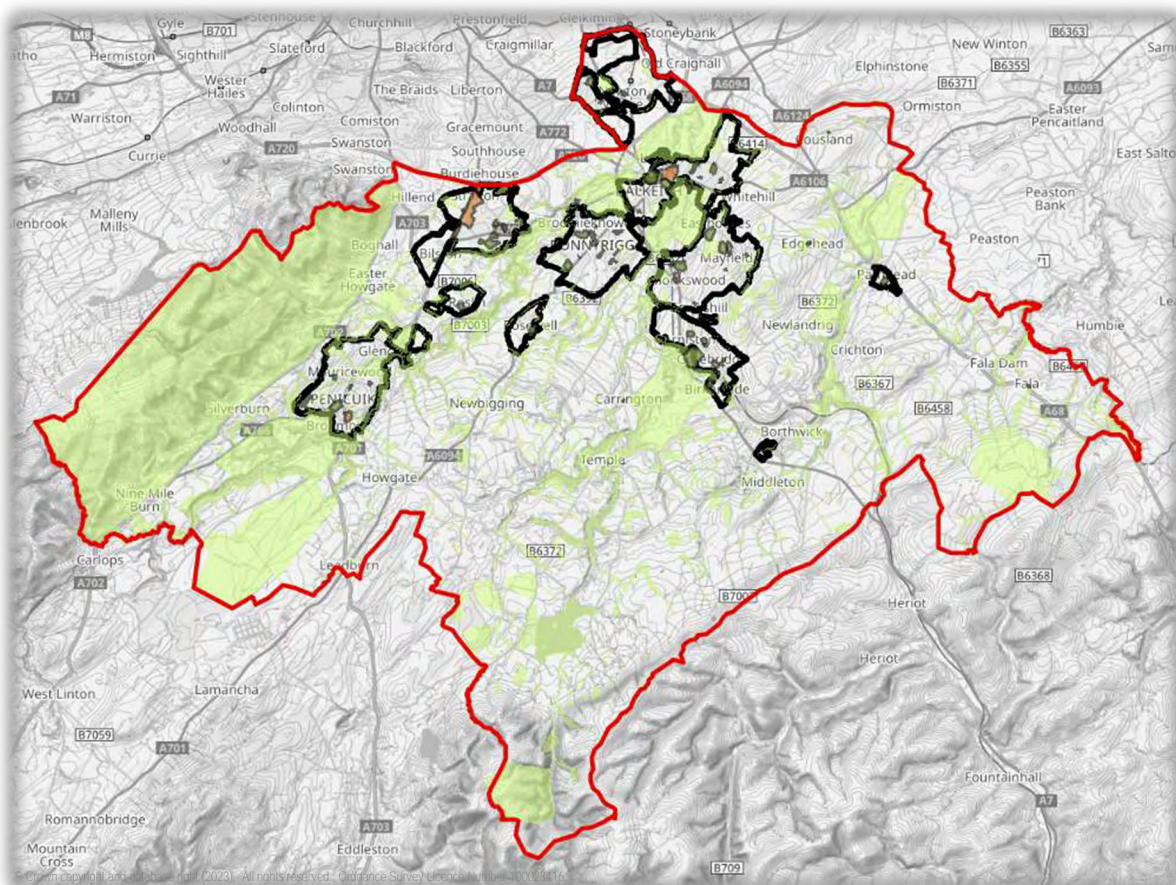


LOCAL PLACE PLANS

Midlothian Council - Information and Guidance



Midlothian

LOCAL PLACE PLANS

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1. Introduction

2. Information Sources

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Midlothian

LOCAL PLACE PLANS

1. Introduction



Midlothian

INVITATION TO PREPARE LOCAL PLACE PLANS

**Town and Country Planning (Scotland) Act 1997- Section 15A + Schedule 19: LPPs
The Town and Country Planning (Local Place Plans) (Scotland) Regulations 2021**

Local Place Plans are a way for communities to achieve change in their local area. They are a tool to help communities think about how they can make their 'place' better - agreeing priorities and working with others to make change happen.

Midlothian Council invite community groups

to prepare Local Place Plans, setting out proposals for the development or use of land in their area. These plans may also identify land and buildings that community groups consider to be of particular significance. More information is on our website at: www.midlothian.gov.uk/LPP



Process and Timescale

In preparing a Local Place Plan, a community group must fully comply with the legislation noted above, which includes:

- having regard to the Midlothian Local Development Plan (LDP), the National Planning Framework (NPF) and any locality plan for the area
- setting out reasons for considering that the adopted LDP should be amended
- complying with requirements as to the form and content of the Local Place Plan and steps to be taken before preparing the plan

Local Place Plans will be taken into account by the Council during the preparation of their new LDP and should therefore be submitted to the Council before November 2023.

Assistance

Community groups will take the lead in preparing Local Place Plans. Midlothian Council can provide assistance and support to communities, including an initial meeting and advice relating to:

- preparing plans
- relevant resources, guidance, precedents and templates
- events, training and knowledge sharing
- funding opportunities
- existing data for the local area
- relevant local and national planning policies
- best practice for community engagement (including Place Standard)
- draft plan (meeting subject to officer availability)
- compliance with legislative and validation requirements

Contacts

To find out more you can contact Midlothian Council:

Address:

Local Place Plans, Planning Service,
Place Directorate, Midlothian Council
Fairfield House, 8 Lothian Road,
Dalkeith, EH22 3AA



Email:
LPP@midlothian.gov.uk



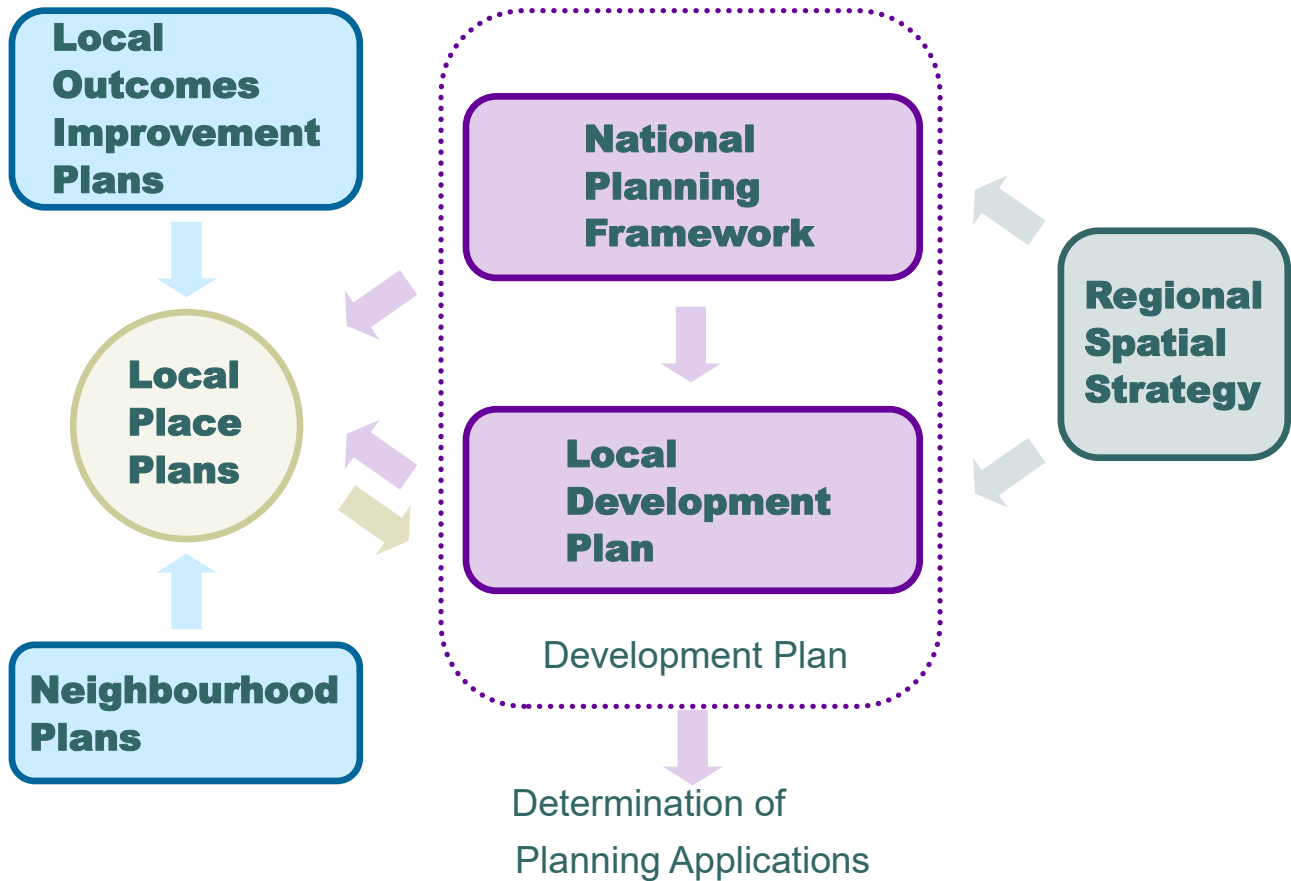
Twitter:
[@MidGov](https://twitter.com/MidGov)



Website:
www.midlothian.gov.uk/LPP

LOCAL PLACE PLANS PLANNING CONTEXT

There are a number of useful resources available to assist Community Bodies in preparing Local Place Plans (LPPs). Please refer to our LPP page on our website for further details: www.midlothian.gov.uk/LPP



Planning Context Summary

- NPF

National Planning Framework — A national plan to guide development and investment in Scotland to 2045. Comprises National Spatial Strategy, National Developments and National Planning Policies. NPF4 adopted February 2023.

[Click for NPF](#)
- RSS

Regional Spatial Strategies — Provide spatial representations of key regional land use issues in Scotland. Their purpose is to guide the development of NPF and LDPs. An Interim RSS for Edinburgh/South East Scotland was prepared in 2020.

[Click for Draft RSS](#)
- LDP

Local Development Plans — Set out development strategies for local authority areas. Include detailed policies used to determine planning applications. The current Midlothian LDP was adopted in 2017.

[Click for LDP](#)
- LOIP

Local Outcomes Improvement Plans — Set out local priorities and planned improvements. Prepared by Community Planning Partnerships in local authority areas. The current Midlothian LOIP is the Single Midlothian Plan 2022-23.

[Click for LOIP](#)
- NP

Neighbourhood Plans — Reflect the strengths and priorities of local communities and allow resources to be targeted to where they are most needed. These plans have been prepared for community council areas in Midlothian.

[Click for NP](#)
- LPP

Local Place Plans — Introduced by Planning (Scotland) Act 2019. Opportunity for community bodies to set out proposals for the development and use of land in their area. May identify land and buildings considered to be of particular significance.

[Click for LPP info](#)

LOCAL PLACE PLANS PROCESS SUMMARY

There are a number of useful resources available to assist Community Bodies in preparing Local Place Plans (LPPs). Please refer to our LPP page on our website for further details: www.midlothian.gov.uk/LPP

Time	Stage / Action	Assistance
Mar 2023	1. Invitation Midlothian Council invite local communities to prepare LPPs.	Midlothian Council
Mar 2023 to Nov 2023	2. Preparation A community body may prepare a LPP, which is a proposal as to the development and use of land and may identify land and buildings of particular significance. Key actions may include: <p><u>Context</u></p> <ul style="list-style-type: none"> clarify purpose of LPP and assess alternative options outline planning policy context and analyse baseline information engage with community, stakeholders and elected members <p><u>Vision</u></p> <ul style="list-style-type: none"> analyse local place and identify LPP site engage with community and gather evidence outline proposed vision and key aims and principles of the LPP list/map/visualise proposed actions, initiatives or land uses prioritise proposals and prepare LPP submission document 	Midlothian Council PAS Informal advice relating to: <ul style="list-style-type: none"> planning context LPP preparation LPP precedents LPP format resources/guides events/training funding existing local data mapping/visuals engagement
Mar 2023 to Nov 2023	3. Submission <p><u>Notice</u></p> A community body must send a copy of the proposed LPP and a notice to each councillor and community council for the LPP area. <p><u>Submission</u></p> Alongside the LPP the following statements should be submitted: <ul style="list-style-type: none"> why the community body considers the adopted Midlothian Local Development Plan (MLDP) should be amended. the community body's view of the level of support for the LPP, the basis of this view, including a description of consultation. 	Midlothian Council Informal advice relating to compliance with legislation and validation requirements.
Mar 2023 onwards	4. Registration Midlothian Council must maintain a register of LPPs. When a valid LPP is submitted, the Council must include it in their LPP register and inform the community body that it has been registered.	Midlothian Council LPP Register
Mar 2023 onwards	5. Map Midlothian Council must make publicly available, a map of their local authority area, which shows the land where LPPs are registered. Available for inspection in Council offices and online.	Midlothian Council LPP Map

LOCAL PLACE PLANS

2. Information Sources



Midlothian

LOCAL PLACE PLANS INFORMATION SOURCES - 1

There are a number of useful resources available to assist Community Bodies in preparing Local Place Plans (LPPs). Please also refer to our LPP page on our website for further details: www.midlothian.gov.uk/LPP

Local Place Plans (Scotland) Regulations 2021

The regulations came into force on 22 January 2022 and provide clarity on the arrangements for preparation, submission and registration of LPPs.

[Click for LPP regs](#)

Planning Circular 1/2022 (Local Place Plans)

Provides guidance to community bodies and planning authorities on the legislative requirements for the preparation, submission and registration of LPPs.

[Click for Circular](#)

Our Place

Web site devoted to promoting the benefits of place and place-based working. Contains information, tools and resources to help support the development of places and LPPs.

[Click for OurPlace](#)



Scottish Government 'How to' Guide (Mar 2021)

This Draft 'How to' Guide is designed to help communities decide whether a Local Place Plan is the right thing for them, and how to go about preparing one.

[Click for LPP guide](#)



Planning Advice Scotland (PAS)

PAS work with communities in Scotland to develop place plans and action plans. PAS have prepared a LPP guide, which explains the role of LPPs in the Scottish planning system and provides a framework to support communities to develop and deliver Local Place Plans. PAS have also prepared a guide to effective community engagement.

[Click for PAS info](#)



National Planning Framework

LPPs are required to comply with the policies set out within the National Planning Framework (NPF). NPF4 was adopted on 13 February 2023.

The Scottish Government have also prepared a summary video which gives a helpful overview of NPF4.

[Click for NPF](#)

[Click for NPF video](#)



Midlothian Council

Boundary maps for each Community Council area can be found on our website via the link button opposite.

You can identify your local area on the Midlothian Local Development Plan (MLDP) (2017) Interactive Map via the link opposite.

Chapter 8 of the MLDP (2017) contains Settlement Statements which you may wish to refer to when preparing your LPP. The MLDP can be found via link button opposite.

The Neighbourhood Plans for Midlothian can be found via link button opposite.

[Click for CC Maps](#)

[Click for LDP Map](#)

[Click for LDP](#)

[Click for NPs](#)

LOCAL PLACE PLANS INFORMATION SOURCES-2

There are a number of useful resources available to assist Community Bodies in preparing Local Place Plans (LPPs). Please also refer to our LPP page on our website for further details: www.midlothian.gov.uk/LPP



Midlothian Settlement Profiling Dashboard

This displays a range of information on community facilities, housing sites, population data and a map of Midlothian's 'green network' of environmental sites and open space.

Tips - Start by reading the introductory text on the panel at the left hand side, then choose a settlement from the drop-down menu at the bottom of this.

[Click for Dashboard](#)



Scottish Index of Multiple Deprivation (SIMD)

This measures deprivation across 6,976 'data zones' across Scotland. It looks at the extent to which an area is deprived across seven domains: income, employment, education, health, access to services, crime and housing.

Tips - The SIMD Background Info provides an introduction to the SIMD and its purpose, information on the methodology used to produce it and other background documents.

The SIMD Map shows how deprivation varies across different areas and provides options for searching through the data.

[Click for SIMD Info](#)

[Click for SIMD Map](#)



SiteLink

SiteLink is produced by NatureScot (formerly Scottish Natural Heritage). It provides access to data and information on protected areas of the natural environment. Users can view site boundaries, designated features and download supporting documents. There is also data on site management agreements and links to other websites for supporting information.

Tips - SiteLink Map - click on the + symbol to open a list of layers which can be added to the map. Protected sites are shown by coloured shapes. Click on these to bring up more details on the sites, such as their reason for designation.

[Click for SiteLink](#)



Past Map

Information on Scotland's historic sites, including battlefields, listed buildings and monuments. These are displayed on background maps spanning from 1843 to the modern day.

Tips - Layers of information can be activated by clicking the boxes on the left-hand side – some layers only become visible when zoomed to a particular level.

[Click for Intro Video](#)

[Click for Past Map](#)



Geograph

This is a library of photos and some background information for each square kilometre of Great Britain and Ireland. The images are covered by a creative commons license, meaning people are free to use them under certain conditions.

Tips - When using the map, zoom in to a location until you see numbers displayed in each grid square. This is the number of photographs taken at that location. Click on the number to see the photographs themselves.

[Click for Geograph](#)

[Click for Map](#)

LOCAL PLACE PLANS INFORMATION SOURCES-3

There are a number of useful resources available to assist Community Bodies in preparing Local Place Plans (LPPs). Please also refer to our LPP page on our website for further details: www.midlothian.gov.uk/LPP



National Records of Scotland (NRS)

NRS is part of the Scottish Government. They provide a wide range of demographic information, such as current population estimates and future projections, to more specialist data such as on winter mortality.

Tips - Select the dataset you wish to browse from the drop-down menu at the top of their [Statistics and Data](#) web page.

[Council Area Profiles](#) are a summary of important demographic statistics for each Scottish Local Authority.

A full list of all the data NRS provide is available on their [Statistics A – Z](#) page.

Note that NRS data is often produced at no greater detail than the Council area level. The SIMD map provides an alternative in some cases.

[Click for Statistics](#)

[Click for Profile](#)

[Click for Stats A-Z](#)



ScotLis

ScotLis is provided by Registers of Scotland and can be used for information on land and property ownership.

Tips - Property documents are often publically available and can be bought for a fee of around £3. The map allows users to view property boundaries for free.

[Click for Scot Lis](#)



Scotland's Environment

Managed by the Scottish Environment Protection Agency (SEPA), this provides a shared hub for environmental information.

Tips - Click on 'Start the Tour' for a quick guide. Alternatively, click on 'Add Map Data Layers' to add features to the map.

[Click for Scot Env](#)



Scotland's Census

Contains data from the Scottish parts of the 2011 and 2001 censuses, which provide the most complete source of information about who lives in Scotland.

Tips - The [Area Overview](#) function allows users to view and compare data for anywhere in Scotland by searching under a postcode, town name or council area.

The [Search Census Data](#) option allows users to look up data on particular topics.

[Click for Overview](#)

[Click for Data](#)



School Information Dashboards

Produced by the Scottish Government's Education Services division, these provide a range of information in the form of a 'Data Dashboard', including pupil numbers class sizes and achievement.

Tips - Separate dashboards are available for [Primary Schools](#) and [Secondary Schools](#).

They are part of more [general education statistics](#) available from the link opposite.

Individual areas (e.g. Midlothian) and schools within these areas can be selected from the drop-down menus at the top of the screen.

[Click for Primary](#)

[Click for Secondary](#)

[Click for Edu Stats](#)

LOCAL PLACE PLANS

3. Mapping Sources



Midlothian

LOCAL PLACE PLANS MAPPING RESOURCES-1

There are a number of useful resources available to assist Community Bodies in preparing Local Place Plans (LPPs). Please also refer to our LPP page on our website for further details: www.midlothian.gov.uk/LPP

Midlothian Council Provided Mapping

The Development Plans staff in Midlothian Council's Planning Team can provide a single package of maps for each group undertaking a Local Place Plan. This comprises:

- A map of the area covered by the Local Place Plan, in both JPEG and PDF formats
- An aerial photo of the area covered by the Local Place Plan, in both JPEG and PDF formats
- An estimate of both the number of people and households living within the area covered by the Local Place Plan

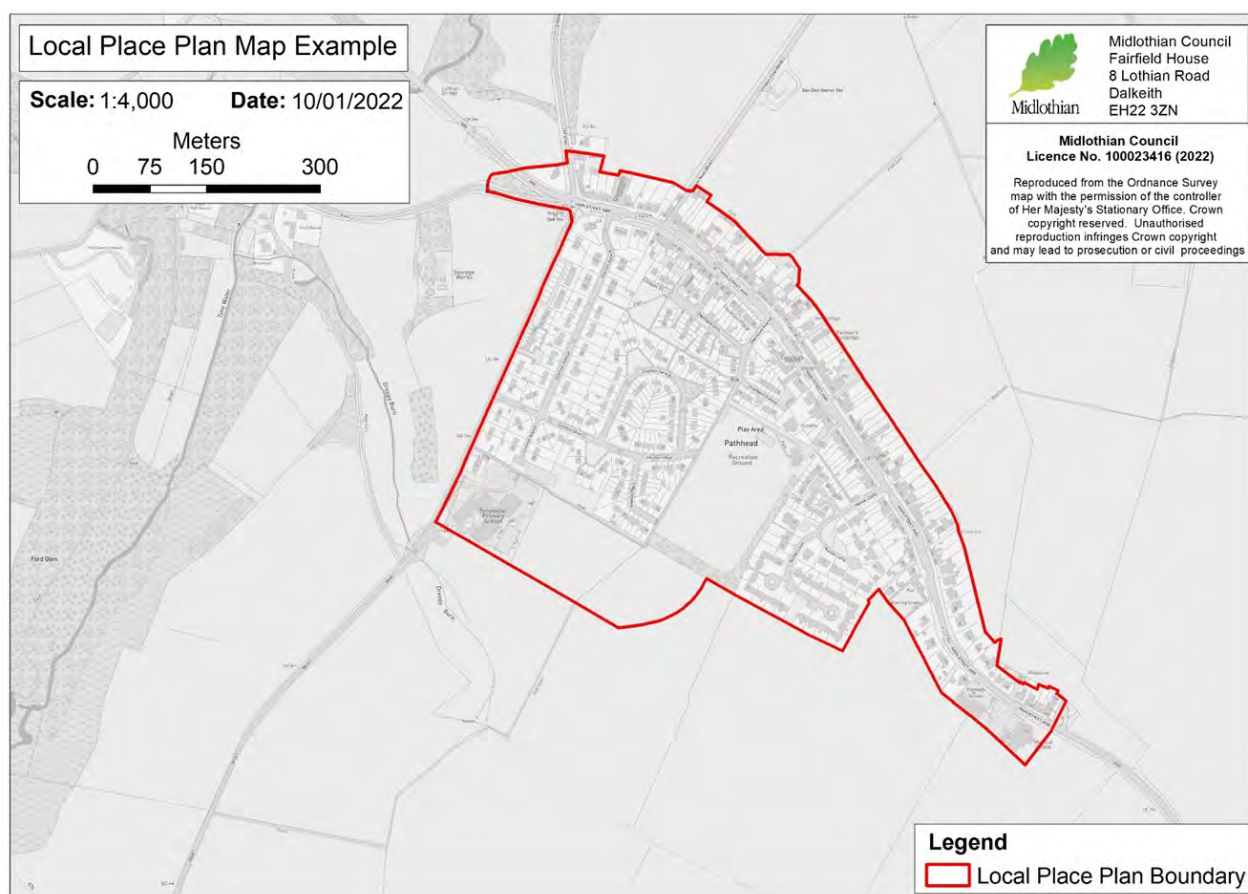
To allow the maps to be produced, groups must provide an outline of the area covered by their Local Place Plan. This could consist of a scanned paper sketch or an image produced online via a mapping tool such as 'My Maps' by Google or 'Scribble Maps'.

An alternative is to use a simple drawing tool such as a Map Polygon/ Polyline Tool, which can be accessed via the link opposite. Zoom out and move towards Scotland, then right click and start drawing on the map when you have reached your chosen location.

[Click for Map Tool](#)

When you have a sketch for the boundary of your Local Place Plan area, send it to ldp@midlothian.gov.uk.

The map will use the standard template as shown in the example below.



LOCAL PLACE PLANS MAPPING RESOURCES-2

There are a number of useful resources available to assist Community Bodies in preparing Local Place Plans (LPPs). Please also refer to our LPP page on our website for further details: www.midlothian.gov.uk/LPP

My Maps from Google

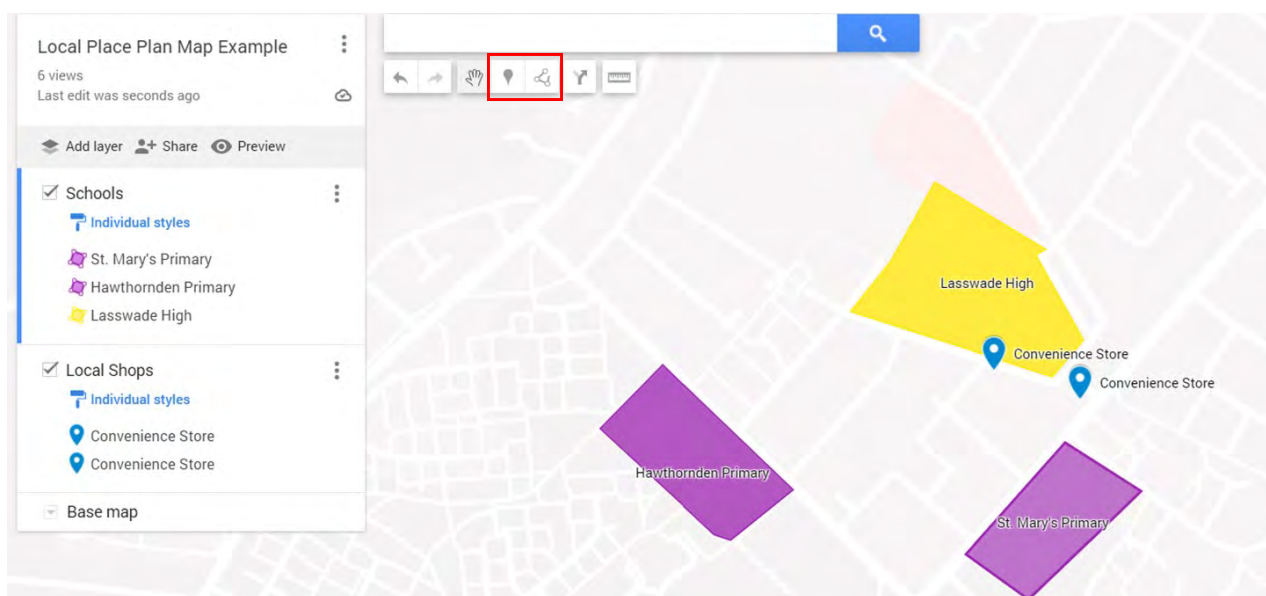
Distinct from regular Google Maps and allows users to make their own simple, customised maps by:

[Click for My Maps](#)

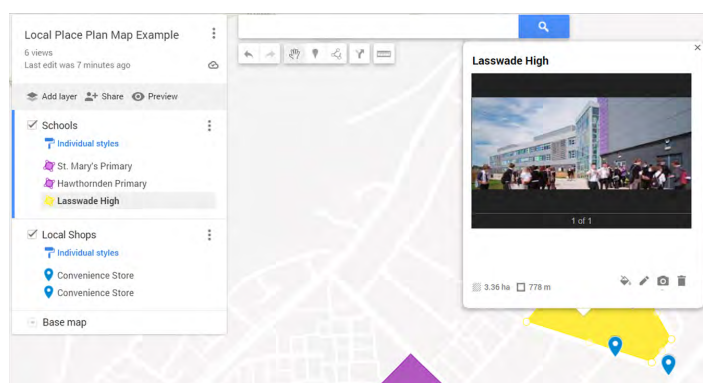
- Drawing shapes (polygons) on to background map layers to mark out areas
- Adding point markers to refer to landmarks or buildings
- Labelling features such as polygons or point markers and attaching photos to them
- Measuring areas and the perimeter distance of polygons
- Sharing the map online with other people.

To demonstrate some of the functions of My Maps, two screen shots of an example map of Bonnyrigg are shown below.

As shown in the first screen shot, a few features have been drawn on the map. These are across two layers, which are shown on the left hand side: 'Schools' and 'Local Shops'. Schools are represented by coloured polygons, with primary schools in purple and the high school in yellow. Local shops are represented by blue pins. All the features in these layers have been placed on the map using the tools highlighted by the red box. The background can be changed by clicking to open the drop down menu at the 'Base map' function on the left.



In the second screen shot opposite, the yellow polygon representing Lasswade High has been selected. This has opened a window with various tools that are highlighted by the red box. These allow the style of the polygon, including its colour, transparency and border, to be changed. The pencil icon allows the feature to be named and a description added. The camera icon allows users to attach pictures (a photo of Lasswade High has been added here). Also shown by default in the pop-up window are the area and perimeter distance of the yellow polygon.



LOCAL PLACE PLANS MAPPING RESOURCES-3

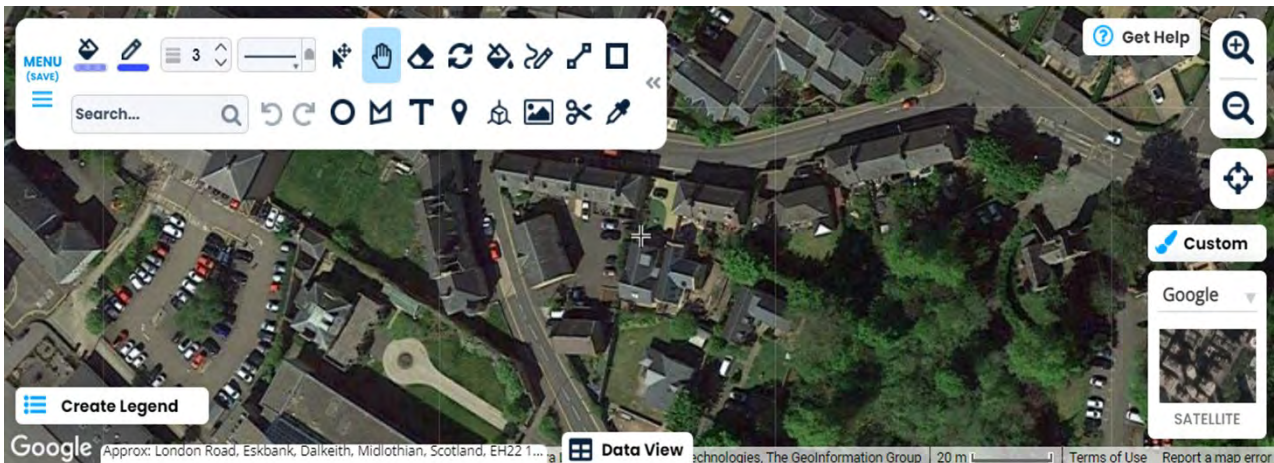
There are a number of useful resources available to assist Community Bodies in preparing Local Place Plans (LPPs). Please also refer to our LPP page on our website for further details: www.midlothian.gov.uk/LPP

Scribble Maps

Offers some additional functions over My Maps from Google. Some of these require users to create an account, but this is quick, free and will allow you to save your maps. Maps can also be shared as each has its own web link, which can be sent to others. To demonstrate some of the functions of Scribble Maps, two screen shots are shown below.

[Click for Scribble](#)

The background map can be altered using the tools at the bottom right. 'Satellite' imagery is shown at present, this being one of several regular styles available. Clicking on this will bring up the other choices. Alternatively, by clicking on "Custom" users can create the own background map and turn on/off things like points of interest labels or road names. The large, white panel at the top left meanwhile contains various tools to draw on the map and select objects already drawn. Points, polygons, markers and images can be inserted using these. Text boxes can be added too. The style of these objects are controlled from this menu – colours and thicknesses of both borders and shape fills can be changed.



A simple map of the Council's offices in Dalkeith is shown in the second screen shot below. Blue and red polygons have been drawn to represent Midlothian House and Fairfield House, a legend has been inserted at the bottom left, photos of both buildings have been added and text boxes name them. Right clicking on objects in the map opens various functions such as changing their colour and transparency or allowing users to hyperlink them to web pages.



LOCAL PLACE PLANS MAPPING RESOURCES-4

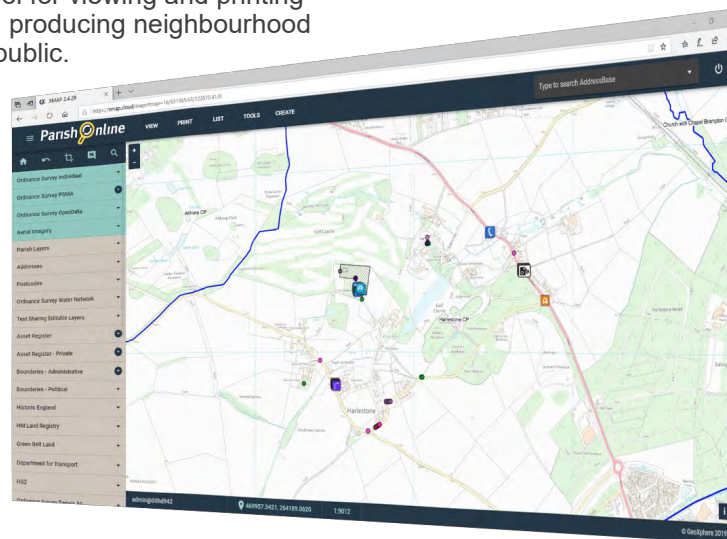
There are a number of useful resources available to assist Community Bodies in preparing Local Place Plans (LPPs). Please also refer to our LPP page on our website for further details: www.midlothian.gov.uk/LPP

Parish Online — Digital Mapping Software

Parish Online Mapping is a tool for viewing and printing maps, storing asset registers, producing neighbourhood plans and engaging with the public.

The functions include:

- View Maps
- Measure
- Info Click
- Create Map Layers
- Style Layers
- Annotate Maps
- Print Maps
- Export Information
- Collaborate
- Publish Interactive Maps
- Manage Assets



[Click for ParishOn](#)

Parish Online — Community Map Scotland

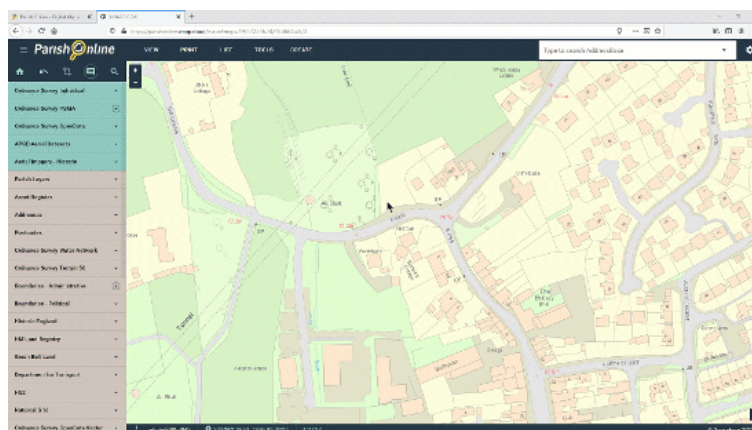
Community Map Scotland is a software project to help communities build a Local Place Plan.

The software is charged on an annual subscription basis but the first 12 months are fully funded.

A subscription to the project includes:

- Mapping Functions —
 - Ready-to-use maps to add information into
 - Create, edit and delete map features
 - Unlimited attachments to assign to map features
 - Unlimited print to pdf and image files
 - Measure distance and areas
 - Calculate travel times

- Administrative Functions —
 - Multi-user accounts
 - Interactive map publishing tool



[Click for CMS](#)

Parish  **online**
mapping

LOCAL PLACE PLANS MAPPING RESOURCES-5

There are a number of useful resources available to assist Community Bodies in preparing Local Place Plans (LPPs). Please also refer to our LPP page on our website for further details: www.midlothian.gov.uk/LPP

Geographic Information Systems (GIS) introduction

A geographic information system is a system that creates, manages, analyses and maps all types of data. Both the QGIS and ArcGIS packages noted below and other GIS packages can be used with free Ordnance Survey (OS) data. The link opposite provides access to the OS Data Hub and OS Open Data Downloads, where some OS data can be downloaded for

[Click for OS data](#)

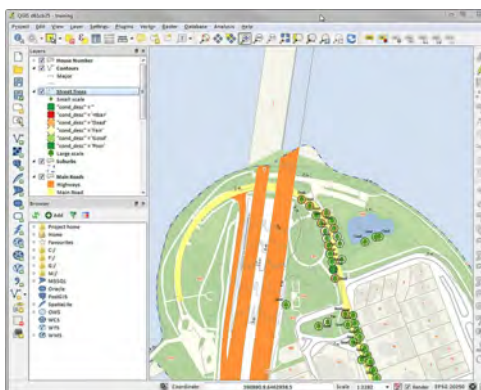
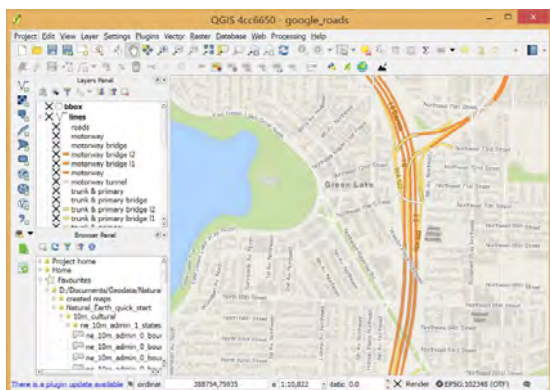
Quantum GIS (QGIS)

A free and widely used open source Geographic Information System (GIS) package, which is recommended by Ordnance Survey. QGIS can be used for the following purposes:

[Click for QGIS](#)

[Click for OS info](#)

- View data
- Explore data and compose maps
- Create, edit, manage and export data
- Analyse data
- Publish maps



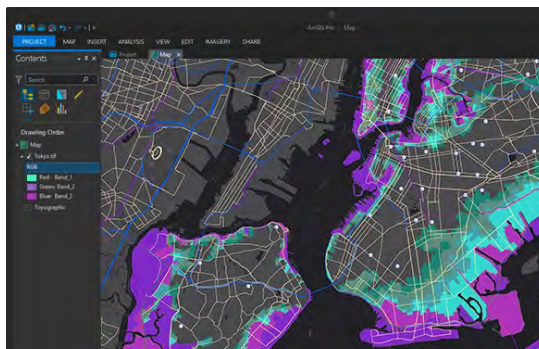
Esri ArcGIS

ArcGIS is a comprehensive system for designing and managing GIS solutions, with the following capabilities:

[Click for ArcGIS info](#)

[Click for ArcGIS cost](#)

- Spatial analysis and data science
- Mapping
- 3D GIS
- Imagery and Remote Sensing
- Data Collection and Management



LOCAL PLACE PLANS

Midlothian Council Contacts



To find out more you can
contact Midlothian Council:

Address:

Local Place Plans, Planning Service,
Place Directorate, Midlothian Council
Fairfield House, 8 Lothian Road,
Dalkeith, EH22 3AA



Email:

LPP@midlothian.gov.uk



Twitter:

[@MidGov](https://twitter.com/MidGov)



Website:

www.midlothian.gov.uk/LPP