
Report To:	Environment and Regeneration Committee	Date:	5 March 2015
Report By:	Corporate Director, Environment, Regeneration and Resources	Report No:	E&R/15/03/ 02/SJ/FJM
Contact Officer:	Stuart W Jamieson	Contact No:	01475 712404
Subject:	Inverclyde Local Development Plan: Development Plan Scheme and Participation Statement 2015		

1.0 PURPOSE

- 1.1 To seek the endorsement of the Committee to the annual update of the Inverclyde Local Development Plan: Development Plan Scheme (DPS) and Participation Statement (PS) for submission to The Scottish Government and subsequent publication.

2.0 SUMMARY

- 2.1 The Planning, etc. (Scotland) Act 2006 requires each planning authority to prepare a Development Plan Scheme (DPS) which will set out the authority's programme for preparing and reviewing their Local Development Plan (LDP) and what is likely to be involved at each stage. A Participation Statement (PS) must also be prepared which will state when, how and with whom consultation on the Plan will take place, and the authority's proposals for public involvement in the plan preparation process.
- 2.2 The first Inverclyde DPS and PS were prepared, approved by Committee and submitted to The Scottish Government in March 2009. Legislation requires the DPS and PS to be updated at least annually, and approval has been given by Committee in each year since 2009 to the updated DPS and PS. The seventh annual update is now the subject of this Committee report.
- 2.3 This is the first DPS following the adoption of the first Inverclyde Local Development Plan on 29 August 2014. It sets out the timetable for the preparation of the second Local Development Plan. This process begins with early engagement with the public and other stakeholders during 2016 and the preparation and publication of a Monitoring Statement in September 2016. The process continues with the publication of the Main Issues Report for consultation in March 2017 and the responses to this will feed into the development of the Proposed Plan, expected to be published May 2018. The process concludes with adoption anticipated in May 2019, dependent upon the Scottish Government's Directorate for Planning and Environmental Appeals (DPEA) timetable for holding an Examination on the Proposed Plan.

3.0 RECOMMENDATION

- 3.1 That Committee approve the publication of the updated 2015 Development Plan Scheme and Participation Statement and its submission to The Scottish Government before 31 March 2015.

Aubrey Fawcett
Corporate Director, Environment, Regeneration and Resources

4.0 BACKGROUND

- 4.1 The Regeneration and Planning Service will embark upon the preparation of the second Inverclyde Local Development Plan (LDP) early in 2016, and when adopted, this will supersede the adopted Inverclyde Local Development Plan (2014). The first stage in this process is the approval of a Development Plan Scheme (DPS) and Participation Statement (PS), a statutory requirement under The Planning, etc. (Scotland) Act 2006.
- 4.2 The DPS and the PS for the Inverclyde Local Development Plan set out the Council's intended programme for preparing and reviewing the LDP and what is to be involved at each stage. The DPS also requires a timetable, specifying the month and year in which the Council proposes to publish the various stages of the LDP and its expectations for finalising the process before adopting the Plan. The purpose of the PS is to state when, how and with whom consultation on the LDP will take place and outline the Council's proposals for public involvement in the plan preparation process. These documents are required to be reviewed and submitted to the Scottish Government at least annually.
- 4.3 Inverclyde Council is one of eight planning authorities that comprise the Glasgow and the Clyde Valley Strategic Development Planning Authority (GCVSDPA), now known as 'Clydeplan'. As Committee is aware, the first GCV Strategic Development Plan was approved by Scottish Ministers on 29 May 2012. The GCVSDPA has now embarked upon a review of this Plan, with approval to publish and consult on a Main Issues Report (MIR) for SDP2.

Min Ref:
30/10/14
para 670

Min Ref:
30/08/11
para 516

Min Ref:
15/01/15
para 36

5.0 PROPOSALS

- 5.1 The DPS (refer to Annex 1) states that the preparation of the second LDP will begin in January 2016 with early engagement with the public, community groups, and other stakeholders, followed by the publication of a Monitoring Statement in September 2016. The formal process will commence with the publication of the MIR in March 2017. As Members are aware, a Cross-Party Members Officers Group was convened early in the LDP process to consider and debate all aspects of the LDP, and it is proposed to replicate this approach for LDP 2.
- 5.2 Section 16 of the Planning etc. (Scotland) Act 2006 requires LDPs to be replaced at least every 5 years. In areas covered by an SDP, LDPs must be consistent with the relevant SDP and are expected to be adopted within two years of their approval. This requirement extended the preparation of Inverclyde's first LDP to allow for the preparation of the first SDP, but Inverclyde's second LDP: Proposed Plan will be aligned more with, and follow the approval by Scottish Ministers of, Clydeplan's SDP2.
- 5.3 It is anticipated that the new LDP will be adopted in May 2019, although this is dependent upon a number of factors, including the Scottish Government's Directorate for Planning and Environmental Appeals (DPEA) timetable for holding an Examination on the Proposed Plan.
- 5.4 The DPS includes a Participation Statement (refer to Annex 1), which explains how stakeholders (e.g. Council partners, key agencies, community groups, single interest groups, voluntary organisations and members of the public) can get involved in the preparation of the next Local Development Plan. It sets out who can get involved at the various stages of preparing the Plan, and identifies the methods which will be used to involve them. The PS aligns with the principles set out in the Scottish Government Planning Advice Note 3/2010 Community Engagement and aims to meet the National Standards for Engagement.
- 5.5 The Council recognises that it is difficult to engage certain sections of society, e.g. young people. In light of this, the PS reflects a greater effort to reach beyond those individuals and organisations normally involved in the LDP process and engage a wider range of public interests.

- 5.6 While the PS has largely built upon the effective participation methods used during the preparation of the current LDP, a number of innovative techniques have been proposed, including the use of school based workshops.
- 5.7 While the PS reflects our current thinking, it will be updated annually with each publication of the DPS.

6.0 IMPLICATIONS

- 6.1 There are no financial, legal or personnel implications arising from this report, nor any direct implications for other services of the Council.
- 6.2 **Finance:** financial implications – one-off costs

Cost Centre	Budget Heading	Budget Year	Proposed Spend this Report	Virement From	Other Comments
n/a	n/a	n/a	n/a	n/a	n/a

Financial Implications – Annually Recurring Costs/Savings

Cost Centre	Budget Heading	With Effect from	Annual Net Impact	Virement From	Other Comments
n/a	n/a	n/a	n/a	n/a	n/a

- 6.3 **Equalities and diversity:** the report has no impact on the Council's Equalities policy.
- 6.4 **Repopulation:** the Development Plan – Clydeplan SDP and the Inverclyde LDP – are of direct relevance to the Council's repopulation agenda, in setting out both the strategic context for the planning and development of Inverclyde within the City Region, and the specific locations and allocations of land to meet future housing, business and retail requirements.

7.0 CONSULTATION

- 7.1 **Chief Financial Officer:** no requirement to comment.
- 7.2 **Head of Legal and Property Services:** no requirement to comment.
- 7.3 **Head of Organisational Development, HR and Communications:** no requirement to comment.

8.0 BACKGROUND PAPERS

- 8.1 (1) Inverclyde Local Development Plan 2014 (adopted August 2014), plus
- (i) Supplementary Guidance on Affordable Housing Provision; The Green Network; Local Development Frameworks; Planning Application Advice Notes and Renewable Energy.
 - (ii) Local Development Plan: Action Programme 2014
- (2) Inverclyde Local Development Plan : Development Plan Scheme and Participation Statement (March 2014)
- (3) Glasgow and the Clyde Valley Strategic Development Plan (approved May 2012)
- (4) Clydeplan: SDP2 Main Issues Report (January 2015)

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- (5) Glasgow and the Clyde Valley Strategic Development Plan : Development Plan Scheme and Participation Statement (March 2014)
[NB - updated 2015 report on the DPS/PS for the second GCV SDP (SDP2), to March 2015 meeting of the SDPA Joint Committee]

Attachments

- (1) Annex 1: Inverclyde Local Development Plan – Development Plan Scheme and Participation Statement 2015

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Clyde Square
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5 February 2015

E&R Cmtee: March 2015

Inverclyde Council

Local Development Plan

Development Plan Scheme and Participation Statement

March 2015

Development Plan Scheme

Introduction – What is a Development Plan?

A Development Plan is a document that sets out where development should take place and identifies which areas should not be developed. It includes policies and proposals that provide the framework upon which all planning applications can be determined. The statutory requirement to prepare development plans is set out in the Planning (Scotland) etc Act 2006. They must be updated every five years to ensure they are kept up to date, with their associated action programmes required to be updated every two years.

In the four city regions of Scotland, the Development Plan is made up of a Strategic Development Plan (SDP) and a Local Development Plan (LDP). The SDP covers a number of LDP areas and sets out a long term (20 year) development strategy for the area, indicating the overall general scale of development required and broadly where that development should be located. The LDPs that sit below this set out a more detailed level of planning, through policies and proposals, to guide development in each local authority area and must accord with the SDP. The Development Plan has to have regard to the National Planning Framework for Scotland (NPF) produced by the Scottish Government. It sets out in broad terms Scottish Ministers' strategy for Scotland's spatial development and the priorities for that development over a twenty to thirty year time period. The current framework, NPF3, came into force in July 2014.

The two statutory plans that comprise the Development Plan for Inverclyde under the 2006 Act are:

Strategic Development Plan: The Glasgow and the Clyde Valley Strategic Development Planning Authority (GCV SDPA) - recently branded Clydeplan - comprising eight local planning authorities, including Inverclyde, prepared the first Strategic Development Plan (SDP) for the Glasgow City Region. The Plan has had regard to the then current NPF2, and was approved by Scottish Ministers in May 2012.

Local Development Plan: The first Inverclyde Local Development Plan was adopted by Inverclyde Council on 29 August 2014. The LDP includes five Supplementary Guidance documents on Local Development Frameworks, Affordable Housing Provision, Green Networks, Renewable Energy and Planning Application Advice Notes. Each of these supplementary guidance documents provide greater detail for certain policies to give clarity to developers as to how these policies will be applied in determining planning applications.

What is a Development Plan Scheme?

The purpose of a Development Plan Scheme (DPS) is to set out the authority's programme for preparing and reviewing their development plan (both SDP and LDP) and to describe what is likely to be involved at each stage. There should be meaningful consultation in the preparation of a development plan, and the DPS must include a Participation Statement (PS), stating when, how and with whom consultation on the plan will take place.

The first Inverclyde Council DPS and PS was submitted to the Scottish Government in March 2009. Legislation requires that the DPS and PS be updated and submitted to the Scottish Government at least annually, and this DPS and PS is the seventh annual update.

Strategic Environmental Assessment

An important consideration of the 2006 Act, under Section 3E, requires planning authorities to carry out their development planning functions with the objective of contributing to sustainable development. In doing so they must have regard to any guidance Scottish Ministers issue for this purpose.

Central to this is the requirement, under The Environmental Assessment (Scotland) Act 2005, to undertake a Strategic Environmental Assessment (SEA) of both LDPs and SDPs. Inverclyde Council published a Strategic Environmental Assessment – Environmental Report alongside the Inverclyde Local Development Plan 2014 on 29 August 2014.

In addition to the SEA, there is also a requirement to undertake a Habitats Regulations Appraisal under The Conservation (Natural Habitats, etc) Regulations 1994 as amended, with the aim of ensuring the protection of designated international environmental resources, at the time of the publication of the Proposed Plan. The first part of this process is to undertake a screening to determine whether an 'appropriate assessment' is required. A Habitats Regulation Appraisal Record was published on 31 May 2013, with the conclusion that no assessment was required.

Action Programme

It is a statutory requirement for planning authorities to prepare a list of actions to deliver each of their Local Development Plan's policies and proposals, along with details of those responsible for carrying them out and the timescales for doing so. These actions can vary in nature and may include the delivery of key infrastructure and facilities, the preparation of masterplan documents or the provision of supplementary guidance. Actions are not confined to those being provided by Inverclyde Council. In the consideration and production of the Inverclyde Local Development Plan Action Programme, consultation has been undertaken with the Key

Agencies and all other bodies identified as being responsible for the delivery of the specified actions. Inverclyde's Action Programme was published in November 2014.

Review of Clydeplan Strategic Development Plan

Clydeplan has now embarked on a review of the approved SDP (May 2012) with the publication of a Main Issues Report (MIR). A consultation period of eight weeks, between 30 January and 27 March 2015, has been set, with the aim of publishing the SDP Proposed Plan for consultation in January 2016. Should there be unresolved representations, an Examination will be conducted by a reporter appointed by Scottish Ministers in the summer of 2016. Approval of SDP2 is programmed thereafter for Spring 2017. Details are available on the GCV SDPA's website at <http://www.clydeplan-sdpa.gov.uk>.

An updated Clydeplan SDP Development Plan Scheme and Participation Statement outlining a revised timetable is expected to be approved at the March 2015 SDPA Joint Committee, and will be made available on their website.

Programme for Inverclyde Local Development Plan Production

The timetable for the preparation and production of the second Inverclyde Local Development Plan is set out below.

Key Stages	Key Components	Clydeplan Strategic Development Plan 2	Inverclyde Local Development Plan 2
Development Plan Scheme and Participation Statement	Annual publication of Development Plan Scheme and Participation Statement.	Annually in March	Annually in March
Early Engagement	Start Early Engagement with stakeholders. Start preparation of Monitoring Statement.	January/February 2014	January 2016
Evidence Gathering	Publication of Monitoring Statement. Call for Sites.	June – December 2014	September 2016

Key Stages	Key Components	Clydeplan Strategic Development Plan 2	Inverclyde Local Development Plan 2
	Consideration of issues for Main Issues Report.		
Action Programme Update for SDP1/LDP1	Publication of Action Programme Update (required every two years).	June 2014	November 2016
Main Issues Report and SEA Environmental Report	Publication of Main Issues Report. Consider Representations on Main Issues Report. Start preparation of Proposed Plan.	January 2015	March 2017
			Local Government Elections – May 2017
Proposed Plan and Draft SEA Environmental Report	Publication of Proposed Plan. Consider Representations. Prepare Schedule 4s.	January 2016	May 2018
Submission to Scottish Ministers	Submit Proposed Plan to Scottish Ministers.	May 2016	September 2018
Start of Examination into Proposed Plan	Unresolved representations to the Proposed Plan to be subject to Examination by a Reporter appointed by Scottish Ministers.	June 2016	October 2018
Modification of Proposed Plan	Modify Proposed Plan following consideration of recommendations from Reporter.	Late 2016/Early 2017 **	Early 2019 **
Approval/Adoption of Proposed Plan and Strategic	Submit Plan to Scottish Ministers for approval (SDP)/authority to adopt (LDP).	Spring 2017 **	Summer 2019 **

Key Stages	Key Components	Clydeplan Strategic Development Plan 2	Inverclyde Local Development Plan 2
Environmental Assessment Environmental Report			
Action Programme	Publication of Action Programme.	Spring 2017 **	Within three months of adoption of Plan (Autumn 2019).
Strategic Environmental Assessment Post Adoption Statement	Publish Strategic Environmental Assessment Post Adoption Statement (how the environmental considerations have been integrated into the Plan).	Spring 2017 **	Within three months of adoption of Plan (Autumn 2019).

** Subject to the timetable of Reporter appointed by Scottish Ministers

Participation Statement

The Council is committed to involving stakeholders (i.e. any individuals or groups with an interest in planning issues within Inverclyde) in the preparation of the next Local Development Plan. For this reason, careful thought has been given to how we can involve stakeholders effectively.

This Participation Statement (PS) explains who we will seek to involve at the various stages of preparing the next Plan, and the different ways in which we will do so. The PS will be updated annually and published as part of the Development Plan Scheme.

What Does Involvement Mean?

There are three main ways in which we will seek to involve stakeholders in the preparation of the next Plan:

- **Inform** – Throughout the process, we will provide information on the progress made and make people aware of the next stage
- **Engage** – In the early stages of the process, we will engage with certain stakeholders in order to identify the main issues to be addressed in the next Plan
- **Consult** - At certain points, we will seek stakeholders' views on specific issues and options which have been identified for discussion or consultation.

Why Should You Get Involved?

The preparation of the Local Development Plan seeks to identify where new development, such as housing, business, leisure and recreation etc, should be located and how it can positively influence the towns and countryside within Inverclyde. The Plan also seeks to ensure that any potential negative impacts of new development are, as far as possible, overcome or reduced.

The Council strongly encourages stakeholders to get involved, as this will help us prepare a Plan that is relevant and responsive to the needs, aspirations and concerns of those who live, work, visit and invest in the area. We believe it is particularly important for stakeholders to get involved in the early stages of preparing the plan, as this is when a range of ideas and options are being considered and no decisions have been taken by the Council. Getting involved applies as much to people who support specific issues and/or development proposals as to those who may wish to object.

You can get involved on your own or as part of a local organisation, such as a Community Council, residents association, local business or amenity group.

Learning from Experience

In order to learn from previous experience and get more people involved in the next Plan process, we reviewed the effectiveness of the participation methods used during the preparation of the current Local Development Plan. We also looked at the participation methods used by other Planning Authorities to see if there are any new and innovative methods which would be appropriate and effective in Inverclyde.

The review identified a number of ways in which our approach could be improved. For example, it recommended the use of school based workshops to increase youth engagement. The recommendations of the review have been taken into account and, where appropriate, included in this Participation Statement.

General Principles

The approach set out in this PS is based on a number of general principles. These are to:

- meet the National Standards for Engagement
- take account of the advice set out in the Scottish Government's Planning Advice Note 3/2010 Community Engagement
- go beyond the minimum statutory (legal) requirements to involve stakeholders
- make sure that people and communities are aware of the Local Development Plan process, its importance and how they can get involved
- make the process accessible to all stakeholders by providing a variety of ways, locations and times to get involved and ensure that documents are written in plain English and maps are clear and easily understood.
- use social media and any new innovative methods which have been shown to be effective and which would be appropriate within Inverclyde
- inform stakeholders of how their responses have been taken into account in the preparation of the Plan
- seek feedback on how we propose to involve stakeholders in the preparation of the next Plan.

Who Do We Want to Involve?

The Council seeks to involve as wide a range of stakeholders as is practicable, including:

- public sector (relevant government departments and agencies)
- private sector (e.g. business, housing and retail interests)
- community groups (e.g. Community Councils, Development Trusts)
- voluntary sector organisations
- single interest organisations (e.g. environmental)
- individual members of the public.

We recognise that it is difficult to involve certain sections of society. In light of this, we intend to make a greater effort to reach beyond those individuals and groups normally involved in planning consultations to a wider range of public interests such as young people, pensioners, ethnic minorities and the disabled.

Registering as a Contact

The Council maintains a 'contacts list' of interested people, groups and organisations that will be directly notified of key stages/events in the preparation of the next Plan, i.e. publication of the Main Issues Report.

To add your name to our contacts list please get in touch with the Planning Policy team using the details provided at the end of this document.

When and How Will We Involve You?

The Council seeks to involve stakeholders throughout the preparation of the next Plan, up to the point where the Plan is agreed by the Scottish Government and ready to use (adopted).

Scottish Government policy (Circular 6/2013 Development Planning) states that the character of stakeholder involvement - who will be involved, when and how - should change as the preparation of the next LDP progresses. This approach tries to ensure that stakeholder involvement is proportionate to each stage of the Plan preparation process and that stakeholders are provided with the most appropriate opportunities to get involved.

Table 1 sets out, in as much detail as is known at this early stage, who we propose to involve at the key stages of preparing the next Plan, why we want to involve them and how we propose to do so. While the information set out in Table 1 reflects our current thinking, we will give further consideration to the appropriateness of the participation methods listed, and whether any new and innovative methods should be added, prior to the publication of the next DPS in March 2016. In light of this, it is important to note that the information provided in Table 1 may change.

LDP Stage	When?	Why Involve Stakeholders?	Who will be Involved?	How will stakeholders be involved?
Ongoing	Ongoing	To keep stakeholders informed of how the preparation of the Plan is progressing and what the next stage in the process is.	All stakeholders	<ul style="list-style-type: none"> • The Development Plan Scheme • Updates on the Council's website, Twitter and Facebook pages • Reports to the Council's Environment and Regeneration Committee (these will be made available on the Council's website).
Publication of the Development Plan Scheme (DPS)	Annually in March	It is a statutory requirement to inform stakeholders of the programme for preparing and reviewing the next LDP and highlight how and when they can get involved.	All stakeholders.	<p>Stakeholders will be informed of the DPS through:</p> <ul style="list-style-type: none"> • A Report to the Council's Environment and Regeneration Committee (this will be made available on the Council's website) • Updates on the Council's website, Twitter and Facebook pages. • Paper copies of the DPS will be made available in all local libraries and the municipal buildings in Greenock, while an online copy will be available on the Council's website. <p>The DPS will include information on how stakeholders can provide feedback on it.</p>

LDP Stage	When?	Why Involve Stakeholders?	Who will be Involved?	How will stakeholders be involved?
Early Engagement	January 2016	This is a non-statutory engagement, which seeks stakeholders views on what issues should be addressed, and options identified, in the Main Issues Report.	Stakeholder groups (Please note that in order to target resources efficiently, this stage does not include individual members of the public)	<p>Relevant stakeholders will be informed of the early engagement process through:</p> <ul style="list-style-type: none"> • The Development Plan Scheme • An 'In View' magazine article • Press adverts/interviews • The Council's website, Twitter and Facebook pages • E-networking - i.e. using other organisations electronic bulletin boards to provide information • Slide show video presentation in Council buildings and public libraries. <p>Stakeholders will be actively engaged through:</p> <ul style="list-style-type: none"> • Planning Aid 'training sessions' on the LDP process • A Citizens Panel survey • Freepost summary postcards • Stakeholder meetings, (e.g. community groups, key agencies, developers, internal Council services) • School based workshops • Members officers working group • All member briefings
Publication of the Main Issues Report (MIR)	March 2017	<p>It is a statutory requirement to engage/consult on the MIR.</p> <p>This is a key stage in involving</p>	All stakeholders	<p>Stakeholders will be informed of the MIR through:</p> <ul style="list-style-type: none"> • The Development Plan Scheme

LDP Stage	When?	Why Involve Stakeholders?	Who will be Involved?	How will stakeholders be involved?
		stakeholders in the preparation of the next LDP as it provides the opportunity to comment on the main policy and settlement issues identified by the Council (through early engagement) and/or identify new issues.		<ul style="list-style-type: none"> • Statutory notices • Press Adverts/Interviews • Stakeholders on the Council's LDP contacts list will be notified directly • Updates on the Council's website, Twitter and Facebook pages • Banners, posters and leaflets left at key points, including libraries, Council offices and leisure centres. • YouTube videos • A Report to the Council's Environment and Regeneration Committee <p>Stakeholders will be actively engaged through</p> <ul style="list-style-type: none"> • Stakeholder meetings (e.g. community groups, key agencies, developers, internal Council services) • Members officers working group • All member briefings • Public information events to be held at key locations throughout Inverclyde, including libraries and leisure centres etc. • School based workshops • Community Planning Partnership network
Publication of the Proposed Plan	May 2018	It is a statutory requirement to consult on the Proposed Plan, which represents what the	All stakeholders	In addition to the methods used to publicise the MIR, the Council will 'neighbour notify' all owners, lessees, occupiers and

LDP Stage	When?	Why Involve Stakeholders?	Who will be Involved?	How will stakeholders be involved?
		Council believe should be taken forward as the next Local Development Plan.		<p>neighbours of development sites identified in the Proposed Plan</p> <p>Stakeholders will be actively consulted on the Proposed Plan through:</p> <ul style="list-style-type: none"> • Stakeholder meetings (e.g. community groups, key agencies, developers, internal Council services) • Public information events to be held at key locations throughout Inverclyde, including libraries, leisure centres and schools. • Community Planning Partnership network • Members officers working group • All member briefings
Examination of the Proposed Plan	October 2018	Where there are unresolved representations to the Proposed Plan, it is a statutory requirement to go through the examination process.	Stakeholders whose representation to the Proposed Plan has not been resolved.	<p>Stakeholders will be informed of the examination process through:</p> <ul style="list-style-type: none"> • Statutory notices • Press adverts • Notifications sent to all relevant stakeholders • Updates on the Council's website, Twitter and Facebook pages <p>The reporter appointed by the Scottish Government will determine how stakeholders should participate in the examination process. This will done through</p>

LDP Stage	When?	Why Involve Stakeholders?	Who will be Involved?	How will stakeholders be involved?
				one of the following: <ul style="list-style-type: none"> • Hearings • Written submissions • Formal enquiry sessions

Strategic Environmental Assessment

In accordance with the Environmental Assessment (Scotland) Act 2005, we will carry out a public consultation on the draft Environmental Report published alongside the Main Issues Report and the Proposed Plan. We will also make the final SEA Post Adoption Statement publicly available, i.e. on the Council's website.

How Can You Provide Comments?

At each stage of plan preparation, we will provide a variety of simple and convenient ways in which to respond to formal consultations and provide informal comments on the preparation of the Plan. These will include:

- Using the consultation response form on the Council's website
- Inputting at development plan events, either directly or through the comments boxes provided
- Telephoning, sending an email or writing a letter using the contact details at the bottom of this page (please note that electronic correspondence is encouraged whenever possible)

How we will deal with your comments?

When a stakeholder has made a formal representation during the preparation of the Plan, we will inform them of how this has been taken into account through an email, or letter if no email address is available, acknowledging receipt of the representation and advising when it, along with our response, will be submitted to the Council's Environment and Regeneration Committee. At this point, we will also inform the stakeholder of the next stage in the process.

Providing feedback on the Development Plan Scheme

We welcome your feedback on the Development Plan Scheme, including the type of consultation methods that we are proposing to use.

Accessing Documents

For further information or to provide feedback on this DPS, please contact the Planning Policy Team at:

Inverclyde Council
Environment, Regeneration and Resources
Planning Policy Team
Regeneration and Planning
Municipal Buildings
Clyde Square
Greenock
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