



Cairngorms National Park Authority

Call for Sites and Ideas Guidance Note

Introduction

The Cairngorms National Park Authority has started the process of preparing the next local development plan. As part of the early evidence-gathering process, we are inviting landowners, developers, community organisations and members of the public to submit potential sites or ideas for future development, land use change, policy change, community benefit or any other relevant suggestions within the National Park. This guidance note explains how to make a submission, what information is required, and how the Cairngorms National Park Authority will assess the suggestions received.

You can find further information including the [evidence paper and topic-based schedules](#), [proposed plan programme](#), [site assessment template](#), [local living map](#), [privacy notice](#), downloadable forms as well as other helpful links on our website.

This guidance note explains:

- The purpose of the Call for Sites and Ideas and what it is
- What types of proposals we are seeking
- How to make a submission and
- How we will assess the submissions received.

Submission of a site or idea does not guarantee it will be included in the next local development plan, but it ensures that it is considered as part of the plan-making process.

Purpose of the Call for Sites and Ideas

The Call for Sites and Ideas is an opportunity to identify land, proposals and suggestions that may help deliver the long-term vision for the National Park. It is a call for sites to be potentially allocated through the Proposed Plan and also, a call for more general ideas such as a suggested local policy or a particular proposal for a building, a street or an area of land.

Although we are running the call for sites and ideas as one consultation, there are two separate forms. You can fill out one or the other or both. The call for sites is specifically relating to sites and invites landowners and others with an interest in land to submit development proposals to be allocated and delivered during the period of the next local development plan.



The call for ideas provides an opportunity for anyone to share their ideas which may help inform any part of the next local development plan.

Who Can Submit?

We welcome submissions from:

- Landowners
- Developers, planners and agents
- Community councils and community groups
- Environmental organisations
- Public sector bodies
- Local residents and interest groups

Call for Sites Information

Required:

- Name, address and ownership details
- A clear site boundary map (red line boundary) on an Ordnance Survey base map
- Proposed use
- Deliverability considerations and anticipated timescales

Optional supporting information, to assist our assessment using the site assessment template including:

- Additional layout drawings, photographs, sketches or an indicative masterplan
- Known site constraints (for example - flood risk, protected habitats, access limitations)
- Known site opportunities (for example - reuse of land and buildings, climate change adaptation, biodiversity enhancement)
- Infrastructure requirements (education facilities, health and social care services, digital and telecommunications networks, transport networks, water services, energy services, green and blue infrastructure and play and recreation facilities)
- Benefits of the proposal and how it meets National Planning Framework 4 policies and the Cairngorms National Park Partnership Plan objectives.

It should be noted that if you are suggesting a site for housing, you should only use the call for sites form if the suggested site is suitable for 4 or more dwelling or over 1,000sqm of non-residential floorspace as the local development plan will only allocate sites of at least this scale. We particularly encourage sites which will help address the need for affordable housing across the National Park.

Call for Ideas Information



The Call for Ideas invites much broader suggestions and so there is no required information. Some information you may wish to include:

- A clear site boundary map (red line boundary) on an Ordnance Survey base map
- Additional drawings, photographs or sketches
- A description of your site, idea or any further information

Some ideas which you may wish to put forward might include:

- Aspects of the current Cairngorms National Park Local Development Plan 2021 which you think should be kept or changed including policy wording.
- National Planning Framework 4 policies that you think should be expanded on or clarified in the local development plan to meet local circumstances.
- Areas where development and change could be beneficial.
- Climate change adaptations such as renewable energy projects and active travel routes.
- Green spaces and environmental responses such as protecting open spaces and woodland - creating new community growing spaces, for example.
- Suggestions for town and village centres such as cultural spaces, for instance.
- Adding to ideas collected in 2023 on our [interactive map engagement activity](#).

How to Submit

The consultation will take place primarily through our online platform, where you'll be asked to complete a form. Both forms contain a set of structured questions although the call for sites form is in more detail. You may also provide any additional supporting information along with your submission. While we encourage online responses, paper copies of the forms can be provided upon request.

To help with completing the forms, a myriad of information has been compiled in the Evidence Report.

Please note that all sites or ideas must be submitted through the current consultation process. We will not reconsider any previous consultation responses, site proposals, or submissions made outside the Call for Sites and Ideas consultation.

What Happens Next?

1. Site Assessment - We will assess sites using our [Site Assessment template](#). This comprises an initial assessment during which sites which fail to meet key national policy requirements will be rejected and a full assessment against factors listed below:
 - Environmental constraints and designations



- Landscape and cultural heritage impact
 - Accessibility and infrastructure capacity
 - Delivery potential
 - Contribution to Cairngorms National Park objectives
2. Further information – we may ask for further details to understand sites and proposals more fully.
 3. Engagement - Shortlisted sites will be the subject of consultation with key agencies and may be included in an early engagement stage or formal public consultation.
 4. Integration into the proposed plan - Final decisions will be set out in the proposed local development plan.

Further Support

If you require assistance in preparing your submission or wish to discuss a proposal informally, please contact: planning@cairngorms.co.uk

This guidance note is intended to support individuals and organisations in preparing submissions to the Call for Sites and Ideas as part of the Cairngorms National Park Local Development Plan process.