

Local Place Plans FAQ's

What is a Local Place Plan?

A Local Place Plan is:

- *A proposal as to the development or use of land*
- *It may also identify land and buildings that the community body considers to be of particular significance to the local area*

[Planning Act 2019](#)

Examples might be:

A housing land allocation or the design of a new public green space

What is not a

planning/development example:

Litter management or dog fouling

Improvements to public transport (routes and timetables)

- Local place plans must fulfil a particular set of criteria in order to be considered valid by a planning authority.
 - be prepared by a Community Body (see next section);
 - be a proposal as to the development or use of land; and
 - fulfil the legal requirements set out in the [2019 Act](#) and the [2021 Regulations](#).
- Local place plans should have regard to the [local development plan](#) for your area, as well as the Scottish Government's Strategic [National Planning Framework](#) which covers the whole of Scotland.
- Depending on the level of detail, a local place plan may require a specialised design element provided by an architect or urban designer.

Why Prepare a Local Place Plan?

Local Place Plans provide communities with the ability to shape the way their community look and function. These plans can be a tool to achieving a vision by addressing issues that are experienced in a community and explore what actions can be taken to improve them.

Who can prepare a Local Place Plan?

Local Place Plans are to be prepared by community bodies. Responsibility for preparing, consulting on and submitting Local Place Plans rests with the relevant community body. A community body can be:

- A community-controlled body, as defined by section 19 of the [Community Empowerment \(Scotland\) Act 2015](#);
- A community council established in accordance with Part 4 of the Local Government (Scotland) Act 1973.

Community councils are well established in East Lothian and cover the vast majority of communities. Further information relating to functioning community councils and their respective boundaries can be found on the council's website at: [Community Councils](#)

If an organisation wishing to prepare a Local Place Plan is not currently constituted as a community controlled body, it might want to consider becoming one, or perhaps working with an organisation which is already recognised as having this status.

What will the process of preparing a Local Place Plan involve?

There are several basic stages in the preparation of a Local Place Plan, most of which are governed by specific legislation:

1. Form a community body and steering group
2. Define the Local Place Plan Area (the area you want your plan to cover)
3. Engage the community, councillors and the Council
4. Gather resources and evidence on the key issues to be addressed within the plan
5. Prepare and consult on a draft Local Place Plan
6. Submit the Local Place Plan to the local authority
7. Validation of the Local Place Plan
8. Registration of the Local Place Plan

Responsibility for preparing a Local Place Plan rests with the relevant community councils, or, in cases where there is no such body, a properly constituted community body. The council will validate and register appropriately produced Local Place Plans.

We support community councils in the county that wish to develop a Local Place Plan and can provide advice and guidance throughout the process. Those looking to prepare a Local Place Plan should be mindful of the key themes in the National Planning Framework particularly the need to address climate change, improve place making and the nature crisis. These are priorities for the Council and future strategies and plans will need to help address these issues.

You can find more information from the main, national source of support for Local Place planning by visiting the [Our Place](#) website. The Planning Circular also provides further information on the [Circular 1/2022: Local Place Plans](#).

Is a Local Place Plan right for your community?

There is a draft '[How to Guide](#)', aimed specifically at communities to help them understand Local Place Plans and the process including if a LPP is right for your community. You should read this guidance before you make a decision to start a Local Place Plan.

When can a Local Place Plan be Prepared?

Now.

There is currently nothing to prevent community bodies from preparing a Local Place Plan at this time.

The Council is beginning the review of its Local Development Plan (LDP). The review of this Plan is currently expected to be completed in 2025. Details of the timescales for the LDP and its participation statement can be found in the [Development Plan Scheme](#).

For the Local Place Plan to be considered alongside the development of Local Development Plan 2 a Local Place Plan should be submitted for validation **Spring 2024**. After this date Local Place Plans can still be prepared but will only be considered for incorporation into the Local Development Plan through an amendment process or future reviews.

Support for developing your Local Place Plan

In addition to the statutory duties that we have in relation to progressing Local Place Plans, we can offer a range of support for communities that wish to undertake a Local Place Plan. This includes:

- general advice and guidance on the process, how to gather evidence, getting people involved and policy development
- attendance at specific community body meetings, as required and if resources are available
- assistance with mapping for consultation events and documents
- Helping to locate Local Place Plan guidance and other practical documents

The draft '[How to Guide](#)', is aimed specifically at communities to help them understand Local Place Plans and the process including potential budgets, specialist support and if a LPP is right for your community.

Is there Funding Available?

If you are interested in preparing a Local Place Plan for your community, there may be forthcoming funding available from the Scottish Government. The Investing in Communities fund is now open for applications. [Find out more here](#). Additionally [Scottish Towns Partnership](#) may be able to help.

[Planning Aid Scotland](#) (PAS) offer an impartial service especially for Local Place Plan development. If you'd like to discuss what might be the right approach for your community or how they can help, please contact Elaine Mowat on elainem@pas.org.uk.

How will a Local Place Plan be used in the Planning Process?

If a Local Place Plan is produced in the appropriate manner then the Council will place it on a register of Local Place Plans and take its content into account during the development of the Local Development Plan. This does not mean that Local Place Plans will be automatically incorporated into the Local Development Plan. The extent to which any Local Place Plan is incorporated into the Local Development Plan will depend on its content and how this fits with the emerging strategy of the Local Development Plan.

East Lothian's communities will be consulted at various stages of the Local Development Plan process. If community groups decide to produce a Local Place Plan this will not prevent them from engaging in the wider Local Development Plan process.

If you have any other questions about Local Place Plans, please feel free to contact us at the policy&Pprojects@eastlothian.gov.uk