


## Appendix 2 Local Development Plan and SEA Implementation Timetable


Stage Number	Integrated Process		Tasks	Timetable	Comments and Overlaps	Status
	Local Plan	SEA				
1.	Initial publicity of <b>Development Plan Scheme, Participation Statement.</b>	<b>Screening Report not required</b> under Section 9a of the Environmental Assessment Scotland Act 2005	Initial publicity of Development Plan Scheme, Participation Statement undertaken by SIC Planning Team including a Report to SIC Planning Board and with 2 copies sent to Scottish Ministers	20 Feb 2008	↓	Completed
2.	Consultation Workshops to determine broad issues, and Identify topic areas, and key policy issues to inform the content of the <b>Main Issues Report (MIR)</b>	Identify main implications by way of a screening and scoping report outlining the potential for the LDP to impact on the environment  Both Workshops helped inform the preparation of <b>SEA Scoping Report</b> for the proposed LDP	Evidence gathering and baseline information provided through a Local Development Plan Review 2009 - 2012: Informing the Main Issues Report.  Consultants (Natural Capital Ltd) commissioned to conduct two workshops involving SIC Planning Team and Planning	2 <sup>nd</sup> July, 2009  31 <sup>st</sup> August 2009	↓	Completed

			<p>stakeholders.</p> <p><u>Workshop 1 - Informing the Main Issues Report:</u> strategies; key drivers; constraints and opportunities</p> <p><u>Workshop 2 – Informing the Main Issues Report:</u> Objectives, Alternatives and Appraisal</p>			
3.	Identification of Main Issues and preparation of <b>Main Issues Report</b>		Wider Consultation/ Participation with the community	July 2009 - October 2009	↓	Completed
4.	Commencement of <b>LDP Scoping</b> for SEA purposes.	Preparation and completion of <b>SEA Scoping Report</b> by consultants.	<p>Consultants commissioned and liaised with SIC Planning Team during compilation of <b>SEA Scoping Report.</b></p> <p>Scoping exercise included: environmental issues, baseline data, SEA objectives, SEA</p>	Consultants (Natural Capital Ltd) commissioned on 19 <sup>th</sup> November 2008 and completed SEA Scoping Report on 28th February, 2010	↓	

			methodology, proposed, SEA assessment matrices, and consultation timescales.		↓		
5.	Production of the <b>Development Plan Monitoring Statement and Main Issues Report.</b>	The Monitoring Statement and Main Issues Report highlighted the main environmental implications of the strategic options for the proposed LDP.  Both reports helped inform the preparation of <b>SEA Scoping Report</b> for the proposed LDP	Monitoring Statement was produced to accompany the Main Issues Report. It identified changes in the principal physical, economic, social and environmental characteristics of Shetland. It also examined changed and revised legislation impacting on the existing Local Plan policies and proposals.	February 2010 – Report to SIC Planning Board  February 2010 – Monitoring Statement produced  March 2010 – Main Issues Report produced	↓	Slippage from November 2009, due to delaying consultation so it did not occur over the festive season. This therefore caused an impact to the rest Development Plan Scheme timescale.	Completed
6a.	<b>Main Issues Report</b> produced together with <b>Public Consultation and Participation</b>		Consultation exercise undertaken as outlined in original Development Plan Participation Statement	27 <sup>th</sup> March 2010 – 7 <sup>th</sup> June, 2010	↓		Completed
6b.	<b>Consideration of issues arising</b> from Public Consultation		Initial findings reported to community groups and stakeholders	June 2010 – July 2010	↓	Via newsletter	Completed

	and participation					
7.	<p><b>Call for proposed allocated sites</b></p> <p>This stage was added as direct response to the Main Issues Report Consultation. The new LDP uses a land based allocation system never employed in Shetland before. The old system resulted in developers having aspirations, but not complete plans for the development of their sites. The call for sites was aimed at looking for 'sites of development potential' with a view to progressing these sites towards allocation status within the lifetime of the LDP and beyond</p>		Media publicity – press releases, newspaper articles, radio interview	April 2010 - April 2011		Completed

8a.	Published details of submitted sites by developers		Press release, Landwise article, public information folders at various locations including leisure centres in each locality and on the Plan Shetland website	April 2011 – August 2011	↓		Completed
8b.	Assess submitted sites	Assess sites against SEA objectives and criteria in preparation for the <b>SEA Environmental Report</b>	Professional assessment, site visits, received responses from public and consultees. Responded to submissions provided	July 2011 – February 2012	↓	Further assessment of the sites and LDP policies against the SEA objectives and criteria will be contained in the <b>SEA Final Environmental Report</b>	Completed
9.	Commencement of <b>LDP Environmental Reporting</b> for SEA purposes	Preparation and completion of <b>SEA Draft Environmental Report</b> by consultants.	Consultants commissioned and liaised with SIC Planning Team during compilation of the <b>SEA Draft Environmental Report</b> .	Consultants (Natural Capital Ltd) commissioned on 6 <sup>th</sup> January 2010 and completed SEA Draft Environmental Report on 31 <sup>st</sup> March, 2010	↓		

10.	<p><b>Preparation of Draft Local Development Plan, Draft Action Programme and Supplementary Guidance</b> based on results of the Main Issues Report and National Guidance.</p>	<p>Assess strategic direction, policies and site specific proposals against SEA objectives and related criteria for <b>Final Environmental Report</b> purposes</p>	<p>The <b>proposed Local Development Plan</b> covered the Spatial Strategy, policies, proposals and land allocations. It contained a vision statement, proposals map and schedule of Council land.</p> <p>As part of this process, the SIC Planning Team devised new methodologies for site allocations appraisals, developed new policies in line with the Main Issues Report Consultation process and National Guidance. Furthermore, an <b>Action Programme</b> was outlined contained a list of actions indicating how the LDP would be implemented and an indication of <b>Supplementary Guidance</b> to support policies was</p>	June 2010 - September 2012		Completed
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			presented.			
11.	Conclusion of <b>Environmental Report</b> for SEA purposes	The preparation of the <b>Final Environmental Report</b> involved a <u>revision</u> of the <b>Draft Environmental Report</b> incorporating changes including; assessment of LDP policy options, site allocations, alternatives, mitigation of adverse effects and production of supporting documents e.g. Habitats Regulations Assessment, Flood Risk Assessment.	Report prepared for SIC Development Committee meeting.	10th October 2012	↓	This was a Special Meeting of full Council Chamber to debate, decide and make a recommendation on the LDP
12.	Publication of <b>Draft Local Development Plan, Draft Action Programme and Supplementary Guidance</b>	Publish Proposed Local Development plan, Environmental Report and Habitats Regulations Assessment - Screening	Report prepared for SIC Development Committee meeting.	10 <sup>th</sup> October 2012	↓	This was a Special Meeting of full Council Chamber to debate, decide and make a recommendation on the LDP

13.	<b>Discussion on the Implementation of Action Programme</b>				↓	This was considered at meeting of 10 <sup>th</sup> October and formed part of the Council's settled view and goes out for representation.	
14.	Preparation of <b>additional Supplementary Guidance</b>	Assess against SEA objectives		January 2013 onwards	↓	This will not commence until first quarter of 2013	
15.	<b>Draft Local Development Plan and Final Environmental Report</b> released for representation.  Prepare SEA <b>Screening of Supplementary Guidance</b> and, if necessary, undertake SEA	Draft Local Development Plan and <b>Final Environmental Report</b> released for public consultation.		19 <sup>th</sup> October to 13 <sup>th</sup> December 2012  December 2012	↓	Period of representation / public consultation.	
16.	Assess representations and responses from public consultation period.	Assess responses	Report any changes necessary to the Plan. Assess feedback from the consultation of the Proposed Plan.	13 <sup>th</sup> December 2012	↓	Update on consultation period to the full Council meeting of the 14 <sup>th</sup>	



						December 2012.	
17.	Address unresolved issues, modifications and undertake Report of Conformity with Participation Statement			January 2013 onwards		Council meeting to adopt the LDP will be required in the first quarter of 2013.	
18.	Examination		If there are unresolved representations Scottish Ministers will appoint a person to examine the plan.	Preparation 3 months  Approximately 6-9 months required for the PLI			
19.	Consider recommendations of the Examination		Publish any changes in preparation for adoption				
20.	<b>Adoption of Local Development Plan</b>	<b>Adoption of Final Environmental Report</b>	Publish Modifications and Statement of Explanation. Report to SIC Development Committee will advertise intention to adopt the Local Development Plan and Environmental Report Allow 28 days for advertising  Send Draft Local Development Plan, Final Environmental	Not possible to determine dates			

			<p>Report and Habitats Regulation Assessment – Screening to the SEA Gateway</p> <p>All subject to Scottish Ministers accepting the LDP and any revisions</p>				
21.	<p><b>Monitoring and Review of Local Development Plan and Supplementary Guidance</b></p>	<p>This considers the Environmental Report and how SIC will monitor the effects the LDP undertaking revisions and updates as necessary. <b>A Post Adoption Statement</b> will be sent to the SEA Gateway.</p>		Ongoing			
22.	<p><b>Publication of Action Programme</b> outlining how the LDP will be implemented</p>			Ongoing			

