

Local Place Plan Process Flow Chart

Create a draft Local Place Plan

Your community body prepares this document alongside your community.

You should:-

- ~ Engage with your community to create this draft.
- ~ Set the context of your Local Place Plan Area.
- ~ Develop proposals for the plan area.

Scottish Borders Council can assist at this stage through providing support throughout the development of your draft (and later final) Local Place Plan.



Create a proposed Local Place Plan

You send your proposed plan to your wider community for review and feedback.

You should:-

- ~ Send your proposed Local Place Plan alongside the Information Notice ([template available on our website](#)) for consultation with relevant Councillors and Community Councils.
- ~ Share your proposed Local Place Plan with your wider community to gain feedback.

Scottish Borders Council can assist at this stage through providing feedback on your proposed plan. A pre-submission discussion can be arranged if required.



Create a finalised Local Place Plan

Your finalised plan is submitted to Scottish Borders Council alongside supporting documents for checking.

You should:-

- ~ Create your final plan based on the feedback received from the previous consultation stage.
- ~ Finalise any supporting documentation.

Scottish Borders Council will check your finalised plan against Scottish Government Local Place Plan requirements. You may be asked to make changes to your submission, including your finalised plan, to enable it to be validated.



Once your submission is validated against the Scottish Government Local Place Plan requirements and meets all relevant criteria, your Local Place Plan becomes a registered plan.

Note: The use of 'you' or 'your' in the flowchart refers to the community body (community council or community-controlled body) who is preparing the Local Place Plan.