

## Appendices

## Appendix 1

**The Highland Council**  
Major Applications Team  
Glenurquhart Road  
Inverness, IV3 5NX

**David Bell Planning Ltd**  
26 Alva Street  
Edinburgh  
EH2 4PY

27<sup>th</sup> March 2025

Dear Peter

**Boralex Limited**

**Notification of the Proposed Commencement of Pre-Application Consultation for Section 36 application to Energy Consents Unit (ECU) (Highland Council PAN Form included)**

**Section 36 application to ECU for construction and operation of a proposed Battery Energy Storage System (BESS) (over 50MW) with associated infrastructure, access and ancillary works at Limekilns Wind Farm, on land generally at 1500m southeast of Borlum House, Reay.**

#### **Pre-Application Consultation**

On behalf of our client, Boralex Ltd, (the applicant), this letter introduces the formal commencement of public consultation and engagement on the Proposed Development known as Limekilns BESS.

The application is being progressed under Section 36 of the Electricity Act 1989 as required where the proposal is to construct, extend or operate an onshore electricity generation station with a capacity over 50 MW. Deemed planning permission will be sought under Section 57(2) of the Town and Country Planning (Scotland) Act 1997 (TCP(S)A).

There are no statutory pre-application consultation procedures for section 36 applications under the Electricity Act. However, the minimum expectation as set within the ECU 'Good Practice Guidance for Applications under Section 36 and 37 of the Electricity Act 1989' (updated July 2022) is that applicants hold at least two public consultation events prior to submitting the application, and that the final event should be held at least 14 days after the first public event. It is noted further that the second event should provide feedback to members of the public in respect of comments received previously.

Notice of events should be made to the public at least 7 days prior in the form of a publication on the applicant's website and in a local newspaper. The nature of the advert content is set out clearly and provides that site details, description of development, date and place of public events and a statement explaining how and by when persons can make comments to the applicant regarding the proposals must be provided.

A Pre-Application Consultation Report (PAC Report) will be prepared and submitted with the section 36 application to the ECU. The PAC Report should clearly set out what has been done to accord with the guidance. This Report should include details of the nature of consultation carried out, the names of parties consulted, provide copies of materials sent to consultees and provide copies of any visual presentations provided. Confirmation of attendance at events / engagements and summaries of the comments received should be provided along with an explanation of how the applicant took account of views raised should be made.

The Proposed Development was subject to a formal major pre-application meeting with the Highland Council (THC) in January 2025, and an Environmental Impact Assessment (EIA) Screening request is being submitted imminently and will coincide with the commencement of consultation.

It is noted that THC routinely advise within their major pre-application response, in line with their current practise on all section 36 applications, that their preference is that the formal TCP(S)A PAN procedure should also be followed for section 36 applications to ensure that Council officers, Members and other interested parties were formally notified and consulted upon within the Consultation process.

The Applicant is content to follow this advice but notes that the formal PAN notice for Highland Council is prepared and submitted under the TCP(S)A (as amended) and the Town and Country Planning (Pre-Application Consultation (Scotland) Regulations 2021, which are not applicable to Section 36 applications under the Electricity Act 1989. The formal TCP(S)A procedures allows the Council a formal response period to validate the notice and sets a minimum 12 week consultation period from submission of the notice prior to an application being made.

These statutory processes and timelines are not applicable to section 36 applications and the applicant, whilst content to follow the framework, would appreciate THC acknowledgement that the submission cannot be held to the regulations, rather they are taken as advisories of best practise.

The anticipated submission of the section 36 application to the ECU for Limekiln BESS is July 2025.

As noted on the PAN two rounds of public consultation are proposed, via public face to face events, on 17<sup>th</sup> April and 22<sup>nd</sup> May 2025. The PAN notice provides clarification on proposed notification procedures and confirms that a copy of this submission has been sent to notifiable parties per the TCP(S)A procedures. Engagement with community councils is also kickstarted as part of the PAN submission procedures.

We trust the submission is satisfactory to formally notify you of the commencement of Pre-Application Consultation for a section 36 application and satisfies requirements per notification to Members and interested parties. We will seek to provide to you updates and confirmation of consultation dates and events as matters progress if date changes are required. If you determine that additional information is required or if you require clarity on any aspect of the submission, please contact me directly

[Redacted signature line]

Yours sincerely,

[Redacted signature block]

**Pippa Melville**  
Senior Associate

Enc.

## PROPOSAL OF APPLICATION NOTICE MOLADH BRATH IARRTAIS

**The Town and Country Planning (Scotland) Act 1997 as amended by the Planning Etc. (Scotland) Act 2006 and Planning (Scotland) Act 2019**

### **Town and Country Planning (Pre-Application Consultation) (Scotland) Regulations 2021**

The Council will respond within 21 days of validation the Notice. It will advise whether the proposed Pre-application Consultation is satisfactory or if additional notification and consultation above the statutory minimum is required.

Please note that a planning application for this proposed development cannot be submitted less than 12 weeks from the date the Proposal of Application Notice is received by the Council and without the statutory consultation requirements having been undertaken. The planning application must be accompanied by a Pre-application consultation report.

The Proposal of Application Notice will be valid for a period of 18 months from the date of validation of the notice by the Council.

#### **Data Protection**

Your personal data will be managed in compliance with the Data Protection legislation. You can read our privacy notice for planning related certificates on the Council's website at:

[https://www.highland.gov.uk/directory\\_record/1052173/planning\\_applications\\_consent\\_and\\_notice\\_of\\_review](https://www.highland.gov.uk/directory_record/1052173/planning_applications_consent_and_notice_of_review)

☒ I have read and understood the privacy notice.

#### **Contact Details**

Applicant	Boralex Limited	Agent	David Bell Planning Limited (Pippa Melville)
Address	16 West Borough Wimbourne Dorset BH21 1NG	Address	26 Alva Street Edinburgh EH2 4PY
Phone	c/o Agent	Phone	
Email	c/o Agent	Email	

#### **Address or Location of Proposed Development**

Please state the postal address of the prospective development site. If there is no postal address, please describe its location. Please outline the site in red on a base plan to a recognised metric scale and attach it to this completed Notice.


Land 1500 m southeast of Borlum House, Reay

<b>Description of Development</b> Please include detail where appropriate – eg the number of residential units; the gross floorspace in m <sup>2</sup> of any buildings not for residential use; the capacity of any electricity generation or waste management facility; and the length of any infrastructure project. Please attach any additional supporting information.	
Construction and operation of a proposed Battery Energy Storage Facility (BESS) with associated infrastructure, access and ancillary works at Limekiln Wind Farm.	
<b>Pre-application Screening Notice</b> Has a Screening Opinion been issued on the need for a Proposal of Application notice by the Highland Council in respect of the proposed development? If yes, please provide a copy of this Opinion.	
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
<b>Community Consultation</b> State which other parties have received a copy of this Proposal of Application Notice.	
<b>Community Council/s</b>	<b>Date Notice Served</b>
Caithness West Community Council	Thursday 27th March 2025
<b>Local Elected Members</b>	<b>Date Notice Served</b>
Cllr Ron Gunn Cllr Struan Mackie Cllr Mathew Reiss Cllr Karl Rosie	Thursday 27th March 2025
<b>Members of Scottish Parliament and Members of Parliament</b>	<b>Date Notice Served</b>
Maree Todd MSP Jamie Stone MP Arianne Burgess MSP Tim Eagle MSP Rhoda Grant MSP Jamie Halcro Johnston MSP Edward Mountain MSP Emma Roddick MSP Douglas Ross MSP	Thursday 27th March 2025
<b>Names / details of other parties</b>	<b>Date Notice Served</b>

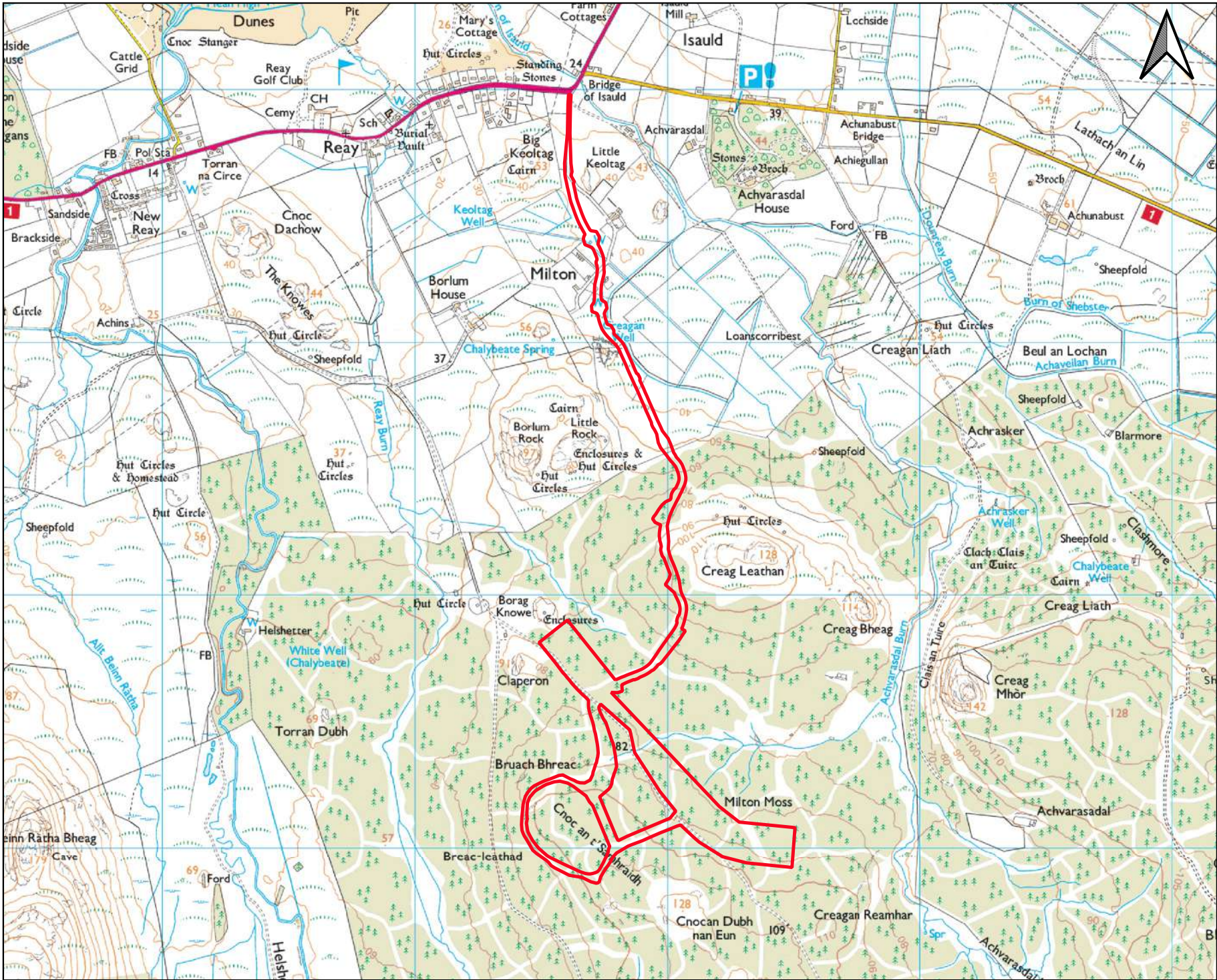
Details of Proposed Consultation		
Proposed Public Event 1	Venue	Date and Time
Community Open Day 1	Reay Village Hall	17 <sup>th</sup> April 2025 1.00 pm – 7.00 pm
Proposed Public Event 2 <i>(at least 14 days after Public Event 1)</i>	Venue	Date and Time
Community Open Day 2	Reay Village Hall	22 <sup>nd</sup> May 2025 1.00 pm – 7.00 pm

Publication of Event		
Newspaper Advert	Name of Newspaper	Advert Date
Newspaper Advert	John O Groat Journal	Friday 11 <sup>th</sup> April Friday 16 <sup>th</sup> May

Details of any other consultation methods (date, time and with whom)
Attendance of CWCC monthly meeting (26 March 2025) Issue of invitation to residents within to advise them of proposal and community consultation events. Event advert shared with CWCC/Reay Hall for publication on social media. Project website.

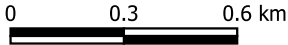
Signed		Date	27 <sup>th</sup> March 2025
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Limekiln BESS

 PAN Boundary



Scale @ 1 : 20,000



Overview Map Scale @ 1 : 6,000,000

**BORALEX**

PAN Boundary

Date  
Created By  
Size

25/03/2025  
KJW  
A3



## Appendix 2

## Fiona Milligan

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**From:** Fiona Milligan  
**Sent:** 27 March 2025 15:29  
**To:** westcc.sec@gmail.com; [REDACTED]  
**Cc:** Katrina Walker  
**Subject:** FW: Limekiln BESS - PAN  
**Attachments:** 20250213\_Limekiln BESS\_Section 36 PAN Letter Final 27.03.25.pdf; 20250325\_LK BESS\_PAN Boundary.pdf; 20250213\_Limekiln BESS PAN Form 27.03.25 (002).pdf

Dear Pat/Jillian

Lovely to see you all yesterday.

Please find attached the PAN documents submitted to THC today for the Limekiln Wind Farm BESS project.

The first open day will take place in Reay Hall on 17<sup>th</sup> April and we hope that you'll be able to make it along.

Looking forward to seeing you soon.

Best  
Fiona

---

**From:** Pippa Melville [REDACTED]  
**Sent:** 27 March 2025 09:26  
**To:** Epc <epc.Planning@highland.gov.uk>; ePlanning <ePlanning@highland.gov.uk>; Strategic Projects <spt@highland.gov.uk>  
**Cc:** Katrina Walker [REDACTED]  
**Subject:** Limekiln BESS - PAN

**WARNING external email**

Good Morning

On behalf of our client Boralax Limited we are pleased to enclose a PAN submission for a proposed BESS at Limekiln Wind Farm. The proposed BESS exceeds 50 MW generation and as such will be subject to an application to the ECU for section 36 consent. The PAN is submitted to follow THC recommended best practise and to ensure members and interested parties are formally advised of the Proposed Development and the opportunities to engage prior to submission. The statutory processes and timelines are not applicable to this submission.

We would be grateful for your confirmation of receipt and look forward to formal registration in early course. Notification of identified parties will be completed as of today.

Kind Regards  
Pippa

**Pippa Melville** (Dip TCP, BLE Hons)  
Senior Associate

**DAVID BELL**  
**PLANNING**  
CHARTERED TOWN PLANNERS

## Fiona Milligan

---

**From:** Fiona Milligan  
**Sent:** 27 March 2025 15:41  
**To:** struan.mackie.cllr@highland.gov.uk; karl.rosie.cllr@highland.gov.uk; mathew.reiss.cllr@highland.gov.uk; ron.gunn.cllr@highland.gov.uk  
**Cc:** [REDACTED]  
**Subject:** FW: Limekiln BESS - PAN  
**Attachments:** 20250213\_Limekiln BESS\_Section 36 PAN Letter Final 27.03.25.pdf; 20250325\_LK BESS\_PAN Boundary.pdf; 20250213\_Limekiln BESS PAN Form 27.03.25 (002).pdf

Dear Members

Please find attached the PAN documentation relating to the next phase of the Limekiln Wind Farm development, the BESS element, which originally was proposed during the Limekiln Extension application process but not progressed further at that stage.

We visited Reay yesterday and attended the Caithness West CC meeting to update the community councillors prior to sending in the notification.

Our first public open day will take place on 17<sup>th</sup> April in Reay, and we hope that you might be able to make it along.

Kind regards  
Fiona



**Fiona Milligan**  
Communications and  
Stakeholder Management

M +44 (0)7825 744712

The Auction House  
63a George Street  
Edinburgh EH2 2JG  
United Kingdom

Boralex.com



---

**From:** Pippa Melville [REDACTED]  
**Sent:** 27 March 2025 09:26  
**To:** Epc <[epc.Planning@highland.gov.uk](mailto:epc.Planning@highland.gov.uk)>; ePlanning <[ePlanning@highland.gov.uk](mailto:ePlanning@highland.gov.uk)>; Strategic Projects <[spt@highland.gov.uk](mailto:spt@highland.gov.uk)>  
**Cc:** Katrina Walker [REDACTED]  
**Subject:** Limekiln BESS - PAN

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Senior Associate



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## Fiona Milligan

---

**From:** Fiona Milligan  
**Sent:** 27 March 2025 15:44  
**To:** Maree.Todd.msp@parliament.scot  
**Cc:** Katrina Walker  
**Subject:** FW: Limekiln BESS - PAN  
**Attachments:** 20250213\_Limekiln BESS\_Section 36 PAN Letter Final 27.03.25.pdf; 20250325\_LK BESS\_PAN Boundary.pdf; 20250213\_Limekiln BESS PAN Form 27.03.25 (002).pdf

Dear Maree

Please find attached the PAN documentation relating to the next phase of the Limekiln Wind Farm development, the BESS element, which originally was proposed during the Limekiln Extension application process but not progressed further at that stage.

We visited Reay yesterday and attended the Caithness West CC meeting to update the community councillors prior to sending in the notification.

Our first public open day will take place on 17<sup>th</sup> April in Reay, but should you have any questions in the meantime, please do just let me know.

Kind regards  
Fiona



### Fiona Milligan

Communications and  
Stakeholder Management

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---

**From:** Pippa Melville [REDACTED]  
**Sent:** 27 March 2025 09:26  
**To:** Epc <[epc.Planning@highland.gov.uk](mailto:epc.Planning@highland.gov.uk)>; ePlanning <[ePlanning@highland.gov.uk](mailto:ePlanning@highland.gov.uk)>; Strategic Projects <[spt@highland.gov.uk](mailto:spt@highland.gov.uk)>  
**Cc:** Katrina Walker [REDACTED]  
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Senior Associate



**DAVID BELL**  
**PLANNING**  
CHARTERED TOWN PLANNERS

## Fiona Milligan

---

**From:** Fiona Milligan  
**Sent:** 27 March 2025 15:47  
**To:** Ariane.Burgess.msp@parliament.scot; tim.eagle.msp@parliament.scot; Grant R (Rhoda), MSP; Jamie.HalcroJohnston.msp@parliament.scot; edward.mountain.msp@parliament.scot; emma.roddick.msp@parliament.scot; douglas.ross.msp@parliament.scot  
**Cc:** Katrina Walker  
**Subject:** FW: Limekiln BESS - PAN  
**Attachments:** 20250213\_Limekiln BESS\_Section 36 PAN Letter Final 27.03.25.pdf; 20250325\_LK BESS\_PAN Boundary.pdf; 20250213\_Limekiln BESS PAN Form 27.03.25 (002).pdf

Dear Members

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Kind regards  
Fiona



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Stakeholder Management

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**From:** Pippa Melville [REDACTED]  
**Sent:** 27 March 2025 09:26  
**To:** Epc <[epc.Planning@highland.gov.uk](mailto:epc.Planning@highland.gov.uk)>; ePlanning <[ePlanning@highland.gov.uk](mailto:ePlanning@highland.gov.uk)>; Strategic Projects <[spt@highland.gov.uk](mailto:spt@highland.gov.uk)>  
**Cc:** Katrina Walker [REDACTED]  
**Subject:** Limekiln BESS - PAN

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Good Morning

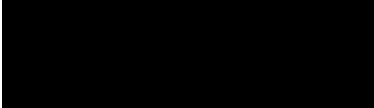
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Senior Associate



**DAVID BELL**  
**PLANNING**  
CHARTERED TOWN PLANNERS

## Fiona Milligan

---

**From:** Fiona Milligan  
**Sent:** 27 March 2025 15:43  
**To:** STONE, Jamie  
**Cc:** Katrina Walker  
**Subject:** FW: Limekiln BESS - PAN  
**Attachments:** 20250213\_Limekiln BESS\_Section 36 PAN Letter Final 27.03.25.pdf; 20250325\_LK BESS\_PAN Boundary.pdf; 20250213\_Limekiln BESS PAN Form 27.03.25 (002).pdf

Dear Jamie

Please find attached the PAN documentation relating to the next phase of the Limekiln Wind Farm development, the BESS element, which originally was proposed during the Limekiln Extension application process but not progressed further at that stage.

We visited Reay yesterday and attended the Caithness West CC meeting to update the community councillors prior to sending in the notification.

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Kind regards  
Fiona



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Stakeholder Management

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**Cc:** Katrina Walker [REDACTED]  
**Subject:** Limekiln BESS - PAN

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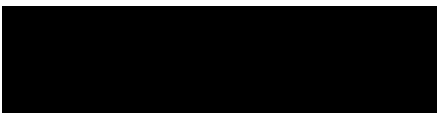
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Kind Regards

Pippa

**Pippa Melville** (Dip TCP, BLE Hons)

Senior Associate

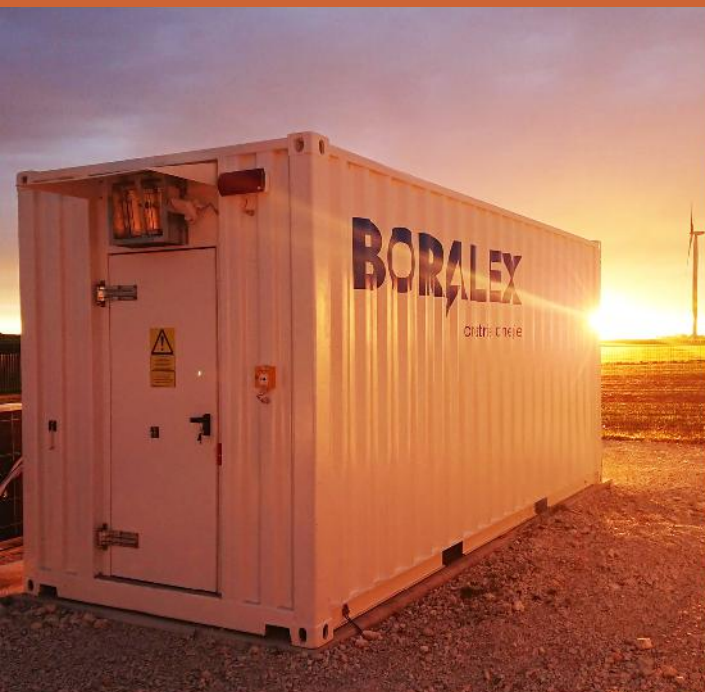


**DAVID BELL**  
**PLANNING**  
CHARTERED TOWN PLANNERS



## Appendix 3

# INVITATION TO PUBLIC CONSULTATION ON THE LIMEKILN BATTERY ENERGY STORAGE SYSTEM



# Limekiln BESS

## Community Open Day

To find out more about the next phase of development and the proposal for the Limekiln Battery Energy Storage System, the project team invite you to a Community Open Day:

**Reay Village Hall, Reay**  
**Thursday 17th April, 1.00pm - 7.00pm**

This first round of consultation will give local residents the chance to hear about this new proposal, view, comment on and put questions to the team.

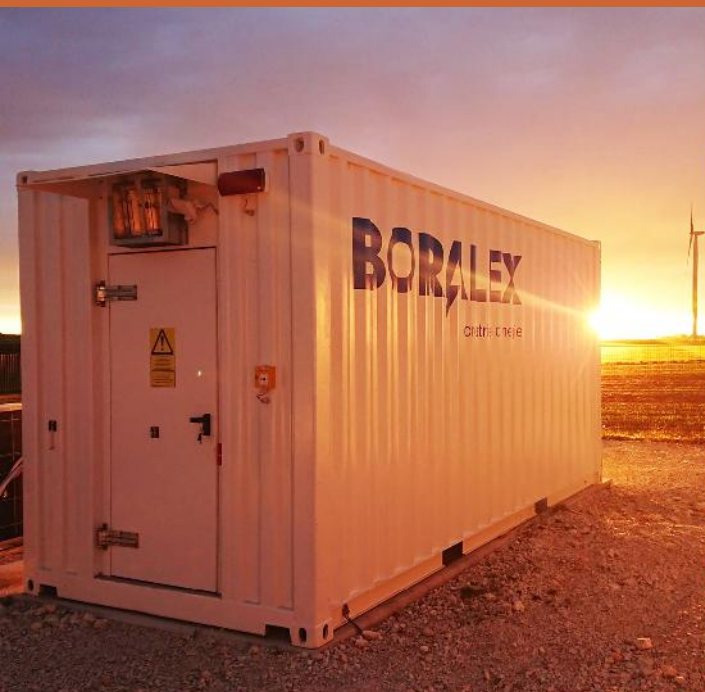
All open day material will also be available on the consultation page of the website from 17th April. It should be noted that comments made to the team are not formal representations. Should an application be submitted, there will be an opportunity to make representations on the application to The Scottish Government at that time.

For more information  
Freephone: 0800 980 4299  
[info@limekilnwindfarm.co.uk](mailto:info@limekilnwindfarm.co.uk)  
[www.limekilnwindfarm.co.uk](http://www.limekilnwindfarm.co.uk)





# INVITATION TO PUBLIC CONSULTATION ON THE LIMEKILN BATTERY ENERGY STORAGE SYSTEM



# Limekiln BESS

## Community Open Day

To find out more about the next phase of development and the proposal for the Limekiln Battery Energy Storage System, the project team invite you to a Community Open Day:

**Reay Village Hall, Reay**  
**Thursday 22nd May, 1.00pm - 7.00pm**

This second round of consultation will give local residents the chance to hear about this new proposal, view, comment on and put questions to the team.

All open day material will also be available on the consultation page of the website from 22nd May. It should be noted that comments made to the team are not formal representations. Should an application be submitted, there will be an opportunity to make representations on the application to The Scottish Government at that time.

For more information  
Freephone: 0800 980 4299  
[info@limekilnwindfarm.co.uk](mailto:info@limekilnwindfarm.co.uk)  
[www.limekilnwindfarm.co.uk](http://www.limekilnwindfarm.co.uk)





## Appendix 4

April 2025



[Home](#) [News](#) [About](#) [Benefits](#)

[Contact](#)

BROWSING:

## Online Consultation

### Welcome

#### April 2025

Welcome to the first round of online consultation for the Limekiln BESS project. This online consultation is in addition to our in-person open day on Thursday 17th April, and will remain available to view until the second round of consultation in May. You will find all the information that we are displaying below. You'll also find a feedback form to fill in or you can email us directly with comments or questions at [info@limekilnwindfarm.co.uk](mailto:info@limekilnwindfarm.co.uk)



photo\_Boralex\_

### Community Open Day

The first Community Open Day will be held in Reay Village Hall.

**Thursday 17th April 2025**

You can fill in a feedback form on the day, or fill in the one in the link below and send it to us afterwards.

Reay Village Hall, 1.00pm to 7.00pm

### Information Panels

Here you will find the information panels we are displaying at our in-person Community Open Day.





## Feedback Form

We would appreciate you taking a moment to complete the following questionnaire so we can find out more about your views on the proposal this consultation is all about. The aim of this questionnaire is to allow individuals to contribute to the development process and interact with Boralex. This is not a substitute for the official planning process. No personal information will be passed on to third parties.

Please [click here](#) to access the form.

## Thank you

Many thanks for taking the time to visit our online consultation. When the consultation period is over, we will transfer all of the relevant files to the Documents section of the website. If you have any further questions at any time, please don't hesitate to contact us by email at [info@limekilnwindfarm.co.uk](mailto:info@limekilnwindfarm.co.uk)

### ABOUT

We are a renewable energy company, committed to increasing the use of zero-carbon electricity. Power which is generated by wind and solar PV projects allows us to fuel our modern-day lifestyles whilst living in harmony with our natural environment, preserving it for generations to come.

### LATEST NEWS

**Next phase of development for Limekiln Wind Farm announced**  
APRIL 16, 2025



**Limekiln Wind Farm operational**  
APRIL 1, 2025



**Weather Pauses Long Row Home**  
AUGUST 26, 2024

### LINKS

[Home](#)  
[News](#)  
[The Project](#)  
[Boralex Home](#)

### CONTACT

16 West Borough, Wimborne,  
Dorset, BH21 1NG, United  
Kingdom  
**☎(+44) 01202 847680**  
[enquiries\\_uk@boralex.com](mailto:enquiries_uk@boralex.com)

May 2025



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[Contact](#)

BROWSING:

## Online Consultation

### Welcome

#### May 2025

Many thanks to all those who came along to the first round of consultation for the Limekiln BESS project. This online consultation is in addition to our second in-person open day held on Thursday 22nd May, and will remain available to view and comment on until the submission of the application. You will find all the information that we are displaying below. You'll also find a feedback form to fill in or you can email us directly with comments or questions at [info@limekilnwindfarm.co.uk](mailto:info@limekilnwindfarm.co.uk)



photo\_Boralex\_

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Reay Village Hall, 1.00pm to 7.00pm

### Information Panels

Here you will find the information panels we displayed at our second in-person Community Open Day on 22nd May. The first round panels have moved to the [documents](#) section.





## Feedback Form

We would appreciate you taking a moment to complete the following questionnaire so we can find out more about your views on the proposal this consultation is all about. The aim of this questionnaire is to allow individuals to contribute to the development process and interact with Boralex. This is not a substitute for the official planning process. No personal information will be passed on to third parties.

Please [click here](#) to access the form.

## Thank you

Many thanks for taking the time to visit our online consultation. When the consultation period is over, we will transfer all of the relevant files to the Documents section of the website. If you have any further questions at any time, please don't hesitate to contact us by email at [info@limekilnwindfarm.co.uk](mailto:info@limekilnwindfarm.co.uk)

### ABOUT

We are a renewable energy company, committed to increasing the use of zero-carbon electricity. Power which is generated by wind and solar PV projects allows us to fuel our modern-day lifestyles whilst living in harmony with our natural environment, preserving it for generations to come.

### LATEST NEWS

**1st production site in operation for Boralex in the UK officially opened**

MAY 27, 2025

**Next phase of development for Limekiln Wind Farm announced**

APRIL 16, 2025



**Limekiln Wind Farm operational**

APRIL 1, 2025

### LINKS

[Home](#)

[News](#)

[The Project](#)

[Boralex Home](#)

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[enquiries\\_uk@boralex.com](mailto:enquiries_uk@boralex.com)



## Appendix 5

## WELCOME TO LIMEKILN BESS COMMUNITY OPEN DAY



Welcome to the first round of public consultation for the Limekiln Battery Energy Storage System (BESS) proposal, the next phase of the Limekiln Wind Farm development.

### What is a BESS?

Battery Energy Storage Systems (BESS) play a vital role in ensuring a stable, reliable, and sustainable energy system. They store excess electricity when demand is low and release it back into the grid when needed. In turn this reduces our reliance on fossil fuels and so supports our country's transition to clean energy.

### Site Location

The proposed development is located within the footprint of the newly operational Limekiln Wind Farm, located to the south of Reay in Caithness. Feasibility studies undertaken to date have indicated that the land available is well suited for this scale and nature of development.

### The Developer

Boralex is a Canadian based independent power provider. Boralex has developed, and now operates a large portfolio of wind farms and a number of solar parks, primarily in Canada and France. The company also owns and operates large hydro-electricity projects in Canada.

In July 2022 Boralex acquired 100% of Infinergy's (UK based renewable energy company) interests in the UK. As part of Boralex, we will now own and operate our projects after the development stage.

### Today's event

Please take a look at the information banners around the venue to learn more about the proposal and please do not hesitate to speak with any of the project team members who are here to answer your questions.

If you would like to leave a written comment, please help yourself to a 'Voice Your Opinion' comment form, available from the reception desk.

There are several ways to obtain further information and to contact us:

- The website [www.limekilnwindfarm.co.uk](http://www.limekilnwindfarm.co.uk) will be updated regularly to provide you with the latest information. We will publish the application documents, including the Environmental Impact Assessment Report, on the website once the application has been submitted.

- Email us at [info@limekilnwindfarm.co.uk](mailto:info@limekilnwindfarm.co.uk)

- Write to us at FREEPOST BORALEX

### Why is this project important?

The proposed BESS will improve the efficiency of Limekiln Wind Farm and the local grid, helping to alleviate pressure during times of peak energy production. This enhances energy security, reduces power outages, and creates a more resilient and cost-effective electricity network.

As well as contributing to the benefits outlined above, this project will, if consented, support local construction jobs along with local supply chains during construction and operation and offer community benefit, supporting the long-term future of local communities.

## THE PROPOSED DEVELOPMENT



Boralex is currently investigating the potential for a Battery Energy Storage System (BESS) of up to 70 Megawatts (MW) within the newly operational Limekiln Wind Farm.

### Key Features of the Proposed Development

- **Site Area:** approximately 22 hectares of a combination of commercial forestry and wind farm infrastructure;
- **Proposed BESS location:** The Proposed Development will be located on the reinstated temporary construction compound which was utilised for the construction of Limekiln Wind Farm;
- **Substation location and connection point:** An extension to Limekiln Wind Farm's substation, the Proposed Development's intended point of connection, is situated approximately 700 metres northwest of the proposed BESS location; and
- **Underground cable connection:** The Proposed Development includes an underground cable connection from the BESS location to the substation extension.

### Site Design

The Proposed Development Area, shown with a red line, is larger than the final development footprint to allow flexibility in final design. The layout of the BESS facility, including the onsite access track will be shaped by ongoing assessment work.

### Why this location

- The Proposed Development will be well screened by surrounding forestry so will have minimal landscape and visual impact;
- Minimal disturbance to undisturbed ground by using the reinstated temporary compound area and permanent onsite tracks for Limekiln Wind Farm;
- The proposed location of the temporary construction compound was not identified as a priority habitat for the Wind Farm application so minimal environmental impact is predicted; and
- The proposed location of the temporary construction compound has not yet been replanted with trees as part of the forestry plan for the Wind Farm.

### Infrastructure

It is anticipated that the BESS compound area will be approximately 1.5 hectares, and the Substation extension will be approximately 0.5 hectares.

The main part of the facility is likely to consist of around 90 battery storage units housed in containers, installed in rows. Each container will be approximately 6 m long, 2.4 m wide and 2.9 m high and likely to be dark green in colour. There will be Power Conversion Systems (PCS) and transformers serving each set of two containers. Fire detection and suppression systems and water storage tanks will also be installed within the facility.

### Construction and Site Access

The potential effects of construction traffic will be assessed throughout the design and Environmental Report process in consultation with The Highland Council (THC) and Transport Scotland. Impacts will be minimised as much as possible. Further details around the planned route to site and expected traffic movements will be provided in the planning application.

It is anticipated that the route to Site will be the same used for Limekiln Wind Farm, whereby any Abnormal Load Vehicles will arrive by sea, exit the port of Scrabster and head west on the A836 to the Limekiln Wind Farm entrance. Any other materials and components will be imported by road, and it is anticipated that the majority of these will approach from the south via the A9 and A836.

Access into the Site will be taken from the A836 and use the existing wind farm tracks meaning no new tracks will be required for the Proposed Development, minimising impact to undisturbed land.

Should Limekiln BESS be consented, construction would not be expected to commence until approximately Summer 2027.

**BORALEX**

**BORALEX**

## ENVIRONMENTAL SURVEYS



In preparation for the submission of the planning application, we are carrying out environmental surveys to support the design of the Proposed Development site and to minimise its impact on the environment.

The Proposed Development Area has already been heavily assessed as part of both the Limekiln and Limekiln Extension Wind Farm applications.

### Ecology

The Proposed Development Area has been thoroughly assessed as part of the Limekiln and Limekiln Extension Wind Farm applications. As part of this, the temporary construction compound (the proposed BESS location) was not identified as a priority habitat so minimal environmental impact is predicted. An Extended Phase 1 Ecology Survey will be conducted to understand the local wildlife and habitats at the project site and assess potential ecological impacts.

### Peat

A Phase 1 peat survey will be undertaken to establish the peat depth at the proposed BESS location, substation extension and underground cable route.

The Proposed Development will need to clearly address a set of key points: how any areas of deep peat have been avoided; how impacts on shallower peat have been minimised; and how disturbed peat will be used in site reinstatement, or in restoration works elsewhere. To outline how any peat will be managed on the Proposed Development site an outline Peat Management Plan (oPMP) will be submitted alongside the planning application.

### Landscape and Visual

A landscape and visual appraisal (LVA) establishes the potential effects of the Proposed Development on the surrounding landscape. As part of the application process, The Highland Council and NatureScot will be consulted to agree on the LVA approach and viewpoint locations from where we will complete assessments to appraise the likely effects of the proposed development on the landscape elements, landscape character, visual amenity and views of the site and its surroundings.

### Noise

Noise from a BESS primarily comes from its cooling and electrical components. Key noise sources are inverters and transformers, which generate a low-frequency humming or buzzing sound.

Operational noise from developments of this nature is typically assessed in line with BS (British Standard) 4142:2014 'Methods for Rating and Assessing Industrial and Commercial Sound'.

### Forestry

The Proposed Development is on an area of ground within a large commercial conifer plantation. The area used for Limekiln Wind Farm's temporary construction compound was felled during the construction phase and is due to be replanted under the Limekiln Wind Farm's Long-Term Forestry Plan. If the Proposed Development is consented, an additional area (equal to the Development Area plus buffer of approximately 2.4 ha) will be replanted as compensatory planting within the landholding.

The area identified for the Substation extension (approximately 0.5 ha) lies within an area that has already been felled as part of the Limekiln Wind Farm construction, however some additional felling required for the fire safety buffer would be minimal.

Some tree felling may be required along the proposed underground cable route, which is approximately 700 m in length between the proposed BESS and Substation location. We have identified the opportunity to utilise the core path to install the underground cables parallel to the core path, which will minimise impact to forestry. This option is being consulted with the Highland Council.

Compensatory planting will be required for each of the three areas where there is net forestry loss. It is expected that the total replanting will not exceed 4ha.

## ENVIRONMENTAL REPORT



An Environmental Impact Assessment (EIA) screening request has been submitted to the Highland Council. The decision is expected shortly and will determine whether an EIA is required for this application.

Assessments to support the planning application have been commissioned for the Limekiln BESS Proposed Development. This extensive study will form part of the formal planning application to be made to The Scottish Government.

The assessment and reporting process will include:

- Consultation with the local planning authority, key stakeholders and the public to identify specific concerns and issues;
- Determining the existing conditions at and around the Proposed Development by reviewing the available data and undertaking specialist field surveys;
- Assessing the potential impacts on the existing environment; and
- Mitigation proposals to alleviate any significant impacts identified.

The on-going assessments will provide data on the following:

- Landscape and visual impact;
- Carbon rich soils and priority peatland habitats;
- Ecology;
- Ornithology;
- Hydrology;
- Noise;
- Traffic and Transport;
- Archaeology/Cultural Heritage;
- Forestry

Other desk-based assessments will include appraising the impacts of the proposed development on health and safety, fire risk and mitigation, and socio-economics.

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## THE LOCAL COMMUNITY



Following the completion of the Limekiln Wind Farm, Borelex will continue to work closely with local communities, businesses and residents in seeking to ensure that the project will bring tangible benefits to local people and help meet the national climate change and energy security needs.

### Business, Jobs and Investment

We would like to hear from local businesses to ensure that we can fully consider the skills and services of local people and suppliers if the Limekiln BESS proposal receives approval.

The opportunities available would include:

- An engineering, procurement and construction contractor;
- Construction material suppliers: concrete, aggregate and building materials;
- Electrical contractors: supply and installation of plant, cabling, earthing, etc.;
- Plant and equipment hire contractors: excavation earthworks, craneage, welfare units, etc.;
- Labour hire companies: engineers, plant operatives and general labourers;
- Landscaping and peat restoration specialists; and
- Transport: taxis and minibuses for local labourers.

### Local Accommodation Providers

Construction projects of this nature can require a number of temporary workers from outside the area, who will require local accommodation and catering facilities.

### Community Benefit

Whilst not generating electricity, which is the basis for onshore wind community benefit, Borelex will deliver a 'community benefit' sum per year and is currently looking at the options around calculating that figure.

Discussions around how this fund could be used will be had with the Caithness West Community Council.

## NEXT STEPS



We hope to submit the planning application for the Limekiln BESS proposal to The Scottish Government in the summer of 2025.

An Environmental Report including all the results from the surveys will be submitted with the planning application. All the submitted documents will be uploaded to the project specific page on our website: [www.limekilnwindfarm.co.uk](http://www.limekilnwindfarm.co.uk)

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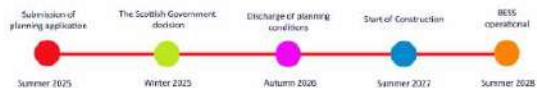
Once the planning application submitted, professional bodies in the fields of ecology, noise, landscape, cultural heritage, transport etc. will be formally consulted.

In assessing the proposal, the Scottish Government will not only consider the application material, but also the views of local residents and a range of consultees, including:

- The Highland Council
- Caithness West Community Council
- NatureScot
- SEPA
- The Scottish Fire and Rescue Service
- RSPB
- Historic Environment Scotland
- Transport Scotland

The timeline shown below gives a likely indication of the timescale should the proposal be deemed acceptable (subject to change depending on the planning process).

### Indicative Timeline



### Contact points:

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Email: [info@limekilnwindfarm.co.uk](mailto:info@limekilnwindfarm.co.uk)

Freephone: 0800 980 4299

Freepost: FREEPOST BORELEX

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## WELCOME TO LIMEKILN BESS COMMUNITY OPEN DAY



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### What is a BESS?

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### Site Location

The proposed development is located within the footprint of the newly operational Limekiln Wind Farm, located to the south of Reay in Caithness. Feasibility studies undertaken to date have indicated that the land available is well suited for this scale and nature of development.

### The Developer

Boralex is a Canadian based independent power provider. Boralex has developed, and now operates a large portfolio of wind farms and a number of solar parks, primarily in Canada and France. The company also owns and operates large hydro-electricity projects in Canada.

In July 2022 Boralex acquired 100% of Infinergy's (UK based renewable energy company) interests in the UK. As part of Boralex, we will now own and operate our projects after the development stage.

### Today's event

Please take a look at the information banners around the venue to learn more about the proposal and please do not hesitate to speak with any of the project team members who are here to answer your questions.

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There are several ways to obtain further information and to contact us:

- The website [www.limekilnwindfarm.co.uk](http://www.limekilnwindfarm.co.uk) will be updated regularly to provide you with the latest information. We will publish the application documents, including the Environmental Impact Assessment Report, on the website once the application has been submitted.

- Email us at [info@limekilnwindfarm.co.uk](mailto:info@limekilnwindfarm.co.uk)

- Write to us at FREEPOST BORALEX

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## THE PROPOSED DEVELOPMENT



Boralex is currently investigating the potential for a Battery Energy Storage System (BESS) of up to 70 Megawatts (MW) within the newly operational Limekiln Wind Farm.

### Key Features of the Proposed Development

- **Site Area:** approximately 22 hectares of a combination of commercial forestry and wind farm infrastructure;
- **Proposed BESS location:** The Proposed Development will be located on the reinstated temporary construction compound which was utilised for the construction of Limekiln Wind Farm;
- **Substation location and connection point:** An extension to Limekiln Wind Farm's substation, the Proposed Development's intended point of connection, is situated approximately 700 metres northwest of the proposed BESS location; and
- **Underground cable connection:** The Proposed Development includes an underground cable connection from the BESS location to the substation extension.

### Reasons for Proposing the Temporary Construction Compound

- The Proposed Development Area will be well screened by surrounding forestry so will have minimal landscape and visual impact:
- Minimal disturbance to undisturbed ground by using the reinstated temporary compound area and permanent onsite tracks for Limekiln Wind Farm;
  - The proposed location of the temporary construction compound was not identified as a priority habitat for the Wind Farm application so minimal environmental impact is predicted; and
  - The proposed location of the temporary construction compound has not yet been replanted with trees as part of the forestry plan for the Wind Farm.

### Core Path

It is proposed to install the underground cable between the BESS and Substation alongside Core Path CA11.03 to minimise impact on forestry.

During the installation period (anticipated to be no more than 2 weeks) it is proposed to temporarily divert the core path route from the substation through the wind farm to rejoin at the BESS platform.



The Highland Council has been consulted on this temporary diversion and has indicated that no significant impacts are predicted. We will continue to consult with The Highland Council on this proposal.

**BORALEX**



## ENVIRONMENTAL SURVEYS



In preparation for the submission of the planning application, we are carrying out environmental surveys to support the design of the Proposed Development site and to minimise its impact on the environment.

The Proposed Development Area has already been heavily assessed as part of both the Limekiln and Limekiln Extension Wind Farm applications. Key topics include:

### Noise

At distances over 1 km away from any BESS no significant operational impact is anticipated for a BESS of this scale (up to 70 MW). Given the separation distances between the Proposed Development and the noise sensitive receptors being greater than 1 km, it is recommended that there is no need to assess potential noise impacts from both construction or operation phases.

Construction noise would be managed through the adoption of best practice measures incorporated within a Construction Environment Management Plan (CEMP) which would be prepared prior to the commencement of construction. The separation distances between construction activities and residential properties, coupled with its temporary nature, mean that construction noise would not be expected to result in significant effects.

### Ecology and Ornithology

The temporary construction compound (the proposed BESS location) was not identified as a priority habitat so minimal environmental impact is predicted. An Extended Phase 1 Ecology Survey will be undertaken.

Following a walkover survey within 500 m of the Proposed Development, no notable breeding bird species were recorded. Observations included sparrowhawk, willow warbler, grey wagtail, mistle thrush, and siskins. These are typical of birdlife commonly found in commercial forest plantations.

Ornithology surveys are still ongoing. Full results will be included in the upcoming planning application.

### Peat

A Phase 1 peat survey will be undertaken to establish the peat depth at the proposed BESS location, Substation extension and underground cable route.

The Proposed Development will need to clearly address a set of key points: how any areas of deep peat have been avoided; how impacts on shallower peat have been minimised; and how disturbed peat will be used in site reinstatement, or in restoration works elsewhere. To outline how any peat will be managed on the Proposed Development site an outline Peat Management Plan (oPMP) will be submitted alongside the planning application.

### Forestry

The Proposed Development is on an area of ground within a large commercial conifer plantation. The area used for Limekiln Wind Farm's temporary construction compound was felled during the construction phase, and is due to be replanted under the Limekiln Wind Farm's Long-Term Forestry Plan. If the Proposed Development is consented, an additional area (equal to the Development Area of approximately 2.4 ha) will be replanted as compensatory planting within the landholding.

The area identified for the Substation extension (approximately 0.5 ha) lies within an area that has already been felled as part of the Limekiln Wind Farm construction, however some additional felling required for the fire safety buffer would be minimal.

Some tree felling may be required along the proposed underground cable route, which is approximately 700 m in length between the proposed BESS and Substation location. We have identified the opportunity to utilise the core path to install the underground cables parallel to the core path, which will minimise impact to forestry. The Highland Council is being consulted regarding this option.

Compensatory planting will be required for each of the three areas where there is net forestry loss. It is expected that the total replanting will not exceed 4 ha.

## ENVIRONMENTAL REPORT



An Environmental Impact Assessment (EIA) screening request has been submitted to the Highland Council. The decision is expected shortly and will determine whether an EIA is required for this application.

Assessments to support the planning application have been commissioned for the Limekiln BESS Proposed Development. This extensive study will form part of the formal planning application to be made to The Scottish Government.

The assessment and reporting process will include:

- Consultation with the local planning authority, key stakeholders and the public to identify specific concerns and issues;
- Determining the existing conditions at and around the Proposed Development by reviewing the available data and undertaking specialist field surveys;
- Assessing the potential impacts on the existing environment; and
- Mitigation proposals to alleviate any significant impacts identified.

The on-going assessments will provide data on the following:

- Landscape and visual impact;
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- Ecology;
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Other desk-based assessments will include appraising the impacts of the proposed development on health and safety, fire risk and mitigation, and socio-economics.

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## GRID AND INFRASTRUCTURE



### Infrastructure

It is anticipated that the BESS compound area will be approximately 1.5 hectares, and the Substation extension will be approximately 0.5 hectares to accommodate another transformer for the BESS project.

The main part of the facility is likely to consist of up to 90 battery storage units housed in containers, installed in rows. Each container will be approximately 6 m long, 2.4 m wide and 2.9 m high and likely to be dark green in colour. There will be Power Conversion Systems (PCS) and transformers serving each set of two containers. Fire detection and suppression systems and water storage tanks will also be installed within the facility.

The BESS will connect into the substation extension via an underground cable. There is spare capacity on the existing overhead line to Limekiln Windfarm that the windfarm does not use. The BESS project is designed to utilise this spare capacity, thus ensuring that there are no infrastructure works required from SSE to connect the BESS project.

### Construction and Site Access

The potential effects of construction traffic will be assessed throughout the design and Environmental Report process in consultation with The Highland Council (THC) and Transport Scotland. Impacts will be minimised as much as possible. Further details around the planned route to site and expected traffic movements will be provided in the planning application.

It is anticipated that the route to Site will be the same used for Limekiln Wind Farm, whereby any Abnormal Load Vehicles will arrive by sea, exit the port of Scrabster and head west on the A836 to the Limekiln Wind Farm entrance. Any other materials and components will be imported by road, and it is anticipated that the majority of these will approach from the south via the A9 and A836.

Access into the Site will be taken from the A836 and use the existing wind farm tracks meaning no new tracks will be required for the Proposed Development, minimising impact to undisturbed land.

Should Limekiln BESS be consented, construction would not be expected to commence until approximately Summer 2027.

## NEXT STEPS



We hope to submit the planning application for the Proposed Development to The Scottish Government in the summer of 2025.

An Environmental Report including all the results from the surveys will be submitted with the planning application. All the submitted documents will be uploaded to the project specific page on our website: [www.limekilnwindfarm.co.uk](http://www.limekilnwindfarm.co.uk)

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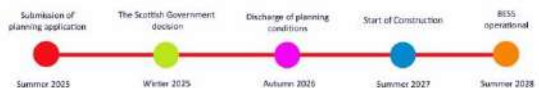
Once the planning application submitted, professional bodies in the fields of ecology, noise, landscape, cultural heritage, transport etc. will be formally consulted.

In assessing the Proposed Development, the Scottish Government will not only consider the application material, but also the views of local residents and a range of consultees, including:

- The Highland Council
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- NatureScot
- SEPA
- The Scottish Fire and Rescue Service
- RSPB
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- Transport Scotland

The timeline shown below gives a likely indication of the timescale should the proposal be deemed acceptable (subject to change depending on the planning process).

### Indicative Timeline



### Contact points:

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Freepost: FREEPOST BORALEX

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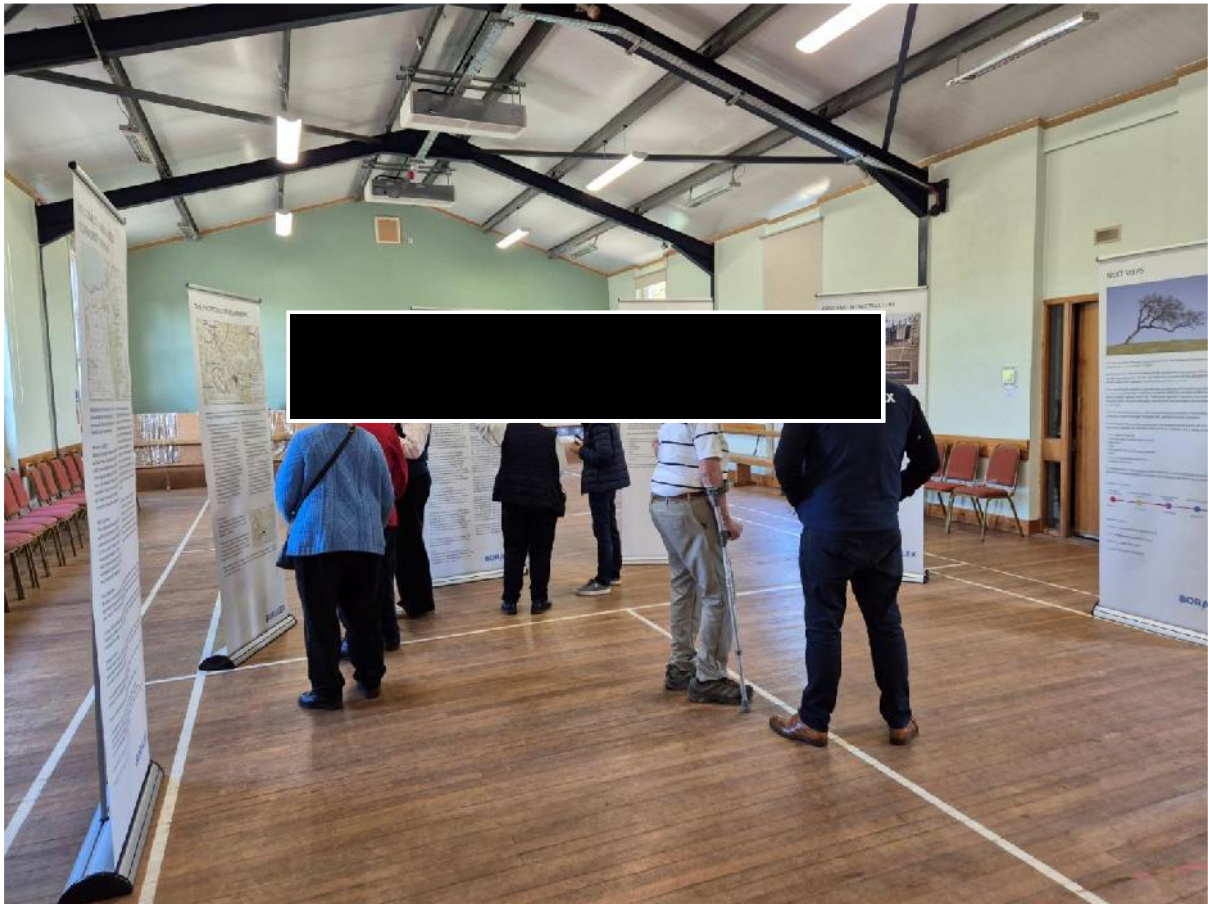
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## Appendix 6

## Community Open Day – Reay Hall

22 May 2025



## Appendix 7

# Battery plans for Limekiln

By John Davidson

john.davidson@hnmmedia.co.uk

A 24-TURBINE wind farm in Caithness is looking to add a battery storage system to the development.

The Limekiln wind farm, just south of Reay, became fully operational at the start of this month – and now there are plans to add the Limekiln Battery Energy Storage System (BESS).

The developer Boralex said its latest plans were at an early stage and it is due to hold a community drop-in event next week to share its proposals.

This first round of consultation is aimed at giving local residents a chance to hear about the new proposal and put questions to the team.

The BESS project will have a capacity of up to 70MW and, while it will share grid infrastructure with the wind farm, it would be operated as a separate entity as that is “the most economic way to market”.

A spokeswoman for Boralex said: “This first round of community consultation will set out the location and give some background into the application process as well as the issues we understand are at the forefront of communities’ minds.”



Turbine blades in temporary storage on the quay at Scrabster during construction of the Limekiln wind farm in 2024.

Picture: Chester Henry

She explained that the need for such battery storage systems is to make better use of renewable energy facilities while the grid infrastructure remains limited in terms of its export capacity. It would also reduce the need for constraint payments.

“BESS in the north of Scotland region are able to bid against the constraint market (as a load),” she explained. “As long as the BESS is charging up during a period where constraint payments would otherwise be paid, then there is no need

for constraint payments up to the capacity of the BESS, so the requirement for constraint payments across the region is reduced.

“The electricity system operator (NESO) has the difficult job of ensuring power demand and supply are always equal.

“However, there is the added complexity that most electricity supply comes from the north of Scotland and the demand comes from the south of England. Currently, our transmission cables do not have the capacity to take all the



Wind turbines being transported to the Limekiln site from Scrabster last May.

Picture: Peter Sutherland

generation from the north and send it to the south, this is why constraint payments are so high.

“BESS in the north of Scotland is ideally placed to absorb excess generation without incurring extra constraint payments for NESO. With more BESS in constrained areas the burden on the system operator is eased, using energy that would previously have been wasted and reducing the need for fossil fuels to manage over- and under-capacity in the system.”

The community open day will take place on Thursday, April 17, from 1pm to 7pm at Reay village hall.

All the material shared at the open day will also be available on the consultation page of the website from that date.

Opponents of the Limekiln scheme previously warned that the wind farm would dominate the sky-

line for miles around, and that Reay residents would find themselves “encircled by turbines” if all the proposed onshore and offshore developments in the area went ahead.

The main scheme consists of 19 turbines, reduced from 21. The Limekiln extension plan, adding a further five turbines, was given the go-ahead in May 2022, with construction taking place from last year.

Each turbine has a maximum capacity of 4.2MW. Highland Council had originally refused consent for the development in 2019 but that decision was overturned by the Scottish Government.

The 11 square metre site, previously used as commercial forestry plantation, contains 24 turbines with a maximum blade-tip height of 149.9m and was commissioned on April 1.

## NORSCOT: Protecting you against the Scottish winter

From energy efficient windows and doors to customisable eco-friendly timber kit homes, NORSCOT is your one-stop shop for comfortable living.

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### NORSCOT WINDOWS & DOORS

Bower Workshops, Bower, Wick. T: 01955 641303  
20 Carsegate Road, Inverness. T: 01463 224040  
W: NORSCOT.CO.UK E: INFO@NORSCOT.CO.UK





Some of the Reiss Gardening Club members who attended the club's 30th anniversary celebration. Pic

## Gardening club still grows

REISS Gardening Club held a special celebration to mark 30 years since the group's inception in 1995.

A cake shaped like a watering can and decorated with flowers was cut as members gathered to enjoy a soup-and-sandwich lunch.

The cake – baked by Shauni

McAllan, the granddaughter of a committee member – was one of the founding members of the club.

The pair became members to receive membership services to



Two founder members of the group's 30th anniversary.

# EMBRACE THE OUTDOORS

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Outdoors

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## Limekiln BESS

### Community Open Day

**all, Reay  
m - 7.00pm**

local residents  
proposal, view,  
o the team.

o be available on the  
ebsite from 17th April. It should  
s made to the team are not formal  
uld an application be submitted,  
ppportunity to make representations on  
to The Scottish Government at that time.

For more information  
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info@limekilnwindfarm.co.uk  
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**BORALEX**

## Telford Bridge floodlight proposal



A PROPOSAL to floodlight the historic Telford Bridge in Helmsdale, pictured above, is still on the table after first being discussed in July last year.

Councillor Richard Gale, East Sutherland and Edderton, told members of Helmsdale Community Council at their meeting last week that he had been in contact with the local authority about the initiative.

He said he had been told that the existing floodlighting on the structure was "knackered" and that while one arch of the bridge was accessible, scaffolding would be needed to install lighting on the other arch.

Cllr Gale said the authority would carry out the work 'at cost' and he was waiting to hear about the cost of scaffolding.

# Trust head outlines plan to develop site

By Caroline McMorran

caroline.mcmorran@hnmmedia.co.uk

THE chairman of Helmsdale and District Development Trust has outlined its plans for the further development of a site in the village.

Ruth Whittaker updated members of Helmsdale Community Council on the trust's proposals for Couper's Yard at their meeting last Thursday evening.

Couper's Yard is located on Shore Street and overlooks the River Helmsdale. The area currently has three electric vehicle charging points.

The trust had previously hoped to provide a hardstanding for motorhomes and campervans.

However, the plan had to be abandoned after the Scottish Environment Protection Agency (SEPA) objected, citing the risk of flooding.

Mrs Whittaker told Thursday's meeting that the trust's development officer Mary Stewart was working hard on a business plan for Couper's Yard, but it would be a slow process.

It is now hoped to install a black waste disposal unit for chemical toilets, as well as laundry facilities - a heavy-duty washing machine and a



Helmsdale and District Development Trust hope to further develop Couper's Yard on the village's Shore Street.

large sink for washing dishes and clothes.

Mrs Whittaker said it was hoped this would take some of the pressure off the village's newly refurbished public toilets, which are owned and operated by the trust.

Visitors have been seen washing

dishes and clothes in the toilets, and there have also been incidents of black waste being emptied into the toilets.

Mrs Whittaker added that the development plan also included storage for electric bikes, and there was also interest in having workshop



Ruth Whittaker.

units or storage facilities there.

"There is space to do that, but Mary is still looking at that," she said.

Meanwhile she said that the trust had been very pleased to receive positive feedback on the condition of the public toilets.

She also reported that the village's MUGA (Multi Use Games Area), which the trust was also responsible for developing, was working well.



Surveys carried out at low tide along with manual depth measurements from a local boat have shown that the harbour is clogged up with mud and large banks of stones have built up on the channel leading out to sea.

Picture@ iStock/ClaudineVM

## Delay over harbour dredging

WORK to clear a badly silted East Sutherland harbour is being held up while the relevant authorities discuss where to dump the debris after it is removed from the sea, it has emerged.

Highland Council was in the process of submitting an application for a licence to carry out the work when it was told not to proceed until a dumping site had been identified.

A spokesperson for the local authority said: "The marine licence has not been granted. We were in the process of submitting it when the issue with the dump site arose.

"Licensing staff at the Marine Directorate advised that the application should not be submitted until the dump site issue is resolved." The spokesman added that once the licence was granted, dredging was likely to be carried out using a long-reach excavator at the entrance to the harbour and the harbour basin.

The harbour issue was briefly raised at a meeting of Helmsdale Community Council last Thursday when chairperson Alison Cowie said: "In the days they used a dredger, they would take it (the debris) out to sea. They now want them to dump it on the beach."

## Limekiln BESS

### Community Open Day



To find out more about the next phase of development and the proposal for the Limekiln Battery Energy Storage System, the project team invite you to a Community Open Day:

**Reay Village Hall, Reay**  
**Thursday 17th April, 1.00pm - 7.00pm**

This first round of consultation will give local residents the chance to hear about this new proposal, view, comment on and put questions to the team.

All open day material will also be available on the consultation page of the website from 17th April. It should be noted that comments made to the team are not formal representations. Should an application be submitted, there will be an opportunity to make representations on the application to The Scottish Government at that time.

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www.limekilnwindfarm.co.uk



## Charity here to help parents

SCOTLAND'S national children's charity is urging Highland parents and carers to seek their support if worried about their child's mental health.

Children First, formerly the Royal Scottish Society for Prevention of Cruelty to Children, made the plea as part of mental health awareness week.

A recent survey commissioned by Children First showed 92 per cent of young people aged 11 to 25 in Scotland were worried about mental health.

Last year more than two-thirds of people who contacted Children First's support line were worried about a child's emotional wellbeing.

Simon McGowan, assistant director at Children First, said: "Whatever your concern about your child, we are here to help. Our friendly team can provide expert support and advice that can make all the difference."

The Children First support line can be called for free on 08000 28 22 33 but contact can also be made by webchat at [www.childrenfirst.org.uk](http://www.childrenfirst.org.uk)

# Fake speed bumps rolled out in north

By Philip Murray

[philip.murray@hnmmedia.co.uk](mailto:philip.murray@hnmmedia.co.uk)

FAKE speed bumps which locals ridiculed after being installed on a Highland street are being rolled out to another 10 locations at a cost of £40,000 - including two in Caithness.

Highland Council has confirmed that the fake speed bumps - painted two-dimensional road markings designed to create the illusion that they're raised 3D obstructions - will be piloted in numerous communities' 20mph zones where average driver speeds are "higher than desired".

Critics have argued that local motorists will swiftly catch on that there's no obstacle there and that they will prove ineffectual on routes used predominantly by residents.

Despite that Highland Council has since confirmed it has secured £40,000 from Transport Scotland to roll out fake speed bump markings at locations across the region.

These include on Bridge Street in Halkirk and Thurso Road in Wick.

A Highland Council spokesperson said: "The new markings will be piloted in nine locations throughout the Highlands where data showed



Two of the fake speed bumps will be trialled on Caithness roads as part of a region-wide pilot to gauge their effectiveness.

higher than desired average speed results in areas where a 20mph limit had been implemented.

"The materials and installation of the markings cost approximately £40,000 which is covered by funding from Transport Scotland and is significantly less than physical traffic

calming features would be for these pilot locations.

"This pilot will allow us to trial and investigate the effectiveness of these new 3D road markings as a potential alternative to physical traffic calming measures on our road network" The spokesperson added that the

pilot, which runs until the end of 2026, was being funded centrally by Transport Scotland, and did not involve Highland Council taxpayers' funds.

They also said the council would be studying motoring data at each site during the pilot to gauge effectiveness of the "speed bumps".

They added: "The funding for this year-long pilot has come from Transport Scotland as part of the 20mph programme.

"Like all of our initiatives, the primary goal is to reduce collisions and enhance active travel by improving road safety within local communities.

"We will be monitoring the speed limits on the roads before and after these markings have been implemented, to assess the pilot's effectiveness.

"However, the full impact won't be clear until long-term speed data has been collected.

"Once the analysis is complete, the findings will be published online.

"The areas selected for the pilot have been carefully chosen for their potential to benefit most from the reinforcement of the 20mph speed limit."

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## Limekiln BESS

### Community Open Day

To find out more about the next phase of development and the proposal for the Limekiln Battery Energy Storage System, the project team invite you to a Community Open Day:

**Reay Village Hall, Reay**  
**Thursday 22nd May, 1.00pm - 7.00pm**

This second round of consultation will give local residents the chance to hear more about this new proposal, view, comment on and put questions to the team.

All open day material will also be available on the consultation page of the website from 22nd May. It should be noted that comments made to the team are not formal representations. Should an application be submitted, there will be an opportunity to make representations on the application to The Scottish Government at that time.



For more information  
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[info@limekilnwindfarm.co.uk](mailto:info@limekilnwindfarm.co.uk)  
[www.limekilnwindfarm.co.uk](http://www.limekilnwindfarm.co.uk)



# Trampoline is among litter found in Wick

A TOTAL of 480 public-spirited citizens – most of them children – played their part in this year's springtime litter-picking events in and around Wick.

More than 260 black bags of rubbish were collected during the month-long initiative, along with larger discarded items including scooters, bikes and even a trampoline.

The collective effort has made "a huge difference", according to Allan Bruce, vice-chairman of the Royal Burgh of Wick Community Council (RBWCC) and organiser of the town's Spring Clean Scotland activities.

Spring Clean Scotland is an annual campaign run by the environmental charity Keep Scotland Beautiful and it took place this year from March 21 to April 21.

There were three main litter-



**All the effort that everyone put in has made a huge difference to our community in tackling the issue of litter.**

By Alan Hendry  
alan.hendry@hnmmedia.co.uk

picking sessions in and around Wick.

The first covered the area around the Grizzly Park and South Head, while the second focused on the airport industrial estate and nearby forest area. The third was devoted to general areas around Wick, starting at the riverside car park.

However, 10 organised events went ahead in all, with some of them extending beyond the town.

Mr Bruce gave an update at the monthly meeting of RBWCC on Monday.

He told fellow members: "I would like to take this opportunity on behalf of the Royal Burgh of Wick Community Council to thank everyone who took part in this year's organised spring clean events.

"This is the fourth year that we have organised events and it was fantastic to see so many people getting involved, especially more kids than ever before. It was also great to see some more events taking place outside of Wick this year.



**A group of volunteers at the riverside after the last of this year's three main litter-picking sessions in and around Wick as part of the Spring Clean Scotland campaign.**

"All the effort that everyone put in has made a huge difference to our community in tackling the issue of litter.

"I would like to mention the Highland Council waste services team, who again played their part in carrying out litter-picks on the roadside verges in the county, and for accepting everything we collected into the recycling centres and also for the supply of bags.

"I would also like to thank Wick Paths Group for a loan of their litter-picking equipment."

Mr Bruce explained that 480 people had taken part – 151 adults and 329 children – and they contributed around 960 voluntary hours.

"After all that effort we collected approximately 262 black bags, two scooters, two bikes, one scaffold stillage, one trampoline and various pallets, along with

miscellaneous items," he said.

Organisations that supported the clean-up efforts included Rolls-Royce health and wellbeing group, Newton Park and Noss primary schools, Wick Paths Group, Wick Flowers, St Peter's Operative Lodge in Thurso, Step Forward Wick Youth and Watten Helps Out.

Referring to the three main Wick litter-picks, Mr Bruce said: "It was great to see a definite improvement in two of the areas. One area that was noticeably worse this year was the industrial estate."

He added: "We will look to make next year's spring clean bigger once again and look to involve even more people.

"One possible obstacle that has been identified, that could be preventing more people getting involved, is access to litter-picking equipment. I will be working over

the next few months to try and ensure equipment is more readily available throughout the county.

"Once again a huge thank-you to everyone that was involved."

Mr Bruce was given an impromptu round of applause by his community council colleagues.

He also pointed out that the summer spruce-up, which normally takes place just before gala week, could be brought forward this year given that Wick is the venue for the County Show on Saturday, July 19.

Mr Bruce said: "We'll see what the weather is like, but it definitely makes a difference and the County Show takes thousands into the town."

In September last year, Mr Bruce was awarded a Clean Up Scotland Hero award by Keep Scotland Beautiful for his efforts to keep the town litter-free.



**From left: Liz Hewitson, Michael Hanratty from SCAA and Gemma Duguid.**

## Whist supports air ambulance

A SPECIAL whist drive held in Murkle Hall raised £422 for Scotland's Charity Air Ambulance.

Friends Liz Hewitson and Gemma Duguid got together to stage the whist drive and have plans for staging more across Caithness over the summer.

"We're delighted that everyone was so generous," said Liz.

"We had raffle prizes, and people donated cakes, all for a good cause. The ladies with the SWI wanted to have a break for the summer, so we thought we'd organise one ourselves and give the proceeds to charity, so that's what we did."

There were 10 tables at the event, and the

cardmaster was Alexander Longmuir.

Prizes were donated by Our Community – Wick Tesco – and the organisers sent thanks to Karen Center for helping. Liz and Gemma donated food along with Helen, Yardi, Coral, Cheryl, Sheila and Anne.

Results – Ladies: 1 Coral Sinclair 176; 2 Janice Jordan 166; 3 Liz Candeland 165. Consolation – Pat Custer 136.

Gents: 1 Nettie Gunn (acting) 175; 2 Arthur Gunn 169; 3 Yardi Cumming 168. Consolation – Hugh Crowden 144.

The next charity whist will be held on Friday, May 30 at 7pm in the hall at Puldagon Restaurant with all proceeds going to the Laurandy Centre in Wick.

## Limekiln BESS

### Community Open Day

To find out more about the next phase of development and the proposal for the Limekiln Battery Energy Storage System, the project team invite you to a Community Open Day:

**Reay Village Hall, Reay  
Thursday 22nd May, 1.00pm - 7.00pm**

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info@limekilnwindfarm.co.uk  
www.limekilnwindfarm.co.uk

## Appendix 8

# Voice Your Opinion



## Contact Details

Name .....

E-mail .....

Address .....

Telephone .....

Postcode .....

We will only use these details to contact you and update you on the proposals as you request.

Renewable Energy Project ..... Date .....

Your opinion is important to us. We would appreciate you taking a moment to complete the following questionnaire so we can find out more about your views on the proposal this exhibition is all about. The aim of this questionnaire is to allow individuals to contribute to the development process and interact with Boralex. This is not a substitute for the official planning process. No personal information will be passed on to third parties.

1. **What are your views on the use of renewable energy to help meet our energy requirements?**

(onshore and offshore wind power, solar power, biomass, wave and tidal power, amongst others)

☐ Very Supportive ☐ Supportive ☐ Undecided ☐ Opposed ☐ Very opposed

2. **What are your views on the use of battery storage to help manage our renewable energy generation?**

☐ Very Supportive ☐ Supportive ☐ Undecided ☐ Opposed ☐ Very opposed

3a. **How do you feel about this battery storage proposal?**

☐ Very Supportive ☐ Supportive ☐ Undecided ☐ Opposed ☐ Very opposed

3b. **Why do you hold this view?** Please state:

4. **How close do you live to the proposed battery storage site?**

☐ Within 1 kilometre (0.6 miles) ☐ Between 1 and 5 kilometres (3.1 miles) ☐ Further away than 5 kilometres (3.1 miles)

5. **To develop this project, we have conducted a range of surveys that assess the current situation on site and the potential impact of the proposal. Are there any specific elements of the proposal that you are interested in and would like to be updated about?**

Please select Yes or No and then tick the issues that interest you most:

<input type="checkbox"/> No	<input type="checkbox"/> How the project might look	<input type="checkbox"/> Tourism impacts
<input type="checkbox"/> Yes	<input type="checkbox"/> Local wildlife	<input type="checkbox"/> Site traffic during construction
	<input type="checkbox"/> Potential noise from the proposal	<input type="checkbox"/> Safety
	<input type="checkbox"/> Other (please state below)	

6. If you have any further interests, please state below:

7. How did you first learn about the project?

☐

Word of mouth

☐

Postcard

☐

Google or other search engine

☐

Newspaper advert

☐

Newspaper article

☐

Social media

☐

(Invitation for) Public Exhibition

☐

Other (please state)

8. Please use the area below to ask a specific question or comment on the proposal.

9. If you would like us to respond to any of the comments you have made or questions you have asked in this questionnaire, please indicate here and, if required, we will get back to you shortly.

☐

Response wanted

☐

No response wanted

#### Data Protection

We hold all personal data in accordance with the General Data Protection Regulation (GDPR) (EU) 2016/679 and your personal data will not be transferred outside of the European Economic Area

Please return this questionnaire to the registration desk at the entrance of the exhibition.  
If preferred, you can send the questionnaire to



## Appendix 9



## Request Form

Project: \_\_\_\_\_

Date: \_\_\_\_\_

### 1. Personal contact information

Full Name	
Address (including postcode)	
Telephone number	
Email	

***By requesting information, your details will be held on a Boralex database and managed in line with GDPR regulations. Your information will not be passed on to any third party.***

### 2. Information requested

--



## Appendix 10

# Voice Your Opinion



Renewable Energy Project

LIME KILNS

Date

17/4/25

1. What are your views on the use of renewable energy to help meet our energy requirements?

(onshore and offshore wind power, solar power, biomass, wave and tidal power, amongst others)

☐ Very Supportive

☒ Supportive

☐ Undecided

☐ Opposed

☐ Very opposed

2. What are your views on the use of battery storage to help manage our renewable energy generation?

☐ Very Supportive

☒ Supportive

☐ Undecided

☐ Opposed

☐ Very opposed

3a. How do you feel about this battery storage proposal?

☐ Very Supportive

☐ Supportive

☐ Undecided

☒ Opposed

☐ Very opposed

3b. Why do you hold this view? Please state:

BATTERY LOCATION SHOULD BE SOUTH WHERE  
ENERGY IS NEEDED

4. How close do you live to the proposed battery storage site?

☐ Within 1 kilometre  
(0.6 miles)

☐ Between 1 and 5 kilometres  
(3.1 miles)

☒ Further away than 5 kilometres  
(3.1 miles)

5. To develop this project, we have conducted a range of surveys that assess the current situation on site and the potential impact of the proposal. Are there any specific elements of the proposal that you are interested in and would like to be updated about?

Please select Yes or No and then tick the issues that interest you most:

☐ No

☒ Yes

☐ How the project might look

☒ Local wildlife

☐ Potential noise from the proposal

☐ Other (please state below)

☐ Tourism impacts

☒ Site traffic during construction

☒ Safety

6. If you have any further interests, please state below:

7. How did you first learn about the project?

- ☐ Word of mouth ☒ Postcard  
☐ Google or other search engine ☐ Newspaper advert ☐ Newspaper article ☐ Social media  
☐ (invitation for) Public Exhibition  
☐ Other (please state)

8. Please use the area below to ask a specific question or comment on the proposal.

9. If you would like us to respond to any of the comments you have made or questions you have asked in this questionnaire, please indicate here and, if required, we will get back to you shortly.

- ☒ Response wanted  
☐ No response wanted

#### Data Protection

We hold all personal data in accordance with the General Data Protection Regulation (GDPR) (EU) 2016/679 and your personal data will not be transferred outside of the European Economic Area

Please return this questionnaire to the registration desk at the entrance of the exhibition.  
If preferred, you can send the questionnaire to

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# Voice Your Opinion



Contact Details

[Redacted contact details]

Renewable Energy Project LIMEKILNS BESS

Date 22/5/25

1. What are your views on the use of renewable energy to help meet our energy requirements?

(onshore and offshore wind power, solar power, biomass, wave and tidal power, amongst others)

☒ Very Supportive ☐ Supportive ☐ Undecided ☐ Opposed ☐ Very opposed

2. What are your views on the use of battery storage to help manage our renewable energy generation?

☐ Very Supportive ☒ Supportive ☐ Undecided ☐ Opposed ☐ Very opposed

3a. How do you feel about this battery storage proposal?

☐ Very Supportive ☐ Supportive ☒ Undecided ☐ Opposed ☐ Very opposed

3b. Why do you hold this view? Please state:

[Empty box for response]

4. How close do you live to the proposed battery storage site?

☐ Within 1 kilometre (0.6 miles) ☒ Between 1 and 5 kilometres (3.1 miles) ☐ Further away than 5 kilometres (3.1 miles)

5. To develop this project, we have conducted a range of surveys that assess the current situation on site and the potential impact of the proposal. Are there any specific elements of the proposal that you are interested in and would like to be updated about?

Please select Yes or No and then tick the issues that interest you most:

☐ No ☐ How the project might look ☐ Tourism impacts  
☒ Yes ☒ Local wildlife ☐ Site traffic during construction  
☐ Potential noise from the proposal ☐ Safety  
☐ Other (please state below)

[Empty box for response]

6. If you have any further interests, please state below:

7. How did you first learn about the project?

- ☐ Word of mouth ☐ Postcard  
☐ Google or other search engine ☐ Newspaper advert ☒ Newspaper article ☐ Social media  
☐ (Invitation for) Public Exhibition  
☐ Other (please state)

8. Please use the area below to ask a specific question or comment on the proposal.

IT'S LIKE USB STICK OF PLANNING DOSS  
- PARTICULARLY INTERESTED IN ENVIRONMENTAL SURVEYS DONE  
& ANY PROPOSED MITIGATION

9. If you would like us to respond to any of the comments you have made or questions you have asked in this questionnaire, please indicate here and, if required, we will get back to you shortly.

- ☐ Response wanted  
☒ No response wanted

**Data Protection**

We hold all personal data in accordance with the General Data Protection Regulation (GDPR) (EU) 2016/679 and your personal data will not be transferred outside of the European Economic Area

Please return this questionnaire to the registration desk at the entrance of the exhibition.  
If preferred, you can send the questionnaire to

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## Appendix 11



# SP=EED™

## Scottish Planning = Effective Engagement and Delivery

A Practical Guide to Better Engagement in Planning in Scotland



Planning Aid for Scotland 2011

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## Foreword

**SP=EED™** was developed by Planning Aid for Scotland (PAS) between 2006 and 2008, anticipating that engagement and consultation would be central factors in Scotland's reformed planning system.

The vision of effective engagement contributing to more efficient planning processes and higher quality outcomes was central to the reform of the planning system, as set out in the Planning etc. (Scotland) Act 2006.

**SP=EED™** is aimed at planning authorities, planning consultants, private and community-led developers, key agencies, community groups and members of the public, and is endorsed in the Scottish Government's *Planning Advice Note 3/2010*. PAS intends that it will be used as a framework to share and learn from experiences of delivering engagement.

With ever-increasing public desire to be involved in shaping future development, **SP=EED™** aims to provoke discussion and provide practical guidance, rather than being prescriptive. Its aim is to ensure that effective engagement will lead to confidence and trust in the integrity of the Scottish planning system.

Information about PAS's **SP=EED™** training is also included. If you would like further information about this, or have any questions or comments, please contact [sp=eed@planningaidscotland.org.uk](mailto:sp=eed@planningaidscotland.org.uk)

Petra Biberbach

Chief Executive, Planning Aid for Scotland

## Notes

**SP=EED™** assumes that all statutory requirements for community engagement will be met by those undertaking the process.

See [www.scotland.gov.uk/Topics/Built-Environment/planning](http://www.scotland.gov.uk/Topics/Built-Environment/planning)

As used in **SP=EED™**, the term stakeholder refers to any member of the public, group or organisation, involved in any way with engagement.

As used in **SP=EED™**, the term partner refers to any member of the public, group or organisation involved in engagement at Level 3.

**SP=EED™** stands for Scottish Planning = Effective Engagement and Delivery and is a practical guide to engagement in planning, devised and produced by Planning Aid for Scotland (PAS). It is targeted at all stakeholders in Scotland's planning system and is designed to help design, deliver and assess the process of engagement. By drawing on good practice and PAS's research, experience of engagement and independent expertise, **SP=EED™** sets out a framework which anyone can use.

## When can SP=EED™ be used?

**SP=EED™** can be used to guide the engagement process for planning authority, developer or community-led plans or proposals, or it can assist community groups and members of the public in suggesting to planning authorities or developers how they would like to be consulted.

## Can SP=EED™ be used outwith planning?

While **SP=EED™** is designed specifically for engagement in planning, it is equally applicable to other development consent consultation procedures e.g. power stations (including renewable energy developments), transmission line or pipeline applications, harbour orders, transport and works orders, traffic regulation orders and private bill procedures. In future, with the Marine (Scotland) Act 2010 coming into force, it will equally apply to new marine planning procedures.

## What is the aim of SP=EED™?

**SP=EED™** aims to enhance the overall quality of engagement in Scotland, thereby contributing to a planning system where effective engagement leads to greater efficiency in the delivery of development. Both effective engagement, and public involvement in the design process, can lead to better proposals and fewer objections, meaning quicker progress through the planning process. **SP=EED™** also aims to spread and share good practice throughout the planning community in Scotland.

## What is effective engagement?

There will never be a single formula for achieving effective engagement, so **SP=EED™** does not take a one-size-fits-all approach. Instead, it sets out 3 levels of engagement to suit different scenarios, and provides guidance on how to undertake effective engagement and consultation.

An essential aspect of effective engagement is managing public expectation. Planning can be complicated and emotive, with its legal nature adding a further layer of complexity. Timescales in delivering development can be lengthy, so meaningful engagement needs to be planned to manage and retain stakeholder involvement throughout the process, as well as setting out a realistic understanding of what can be achieved.

It is up to whoever is leading any engagement process to decide how they want to involve people. In some cases, the provision of basic information may suffice; in others, members of the public will play a key role in the design process of new proposals.



## What engagement is required in planning?

The Scottish Government's aim for planning is for it to be inclusive and efficient. The Planning etc. (Scotland) Act 2006 and subsequent regulations and guidance were introduced to achieve this.

In preparing Strategic Development Plans and Local Development Plans, planning authorities are asked to take an innovative approach to engagement and set out a Participation Statement within their Development Plan Scheme.

Pre-application Consultation (PAC) is a mandatory aspect of national and major planning applications. One public event must be held, and advertised as per statutory requirements, and a PAC report submitted with the planning application, detailing the level of engagement that has been undertaken.

However, effective engagement is appropriate and beneficial for any development proposal, regardless of its size or whether it is led by the community or the private sector.

## How does SP=EED™ relate to existing guidance?

Unlike most guidance on public engagement, SP=EED™ is designed specifically for the planning sector. It recognises the inherent complexities of undertaking engagement in planning, based on PAS's experience of helping people to engage with the planning system.

Due to the engagement requirements set out by Scotland's reformed planning system, practical guidance on effective engagement is now more important than ever. The Scottish Government's *Planning Advice Note 3/2010 Community Engagement* endorses SP=EED™ as a means of achieving meaningful engagement. It also recognises the important role of communities and community groups in the decision making process.

## Why is engagement in planning important?

Planning impacts on everyone, so it follows that members of the public and community groups should be given the opportunity to be involved.

Effective engagement can lead to better development proposals, potentially taking on board points raised by members of the public. People who have been actively involved in the design process or consulted effectively early on may have less cause to object at planning application stage. This can lead to proposals moving through the planning process faster and more efficiently.

Scotland's reformed planning system aims to achieve increased engagement alongside greater quality and certainty in the delivery of development. SP=EED™ will help design, deliver and assess effective engagement to achieve this win-win outcome.

SP=EED™ is an essential resource for any organisation or person **designing, carrying out** and **assessing** an engagement process. It is also a useful reference tool for community groups in helping them decide how they would like to be consulted.

<p><b>Planning Authorities</b></p>	<ul style="list-style-type: none"> <li>• Development Plan Schemes and Participation Statements</li> <li>• Strategic Development Plans and Local Development Plans</li> <li>• Strategic Environmental Assessments, Open Space Strategies, etc.</li> <li>• Design or Development Briefs</li> <li>• Supplementary Guidance on engagement</li> <li>• Assessing Pre-application Consultation reports</li> <li>• Advising applicants on level of engagement to aim for</li> </ul>
<p><b>Developers</b>  <b>Planning Consultancies</b>  <b>Housing Associations</b>  <b>Urban Regeneration Companies</b></p>	<ul style="list-style-type: none"> <li>• Proposal of Application Notices</li> <li>• Designing Pre-application Consultation processes</li> <li>• Pre-application Consultation reports</li> <li>• Development Brief consultations</li> <li>• Masterplan consultations</li> <li>• Regeneration processes</li> <li>• Other development consent consultation procedures e.g. energy consents, roads consents</li> </ul>
<p><b>Community Organisations</b>  <b>Development Trusts</b>  <b>Members of the Public</b></p>	<ul style="list-style-type: none"> <li>• Local community plans</li> <li>• Community-led proposals</li> <li>• Discussing and designing approaches to engagement</li> <li>• Negotiating with planning authorities/developers regarding preferred engagement methods</li> </ul>
<p><b>Key Agencies &amp;</b>  <b>Statutory Consultees</b></p>	<ul style="list-style-type: none"> <li>• Discussing approaches to engagement and consultation</li> <li>• Designing and guiding engagement/consultation processes</li> <li>• Training and reference guidance for staff</li> <li>• Disseminating good practice</li> </ul>

SP=EED™ differs from other guidance on engagement in that it recognises that different approaches will be appropriate in different situations.

SP=EED™ therefore sets out 3 levels of engagement to aim for:

- Level 1**    **Informing**
- Level 2**    **Consulting**
- Level 3**    **Partnership**

**Level 1** is the most appropriate level to aim for in certain scenarios.

**Level 2** is the level of engagement practised most commonly throughout Scotland since the late 1960s, and should be achievable in many scenarios.

**Level 3** is achievable in many scenarios and could be accomplished in community-led proposals, or other proposals where members of the public are involved in the design and development process; or in large development or regeneration projects.

SP=EED™ also sets out 8 criteria for effective engagement:

1	Transparency & Integrity	5	Responsiveness
2	Co-ordination	6	Inclusiveness
3	Information	7	Monitoring & Evaluating
4	Appropriateness	8	Learning & Sharing

Each of the criteria is dealt with on a separate page, outlining what to aim for at each level, and how to achieve this.

The *What to aim for* statements should be regarded as universal, and applicable to any engagement scenario. The *How can you achieve it?* section provides guidance on how to meet the criteria, but SP=EED™ recognises that these are not the only ways in which the aims can be met.

Use SP=EED™ to design effective engagement:

- think about and plan engagement well before the process begins
- help everyone to understand the objectives of the process
- manage public expectation
- identify suitable approaches
- manage the consultation process
- evaluate and learn

Note – an engagement process might achieve different levels with regard to different criteria		
Level 1	Informing	<ul style="list-style-type: none"> <li>• an essential building block for engagement</li> <li>• a one-way process</li> <li>• a valuable end in itself and the most appropriate level to aim for in certain situations</li> <li>• an essential step in achieving Levels 2 and 3</li> </ul>
Level 2	Consulting	<ul style="list-style-type: none"> <li>• incorporates and builds on Level 1</li> <li>• an interactive and iterative process – listening, and being responsive to issues raised</li> <li>• an appropriate level in many situations</li> <li>• the level of engagement most often aimed for and achieved</li> </ul>
Level 3	Partnership	<ul style="list-style-type: none"> <li>• incorporates Levels 1 and 2, but goes well beyond</li> <li>• the most demanding level of engagement</li> <li>• achievable and appropriate in the right situation</li> <li>• may take place over an extended period of time</li> <li>• involves in-depth collaboration with partners, and could include potential for their input into design of proposals and the engagement process</li> </ul>

# 1 Transparency and Integrity

LEVELS	WHAT TO AIM FOR	HOW CAN YOU ACHIEVE IT?
<b>1</b> Informing	<b>The purpose of the engagement is clear and people can find out about it easily.</b>	<ul style="list-style-type: none"> <li>• Make a clear statement about the integrity of the engagement process.</li> <li>• Explain clearly the purpose of the engagement process.</li> <li>• Be clear about potential timescales of the engagement process and delivery of development.</li> <li>• Establish whether there is a legacy of trust or distrust from previous engagement – research previous engagement and consultation processes.</li> <li>• Advertise any engagement process or event prominently e.g. leaflets, posters, websites, local press and radio, social media.</li> <li>• Attract passers-by to events by having banners and posters outside venues.</li> <li>• Explain how further information can be accessed.</li> <li>• Explain the limits of the planning system (i.e. matters material to use and development of land).</li> </ul>
<b>2</b> Consulting	<b>Level 1 +</b> <b>Rights to participate are clearly explained and opportunities to express opinions are publicised.</b>	<b>Level 1 +</b> <ul style="list-style-type: none"> <li>• Make clear which aspects of plans or proposals can and cannot be influenced via the engagement process.</li> <li>• Explain why any aspects of plans or proposals are non-negotiable.</li> <li>• Encourage balanced consideration of the pros and cons of plans and proposals.</li> <li>• Ensure statements and any assumptions in engagement materials are referenced.</li> <li>• Where appropriate, use professional planners to carry out engagement working under the RTPI Code of Conduct - make stakeholders aware of this.</li> <li>• Appoint dedicated note takers for group discussion events.</li> </ul>
<b>3</b> Partnership	<b>Level 1 and Level 2 +</b> <b>Dialogue will take place with partners about how they will be involved in the engagement process and how their input will be used.</b>	<b>Level 1 and Level 2 +</b> <ul style="list-style-type: none"> <li>• Identify all potential partners early and explain to them, and other stakeholders, the benefits of a partnership approach.</li> <li>• Explain which aspects of the actual engagement process are negotiable.</li> <li>• Discuss how input from the engagement process will be used.</li> <li>• Discuss options for involving stakeholders in the design of proposals.</li> <li>• Keep a formal record of decisions and allow partners access to this.</li> </ul>



LEVELS	WHAT TO AIM FOR	HOW CAN YOU ACHIEVE IT?
<b>1</b> Informing	<b>The timetable for the engagement process will be published and relevant relationships explained.</b>	<ul style="list-style-type: none"> <li>Set out the engagement strategy well in advance, identifying how to target key stakeholders.</li> <li>Allow appropriate time for the engagement process.</li> <li>Establish whether other engagement/consultation exercises are on-going.</li> <li>Be clear about, and provide explanation of, the roles of all stakeholders involved.</li> <li>Allow a realistic amount of time in the workload of those carrying out the consultation.</li> <li>Be flexible and have contingencies for any delays.</li> </ul>
<b>2</b> Consulting	<b>Level 1 +</b> <b>The timetable for the engagement process will include adequate periods for meetings, public events and discussion with stakeholders.</b>	<b>Level 1 +</b> <ul style="list-style-type: none"> <li>Decide when and how stakeholders' input will be sought and which methods should be used.</li> <li>Take account of holiday periods and local or big events.</li> <li>Plan times and locations of events to reach the widest range of stakeholders.</li> <li>Where appropriate, be prepared to amend timescales.</li> <li>Invite representatives from relevant local authority departments to meetings/events.</li> </ul>
<b>3</b> Partnership	<b>Level 1 and Level 2 +</b> <b>The timetable for the engagement process will include opportunities for partners to develop their own ideas; partners will be involved in discussing how to co-ordinate actions.</b>	<b>Level 1 and Level 2 +</b> <ul style="list-style-type: none"> <li>Tap into resources from the community: enthusiasm, local knowledge, local volunteers and networks of contacts.</li> <li>Consider setting up a steering group representing the local community and interested parties.</li> <li>Plan ahead to allow partners to input into timescales; allocate time and resources for them to develop their own ideas and proposals.</li> <li>Consult those with experience of a partnership approach for guidance e.g. on timescales, levels of resources required, techniques to use.</li> <li>Liaise with key agencies/statutory consultees about the partnership approach and its timetable, and take into account any impact of their policies or projects.</li> </ul>

LEVELS	WHAT TO AIM FOR	HOW CAN YOU ACHIEVE IT?
<b>1</b> Informing	<b>Information will be relevant, accurate and comprehensible to the target audience.</b>	<ul style="list-style-type: none"> <li>Describe the relevant issues clearly and succinctly.</li> <li>If possible, present information visually; avoid too much text.</li> <li>Identify at the outset gaps in information available, and how to source this information.</li> <li>Explain national and regional plans/issues within the local context.</li> <li>Provide summaries of the role and content of key documents e.g. Local Development Plans, Planning Advice Notes, and explain how to access full versions.</li> <li>Invite people to sign up for updates e.g. by email or newsletter.</li> <li>Reference all sources of information.</li> <li>Consider holding a public meeting to attract and gauge public interest in plans or proposals.</li> </ul>
<b>2</b> Consulting	<b>Level 1 +</b> <b>Information will be communicated and shared, aiming to invite feedback.</b>	<b>Level 1 +</b> <ul style="list-style-type: none"> <li>Make every reasonable effort to satisfy requests for new information.</li> <li>Present information in a way which will invite comment and debate.</li> <li>Flag up any areas of uncertainty; state when and how these may be resolved; and provide opportunities for discussion of these areas.</li> <li>Provide suitable means for responses and comments to be made.</li> <li>Collate comments and suggestions - feed them back into the process so that information is up-to-date.</li> </ul>
<b>3</b> Partnership	<b>Level 1 and Level 2 +</b> <b>Identification, collection and dissemination of relevant new information by partners is encouraged.</b>	<b>Level 1 and Level 2 +</b> <ul style="list-style-type: none"> <li>Create a dialogue with all partners from an early stage to collate knowledge and information.</li> <li>Start the information gathering process as early as possible for maximum efficiency.</li> <li>Discuss with partners the best means of disseminating information.</li> <li>Seek professional advice on information gathering techniques e.g. designing questionnaires and other surveys, with the aim of avoiding the problem of unreliable data.</li> </ul>

## 4 Appropriateness

LEVELS	WHAT TO AIM FOR	HOW CAN YOU ACHIEVE IT?
<b>1</b> Informing	<p>Information will be presented to suit its intended audience and can be accessed by all stakeholders at each stage of the process.</p>	<ul style="list-style-type: none"> <li>Consider the best means of publicising the engagement process e.g. public notice boards, libraries, community centres, local press.</li> <li>Use clear English and avoid planning-related jargon.</li> <li>Be aware that the target audience will not be planning professionals.</li> <li>Explain maps, drawings and diagrams in clear and simple terms.</li> <li>For public events, use venues which are easy to find and times that allow all stakeholders to attend; provide access for people with disabilities and other needs.</li> </ul>
<b>2</b> Consulting	<p><b>Level 1 +</b> Engagement processes to fit the situation will be used, with opportunities for discussion and for questions to be raised and answered.</p>	<p><b>Level 1 +</b></p> <ul style="list-style-type: none"> <li>Ensure that meetings, exhibitions and workshops are held at times and locations to suit different areas and groups within the community.</li> <li>Allow responses to be submitted by various means (letter, telephone, email) as well as in person at consultation events.</li> <li>Arrange for relevant professional staff to be on hand to answer questions at all times, or detail when they will be there.</li> <li>Use models and visualisations of proposals.</li> <li>Where appropriate, offer workshops and themed focus groups as well as exhibitions.</li> </ul>
<b>3</b> Partnership	<p><b>Level 1 and Level 2 +</b> A collaborative approach to working with partners on proposals, and regular review of the engagement process.</p>	<p><b>Level 1 and Level 2 +</b></p> <ul style="list-style-type: none"> <li>Steering groups, meetings and forums will be open to all, and minutes will be made available publicly after these and any other open meetings.</li> <li>Allow independent professionals/consultants to be brought in to explore possible solutions. e.g. architects, transport consultants etc.</li> <li>Consider mediation in appropriate situations – when there are divided opinions but common aims.</li> </ul>

## 5 Responsiveness

LEVELS	WHAT TO AIM FOR	HOW CAN YOU ACHIEVE IT?
<b>1</b> Informing	<p>Relevant information will be provided at every stage of the process.</p>	<ul style="list-style-type: none"> <li>• Ensure that contact details for enquiries/responses are given on all materials.</li> <li>• Deal with enquiries promptly.</li> <li>• Enable access to relevant documents on internet and place copies of relevant documentation at public places e.g. libraries, post offices, community centres, planning authority offices.</li> <li>• Publicise any proposed changes to plans or proposals.</li> <li>• Record and publicise changes to plans or proposals as a result of the engagement process.</li> </ul>
<b>2</b> Consulting	<p><b>Level 1 +</b> Findings from the engagement process will be analysed, disseminated, and potentially incorporated.</p>	<p><b>Level 1 +</b></p> <ul style="list-style-type: none"> <li>• Provide a representative to record and answer questions at events.</li> <li>• If appropriate, provide respondents with a written response.</li> <li>• Offer further workshops or discussion groups to hear people's views or in response to feedback received.</li> <li>• Inform stakeholders if, how and why the proposal has been amended as a result of consultation.</li> <li>• If significant changes to a proposal are introduced, consider holding additional consultation events.</li> </ul>
<b>3</b> Partnership	<p><b>Level 1 and Level 2 +</b> Partners will be offered the opportunity to present and discuss their own ideas and receive feedback.</p>	<p><b>Level 1 and Level 2 +</b></p> <ul style="list-style-type: none"> <li>• Be ready to consider suggestions for modifying the engagement process.</li> <li>• Be prepared to give feedback on ideas and new matters raised by stakeholders.</li> <li>• Commission professional expertise e.g. trained facilitators to make best use of interactive methods for developing proposals and making decisions.</li> </ul>

LEVELS	WHAT TO AIM FOR	HOW CAN YOU ACHIEVE IT?
<b>1</b> Informing	<b>Relevant representative groups/ organisations will be identified and information will be designed and disseminated to reach them.</b>	<ul style="list-style-type: none"> <li>Establish a contacts database and keep it up-to-date.</li> <li>Use formal and informal networks to make the contacts database as representative as possible.</li> <li>Identify seldom heard groups and consider how they tend to access information – e.g. via local newspapers/groups/venues/libraries etc.</li> <li>Record data on factors relevant to inclusiveness and representativeness e.g. age, gender, residence, tenure etc.</li> <li>Think creatively about venues appropriate to the type of proposal and all groups you want to reach, including seldom heard groups.</li> </ul>
<b>2</b> Consulting	<b>Level 1 +</b> <b>An emphasis will be placed on allowing the voices of seldom heard groups and those most likely to be affected to be heard.</b>	<b>Level 1 +</b> <ul style="list-style-type: none"> <li>Target publicity at all groups likely to be positively or negatively affected by the proposal.</li> <li>Target seldom heard and potentially under-represented groups such as young people, BME (Black and Minority Ethnic) Groups, Gypsy/Travellers, women with young children, people with disabilities and elderly people.</li> <li>Seek assistance from organisations specialising in promoting inclusiveness and relevant local authority staff: Equalities Officers, Youth Engagement Officers, Access Panels, etc.</li> <li>Build links with local primary and secondary schools.</li> <li>Knock on the doors of people affected by proposals rather than assume they will come to events; or use mobile units to reach a variety of areas.</li> </ul>
<b>3</b> Partnership	<b>Level 1 and Level 2 +</b> <b>Assistance and advice will be made available to seldom heard groups to enable them to become partners in the process; overall, a representative range of stakeholders will be consulted.</b>	<b>Level 1 and Level 2 +</b> <ul style="list-style-type: none"> <li>Plan an outreach programme to identify and listen to the needs of specific groups.</li> <li>Go beyond statutory requirements for engagement.</li> <li>Consider using Equalities Impact Assessments or Health Impact Assessments at the start of the process and review regularly.</li> <li>Consider using liaison officers to work directly with specific groups.</li> <li>Where possible, compare the profile of stakeholders involved throughout the whole engagement process to that of areas as a whole.</li> <li>Consider using professionally designed and conducted surveys to ensure that the views of the population as a whole are known.</li> </ul>



LEVELS	WHAT TO AIM FOR	HOW CAN YOU ACHIEVE IT?
<b>1</b> Informing	<b>Distribution of information and feedback received on the engagement process will be analysed after the process is completed.</b>	<ul style="list-style-type: none"> <li>Record and monitor distribution of information at the end of the process.</li> <li>Record the number and type of any events that take place.</li> <li>Look at the demographics of those who attended.</li> <li>Consider ways to improve future exercises based on the above and feedback received about the engagement process.</li> </ul>
<b>2</b> Consulting	<b>Level 1 +</b> Monitoring and evaluation of the engagement process will take place on an on-going basis.	<b>Level 1 +</b> <ul style="list-style-type: none"> <li>Monitor the satisfaction of stakeholders at different stages of the process using appropriate techniques.</li> <li>Keep a record of responses and other contributions to the engagement process, and assess the value, impact and outcome of contributions.</li> <li>Encourage qualitative responses as to how the engagement process could be improved.</li> <li>Reflect on the overall quality of the engagement undertaken.</li> </ul>
<b>3</b> Partnership	<b>Level 1 and Level 2 +</b> Monitoring and evaluation processes will be devised in collaboration with stakeholders.	<b>Level 1 and Level 2 +</b> <ul style="list-style-type: none"> <li>Ask partners at the outset about their thoughts on how best to evaluate satisfaction with the process.</li> <li>Be ready to modify approaches to monitoring and evaluating as required on an on-going basis.</li> <li>Analyse findings as you go along, aiming to embed the idea of monitoring and evaluation into every stage.</li> </ul>

LEVELS	WHAT TO AIM FOR	HOW CAN YOU ACHIEVE IT?
<b>1</b> Informing	<b>Lessons from the engagement process will be identified and lead to on-going improvements in quality.</b>	<ul style="list-style-type: none"> <li>• Identify action points from what has been learned.</li> <li>• Build lessons learned into future engagement processes.</li> <li>• Ensure all those within the organisation leading the engagement process are informed about outcomes and lessons learned.</li> </ul>
<b>2</b> Consulting	<b>Level 1 + Lessons from the engagement process will be reviewed and shared with a focus on learning and training.</b>	<b>Level 1 +</b> <ul style="list-style-type: none"> <li>• Share and discuss experiences more widely e.g. with other community groups, or organise forum events.</li> <li>• Make engagement a focus for in-house staff training.</li> <li>• Actively research other engagement processes and possible new techniques to use.</li> <li>• Take people who are new to engagement to meet people who have experience of recent or current projects.</li> <li>• Discuss how to improve future engagement exercises.</li> </ul>
<b>3</b> Partnership	<b>Level 1 and Level 2 + The creation of a creative, problem-solving culture where skills and experience are pooled, shared and enhanced.</b>	<b>Level 1 and Level 2 +</b> <ul style="list-style-type: none"> <li>• Recognise from the outset that active participation can be a very rich way of learning and seek ways to capitalise on this.</li> <li>• Audit individuals' skills and share via formal or informal training sessions.</li> <li>• Share information about the engagement process, and findings from all partners, with all involved stakeholders.</li> <li>• Offer opportunities for members of the public as well as professionals to receive training.</li> </ul>

PAS training workshops are targeted at the **professional** and **community** sectors.

Training in **SP=EED™** is particularly relevant for:

Planning Authorities	Community Councils
Planning Consultants	Community Groups
Developers	Development Trusts
Other Consultants	Members of the Public

## What are the benefits of **SP=EED™** training?

- explore and understand **SP=EED™** and its practical use
- an opportunity for networking - showcase and share ideas regarding effective engagement
- learn about the Scottish planning system and how to undertake effective engagement
- re-energise and re-focus your ideas

## What is the content of **SP=EED™** training?

**For Professionals:** training focuses on the practical use of **SP=EED™** and developing skills for effective engagement in planning, whether in development plan or development management situations.

**For Communities:** training is aimed at community groups seeking to undertake a development project and wishing to improve their engagement skills. It is also relevant to groups seeking to develop their understanding of effective engagement in relation to planning.

Each workshop will cover:

- the importance of engagement in planning
- effective engagement and consultation practices
- using **SP=EED™** to design, manage and evaluate engagement

**SP=EED™** training can be arranged at a time and place that suits you.

For more information, or to book your training, please contact:

**[sp=eed@planningaidscotland.org.uk](mailto:sp=eed@planningaidscotland.org.uk)**

or call 0131 220 9730

## Note

Planning Aid for Scotland's website has a series of planning information sheets, providing further information.

Scottish Government Circulars 1/2009 Development Planning, and 4/2009 Development Management, provide further information on requirements for consultation and engagement.

## Access Panels

Voluntary bodies set up to promote the rights of people with any form of disability.

## Design/Development Brief

A document which sets out broad or detailed proposals for development of a specific site or area.

## Developer

A person, business or organisation making a planning application. They do not have to own the land affected by the application as long as they notify the owner.

## Development

The carrying out of building, mining, engineering or other operations in, on, over or under the land or the making of any material change of use in the use of any buildings or land (as defined by the planning acts). Development, so defined, requires planning permission.

## Development Plan

A generic term for the Strategic Development Plan and/or Local Development Plan (see separate entries), the main planning documents which apply to a planning authority area.

## Development Plan Scheme

A document required to be published annually by planning authorities,

outlining a timetable for preparing the Development Plan, and including a participation statement outlining how they will undertake consultation.

## Equalities Impact Assessment

An assessment which considers how a policy or plan may impact, on different sectors of the population.

## Facilitator

A person, who has a neutral stance on matters being discussed, appointed to guide a meeting or discussion group.

## Health Impact Assessment

A means of assessing the health impacts of policies, plans and projects using quantitative, qualitative and participatory techniques.

## Local Development Plan (LDP)

Part of the Development Plan - a statutory document required to be prepared, after full public consultation, by all planning authorities in Scotland. The LDP is the basis for making planning decisions in a given area and deciding future land uses. In the four city-regions, the LDP will be supplemented with a Strategic Development Plan (see separate entry); elsewhere the Development Plan will comprise only the LDP.

## National Developments / Major Developments

Planning proposals are divided into 3 categories: 'national', 'major' and 'local'. National developments are set out in the National Planning Framework. Major planning applications e.g. 50 houses or more, are defined in Scottish Government Planning Circular 5/2009 Hierarchy of Developments. National and major proposals require Pre-application Consultation (see separate entry).

## Masterplan

A document, usually comprising a schematic plan, 3-dimensional

images, and text, which illustrates and explains how it is intended to develop a site.

## **Mediation**

A process involving a neutral, independent, trained mediator who aims to assist parties with differences to communicate effectively to resolve their differences.

## **Open Space Strategy**

A document assessing existing open space and potential for new or improved open space within a local authority area.

## **Planning Advice Note (PAN)**

Documents produced by the Scottish Government providing advice on good practice and other relevant planning information.

## **Planning Application**

An application to a planning authority seeking planning permission for development.

## **Planning Authority**

The body which is responsible for carrying out planning in any area – the local Council or National Park Authority.

## **Pre-application Consultation / Pre-application Consultation Report**

A process required to be undertaken by prospective applicants for national or major planning applications prior to submission of applications to enable local communities to be better informed about significant development proposals in their area. See also: Proposal of Application Notice; Public Event

## **Proposal of Application Notice**

Required to be submitted to the planning authority, and copied to relevant community councils, by prospective applicants for national or major developments at least 12 weeks prior to submission of the planning

application, giving details of the proposal, including how engagement will be undertaken.

## **Public Event**

An event, required to be held by prospective applicants for national or major development proposals as part of the Pre-application Consultation process, where members of the public can make comments.

## **RTPI (Royal Town Planning Institute)**

The UK's leading planning body for spatial, sustainable, integrative and inclusive planning.

## **Steering Group**

A group of interested and relevant stakeholders appointed to guide and lead a project.

## **Strategic Development Plan (SDP)**

Part of the Development Plan - a statutory document prepared after full public consultation. SDPs apply to Scotland's 4 'city-regions'. SDPs will set parameters for Local Development Plans (see separate entry); contain 'vision statements' and 'spatial strategies'; and will consider how land use proposals for neighbouring areas will impact on the SDP area.

## **Strategic Environmental Assessment (SEA)**

A process designed to measure the likely environmental impacts (both positive and negative) of a 'Scottish public plan, programme or strategy' (PPS).

## **Supplementary Guidance**

Documents produced by planning authorities to provide additional detailed guidance on certain topics, policies or proposals which are set out in Development Plans.



# Acknowledgements

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