<p><b>Re-submit modified Proposed Plan to</b></p>

<b>ations</b>	recommendations.		<i>development plan regulations do not allow modifications to be rejected on the basis of the EqIA)</i>	<b>Scottish Ministers: December 2018</b>
	<ul style="list-style-type: none"> <li>• Publish Modifications and Proposed Plan as modified.</li> <li>• Advertise intention to adopt Plan.</li> <li>• Send Ministers the Proposed Plan as modified etc.</li> </ul>	<ul style="list-style-type: none"> <li>• Ministers publish revised Environmental Report (and revised HRA Record) if required</li> </ul>		
<b>Adoption</b>	<ul style="list-style-type: none"> <li>• Planning authority adopts plan</li> </ul>	<ul style="list-style-type: none"> <li>• Publish Post-Adoption SEA Statement and submit to SEA Gateway</li> </ul>	<ul style="list-style-type: none"> <li>• No action required</li> </ul>	<b>Adopted: February 2019</b>
<b>Publish Action Programme</b>	<ul style="list-style-type: none"> <li>• Publish Action Programme</li> </ul>		<ul style="list-style-type: none"> <li>• No action required</li> </ul>	<b>Publication: May 2018</b>