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**MINUTES OF THE MEETING OF THE
INTERIM EDINBURGH AND SOUTH EAST OF SCOTLAND
STRATEGIC DEVELOPMENT PLAN JOINT COMMITTEE**

MONDAY 25 JUNE 2007

CONFERENCE ROOMS 1 & 2, JOHN MUIR HOUSE, HADDINGTON

Committee Members Present:

Councillor P McLennan (Convener), East Lothian Council
Councillor R Imrie, Midlothian Council
Councillor O Thompson, Midlothian Council
Councillor J Lowrie, City of Edinburgh Council
Councillor J Mowat, City of Edinburgh Council
Councillor S R McIvor, City of Edinburgh Council
Councillor R De Bold, West Lothian Council
Councillor M Day, West Lothian Council
Councillor C Riddell-Carre, Scottish Borders Council
Councillor V Davidson, Scottish Borders Council
Councillor A Martin, Fife Council
Councillor J Beare, Fife Council

Council Officials Present:

Mr P Collins, East Lothian Council
Mr I Glen, East Lothian Council
Ms J Long, Midlothian Council
Mr D Williamson, Midlothian Council
Mr J Inman, City of Edinburgh Council
Mr K Tippen, City of Edinburgh Council
Ms A Kirkwood, City of Edinburgh Council

Mr B Frater, Scottish Borders Council
Mr C Johnston, Scottish Borders Council
Ms P Ewan, Fife Council
Mr K Winter, Fife Council
Mr C McCorrison, West Lothian Council

Clerk:

Ms S Birrell

Visitors Present:

Mr J MacKinnon, Scottish Executive

Apologies:

Councillor B Turner
Councillor D Milligan

1. WELCOME AND INTRODUCTIONS

Cllr McLennan introduced himself as the Convener of the Committee, and invited those present to introduce themselves to the meeting.

**2. BRIEFING SESSION
THE EDINBURGH CITY REGION: NATIONAL AND STRATEGIC
PLANNING CONTEXT**

The Committee heard a presentation from Mr Mackinnon, Chief Planner, Scottish Executive, concerning the second National Planning Framework and the City Region planning process. For a full copy of this presentation, please contact the Clerk of this Committee.

Cllr Imrie asked whether consideration had been given to aligning member Councils of the City Region Strategic Planning Committee with member Councils of the Regional Transport Partnerships. Mr MacKinnon advised that this could be actioned if it was the general will of Local Authorities and the Scottish Parliament, although he did not detect a desire for this from Falkirk and Clackmannanshire Councils.

In response to a question from Cllr Day, Mr MacKinnon recommended the creation of small dedicated or “virtual” teams for Strategic Development Planning as the most efficient way of completing the remit assigned to Local Authorities. He undertook to

research appropriate support from the Scottish Executive, but reminded the Committee that he could not guarantee additional resources for this project.

Cllr Martin asked if the Scottish Executive were committed to informing communities about the new City Region Plans. Mr MacKinnon agreed that the general public had a tendency to become involved in planning matters at application stage and that the general perception that Strategic Planning was seen as irrelevant should be reversed. He mentioned that encouraging engagement would be challenging, and reminded the Committee that Community Engagement would be formally assessed as part of the creation of Strategic Development Plans.

In response to a question from Mr Collins, Mr MacKinnon agreed that earlier communication with key infrastructure providers such as Scottish Water should be established. He recommended that Local Authorities should be open about their requirements and pro-active in ensuring that decisions made by infrastructure providers were communicated effectively within a reasonable time frame. He remarked that the National Planning Framework could help to achieve better links between Local Authorities and infrastructure providers.

The Convener thanked Mr MacKinnon for his attendance.

Mr Glen gave a short presentation to the Committee on the remit of the IESESSDPJC, and the City Region Strategic Development Plan.

In response to questions from Cllr Imrie and Cllr Riddell-Carre, Mr Glen confirmed that a Strategic Environmental Assessment and a detailed Action Plan would be two requirements of the Strategic Development Plan.

3. MINUTES OF PREVIOUS MEETING HELD ON 26 MARCH 2007

The minutes of the previous meeting were approved as a true record.

4. MATTERS ARISING

In response to a question from the Convener regarding the secretariat of the Committee, Mr Collins suggested that East Lothian Council should retain the secretariat for the remainder of the calendar year 2007, and that City of Edinburgh Council, as the next member council in alphabetical order, should inherit the secretariat from East Lothian Council for the calendar year 2008.

Mr Collins advised that SEStran and SEEL had been invited to attend the next meeting of Directors of Planning from all member Councils. He remarked that it was essential to co-ordinate changes in land use with transport and economic development matters.

5. STRATEGIC DEVELOPMENT PLAN JOINT WORKING: PROJECT PLANNING

Mr Glen gave a verbal report to the Committee, explaining that the Strategic Development Plan would be taken forward using PRINCE2 project management methodology, which could be utilised throughout the process until approval was given by Scottish Ministers. He highlighted that, on this basis, the Scottish Executive may need to be involved in the later phases of the project, and that perhaps a representative could be co-opted onto the Project Board at that time. The Corporate Body for the PRINCE2 project would be the IESESSDPJC, and the Project Board would be made up of the Directors of Planning from each member council or their representatives. He emphasised that a Project Manager should be appointed in the near future and that a budget of £60,000 would fund the post's salary and expenses. Mr Glen advised that these matters would be reported to the next Directors of Planning meeting.

In response to a question from Cllr Imrie, Mr Collins recommended that officials should be delegated to move forward the appointment of and budget for a Project Manager, subject to approval of individual Councils.

Decision

The Committee agreed:-

- i) to delegate the appointment of and budget for a Project Manager for the Strategic Development Plan Project to officials from Member Councils subject to approval of individual Councils; and
- ii) that the matter should only be referred back to the Committee if an Authority raised an issue.

6. EDINBURGH GREEN BELT STUDY

Mr Williamson spoke to the report, indicating that the Green Belt Study was an essential piece of work which would inform the Strategic Development Plan process. At the last meeting of the Committee he had been instructed to go out to tender on this project. Two bids had been received and the bid from Land Use Consultants had been assessed as the preferable bid. It had been agreed that all member Councils should provide an equal share of the funding for the project and Scottish Natural Heritage had agreed to provide a share of the funding if the Study could include a forest habitats element. He confirmed that if all member Councils were in agreement to jointly fund the study and to provide an equal share of the funding then each Council would be requested to provide £4358.

Mr Winter stated that he had been awaiting a response from Fife Council's law and administration department but that he did not envisage a difficulty in supplying this funding.

Decision

The Committee agreed:-

- i) to appoint Land Use Consultants to undertake the Edinburgh Green Belt Study at a cost of £31,765;
- ii) to welcome the proposed contribution from Scottish Natural Heritage towards the costs of the Study; and
- iii) that, subject to approval by each Council, contributions to the Study should be on an equal share basis between the six Councils, net of any contribution from SNH.

7. REVIEW OF NATIONAL PLANNING FRAMEWORK (NPF2): RESPONSE TO INITIAL CONSULTATION

Mr Inman spoke to the report, explaining that the Scottish Executive were preparing a revision of the National Planning Framework (NPF1), and had invited contributions via country-wide seminars and individual letters to Local Authorities encouraging responses to an initial document. He informed the Committee that although he would encourage Councils to respond individually, he would also recommend that the IESESSDPJC submitted a joint response concerning their common ground. He directed the Committee's attention to the Appendix to the report, which contained a suggested response, highlighting comments on connectivity, and the definition of National Developments.

In response to a question from Cllr Day, Mr Inman recommended that specific mention of the Avon Gorge link could perhaps be included as part of West Lothian Council's individual response.

Mr Collins stressed that to date there had been no formal agreement relating to the technology that could be used in any Lothian and Borders Waste Management project. He recommended that the reference to technology type in paragraph 3.4 should be removed.

Cllr Imrie recommended that a specific mention of the Sheriffhall Junction in the response document could help to maintain the profile of this matter on the national agenda. Mr Collins suggested that the response could be amended to refer to the package of measures identified by SESTRAN to increase the capacity of the Edinburgh City Bypass.

Decision

The Committee agreed:-

- i) to welcome the opportunity to contribute at an early stage to the NPF2; and
- ii) to forward the comments set out in Appendix 1, subject to the inclusion of the Edinburgh City Bypass in the list at paragraph 2.4.2 and the deletion of the reference to Waste Project technology type in paragraph 3.4, to the Scottish Executive as its response to the initial consultation on NPF2.

8. TRANSPORT MODELLING UPDATE

Mr Inman advised that this update report had been brought to the Committee for noting. He explained that funding had been allocated but it had taken some time to fully assemble the means for the operation of the project.

He clarified that this work had originally commenced as part of the ELSPJLC, but would be required as part of the baseline assessment for the Strategic Development Plan. The modelling would be carried out using the same model as the Scottish Executive and would consider a number of options, beginning with a “do minimum” approach. He referred the Committee to the Appendix which set out all the relevant stages of the project.

In response to a question from Cllr Riddell-Carre, Mr Inman confirmed that the inception meeting had taken place on 11 June 2007.

Decision

The Committee agreed to note the terms of the Transport Modelling Update Report.

9. DATE OF NEXT MEETING

It was confirmed that the date of the next meeting would be discussed at the meeting of the ELSPJLC which would immediately follow this meeting.