Report of Conformity with the Participation Statement

Introduction

The Planning etc (Scotland) Act 2006 introduced the requirement for planning authorities to provide and publish a Development Plan Scheme every year to provide details of stages and progress in the preparation of the Development Plan as well as how people can get involved. Providing a range of opportunities to ensure engagement at the various stages in the planning process should lead to the production of better plans, more informed decisions and better results and outcomes.

The Renfrewshire Local Development Plan Scheme 2012 sets out Renfrewshire Council's programme for preparing and reviewing its Local Development Plan with a participation statement outlining when, how and with whom consultation will take place during the plan preparation process.

Purpose

The Planning etc (Scotland) Act 2006 requires Planning Authority's to submit a report on the extent that the authority has consulted and involved the wider public and how the authority has conformed to the current Participation Statement. This Statement of Conformity has been prepared to meet Section 18 (4)(a)(i) of the Act. This Statement of Conformity demonstrates that the different stages in the Development Plan preparation have met with the participation statement as set out in the Development Plan Scheme which was in place at the time of the Proposed Renfrewshire Local Development Plan consultation. This is to allow an assessment to be undertaken as to whether we have done what we said we would do in respect with consultation. Section 19(5) of the Act requires this assessment to be carried out by an independent Reporter appointed by the Scottish Ministers. The independent Reporter will consider the Participation Statement, the Report of Conformity and any representations relating to the Council's consultation and public involvement activities.

Renfrewshire Local Development Plan

Under the terms of the Planning etc. (Scotland) Act 2006, Local Authorities are required to produce a Local Development Plan which sets out detailed policies and proposals that will guide development and help in decision making on Planning Applications. Once adopted the Renfrewshire Local Development Plan will contain a Spatial Strategy, Proposals Map, accompany Supplementary Guidance as well as an Action Programme.

Process and Timetable

Appendix 1 contains an extract from the 2012 Development Plan Scheme that illustrates the Renfrewshire Local Development Plan timetable. The Development Plan Scheme was first published in 2009 and has been updated and revised annually since then to reflect any changing circumstances. There are 11 key stages (as illustrated on Appendix 1) in preparing and publishing the Renfrewshire Local Development Plan. These are:

Stage 1: Prepare and Publish the Development Plan Scheme Annually

Stage 2: Pre Main Issues Report

Stage 3: Publication of Main Issues Report, Environmental Report and Monitoring Statement

Stage 4: Prepare and Publish the Proposed Renfrewshire Local Development Plan, Habitats Regulation Assessment and updated Environmental Report

Stags 5 - 11: Modifications, submission to the Scottish Ministers, Examination and Adoption*

*The Report of Conformity with the Participation Statement reports on Stages 1 to 4 as Stages 5 to 11 have yet to be undertaken.

Conformity with Participation Statement

The Participation Statement as illustrated in Appendix 2 contains a number of different stages in the preparation of the Local Development Plan at which there would be public involvement. Conformity with the Participation Statement is set out below.

Stage in the Development Plan Process	What the legislation requires	What Renfrewshire Council said they would do in the Participation Statement	What Renfrewshire Council did
1	The provisions of the Planning etc. (Scotland) Act 2006 requires Renfrewshire Council as a local planning authority to prepare a Development Plan Scheme at least annually.	The Development Plan Scheme published annually will be available in public libraries and on the Council's website.	The Development Plan Scheme has been updated on an annual basis and is available in public libraries and on the Council's website. Each time the Development Plan Scheme is updated a link to the Development Plan Scheme on the Council's website is sent to all addresses held on the Local Development Plan (LDP) mailing list.

Stage in the Development Plan Process	What the legislation requires	What Renfrewshire Council said they would do in the Participation Statement	What Renfrewshire Council did
2	Section 16 of the Planning etc. (Scotland) Act 2006 requires the Planning Authority to prepare and publish a Monitoring Statement that monitors the principal physical, economic, social and environmental characteristics of the area and the impact of the policies and proposals of the existing plan and publish it alongside the Main Issues Report	Monitor the existing plan policies and changes in characteristics of the LDP area, research topics, consult appropriate parties in preparation of Monitoring Statement to inform the Main Issues Report	The preparation of the Monitoring Statement was undertaken at an early stage in the process as it was identified as a fundamental task that informs the plan making process, providing evidence to support the plan's content and the benchmark for continuous monitoring.
2		Report to Planning Board on preparation and consultation of the LDP	A Report went to the Planning and Economic Development Policy Board on the 26 October 2010 noting the commencement of the LDP process.
2		Creation of dedicated LDP webpage, LDP mailing list set up with regular LDP information sent out	At the start of the LDP process the Council's web pages were updated and a mailing list was established based on the individuals and organisations that had engaged in the previous Local Plan process. Since then the web pages are periodically updated when considered appropriate and there are links on the web pages to request to be added to the mailing list.
2		Online consultation questionnaire for 'Suggestions for Land Use Change' within Renfrewshire	A 'Suggestion for Land Use Change' consultation was undertaken in April 2011 asking where new development should go in Renfrewshire. Over 130 sites were submitted for consideration. A proforma was used as part of this process to ensure it was easy for anyone to submit information for a site to be considered. Consultees also had the ability to use an online map facility to plot the site boundary that they wished to be considered.

Stage in the Development Plan Process	What the legislation requires	What Renfrewshire Council said they would do in the Participation Statement	What Renfrewshire Council did
			This information was then easily added to the Council's Geographical Information System.
2	Section 17(4) of the Act and regulation 11 requires the planning authority to consult with and have regard to any views expressed by the key agencies, the Scottish Ministers, any adjoining planning authority and any planning authority within the same Strategic Development Planning Authority (SDPA) as the LDP area.	Meetings with key agencies, other council services, various stakeholders	In accordance with s.17(4) of the Planning etc (Scotland) Act 2006 Renfrewshire Council contacted relevant agencies and service providers at an early stage in the preparation of the development plan in order to ensure full and effective engagement. This enabled early discussions on issues, constraints and opportunities within the area. Providing an early opportunity to discuss and agree priorities and timescales. This resulted in good project management being built into the process. This engagement has been continuous through every part of the preparation of the Plan. In house topic groups were also established with other Council departments on the following topics: • the environment; • the economy; and • people. The discussions and results from these groups helped again set out priorities as well as the direction and form of the Main Issues Report.
2		Public Services Panel focus group questionnaire and workshop events	A focus group was held in each of the five Local Area Committee areas which are: • Renfrew and Gallowhill, • Paisley North, • Paisley South, • Johnstone and Villages, and • Houston, Crosslee, Linwood, Riverside and Erskine. 8 focus group members were chosen for each of the committee areas from the members of the Renfrewshire Public Services Panel and the

Stage in the Development Plan Process	What the legislation requires	What Renfrewshire Council said they would do in the Participation Statement	What Renfrewshire Council did
			meetings were held at different times and venues to ensure a cross section of the community could attend. The principal aim of the focus groups was to get a better understanding of the key issues that the members believed should inform the Main Issues Report. A discussion guide was prepared by the Council which informed each group of the LDP process, why the Council was asking local members of the community to get involved in the LDP and identified key themes to be covered in the discussions. The Council also prepared a short questionnaire for focus group respondents to complete at the end of the focus group, covering the issues raised during the discussions. The views of the focus group members were group under the following themes: • Stimulating development/ inward investment • Town centre regeneration and retailing • Housing • Transport • Health and the Environment • Waste • Flooding • Renewable energy • Ageing/ declining population The feedback from the focus group provided a high level of agreement with the key issues the Council suggested might be included within the Main Issues Report. The members did highlight five which were of particular importance. This included stimulating the economy, retailing

Stage in the Development Plan Process	What the legislation requires	What Renfrewshire Council said they would do in the Participation Statement	What Renfrewshire Council did
			and town centres, housing, transport and health and the environment.
2		Presentations and training to Councillors, Community Planning Partnership and Local Area Committees	Training events and presentations were provided to Councillors, members of the Community Planning Partnership and Local Area Committees to inform them about the process, to ensure they could properly engage to allow them to get involved in the preparation of the Local Development Plan. Refresher training was undertaken at each stage of the Local Development Plan process to keep everyone up to date, involved and enable participation.
2		Hold stakeholder conference to gather and collate all comments	On the 10th May 2011 Renfrewshire Council held a pre Main Issues Report stakeholder event attended by over 80 delegates from the community, key agencies, developers, land owners, house builders, community councils, health partners and staff from most of Renfrewshire Council's Services. A training and Development Plan information session was held in the morning to ensure that everyone who attended the afternoon session was fully up to speed with the Development Plan process and therefore able to fully participate in the group discussions that were being held later in the day. The main aim of the event was to ask attendees 'what are the main planning issues within Renfrewshire'?

Stage in the Development Plan Process	What the legislation requires	What Renfrewshire Council said they would do in the Participation Statement	What Renfrewshire Council did
			The outcomes from the event shaped the Main Issues Report. At the event delegates were provided with an evaluation checklist and were asked to complete an assessment sheet providing an indication of how Renfrewshire Council could evaluate any new potential development sites using a scoring of 1 to 5 from not a consideration to a very important consideration. The results of this fed into the scoring system that the Council used for assessing the sites that were submitted through the Suggestions for Land Use Change exercise. The event concluded with an interactive question time where technology was utilised to obtain a snapshot poll where the results of the questions were displayed immediately on the large screen. Everyone could then see very clearly the main issues that were evolving and the priorities that were indicated by the cross section of people and organisations that attended.

Stage in the Development Plan Process	What the legislation requires	What Renfrewshire Council said they would do in the Participation Statement	What Renfrewshire Council did
3		Report to Planning Board on the publication of the Main Issues Report, Environmental Report and Monitoring Statement.	A Report went to the Planning and Economic Development Policy Board on the 8 November 2011. Summarising for the Board members the main issues the consultation process and how people could comment and get involved.
3	Publish in a local newspaper and on the internet a notice indicating that the document has been prepared, at what times it can be inspected, a brief description of its content and purpose, where further information can be obtained, inviting representation from any wishing to do so and information on how and to whom any representation should be made and by what date.	Publish Press Adverts and deposit the documents at Renfrewshire House and Local Libraries.	An advert was prepared and was published in the Paisley Daily Express and the Paisley Gazette 5 December 2011 and 12 December 2011. A copy of the advert is in Appendix 3. The documents were placed on deposit at each of the Council libraries and at the Council's Headquarters.
3	Notice containing information regarding the publication of the Main Issues Report should be sent to the key agencies, neighbouring planning authorities, planning authorities within the same SDPA area and Community Councils. The authority is to send a copy to the Scottish Ministers along with the	Notification of the Main Issues Report sent to neighbouring authorities, key agencies, Community Councils and the Scottish Ministers.	As required Renfrewshire Council notified the key agencies and the neighbouring authorities. Copies of the documents were sent to the Scottish Ministers, Community Councils, Key Agencies and neighbouring authorities.

Stage in the Development Plan Process	What the legislation requires	What Renfrewshire Council said they would do in the Participation Statement	What Renfrewshire Council did
	monitoring statement		
3		Notify everyone on the consultation database	An email was sent to all the email addresses on the Local Development Plan consultation database providing links to various consultation reply mechanisms.
3	Publication on the internet. The Act requires authorities to ensure that people who may be expected to want to comment on the main issues report are made aware that they can do so, and are given such an opportunity.	Web based consultation system set up with an electronic copy of the Main Issues Report and Environmental Report along with the electronic consultation form on the internet as alternative to the Local Development Plan Consultation System.	The web based consultation system enabled consultees to submit their comments through a custom designed system that was structured to allow respondents to answer specific questions on each of the main issues in the report and on the Strategic Environmental Assessment. Consultees were also able to submit comments to the Local Plan consultation inbox by email or send hard copies in. Respondent forms were also available in each library.
3		Meetings with various local interest groups, Community Councils, Council Staff and different services and the Community Planning Partnership.	In January 2012, meetings and presentations were held with various different groups including community councils, community groups and the business community and the key agencies to explain the Main Issues Report in further detail and clarify whether the Main Issues Report met their expectations, in particular in relation to the pre Main Issues Report Consultation. The meetings also explained how the groups can engage further in the process. Individual meetings were also held with developers and house builders to ensure full engagement in the early stages of the process. The Local Development Plan team also attended two community planning student outreach events at the University of the West of Scotland and Reid Kerr College in February 2012. Overall 160 students

Stage in the Development Plan Process	What the legislation requires	What Renfrewshire Council said they would do in the Participation Statement	What Renfrewshire Council did
			participated in both events. During the event students took part in an interactive question and answer session followed by a discussion around key priorities that community planning partners should address. Students' comments and opinions on Paisley Town Centre and future of Renfrewshire were also gathered during workshops. The Local Development Plan team utilised an interactive map to engage students in the Local Development Plan process.

Stage in the Development Plan Process	What the legislation requires	What Renfrewshire Council said they would do in the Participation Statement	What Renfrewshire Council did
3		Presentations to Local Area Committees, Community Planning Partnership Groups, Councillors and other interested groups	Between January and February 2012 presentations were given to the Local Area Committees, the Community Planning Partnership Groups and Councillors to explain the Main Issues Report in further detail and explain the consultation process.
4		Report to Planning Board on the publication of the Proposed Local Development Plan, Updated Environmental Report and Habitats Regulation Assessment	A Report went to the Planning and Economic Development Policy Board on the 20 November 2012.
4	Publish in a local newspaper and on the internet a notice indicating that the document has been prepared, at what times it can be inspected, a brief description of its content and purpose, where further information can be obtained, inviting representation from anyone wishing to do so and information on how and to whom any representation should be made and by what date	Advert in local Press	An advert was prepared and was published in the Paisley Daily Express and the Renfrewshire Gazette 9 January 2013 and 16 January 2013. A copy of the advert is contained in Appendix 4. The advert was also place on Tell Me Scotland website. This website is a portal for accessing public information notices issued by local authorities across Scotland and provided links to the Council's web site.
4	Notice containing this information should be sent to key agencies, adjoining planning authorities, where the LDP is	Notification of the Proposed Plan sent to neighbouring authorities, key agencies, Community Councils and the	As required Renfrewshire Council notified the key agencies and the neighbouring authorities. Copies of the documents were sent to the Scottish Ministers, Community Councils, key agencies and adjoining Local Authorities and community groups .

Stage in the Development Plan Process	What the legislation requires	What Renfrewshire Council said they would do in the Participation Statement	What Renfrewshire Council did
	within a SDP area, the other authorities within the SDP area, and any community council within the LDP area.	Scottish Ministers.	
4	A copy of the document to be made available for inspection at an area office and every public library in the LDP area.	Deposit proposed Plan at libraries and Renfrewshire House.	Copies of the documents and supporting information were placed on deposit at each of the Council libraries and at the Council's Headquarters
4	Publication of the document on the internet.	Update webpage, attach electronic version of Proposed Local Development Plan and Environmental Report	The Local Development Plan web pages were updated. An online Consultation system was used to allow consultees to submit their representations in a specific format. Two proformas were created to make it easier for people to respond to either the Local Development Plan or to the Action Programme, Supplementary Guidance or Strategic Environmental Assessment. Consultees were also able to submit their comments in an email to the Local Development Plan email address and in a hard copy. The Local Development Plan team also utilised the Council's twitter feed and Facebook page to reach a wide an audience as possible. Information on the consultation on the Proposed Plan was added to the front page of the Council's website and also to the specific consultation section of the website.
4	Notify any person who made a representation to the Main Issues Report (MIR).	Notify any person who commented on the Main Issues Report. Notify everyone on the consultation database.	All those who made representation on the Main Issues Report and contacts on the Local Development Plan Consultation database were formally notified of the publication of the Proposed Local Development Plan. Explaining where the Proposed Local Development Plan could be accessed, how to make representations and the period in which representations could be made.

Stage in the Development Plan Process	What the legislation requires	What Renfrewshire Council said they would do in the Participation Statement	What Renfrewshire Council did
4	Notification of Publication of Proposed Plan where the proposed Local Development Plan includes a proposal for development relating to a specific site which, if implemented, would be likely to have a significant effect on the use or amenity of that site or neighbouring land. The Planning Authority has to give notice to the owner, lessee or occupier of any premises situated on that site or on neighbouring land.	Notify owners, lesses or occupiers of a site, and owners, lesses or occupiers of land neighbouring that site, which the plan proposes specifically to be developed, and which will have a significant effect on the use and amenity of the site and neighbouring land.	Utilising the Council's GIS capabilities and Acolaid system (The Development Management computer software) local residents within 20 meters of development proposals within the Local Development Plan were notified by letter including details of the proposal and where it is located including a map showing the site in question, a description of the proposal, where the proposal can be viewed, the period within which the plan is available for inspection and details of how to make representation. The Local Development Plan team also attended the Student Outreach Day in February 2013 at the University of West of Scotland where the team utilised an interactive map to engage students in the Local Development Plan process and explain the Proposed Local Development Plan and how the Students could engage in the process.

Stage in the Development Plan Process	What the legislation requires	What Renfrewshire Council said they would do in the Participation Statement	What Renfrewshire Council did
4		Additional meetings with various groups such as local interest groups, community councils, council staff and different services, Community Planning Partners Presentations to Local Area Committees, Community Planning Partnership Groups, Councillors and other interested groups where appropriate	Where requested additional meetings and presentations were held with the key agencies, individual developers/ land owners, consultants, members of the public, local interest groups, community councils, community planning partnership, council staff, and local area committees. The Council has engaged with Architecture and Design Scotland in the masterplanning and public realm works for the proposed establishment and expansion of Braehead as a Town Centre. This work is essential in ensuring substantive enhancements to the public realm are included within the proposals. This engagement happened prior to the publication of the proposed Local Development Plan to ensure that the views were captured in the spatial strategy, policies and diagrams contained within the proposed Local Development Plan.

Stage in the Development Plan Process	What the legislation requires	What Renfrewshire Council said they would do in the Participation Statement	What Renfrewshire Council did
			The Council have been involved in the establishment of a public/ private forum which includes Glasgow Airport Ltd, Scottish Enterprise and a number of companies from Renfrewshire's business community. This partnership is collectively assessing synergies and potentials for joint working across a number of different areas. The forum has also committed to developing a masterplan to facilitate the implementation of projects and initiatives within the Glasgow Airport Investment Zone. Again this was pre publication of the proposed Local Development Plan and has and will continue post publication of the proposed Local Development Plan. This informed the direction of aspirations, objectives and outcomes of the plan as well as the new development Supplementary Guidance and the Local Development Action Programme.

Additional Consultation – Johnstone South West Community Growth Area

In autumn 2011 the Scottish Government selected Johnstone South West as one of only three areas across Scotland to benefit from support as part of a second phase of the Scottish Sustainable Communities Initiative (SSCI). The SSCI seeks to promote sustainable forms of development, informed by local communities and key stakeholders, through a charrette process. The Charrette was held over a five day period from the 1st to 5th November 2011 and members of the community, local businesses and the public were encouraged to attend. The charrette was a period of intensive activity for the design team consisting of planners, architects, designers, engineers, property specialists and others. They worked together over the five days and were based in the Design Studio at Spateston Bowling Club. Overall more than 300 people were involved in the charrette over the five days. In the week beginning 24 October and just before the charrette, WAVE who specialise in developing and delivering effective community engagement were active in the area using different ways to make contact with the community and in particular using a large format aerial photo to discuss issues and record interviews with local people. The resulting portrait photos and recordings were used in a split screen audio/visual presentation at the Closing Event.

On the opening day the studio was set up and provided the initial opportunity for local people to participate, hear first hand as to the aims and objectives of the charette process and for the Design Team to explore issues, challenges, opportunities and priorities. The Opening Event was held on the first night at the Johnstone High School Assembly Hall where the introduction was made by the Minister for Local Government and Planning, Aileen Campbell. Around 75 people of all ages attended the event including many local residents and pupils from Johnstone High School. After a short presentation from the Design Team, the plenary session went into four smaller groups to identify the current strengths and weaknesses. The second full day of the charrette involved around 30 people as part of the day long Technical Stakeholders' Workshop held at the Design Studio. The workshop was attended by the various statutory, voluntary, community organisations that have an interest in Johnstone South West. The day began with a guided bus tour of the area. The group then returned to the Design Studio for a series of technical briefings and detailed discussion to refine some of the implications of the emerging structuring principles.

The third day of the charrette included a House Builders Developers & Housing Associations Forum in the morning held at the Design Studio and attended by 18 people and they were joined during part of the discussion by the Chief Planner at the Scottish Government, Jim MacKinnon. This provided the opportunity to engage directly with house builders/housing associations and to hear first hand their view of Johnstone South West and the emerging recovering housing market. In the afternoon the Design Studio hosted the Spateston Pre 5 Centre including 7 children and 2 staff. The children presented a 'mind map' highlighting their ideas for their community that included: safe cycling routes, community garden, small park, children's library. Twenty five senior S5/S6 Johnstone High School pupils and their teacher attended a workshop at the Design Studio as part of their Higher Geography studies. Around 45 people attended the Interim Public Review Workshop and Exhibition on Thursday evening at the Design Studio which marked the half–way point of the charrette process.

On the 4th day a 'Sense Check' Meeting was held with around twelve Renfrewshire Council Technical Officers at the Design Studio. This provided the opportunity to review the strategic principles driving the Masterplan and some of the detailed emerging housing layouts. The result was that there was an opportunity for the Design Team to revise and refine the proposals to take on board some of the technical issues that had been identified. Meanwhile the Design Team continued to progress the Masterplan and the final presentational material.

The Closing Event and Exhibition was held on the final day at Johnstone High School Assembly Hall and was attended by around 50 people. The event included an exhibition of the Design Team's work and a final opportunity for one to one discussions with the Design Team and this was followed by a presentation of the final Masterplan and Development Framework. The presentation was preceded by comments from the Minister for Local Government and Planning, Aileen Campbell. The Design Team's presentation included city region, settlement and town

context analysis, illustrated key strategic moves, schematic and detailed layouts and diagrams that highlighted proposals to improve connectivity in particular the foot/cycle path network, establish a district centre on Beith Road and promote a choice of new housing. The event included a sound and vision presentation based on interviews with local people and the closing remarks were made by Cllr. Ian Nicholson, the Convener of Renfrewshire Council's Planning and Economic Development Policy Board.

Over the five days the design team produced a series of structuring principle diagrams and around thirty iterative layout plans, undergoing 'feedback loops' based on working sessions with technical stakeholders, house builders, housing associations, the wider community and Renfrewshire Council technical officers as part of the process. The ten year plus Masterplan presented on the final day of the charrette offers an opportunity to better design and co-ordinate priorities to exploit the existing assets of the area. The Masterplan uses distinctive place-mending to repair the existing built fabric, lower the area's carbon footprint and promote green infrastructure.

The masterplan provides an indicative planning framework for the Johnstone South West area and the findings of this are reflected within the Local Development Plan. The design charrette prepared the holistic view of how the community growth area should develop and this is illustrated on figure 14 within the proposed Local Development Plan. The figure demonstrates how a new development can fit within the green network that incorporates additional residential development sites, sustainable urban drainage and a series of measures to improve the quality of place through public realm enhancements, new and improved shops and services, defined civic space and blue/ green corridors. Underpinning this is improved links to the Green Network and improved pedestrian links throughout the area.

It is felt that the charrette process offered an exemplary approach to community consultation that could be developed further and utilised as a consultation technique for the next Local Development Plan.

Conclusion

Renfrewshire Council believe that the evidence presented above demonstrates the compliance with the Participation Statement of the Development Plan Scheme which was in place at the time of publication of the Proposed Local Development Plan. This Statement has outlined the range of different consultation methods which have been utilised to reach a wide a range of people as possible. In addition to the statutory requirements Renfrewshire Council undertook a charrette exercise, focus groups, 2 large stakeholder events and held numerous additional meetings and presentations to explain and encourage consultees to engage in the process. This has therefore resulted in a successful and comprehensive consultation process.

Appendix 1: Renfrewshire Local Development Plan Timetable

STAGE	RENFREWSHIRE LOCAL DEVELOPMENT PLAN	STRATEGIC ENVIRONMENTAL ASSESSMENT	ESTIMATED TIMESCALE
1	Publish Local Development Plan Scheme		Updated annually
2	Monitor existing plan policies and changes in characteristics of the LDP area; research topics; consult appropriate parties in preparation of Monitoring Statement to inform the Main Issues Report	Prepare State of Environment Report. Prepare Scoping Report for submission to the Consultation Authorities and Scottish Government	->Complete
3	Prepare draft Monitoring Statement. Prepare and Publish the Main Issues Report and consult over a 12 week period	Prepare and publish an Environmental Report alongside the Main Issues Report. Consult over a 12 week period	->Complete
4	Prepare and publish the Proposed LDP taking into account the comments received on the Main Issues Report	Publish updated Environmental Report alongside the Proposed LDP taking account of the comments received	-> Nov 2012
5	Consultation on the Proposed LDP Deposit period for Proposed LDP is 6 weeks	Consultation on the updated Environmental Report Deposit period for Proposed LDP is 6 weeks	-> 14 January 2013 to 25 Feb 2013
6	Consider representations to Proposed LDP and requirement for modifications		-> March 2013
7	Submission of the LDP to the Scottish Ministers along with a report of conformity with the Participation Statement and a proposed Action Programme (start of Examination process)		-> July 2013
8	Report on the Examination of Proposed LDP		-> April 2014
9	Consider Reporter's conclusions and recommendations		-> June 2014
10	Publish Local Development Plan, with any modifications arising out of Examination Report, and advertise intention to adopt	Publish Environmental Report	->Mid 2014
11	Adoption	Publish post- adoption SEA statement, illustrating how the environmental report has influenced the LDP	-> Mid 2014

Appendix 2: Extract of the 2012 Participation Statement

Participation in the Local Development Plan

The table below indicates a variety of methods that the Council has or will use to gather views, comments and opinions.

STAGE 1: DEVELOPMENT PLAN SCHEME (ANNUALLY)		PROGRESS AT NOV 2012
		DPS prepared
WHO IS INVOLVED	Scottish Ministers	
METHOD OF PARTICIPATION	The DPS is available in public libraries, and on the Council's website	

STAGE 2: PRE MAIN ISSUES REPORT		PROGRESS AT NOV 2012
WHO WAS INVOLVED	Scottish Government , statutory organisations, key agencies, members of the public, community groups, private and public sector, infrastructure providers, landowners	
METHOD OF PARTICIPATION	**Council update and reporting:** Report to Planning Board on preparation and consultation of the LDP	Completed OCT 2010
	Web based engagement: Creation of dedicated LDP webpage, LDP mailing list set up with regular LDP information emails sent out	Completed OCT 2010
	Online consultation questionnaire for 'Suggestions For Land Use Change' within Renfrewshire	Completed APRIL 2011
	Meetings: Meetings held with key agencies, other Council Services, various individual stakeholders	Completed MARCH – MAY 2011
	Focus engagement: Public Services Panel focus group questionnaire and workshop events, Provided presentations and training to Councillors, Community Planning Partnership and Local Area Committees on the LDP process	Completed MAY 2011
	Large events: Held stakeholder conference to gather and collate all final thoughts/ comments	Completed MAY 2011

STAGE 3: PUBLICATION OF MAIN ISSUES REPORT, ENVIRONMENTAL REPORT AND MONITORING STATEMENT		PROGRESS AND ACTIONS AT NOV 2012
WHO WAS INVOLVED	Scottish Government, statutory organisations, key agencies, members of the public, community groups, private and public sector, infrastructure providers, landowners, housing associations, neighbouring local authorities	
METHOD OF PARTICIPATION	**Council update and reporting:** Report to Planning Board	Completed 8 NOV 2011
	Statutory procedures: Published press advertisements MIR and Environmental Report deposited at Renfrewshire House and local libraries	Complete by 5 DEC 2011
	Web based engagement: Web based consultation system set up with an electronic copy of MIR and Environmental Report along with electronic consultation form on web as alternative to LDP consultation system	Completed 5 DEC 2011
	Notification of MIR publication sent to neighbouring authorities, key agencies and Community Councils	
	Notified everyone on consultation database	
	Meetings with various groups local interest groups, community councils, council staff and different services, Community Planning Partners	JAN 2011
	Presentations to Local Area Committees, Community Planning Partnership Groups, Councillors and other interested groups	JAN – FEB 2012

STAGE 4: PROPOSED PLAN AND ENVIRONMENTAL REPORT	
The Council will publish the Proposed LDP and the accompanying updated Environmental Report. The Proposed LDP will include a detailed statement of the Council's policies and proposals as to the development and use of land.	
WHO WILL BE INVOLVED	Owners/occupiers/lessees of land or neighbouring land identified in the proposed plan for development Everyone who commented on MIR All other interested parties as outlined in Stage 3
METHOD OF PARTICIPATION	Council update and reporting: Report to Planning Board
	Statutory procedures: Deposit Proposed Plan at libraries Advert in local press Notify owners, lessees or occupiers of a site, and owners, lessees or occupiers of land neighbouring that site, which the Plan proposes specifically to be developed, and which will have a significant effect on the use and amenity of the site or neighbouring land Notify any person who commented on the MIR
	Web based engagement: Update webpage, attach electronic version of Proposed Plan and Environmental Report Notify everyone on consultation database
	Meetings: Meetings with various groups such as local interest groups, community councils, council staff and different services, Community Planning Partners Presentations to Local Area Committees, Community Planning Partnership Groups, Councillors and other interested groups where appropriate

Appendix 3: Copy of the Advert for the Main Issues Report and Environment Report

RENFREWSHIRE COUNCIL

RENFREWSHIRE LOCAL DEVELOPMENT PLAN THE TOWN AND COUNTRY PLANNING (DEVELOPMENT PLANNING) (SCOTLAND) REGULATIONS 2008 PUBLICATION OF MAIN ISSUES REPORT THE ENVIRONMENTAL ASSESSMENT (SCOTLAND) ACT 2005 PUBLICATION OF ENVIRONMENTAL REPORT

Renfrewshire Council has published a Main Issues Report which is part of the process of preparing a new Local Development Plan. The Main Issues Report sets out Renfrewshire Council's strategy for development, outlining particular proposals for where development should and should not occur. The report outlines the key planning matters facing Renfrewshire over the next 10 years such as stimulating the local economy, how much new housing requires to be built and where, what are the role and function of the retailing centres, how to protect and enhance the environment and how people travel around the area. An Environmental Report has also been prepared which considers the potential environmental impact of the strategies for development. Everyone has a chance to comment on the reports and these comments will be considered by the Council. The consultation period for making comment is from the 5 December 2011 to 24 February 2012.

Copies of the Main Issues Report, Environmental Report and a number of background reports may be examined at Customer Service Centre, Renfrewshire House, Cotton Street, Paisley, PA1 1LL between the hours of 8.00am and 6.00pm Monday to Friday or online at www.renfrewshire.gov.uk

Copies of the Main Issues Report and Environmental Report are also available at all public libraries in Renfrewshire including mobile libraries.

Anyone wishing to make comment should do so by 5pm on the 24 February 2011 by using the details below:

Council consultation portal at www.renfrewshire.gov.uk
Email - localplanconsultation@renfrewshire.gov.uk
Post - Director of Planning and Transport, Renfrewshire House, Cotton Street, Paisley, PA1 1LL.

If you need further information please contact Planning and Transport Service on 0141 842 5811.

Renfrewshire Council

www.renfrewshire.gov.uk

Appendix 4: Copy of the advert for the Proposed Local Development Plan, Supplementary Guidance, Action Programme and updated Environmental Report

RENFREWSHIRE COUNCIL

RENFREWSHIRE LOCAL DEVELOPMENT PLAN

THE TOWN AND COUNTRY PLANNING (DEVELOPMENT PLANNING) (SCOTLAND) REGULATIONS 2008

NOTICE OF PUBLICATION OF THE PROPOSED LOCAL DEVELOPMENT PLAN, SUPPLEMENTARY GUIDANCE, ACTION PROGRAMME

ENVIRONMENTAL ASSESSMENT (SCOTLAND) ACT 2005

NOTICE OF PUBLICATION OF ENVIRONMENTAL REPORT

Renfrewshire Council has published a Proposed Local Development Plan which is part of the process of preparing a new Local Development Plan. The Proposed Local Development Plan sets out the overall spatial strategy, key policies and proposals which provide the land use planning framework to guide development and investment over the next 10 years and will form the basis for decision making on planning applications. An update to the Environmental Report, Supplementary Guidance and an Action Programme have also been prepared and all of these documents are available for inspection at the locations outlined below, comments and representations are invited during a six week period commencing the 14 January 2013 until 25 February 2013.

Copies of the Proposed Local Development Plan, Environmental Report, Supplementary Guidance, Action Programme and a number of background reports may be examined at the Customer Service Centre, Renfrewshire House, Cotton Street, Paisley PA1 1LL between the hours of 8.00am and 6.00pm, Monday to Friday or online at www.renfrewshire.gov.uk from the 14 January 2013.

Copies of the Proposed Local Development Plan, Supplementary Guidance, Action Programme and Environmental Report are also available at all public libraries in Renfrewshire including mobile libraries from the 14 January 2013.

Anyone wishing to make comment should do so by 5.00pm on the 25 February 2013 by using the following methods:
Council's consultation portal at www.renfrewshire.gov.uk
Email – localplanconsultation@renfrewshire.gov.uk

If you need further information please contact Planning and Transport Service on 0300 3000 144.

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