



Cunninghame House,  
Irvine.

3 March 2016

### **Local Development Plan Committee**

You are requested to attend a Meeting of the above mentioned Committee of North Ayrshire Council to be held in the Council Chambers, Cunninghame House, Irvine on **FRIDAY 11 MARCH 2016** at **10.00 a.m.** to consider the undernoted business.

Yours faithfully

Elma Murray

Chief Executive

#### **10.00 a.m. - Local Development Plan Committee Meeting**

**1. Declarations of Interest**

Members are requested to give notice of any declarations of interest in respect of items of business on the Agenda.

**2. Minutes**

The accuracy of the Minutes of the meeting of the Committee held on 30 March 2015 will be confirmed and the Minutes signed in accordance with Paragraph 7 (1) of Schedule 7 of the Local Government (Scotland) Act 1973 (copy enclosed).

**3. Update on the next North Ayrshire Local Development Plan**

Submit report by the Executive Director (Economy and Communities) on an overview of the Development Plan Scheme (copy enclosed).

**4. Urgent Items**

Any other items which the Chair considers to be urgent.

**10.45 a.m. Refreshment Break - Members Lounge**

**11.00 a.m. Elected Member Training Part 1: Elected members and the Development Plan - Council Chambers**

**12.30 p.m. Lunch Break - Members Lounge**

**1.00 p.m. Elected Member Training Part 2: Engagement in Planning - Irvine and Kilwinning and Three Towns Committee Room**

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## Local Development Plan Committee

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Sederunt: Marie Burns (Chair)  
Ronnie McNicol (Vice Chair)  
Robert Barr  
John Bell  
Matthew Brown  
John Bruce  
Ian Clarkson  
Joe Cullinane  
Anthea Dickson  
John Easdale  
John Ferguson  
Alex Gallagher  
Willie Gibson  
Tony Gurney  
Jean Highgate  
Alan Hill  
John Hunter  
Elizabeth McLardy  
Grace McLean  
Catherine McMillan  
Peter McNamara  
Ruth Maguire  
Tom Marshall  
Jim Montgomerie  
Alan Munro  
David O'Neill  
Irene Oldfather  
Donald Reid  
Robert Steel  
Joan Sturgeon

Attending:

Apologies:

Meeting Ended:



Local Development Plan Committee  
30 March 2015

**IRVINE, 30 March 2015** - At a Meeting of the Local Development Plan Committee at 10.00 a.m.

**Present**

Marie Burns, Robert Barr, Ian Clarkson, John Easdale, John Ferguson, Tony Gurney, Jean Highgate, John Hunter, Catherine McMillan and Ruth Maguire.

**In Attendance**

D. Hammond, Senior Manager and L. Wells Planning Officer (Strategic Planning and Infrastructure)(Economy and Communities); and A. Little, Committee Services Officer (Chief Executive's Service).

**Chair**

Marie Burns in the Chair.

**Apologies for Absence**

Ronnie McNicol, John Bell, Joe Cullinane, Anthea Dickson, Alex Gallagher, Willie Gibson, Alan Hill, Grace McLean, Peter McNamara, Tom Marshall, Jim Montgomerie, Alan Munro, David O'Neill, Irene Oldfather, Donald Reid, Robert Steel and Joan Sturgeon.

**1. Declarations of Interest**

There were no declarations of interest in terms of Standing Order 16 and Section 5 of the Councillors' Code of Conduct.

**2. Minutes**

The accuracy of the Minutes of the meeting held on 4 April 2014 was agreed and the Minutes signed in accordance with Paragraph 7 (1) of Schedule 7 of the Local Government (Scotland) Act 1973.

### **3. Commencement of the Next North Ayrshire Local Development Plan (LDP)**

Submitted report by the Executive Director (Economy and Communities) which provided an overview of the Development Plan Scheme and sought approval for its publication.

The North Ayrshire LDP was adopted in May 2014. However, legislation requires it to be replaced every five years and Scottish Government advice is that it should normally take around three years to prepare a new LDP from start to finish. Work on the next LDP formally starts with publication of the Development Plan Scheme (DPS). The DPS set out at Appendix 1 to the report outlines a timetable for preparing the new plan and what is likely to be involved at each stage. The Scheme also includes a Participation Statement stating how and when the Council intends to engage on the new plan. Officers aim to employ a range of consultation methods, going well beyond the statutory minimum, to obtain the views of as many people, businesses and organisations as possible.

The product of evidence gathering is publication of the Main Issues Report (MIR), anticipated March 2016, and subsequent public consultation. The document will set out the Council's general proposals for key planning policies and where development should happen, giving options as to how the main planning issues might be addressed by the new plan. Other key milestones to note from the timetable include publication and consultation of the Proposed Plan in January 2017, followed by the plan's examination and adoption a year later.

Members asked questions, and received clarification, on the following:-

- the opportunity to consider the provision of hot food takeaways within town centres as part of the Local Development Plan process; and
- the requirement for any developer to take into consideration the health and safety and access issues of the former ICI site, which is designated for mainly industrial use.

The Committee agreed to (a) note the start of the preparation of the next North Ayrshire Local Development Plan; and (b) authorise publication of the Development Plan Scheme set out at Appendix 1 to the report.

The meeting ended at 10.10 a.m.

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## **NORTH AYRSHIRE COUNCIL**

### **Agenda Item 3**

**11 March 2016**

#### **Local Development Plan Committee**

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**Title:** **Update on the next North Ayrshire Local Development Plan**

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**Purpose:** To provide an overview of the Development Plan Scheme and obtain Committee approval for its publication.

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**Recommendation:** That the Committee agrees to: (a) note the content of the updated Development Plan Scheme at Appendix 1; and (b) authorise its publication.

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#### **1. Executive Summary**

- 1.1 This report introduces the 2<sup>nd</sup> edition of the Development Plan Scheme (DPS) for the next North Ayrshire Local Development Plan (LDP). The DPS is a short, statutory document which outlines the key stages in preparing the new LDP and when people can get involved.

#### **2. Background**

- 2.1 The planning system in Scotland is led by development plans. The LDP, together with national planning policies, form the basis for making planning decisions. The North Ayrshire LDP is the current development plan for North Ayrshire and translates the Council's aspirations for regeneration and economic growth into detailed planning policies and proposals to guide future development across the area.
- 2.2 The current North Ayrshire LDP was adopted in May 2014. Legislation requires local development plans to be replaced every five years. While the current North Ayrshire LDP remains relevant, it will be updated to help meet the future development needs of North Ayrshire and to respond to new strategic priorities as they emerge.

- 2.3 The DPS at Appendix 1 sets out a timetable for preparing the new plan and what is likely to be involved at each stage. On page 5, the timetable advises of the intention to undertake 'evidence gathering' until the end of this year. The purpose of this stage is to identify and review the main land use issues in the area. The period for evidence gathering has been extended to ensure that the plan process is front loaded. By allocating more time to this part of the process the later stages should be more streamlined and efficient. The product of evidence gathering is publication of the Main Issues Report (MIR), anticipated in December 2016, and subsequent public consultation early in 2017.
- 2.4 The preparation of the MIR is intended to stimulate public discussion and feedback on the Council's big ideas for future development. The document will set out the Council's general proposals for key planning policies and where development should happen, giving options as to how the main planning issues might be addressed by the new plan. Other key milestones to note from the timetable include publication and consultation of the Proposed Plan in December 2017, followed by the plan's examination and adoption a year later.
- 2.5 The DPS also includes a Participation Statement stating how and when the Council intends to engage on the new plan. Officers aim to employ a range of consultation methods, to obtain the views of as many people, businesses, organisations and communities as possible.
- 2.6 It is vital that all Elected Members are involved in the plan-making process to provide ownership, leadership and commitment. Officers will make arrangements to involve Elected Members in key areas of work either through the LDP Committee or less formal means such as the provision of development planning training which will follow this committee.

### **3. Proposals**

- 3.1 The Committee is invited to (a) note the content of the updated Development Plan Scheme at Appendix 1; and (b) authorise its publication.
- 3.2 Following approval, the design and layout of the DPS will be further refined before copies of the document are placed on the internet and in every public library in North Ayrshire. Copies will be distributed to Scottish Ministers and to all Elected Members for their information. Other key stakeholders will also be notified of publication of the DPS.



#### 4. Implications

<b>Financial:</b>	The costs of preparing the new plan will be met from existing budgets.
<b>Human Resources:</b>	
<b>Legal:</b>	
<b>Equality:</b>	
<b>Environmental &amp; Sustainability:</b>	The new LDP will undergo a statutory Strategic Environmental Assessment (SEA). This is a means to judge the likely impact of the plan on the environment and to seek ways to minimise that impact, if it is significant. It contributes toward sustainable development by ensuring the environment is considered within decision-making.
<b>Key Priorities:</b>	The new LDP will assist with the implementation of several Single Outcome Agreement 2013-17 priorities, specifically:- (i) the current business base is encouraged to move up the value chain and high-level activities; (ii) jobs are attracted to North Ayrshire; (iii) support is given to the creation of distinctive and vibrant town centres; and (iv) connections to neighbouring areas, the West of Scotland, Scotland, the UK and internationally are improved. The LDP supports the delivery of the Council Plan 2015-2020 Strategic Priorities; to grow our economy, increase employment and regenerate towns and; working together to develop stronger communities.
<b>Community Benefits:</b>	

## **5. Consultation**

- 5.1 No consultations were required for this report.
- 5.2 The DPS is a key document to coordinate public involvement on the future development of the area and to ensure the plan-making process is fully project managed. It will be updated at least annually to keep track of significant progress on the new plan.



KAREN YEOMANS  
Executive Director (Economy and Communities)

Reference : LMcV

For further information please contact Lesley McVeigh, Planning Officer on 01294 324768

### **Background Papers**

None.

## Appendix 1

# 1. Introduction

## 1.1. What is the Development Plan Scheme?

The Development Plan Scheme (DPS) is an important document, which provides information about our second Local Development Plan (LDP). It sets out how and when we will involve communities, businesses and other interested groups in preparing the plan. The DPS:

- explains what the North Ayrshire LDP is;
- outlines the key stages in preparing the second LDP;
- sets out the timetable for this new plan; and
- contains a participation statement, outlining when, how and with whom we will consult on the plan.

This DPS is the second edition for the new plan. We review and update the DPS every year. If there are any important changes to report, we will publish more updates to the scheme.

You can view the DPS at any public library in North Ayrshire and on our website at [www.north-ayrshire.gov.uk/localplans](http://www.north-ayrshire.gov.uk/localplans).

## 2. Local Development Plan

### 2.1. What is the North Ayrshire Local Development Plan?

Each local authority must prepare an LDP to guide the future development and land use in its area. We produced our first LDP on 20 May 2014. The North Ayrshire LDP replaced old-style 'local plans' and was one of the first of its kind to be prepared in Scotland.

The LDP identifies opportunities for new homes, business and industry, shops and community facilities while protecting places of value to people and wildlife. It provides guidance on what, where and how development should take place in North Ayrshire. The plan guides decisions on planning applications throughout North Ayrshire.

### 2.2. Why do we need a new LDP?

The current LDP covers a 10-year period up to 2024 and needs to be replaced every five years. We update the LDP to meet the future development needs of North Ayrshire. We review the LDP to look ahead beyond 2024, and work out the best places for new homes, businesses and other forms of development.

### 2.3. How does the new LDP affect me and why should I get involved in preparing it?

Planning affects our lives in many ways. The new LDP will affect the places we live in, and the way our surroundings look, from regenerating our towns and villages to building new schools, houses, shops, offices and so on.

The new LDP has an important role to play in creating jobs and promoting growth that helps to make sure everyone can be included in their local community. The plan will set out planning policies that provide the framework for businesses to start and grow in North Ayrshire.

We need your involvement to help us make the best plan for North Ayrshire and make sure the area continues to be the place where people, communities and businesses flourish.

## 3. Preparing the new Local Development Plan

### 3.1. What are the main stages in preparing the new LDP?

The main stages are as follows.

- 1) **Gathering the evidence** – We will gather and review information from various sources to identify the main planning issues in the area. We may invite people to tell us about issues and suggest possible sites for development as part of the ‘**call for sites exercise**’. We will prepare a **monitoring statement** identifying the key changes to the area and the effects of the current LDP.
- 2) **Main Issues Report** – We will use the information we collect to prepare the Main Issues Report (MIR). The MIR will encourage public discussion and feedback on our big ideas for future development and on what we should include in the new plan. It will set out general proposals for planning policies and identify where we should and should not carry out development. The MIR will give options as to how we might deal with the main planning issues in the new plan. You will be able to give us your comments on the MIR during the consultation period.
- 3) **Proposed Plan** – We will prepare a Proposed Plan after reviewing the comments we receive relating to the MIR. The Proposed Plan will set out our view on what the final LDP should contain. You will be able to give us your comments on the Proposed Plan during the consultation period. We will consider the comments we receive and make any necessary changes to the Proposed Plan. Further consultation will be needed if there are any significant changes.
- 4) **Examination** – We send the plan to Scottish Ministers for ‘examination’ if any issues relating to the Proposed Plan are not settled by this stage. This is an external review which considers whether the plan’s content is appropriate and in the best interests of the area. A reporter, appointed by the Scottish Ministers, oversees the review. The reporter will prepare and publish a report with recommendations. The recommendations may suggest no change or they may suggest a change to deal with a particular issue. We must follow the reporter’s recommendations except in very limited circumstances.
- 5) **Adopting the plan** – We can adopt the plan after we have followed the recommendations in the examination report and received Scottish Ministers’ approval. When we adopt the Proposed Plan it becomes the Local Development Plan and the legal land-use strategy for considering all planning applications in North Ayrshire.

Please also see the Local Development Plan timetable on page 5 of this document. This provides more information on what each stage involves, including when it is likely to start and end.

### 3.2. What will be in the new plan?

**Vision Statement** – This sets out our strategic priorities relating to land use. It is a clear view of what kind of North Ayrshire we are trying to achieve and what the area might look like in the future. It sets the high-level aims and objectives for the new plan.

**The Spatial Strategy** – This includes the policies and proposals that set out where and how certain types of development should happen (for example, housing, retail, business and industry), and the main factors for considering planning applications.

**Proposal maps** – These are maps showing the specific locations of the policies and proposals.

**Supplementary Guidance** – This provides extra guidance on certain policies and proposals such as the design and location of new development. We will publish and consult on supplementary guidance separately from the new plan.

### 3.3. What will inform the content of the new plan?

**Consultation** – We will involve the public, organisations, developers and anyone who has an interest in North Ayrshire, in a variety of ways. This is important as it makes us aware of:

- the views of communities, businesses and other interested groups;
- the sites which are under pressure for development; and
- the sites that need protecting from development.

Involving you will help us gain a greater understanding of potential and existing issues. This will make sure that the decisions taken in the new plan are well informed.

**Other strategies** – We will consider national strategies and policies when we prepare the new plan. The content of the plan will reflect and support our aims and the aims of our partners in:

- the Single Outcome Agreement;
- the Council Plan;
- the Local Housing Strategy;
- the Economic Development and Regeneration Strategy; and
- various other council strategies.

**Technical studies** – New development can affect the environment we live in. Technical studies allow us to identify and understand those effects. We can then take steps to reduce them or move development to more suitable locations. There are many pieces of information covering a range of topics, such as housing, flooding, transport, employment and anything that supports new development, including energy supplies and transport links and so on, which may inform the new plan.

### 3.4. The Local Development Plan timetable

The following timetable outlines the programme for preparing the new LDP. The consultation events that we plan to carry out are shown **in blue**. Details on public consultation will be well publicised, using posters, local press, leaflets, the internet and email.

	2015				2016				2017				2018				2019			
LDP Stage	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
	Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec
<b>1 Gathering the evidence</b>																				
Call for sites exercise Stakeholder briefings Councillor involvement Pre-Main Issues survey Development Plan forums Community council training Review pressure and evidence for change Strategic Environmental Assessment (SEA) begins																				
<b>2 Main Issues Report</b>																				
Publish Main Issues Report - January 2017 (★), draft SEA Environmental Report, Monitoring Statement Period for representations Development Plan forums Public exhibitions Consider representations																				
<b>3 Proposed Plan</b>																				
Publish Proposed Plan - December 2017 (★), Proposed Action Programme, revisions to SEA Environmental report Period for representations Drop-in sessions Changes can be made to Proposed Plan and further consultation can take place Consider representations																				
<b>4 Examination</b>																				
Submit Proposed Plan - May 2018 (★), Proposed Action Programme, summary of unresolved issues, SEA Environmental report to Scottish Ministers Reporter appointed to consider issues Reporter's report published																				
<b>5 Adoption</b>																				
Publish plan incorporating reporter's recommendations Submit plan to Scottish Ministers - February 2019 (★) Adopt plan and publish Action Programme Publish SEA Post-Adoption																				

5 years since adoption of North Ayrshire Local Development Plan May 2019

## 4. The Participation Statement

### 4.1. Your new plan needs you!

The new LDP will affect where you live, work, shop, play and travel in North Ayrshire. Local people and organisations have useful knowledge, which can help us understand potential issues in the area and build a better plan.

If you want to influence how the area will change, it is important to get involved in preparing the plan, particularly during the early stages when we are developing ideas and options.

### 4.2. Who, when, and how?

Consultation is important to us. We want to involve as many people as possible. This section sets out who, when and how we will consult.

#### Who?

We will consult:

- the general public;
- community councils across North Ayrshire;
- locality partnerships;
- government consultees and agencies;
- businesses, landowners, developers, agents, residents' associations; and
- other interested groups or individuals.

#### When?

The LDP timetable on the previous page sets out the opportunities for you to be involved in deciding the content of the plan.

#### How?

We will carry out the following steps to encourage public involvement with the plan.

- Provide copies of newly published consultation documents on our website, in every public library and in other council offices
- Provide simple forms to make processes user-friendly
- Keep you informed of significant progress on the plan
- Ask for feedback on how we are involving you
- Publicise our contact information so you can ask questions and receive answers about the plan
- Make use of social media to reach a new audience
- Hold public meetings at convenient times and locations
- Make the information we send out as clear as possible
- Work closely with other council services and volunteer groups to encourage people to get involved in planning
- Publicise the opportunities for public comment, using a wide range of publicity techniques, including adverts in the local press, statutory notices, our website, email, social media, posters and so on

Our customer charter sets out the values and standards you should expect from us when involving you. This charter is available to view on our website at [www.north-ayrshire.gov.uk/localplans](http://www.north-ayrshire.gov.uk/localplans).



## 5. Our contact details

For more information about the next Local Development Plan, or if you would like us to add you to our database, please contact Economic Growth Services.

Website: [www.north-ayrshire.gov.uk/localplans](http://www.north-ayrshire.gov.uk/localplans)

Phone: 01294 324300

Email: [ldp@north-ayrshire.gov.uk](mailto:ldp@north-ayrshire.gov.uk)

Address: Local Development Plan Team, Economic Growth Services,  
Cunninghame House, Irvine, KA12 8EE

This Development Plan Scheme is available in other formats such as on audio tape, on CD, in Braille and in large print. We can also provide it in other languages if you ask us to.