

Notice of meeting and agenda

Planning Committee

10.00 am, Thursday, 7 August 2014

Dean of Guild Courtroom, City Chambers, High Street, Edinburgh

This is a public meeting and members of the public are welcome to attend.

Contacts

E-mail: lesley.birrell@edinburgh.gov.uk / laura.millar2@edinburgh.gov.uk

Tel: 0131 529 4240/529 4319

1. Order of business

- 1.1 Including any notices of motion and any other items of business submitted as urgent for consideration at the meeting.

2. Declaration of interests

- 2.1 Members should declare any financial and non-financial interests they have in the items of business for consideration, identifying the relevant agenda item and the nature of their interest.

3. Deputations

- 3.1 (If any)

4. Minutes

- 4.1 Planning Committee of 12 and 19 June 2014 (circulated – submitted for approval as a correct record).
- 4.2 Development Management Sub-Committee of 11 and 25 June 2014 (circulated – submitted for approval as correct records).
- 4.3 City of Edinburgh Planning Local Review Body of 4 and 18 June 2014 (circulated) (for noting)

5. Development Plan

- 5.1 Strategic Development Plan Supplementary Guidance on Housing Land – report by the Acting Director of Services for Communities (circulated)

6. Planning Policy

- 6.1 Short Stay Commercial Leisure Apartments – report by the Acting Director of Services for Communities (circulated)
- 6.2 Supplementary Guidance: Corstorphine and Gorgie/Dalry Town Centre - report by the Acting Director of Services for Communities (circulated)

7. Planning Process

- 7.1 Planning Performance Framework 2013 - 2014 – report by the Acting Director of Services for Communities (circulated)
- 7.2 Review of Policy and Criteria for New Street Names – report by the Acting Director of Services for Communities (circulated)
- 7.3 Planning Committee Workshop and Awareness Raising Training – report by the Acting Director of Services for Communities (circulated)

8. Planning Projects

- 8.1 Environmental Quality Indicators – report by the Acting Director of Services for Communities (circulated)

9. Conservation

- 9.1 Old and New Towns World Heritage Site: Monitoring Report 2011 – 2013 – report by the Acting Director of Services for Communities (circulated)
- 9.2 Grange Conservation Area Character Appraisal – Final Version – report by the Acting Director of Services for Communities (circulated)
- 9.3 Queensferry Conservation Area Review of Conservation Character Appraisal – report by the Acting Director of Services for Communities (circulated)

Carol Campbell

Head of Legal, Risk and Compliance

Committee Members

Councillors Perry (Convener), Howat (Vice-Convener), Bagshaw, Blacklock, Brock Cairns, Child, Dixon, Heslop, McVey, Milligan, Mowat, Robson, Rose and Ross.

Information about the Planning Committee

The Planning Committee consists of 15 Councillors and is appointed by the City of Edinburgh Council. The Planning Committee usually meets every eight weeks. It considers planning policy and projects and other matters but excluding planning applications (which are dealt with by the Development Management Sub-Committee).

The Planning Committee usually meets in the Dean of Guild Court Room in the City Chambers on the High Street in Edinburgh. There is a seated public gallery and the meeting is open to all members of the public.

Further information

If you have any questions about the agenda or meeting arrangements, please contact Lesley Birrell or Laura Millar, Committee Services, City of Edinburgh Council, City Chambers, High Street, Edinburgh EH1 1YJ, Tel 0131 529 4240 or 529 4319, e-mail lesley.birrell@edinburgh.gov.uk/laura.millar2@edinburgh.gov.uk.

A copy of the agenda and papers for this meeting will be available for inspection prior to the meeting at the main reception office, City Chambers, High Street, Edinburgh.

The agenda, minutes and public reports for this meeting and all the main Council committees can be viewed online by going to www.edinburgh.gov.uk/cpol.

Planning Committee

10.00 am, Thursday, 12 June 2014

Present

Councillor Perry (Convener), Howat (Vice-Convener), Bagshaw, Brock, Child McVey, Mowat, Rose and Ross.

1. Minutes

Decision

- 1) To approve the minute of the Planning Committee of 15 May 2014 as a correct record.
- 2) To approve the minutes of the Development Management Sub-Committee of 14 and 28 May 2014 as correct records.
- 3) To note the minutes of the City of Edinburgh Planning Local Review Body of 7 and 21 May 2014.

2. Development Plan

The Council was preparing its first Local Development Plan (LDP), when adopted it will replace two local plans and will be used to determine planning applications. Due to changes in the Strategic Development Plan (SDP) for South East Scotland, the LDP needed to be revised to provide more housing land. Details of the second proposed plan were provided.

Decision

To continue consideration of the matter at a meeting of the Planning Committee to be held on Thursday 19 June 2014 at 13:00, to allow for the decision of the Scottish Ministers on the Strategic Development Plan Supplementary Guidance on Housing Land to be received.

(References – Planning Committees 19 March 2013 (Item 1), 3 October 2013 (Item 2), 23 October 2013 (Item 3), to Corporate Policy and Strategy Committee 4 December 2012 (Item 9); report by the Acting Director of Services for Communities, submitted.)

3. Planning Process

Details were provided on the proposed new management structure for the Planning and Building Standards service.

Decision

- 1) To approve the new management structure for the Planning and Building Standards service area.
- 2) To note that it was intended to implement these arrangements by the end of September 2014.
- 3) To note the intention to engage with staff in the formulation of a protocol for the matching and allocation of posts and new and/or revised job descriptions.
- 4) To note the intention to carry out a “lean” exercise of support services to assess the full application support process required at intake and registration and at decision issuing stages.

(Reference – report by the Acting Director of Services for Communities, submitted.)

Minutes

Planning Committee

1.00 pm, Thursday, 19 June 2014

Present

Councillor Perry (Convener), Howat (Vice-Convener), Bagshaw, Blacklock, Brock, Child, Dixon, Heslop, McVey, Mowat, Robson, Rose and Ross.

1. Local Development Plan: Second Proposed Plan

At its meeting on 12 June 2014 the Planning Committee continued consideration of the Local Development Plan: Second Proposed Plan to allow the decision of the Scottish Minister on the Strategic Development Plan Supplementary Guidance on Housing Land to be received.

The Acting Head of Planning and Building Standards advised that the decision on the Supplementary Guidance on Housing Land had now been received & consideration of the Local Development Plan, second proposed plan could proceed.

The Acting Head of Planning and Building Standards presented the proposals in the second proposed plan.

Motion

1. Committee agrees the recommendations at paragraph 1.1 of the report by the Acting Director of Services for Communities, with minor clarifications and adjustments, as per the text of the Motion below.
2. Committee notes that, provided parties who made representations on the first proposed plan (LDP1) resubmit representations as appropriate on the second proposed plan (LDP2), the Committee will have an opportunity to consider all such representations at the next stage in a meaningful way and in the context of the Strategic Development Plan's increased housing land requirement.
3. Committee instructs the Acting Head of Planning and Building Standards to inform all those who made representations to the first Proposed Plan (LDP1) that they need to resubmit their representations, as required by legislation, and offer any assistance that they may require.
4. Committee further notes that, notwithstanding the requirement on the Development Management Sub-Committee to determine planning applications, for any assessment of Greenfield or existing open space housing sites, prematurity shall be a material consideration in any such determination.

5. Committee further instructs the Acting Head of Planning and Building Standards to re-assess the site referred to as 'East of Milburn Tower' on the following basis:
 - a. The proposed site lies predominantly within the West Edinburgh Strategic Development Area. The strategic development plan states that there is a policy presumption for directing any new housing releases to SDA's;
 - b. The site has good accessibility to existing public transport. There are four easily accessible Tram stops (Edinburgh Park Station, Edinburgh Park Central, Gyle Centre and Gogarburn) and there are existing bus services that serve Edinburgh, Gyle Centre and the RBS headquarters. It would also be feasible to route a bus through the site. Mainline train stations also afford the area additional public transport opportunities. The southern part of the site has access to Hermiston Park & Ride facility. Direct pedestrian access to Edinburgh Park can be provided through the existing under pass and path next to the culvert;
 - c. A clear and defensible green belt boundary can be formed by dense and mature woodland along Gogar Station Road at the western edge of the site. The southern part of the site is more open but already partly developed and the existing tree belt could be extended. The M8 motorway provides a clear edge to the site at the southern and south western end;
 - d. The site integrates well with existing centres of employment, retail and existing public transport. The eastern boundary is aligned with Edinburgh Park and the northern boundary would afford greater integration with the proposed International Business Gateway (IBG)
 - e. The site is contained and not visible from most surrounding areas. Although the site is visible from the north on Glasgow Road this is generally by vehicular travellers who are passing quickly and through an area that will change significantly as the International Business Gateway (IBG) is developed. The ground level of the site is below the road and important views to the Pentland Hills can be preserved.
6. Committee instructs the Acting Head of Planning and Building Standards to report back to the Committee on his re-assessment of the "east of Milburn Tower" site, including a revised Transport Appraisal and Education Appraisal which will set out the infrastructure requirements to achieve high settlement integration and a sustainable community, when Committee considers representations received on the second proposed plan.
7. Committee notes the requirement to have in place sufficient infrastructure to facilitate the level of housing development, and the associated community needs (health, transport, education, retail, community hub, etc). These should be identified and costed, with a budget provision identified through the Corporate Action Programme, and have an agreed implementation date before housing development is initiated.
8. Committee reaffirms its commitment to protecting as much of the Green Belt as possible; and notes that 74% of the homes within the Plan are expected to be built on Brownfield sites.

9. In response to the representations to the Plan and recent communications, Committee agrees to continue to explore the prioritisation of building houses on Brownfield sites, including further information on possible housing densities and the requisite parking standards before releasing land in the Green Belt.
 10. Granton Waterfront Central Development Area (EW 2b) should continue to be developed as a housing led-mixed use development creating a sense of place and community. The section relating to EW 2b of the Granton Waterfront Development Principles should have added "The potential to enhance employment and a 'destination' through existing and new commercial, tourist and retail opportunities should be expressly encouraged".
- Moved by Councillor Perry, seconded by Councillor Brock.

Amendment 1

Committee notes the detailed work that has been undertaken to prepare the Local Development Plan; the thoroughness of this and thanks officers for this work which has been undertaken in response to a new process requiring response to National Planning Policy and the Strategic Development Plan and that this is the first time the process has been worked through and the challenges that have arisen from this. This process has been lengthy, complex and has not produced a plan that will "make Edinburgh the very best it can be".

The City has previously agreed a vision for the future of the City (A Vision for Capital Growth 2020 -2040) which accommodates growth along clearly defined public transport corridors thus allowing the City to grow; to share the wealth and the benefits of the City with those who have grown up in the City and wish to set up their own households and with people who wish move into the City to take advantage of all it has to offer.

Due to the requirement to allocate additional housing as a result of the Scottish Government's rejection of the first proposed Strategic Development Plan the proposed plan does not clearly articulate this vision. The revised SESPlan requires the allocation of such significant additional housing that in order to protect Edinburgh's green spaces and to allow development in a sustainable manner a new plan, rather than a revised plan which simply adds in additional housing to a plan which was at its limit, should be developed.

The Plan as currently proposed will cause additional congestion and, due to the significant amount of housing required, has allocated housing in areas that do not have the infrastructure to support new housing which will render this housing unattractive for new residents and place significant pressures upon existing residents overloading services such as schools and health centres and reducing amenity for residents. There are concerns that making such significant allocations will mean greenbelt land will be designated for housing before available brownfield land has been fully built out and given the lower costs of developing greenfield and greenbelt land this is likely to lead to development of these areas before available brownfield land is used because there are no means available to the Council to prevent this happening.

The Plan should make clear the type of development that will be possible in Edinburgh to maximise land usage and release the minimum necessary greenbelt and greenfield land. The Plan should guide developers as to what type of development is acceptable - it must be high quality, well designed dense development that creates a sense of place with the necessary facilities easily available to residents; it should contain sufficient numbers of dwellings to support new facilities in areas where existing ones would be overburdened. Edinburgh has many examples of areas where housing is dense but highly desirable to live in which create healthy communities, such as the colonies and traditional tenements of 4 or 5 storeys. The City should be confident in its heritage and seek to reinterpret these traditional and local forms as an Edinburgh vernacular for the 21st century. It should be noted that requiring higher densities will allow less land in total to be required and that development returns per hectare should be higher.

Committee therefore:

1. Rejects the proposed Local Development Plan;
 2. Instructs officers to bring forward new proposals which accommodate development firstly on brownfield sites and then along fixed rail transport corridors both existing and proposed in two cycles;
 3. Encourages a significantly higher density (c.70 - 80 dwellings per hectare) than has been allowed in the plan with provision for adequate services either in supporting existing local centres which would benefit from additional users or by creating new local centres supported by sufficient housing to provide local employment, retail, education, community and health facilities;
 4. Requires the Convenor to raise the following matters with Scottish Ministers; a review of the planning process which has proved to be cumbersome, slow and confusing; consideration of how the effective housing land supply can be better calculated so that brownfield sites can be prioritised; how the HNDA can be modified in order that future plans do not require such large amounts of land to be allocated leading to further unsustainable releases of land.
- Moved by Councillor Mowat seconded by Councillor Hyslop.

Amendment 2

1. Recognises the established need for more affordable housing in the city;
2. Recognises the unrealistic nature of the identified housing requirement for 107,000 homes in the South East of Scotland which significantly exceeds all recent rates of construction;
3. Notes the need to bring back into use the up to 2,000 homes in Edinburgh which lie empty for more than 6 months, to re-examine housing densities, and to give priority to housing in existing urban areas in order to make full use of brownfield land;
4. Recognises that the changing demography of the city region and the way that it is reflected in household formation is unlikely to be best-fulfilled by building low density housing in suburban estates.

5. Recognises that if the citizens of Edinburgh are to have faith in the planning process and local democracy in general, genuine account must be taken of their views on the proposed LDP;
 6. Recognises that the impact of the LDP on transport, schools, the environment and air quality have not been adequately addressed;
 7. Concludes therefore that the city's current housing requirements can be met by the use of brownfield land and that there is at present no need for the inclusion of any of the greenfield sites set out in the plan;
 8. Consequently, agrees the recommendations at paragraph 1.1 of the above report, subject to the removal of the greenfield allocations, and calls for urgent talks with Scottish ministers to resolve the issues raised.
- Moved by Councillor Bagshaw, seconded by Councillor Ross

Voting

- | | | |
|-----------------|---|---------|
| For the motion | - | 8 votes |
| For amendment 1 | - | 3 votes |
| For amendment 2 | - | 1 vote |

Decision

1. Committee agrees the recommendations at paragraph 1.1 of the report by the Acting Director of Services for Communities, with minor clarifications and adjustments, as per the text of the Motion below.
2. Committee notes that, provided parties who made representations on the first proposed plan (LDP1) resubmit representations as appropriate on the second proposed plan (LDP2), the Committee will have an opportunity to consider all such representations at the next stage in a meaningful way and in the context of the Strategic Development Plan's increased housing land requirement.
3. Committee instructs the Acting Head of Planning and Building Standards to inform all those who made representations to the first Proposed Plan (LDP1) that they need to resubmit their representations, as required by legislation, and offer any assistance that they may require.
4. Committee further notes that, notwithstanding the requirement on the Development Management Sub-Committee to determine planning applications, for any assessment of Greenfield or existing open space housing sites, prematurity shall be a material consideration in any such determination.
5. Committee further instructs the Acting Head of Planning and Building Standards to re-assess the site referred to as 'East of Milburn Tower' on the following basis:

- f. The proposed site lies predominantly within the West Edinburgh Strategic Development Area. The strategic development plan states that there is a policy presumption for directing any new housing releases to SDA's;
 - g. The site has good accessibility to existing public transport. There are four easily accessible Tram stops (Edinburgh Park Station, Edinburgh Park Central, Gyle Centre and Gogarburn) and there are existing bus services that serve Edinburgh, Gyle Centre and the RBS headquarters. It would also be feasible to route a bus through the site. Mainline train stations also afford the area additional public transport opportunities. The southern part of the site has access to Hermiston Park & Ride facility. Direct pedestrian access to Edinburgh Park can be provided through the existing under pass and path next to the culvert;
 - h. A clear and defensible green belt boundary can be formed by dense and mature woodland along Gogar Station Road at the western edge of the site. The southern part of the site is more open but already partly developed and the existing tree belt could be extended. The M8 motorway provides a clear edge to the site at the southern and south western end;
 - i. The site integrates well with existing centres of employment, retail and existing public transport. The eastern boundary is aligned with Edinburgh Park and the northern boundary would afford greater integration with the proposed International Business Gateway (IBG);
 - j. The site is contained and not visible from most surrounding areas. Although the site is visible from the north on Glasgow Road this is generally by vehicular travellers who are passing quickly and through an area that will change significantly as the International Business Gateway (IBG) is developed. The ground level of the site is below the road and important views to the Pentland Hills can be preserved.
6. Committee instructs the Acting Head of Planning and Building Standards to report back to the Committee on his re-assessment of the "east of Milburn Tower" site, including a revised Transport Appraisal and Education Appraisal which will set out the infrastructure requirements to achieve high settlement integration and a sustainable community, when Committee considers representations received on the second proposed plan.
7. Committee notes the requirement to have in place sufficient infrastructure to facilitate the level of housing development, and the associated community needs (health, transport, education, retail, community hub, etc). These should be identified and costed, with a budget provision identified through the Corporate Action Programme, and have an agreed implementation date before housing development is initiated.
8. Committee reaffirms its commitment to protecting as much of the Green Belt as possible; and notes that 74% of the homes within the Plan are expected to be built on Brownfield sites.

9. In response to the representations to the Plan and recent communications, Committee agrees to continue to explore the prioritisation of building houses on Brownfield sites, including further information on possible housing densities and the requisite parking standards before releasing land in the Green Belt.
 10. Granton Waterfront Central Development Area (EW 2b) should continue to be developed as a housing led-mixed use development creating a sense of place and community. The section relating to EW 2b of the Granton Waterfront Development Principles should have added “The potential to enhance employment and a ‘destination’ through existing and new commercial, tourist and retail opportunities should be expressly encouraged”.
- Moved by Councillor Perry, seconded by Councillor Brock.

(References – Planning Committees 19 March 2013 (Item 1), 3 October 2013 (Item 2), 23 October 2013 (Item 3), to Corporate Policy and Strategy Committee 4 December 2012 (Item 9); 12 June 2014 (Item 2); reports by the Acting Director of Services for Communities, submitted.)

2. Declaration of Interests

Councillor Ross declared a non-financial interest in the above item as a director of EDI, PARC Craigmillar, Shawfair Developments and Waterfront Edinburgh.

Development Management Sub-Committee of the Planning Committee

10.00am Wednesday 11 June 2014

Present:

Councillors Perry (Convener), Howat (Vice-Convener), Bagshaw, Blacklock, Brock, Child, Dixon, Heslop, McVey, Mowat, Robson, Rose and Ross.

1. General Applications and Miscellaneous Business

The Sub-Committee considered the reports on planning applications, pre- applications and returning applications following site visits, listed in Sections 4, 7 and 9 of the agenda for the meeting.

The Acting Head of Planning and Building Standards gave presentations on agenda item 4.1 – 1 Baberton Loan and 4.2 – 49 Burdiehouse Road as requested by Councillor Robson, agenda item 4.7(a) and (b) - 117 Nicolson Street as requested by Councillor Rose and agenda item 4.11 – 10 West Brighton Crescent as requested by Councillor Child.

Requests to consider agenda item 4.3 – 90 Corbiehill Crescent and item 4.9 - 33 Pinkhill, Edinburgh by holding a hearing sessions had been received from Councillor's Work and Balfour

Decision

To determine the applications as detailed in the Appendix to this minute.

(Reference – reports by the Acting Head of Planning and Building Standards, submitted.)

Declaration of Interests

Councillor Robson declared a non financial in item 4.11– 10 West Brighton Crescent as the applicant was known to him and took no part in consideration of the item.

4. 117 Nicolson Street, Edinburgh

The Acting Head of Planning and Building Standards reported on an applications for planning and listed building consent for alterations to open up the Community Centre's forecourt area, including widening of the front gates, replacement of the existing timber

main door with glazed sliding doors, and addition of free standing banner masts at 117 Nicolson Street, Edinburgh (Application Nos.14/00785/FUL and 14/00772/LBC).

Motion

To grant the planning permission and listed building consent for alterations to open up the Community Centre's forecourt area, including widening of the front gates, replacement of the existing timber main door with glazed sliding doors, and addition of free standing banner masts subject to conditions, informatives and the views of Scottish Ministers.

- Moved by Councillor Rose, seconded by Councillor Howat

Amendment

To issue a mixed decision to part grant and part refuse planning permission and listed building consent as detailed in the report by the Acting Head of Planning and Building Standards.

- Moved by Councillor Ross, seconded by Councillor Mowat

Voting

For the motion	-	5 votes
For the amendment	-	7 votes

Decision

To issue a mixed decision to part grant and part refuse planning permission and listed building consent as detailed in the report by the Acting Head of Planning and Building Standards.

(Reference – report by the Acting Head of Planning and Building Standards, submitted.)

APPENDIX

Applications

Agenda Item No/ Address	Details of Proposal/Reference No	Decision (This may not be the final minute wording)
<p>Note: Detailed conditions/reasons for the following decisions are contained in the statutory planning register</p>		
<p>Item 4.1 - 1 Baberton Loan Juniper Green Edinburgh</p>	<p>Proposed conversion (change of use) of existing brick built disused warehouse facility to form 6 residential units with associated gardens (as amended – application no. 12/01525/FUL</p>	<p>To GRANT the amendment to planning permission subject to the conditions, informatives and a legal agreement as detailed in the report by the Acting Head of Planning and Building Standards.</p>
<p>Item 4.2 - 49 Burdiehouse Road (Land 196 Metres South of) Edinburgh</p>	<p>Section 42 application to vary condition 8 of planning permission in principle 10/01185/PPP to modify the implementation date of the structural landscaping – application no.14/01472/FUL</p>	<p>To VARY planning permission as detailed in the report by the Acting Head of Planning and Building Standard and authorise.</p>
<p>Item 4.3 - 90 Corbiehill Crescent, Edinburgh</p>	<p>Change of use from Office / Business to Fitness Centre – application no. 13/03963/FUL</p>	<ol style="list-style-type: none"> 1. To decline the request for a hearing by Councillor Work 2. To GRANT planning permission subject to conditions, reasons and informatives as detailed in the report by the Acting Head of Planning and Building Standards.

Agenda Item No/ Address	Details of Proposal/Reference No	Decision (This may not be the final minute wording)
Item 4.4 - Land at Edmonstone Estate Old Dalkeith Road, Edinburgh	Amendment to existing consent 12/01624/FUL (residential development) to revise housing mix and elevations – application no. 14/00578/FUL	To GRANT the amendment to planning permission subject to the conditions, reasons, informatives and a legal agreement as detailed in the report by the Acting Head of Planning and Building Standards.
Item 4.5 - 33 Gogarbank, Edinburgh	Change of use from land in agricultural use to domestic garden – application no. 14/00704/FUL	To GRANT planning permission subject to informatives as detailed in the report by the Acting Head of Planning and Building Standards.
Item 4.6 - 19 Murrayfield Drive, Edinburgh	Change of use from care home to 16 later living apartments with demolition and rebuild of extensions plus landscaping and car parking (as amended) – application no. 13/03222/FUL	To GRANT the amendment to planning permission subject to the conditions, reasons, informatives and a legal agreement subject to referral to Scottish Ministers and as detailed in the report by the Acting Head of Planning and Building Standards.
Item 4.7(a) - 117 Nicolson Street, Edinburgh	Alterations to open up the Community Centre's forecourt area, including widening of the front gates, replacement of the existing timber main door with glazed sliding doors, and addition of free standing banner masts – application no. 14/00785/FUL	To issue a MIXED DECISION to part grant and part refuse planning permission as detailed in the report by the Acting Head of Planning and Building Standards. (On a division)

Agenda Item No/ Address	Details of Proposal/Reference No	Decision (This may not be the final minute wording)
Item 4.7(b) - 117 Nicolson Street, Edinburgh	Alterations to open up the forecourt area, including widening of the front gates, replacement of the existing timber main door with glazed sliding doors, and addition of free-standing banner masts – application no. 14/00772/LBC	To issue a MIXED DECISION to part grant and part refuse listed building consent as detailed in the report by the Acting Head of Planning and Building Standards. (On a division)
Item 4.8 - 12 Brae Park, Edinburgh	Demolition of extension, stores and conservatory. Erect extension, internal alterations to house, re-clad dormer windows, form windows and rooflights, alter chimneys, erect boundary wall and garden walls – application no. 14/00974/FUL	To GRANT planning permission subject to informatives as detailed in the report by the Acting Head of Planning and Building Standards.
Item 4.9 - 33 Pinkhill (Land 120 Metres East of Edinburgh)	Erect a new two-storey 70 bedroom care home and provide new amenity space for both the care facility and wider public use – application no. 13/02977/FUL	1. To decline the request for a hearing by Councillor Balfour 2. To GRANT planning permission subject to the conditions, reason, informatives and a legal agreement as detailed in the report by the Acting Head of Planning and Building Standards.
Item 4.10 - 6 Queensferry Street, Edinburgh	Proposed change of use from shop to mixed use of retail (patisserie), seating area and bakery/kitchen – application no. 14/01135/FUL	To GRANT planning permission subject to the conditions, reasons and informatives as detailed in the report by the Acting Head of Planning and Building Standards.

Agenda Item No/ Address	Details of Proposal/Reference No	Decision (This may not be the final minute wording)
Item 4.11 - 10 West Brighton Crescent, Edinburgh	Application to retain work to insert 6-over-6 pattern slimline double glazing at front elevation of house – application no. 14/00993/LBC	To note the report had been withdrawn at the request of the Acting Head of Planning and Building Standards and would be resubmitted to a future meeting of the Sub-Committee

<p>Item 7.1 - 7 Meadow Lane (Land 10 Metres North Of) Edinburgh</p>	<p>Report on forthcoming application by the University of Edinburgh for development of new student accommodation – reference no. 14/00884/PAN</p>	<ol style="list-style-type: none"> 1) To note the key issues at this stage. 2) Further information on <ol style="list-style-type: none"> i. Clarification of the concentration of student accommodation in the area ii. No of units proposed for the proposal in the refurbishment and new build iii. A considerate design taking into account the historic fabric of the area iv. Job displacement from the refurbishment v. Relocation of existing businesses
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Agenda Item No/ Address	Details of Proposal/Reference No	Decision (This may not be the final minute wording)
Item 8.1 - 8 Raeburn Mews Edinburgh	Form extension at first floor built over existing garage - application number. 14/01320/FUL	<ol style="list-style-type: none"> 1. To indicate the Sub-Committees intention to refuse planning permission for the reasons that the proposal would be detrimental to neighbouring amenity due to overshadowing, loss of daylighting and privacy 2. The Acting Head of Planning and Building Standards to report back with detailed reasons for the refusal.

Minutes

Development Management Sub-Committee of the Planning Committee

10.00am Wednesday 25 June 2014

Present:

Councillors Perry (Convener), Bagshaw, Blacklock, Brock, Child, Dixon, Heslop, McVey, Milligan, Mowat, Robson, Rose and Ross.

1. General Applications and Miscellaneous Business

The Sub-Committee considered the reports on planning applications and pre-applications, listed in Sections 4, 5, 7 and 9 of the agenda for the meeting.

The Acting Head of Planning and Building Standards gave presentations on agenda item 4.7 (a) and (b) – Festival Square as requested by Councillors Heslop and Ross, Item 4.8 – 31 Groathill Road South as requested by Councillor Bagshaw, Items 4.9 – 4.11 Hutchison Road as requested by Councillor Bagshaw, Item 4.16 – 20 Rennie's Isle as requested by Councillors Heslop, Mowat and Ross and Item 4.17 – 46 Seafield Road as requested by Councillors Ross and Heslop.

Decision

To determine the applications as detailed in the Appendix to this minute.

(Reference – reports by the Acting Head of Planning and Building Standards, submitted.)

Declaration of Interests

Councillor Ross declared a non financial interest in items 7.1 – Niddrie Main Road, as a Director of PARC Craigmillar, left the room and took no part in consideration of the item.

Councillor Ross declared a non financial in item 9.1 (a) – (d) George Street - as a Director of Essential Edinburgh, left the room and took no part in consideration of the item.

Councillor Robson declared a non financial in item 9.2 - 10 West Brighton Crescent, as the applicant was known to him, left the room and took no part in consideration of the item.

2. Festival Square (Land at)

The Acting Head of Planning and Building Standards reported on an application to reposition the existing TV screen to an arc by 3 meters to the north at Festival Square (Application no. 14/01136/FUL)

The Acting Head of Planning and Building Standards gave details of the proposal and the planning considerations involved, and recommended that permission be refused.

Motion

To refuse the application to reposition the existing TV screen to an arc by 3 meters to the north at Festival Square for the reasons detailed in the report by the Acting Head of Planning and Building Standards.

- moved by Councillor Perry, seconded by Councillor Rose.

Amendment

1. To indicate that the Sub -Committee was minded to grant planning permission.
2. The Acting Head of Planning and Building Standards to report back on detailed conditions.

- moved by Councillor Ross, seconded by Councillor Heslop.

Voting

For the motion - 9 votes

For the amendment - 4 votes

Decision

To refuse the application to reposition the existing TV screen to an arc by 3 meters to the north at Festival Square for the reasons detailed in the report by the Acting Head of Planning and Building Standards.

(References – report by the Acting Head of Planning and Building Standards, submitted.)

3. 19 Hutchinson Road (Site 114 Metres Southwest of)

The Acting Head of Planning and Building Standards reported on an application for the erection of 3 units including external seating area for retail and takeaway use, associated works and retail development, engineering works, landscaping, car parking access at 19 Hutchinson Road (Application no. 14/00486/FUL,)

The Acting Head of Planning and Building Standards gave details of the proposal and the planning considerations involved, and recommended that permission be Granted.

Motion

To grant planning permission subject to conditions, reasons, informatives and a legal agreement as detailed in the report by the Acting Head of Planning and Building Standards. Condition 2 to be amended to allow Sunday servicing between the hours of 8.30am and 6pm.

- moved by Councillor Perry, seconded by Councillor Ross.

Amendment

To indicate the Sub-Committee's intention to refuse planning permission as the development would be;

- (i) detrimental to amenity due to the loss of air quality in the area
- (ii) an unacceptable departure from Planning Policy due to loss of a housing site
- (iii) lead to an overprovision of retail in the area

- moved by Councillor Bagshaw, seconded by Councillor Dixon.

Voting

For the motion - 10 votes

For the amendment - 3 votes

Decision

To grant planning permission subject to conditions, reasons, informatives and a legal agreement as detailed in the report by the Acting Head of Planning and Building Standards. Condition 2 to be amended to allow Sunday servicing between the hours of 8.30am and 6pm.

(References – report by the Acting Head of Planning and Building Standards, submitted.)

4. 19 Hutchinson Road (Site 114 Metres Southwest of)

The Acting Head of Planning and Building Standards reported on an application for the erection of a unit (Class 1) and associated works at 19 Hutchinson Road (Application no.14/00487/FUL,)

The Acting Head of Planning and Building Standards gave details of the proposal and the planning considerations involved, and recommended that permission be Granted.

Motion

To grant planning permission subject to conditions, reasons and informatives as detailed in the report by the Acting Head of Planning and Building Standards. Condition 2 to be amended to allow Sunday servicing between the hours of 8.30am and 6pm.

- moved by Councillor Perry, seconded by Councillor Ross.

Amendment

Development Management Sub-Committee of the Planning Committee –
25 June 2014

To indicate the Sub-Committee's intention to refuse planning permission as the development would be;

- (i) detrimental to amenity due to the loss of air quality in the area
- (ii) an unacceptable departure from Planning Policy due to loss of a housing site
- (iii) lead to an overprovision of retail in the area

- moved by Councillor Bagshaw, seconded by Councillor Dixon.

Voting

For the motion - 10 votes

For the amendment - 3 votes

Decision

To grant planning permission subject to conditions, reasons and informatives as detailed in the report by the Acting Head of Planning and Building Standards. Condition 2 to be amended to allow Sunday servicing between the hours of 8.30am and 6pm.

(References – report by the Acting Head of Planning and Building Standards, submitted.)

5. 19 Hutchinson Road (Site 114 Metres Southwest of)

The Acting Head of Planning and Building Standards reported on an application for the approval of reserved matters specified in conditions of 11/0125/PPP for retail development (Class 1), engineering works, landscaping, car parking access at 19 Hutchinson Road (Application no., 14/00488/AMC)

The Acting Head of Planning and Building Standards gave details of the proposal and the planning considerations involved, and recommended that permission be Granted.

Motion

To approve the application subject to conditions, reasons and informatives as detailed in the report by the Acting Head of Planning and Building Standards. Condition 2 to be amended to allow Sunday servicing between the hours of 8.30am and 6pm.

- moved by Councillor Perry, seconded by Councillor Ross.

Amendment

To indicate the Sub-Committee's intention to refuse planning permission as the development would be;

- (i) detrimental to amenity due to the loss of air quality in the area
- (ii) an unacceptable departure from Planning Policy due to loss of a housing site
- (iii) lead to an overprovision of retail in the area

- moved by Councillor Bagshaw, seconded by Councillor Dixon.

Voting

For the motion - 10 votes

For the amendment - 3 votes

Decision

To approve the application subject to conditions, reasons and informatives as detailed in the report by the Acting Head of Planning and Building Standards. Condition 2 to be amended to allow Sunday servicing between the hours of 8.30am and 6pm.

(References – report by the Acting Head of Planning and Building Standards, submitted.)

APPENDIX

Applications

Agenda Item No/Address	Details of Proposal/Reference No	Decision (This may not be the final minute wording)
<p>Note: Detailed conditions/reasons for the following decision are contained in the statutory planning register.</p>		
<p>Item 4.1 – 52 Albion Road (Land 137 Metres South of), Edinburgh</p>	<p>Material variation to increase site levels to provide drainage system to existing consented residential development (12/03574/ful). Application no. 14/01389/FUL.</p>	<p>To GRANT planning permission subject to the conditions, reasons, informatives and a legal agreement as detailed in the report by the Acting Head of Planning and Building Standard and authorise.</p>
<p>Item 4.2 - 19 Abercorn Terrace, Edinburgh</p>	<p>Amendment to planning permission 12/01554/FUL to retrospectively alter surface finish to rear garden lower area from gravel to riven style concrete paving slabs. Application no. 14/00767/FUL</p>	<p>To GRANT the amendment to planning permission as detailed in the report by the Acting Head of Planning and Building Standards.</p>
<p>Item 4.3 – 1 Borthwick Place, Edinburgh</p>	<p>Convert existing attic with new dormer and rooflights. New porch to side of property and single storey rear extension. External shed. Application no. 14/01302/FUL</p>	<p>To GRANT planning permission subject to informatives as detailed in the report by the Acting Head of Planning and Building Standards.</p>
<p>Item 4.4 - 76 Colinton Mains Drive, Edinburgh</p>	<p>Installation of external ducts to side elevation, new entrance door arrangement, removal of condition 6 of planning permission reference 09/00897/FUL to permit opening hours until 11pm. Application no. 14/01398/FUL</p>	<p>To REFUSE the removal of condition 6 of planning permission for reasons as detailed in the report by the Acting Head of Planning and Building Standards.</p>

Agenda Item No/Address	Details of Proposal/Reference No	Decision (This may not be the final minute wording)
Item 4.5 - 90 Craiglockhart Drive South, Edinburgh	Proposed contemporary rear extension containing new dining room and adjoining studio space. Application no. 14/01355/FUL	To GRANT planning permission subject to informatives as detailed in the report by the Acting Head of Planning and Building Standards.
Item 4.6 - 33 Ellersly Road, Edinburgh	To extend external wall northwards at third floor (penthouse) north external balconies to line of main elevations below (i.e. omitting the balconies). Form canopy by partially extending roof over south west penthouse balcony. Form additional window openings and amend location of others – Application no.14/00052/FUL	To GRANT planning permission subject to the conditions, reasons and informatives as detailed in the report by the Acting Head of Planning and Building Standards.
Item 4.7(a) - Festival Square (Land At), Edinburgh	Repositioning of existing TV screen on an arc by 3 metres to the north. Application no. 14/01136/FUL	To REFUSE planning permission for reasons detailed in the report by the Acting Head of planning and Building Standards. (On a division)

Agenda Item No/Address	Details of Proposal/Reference No	Decision (This may not be the final minute wording)
Item 4.7(b) - Festival Square (Land At), Edinburgh	<p>Permission to show full motion images and Community content including the promotion of Marketing Edinburgh, The Edinburgh Film Festival, Edinburgh Festival, Jazz & Blues Festival, Fringe, major sporting events and sponsorship advertising content.</p> <p>Application no. 14/01232/ADV</p>	<p>To REFUSE advertisement consent for reasons detailed in the report by the Acting Head of planning and Building Standards.</p>
Item 4.8 - 31 Groathill Road South(Land 30 Metres South Of), Edinburgh	<p>Erect 9 flats and 1 detached house on site previously used for housing (as amended).</p> <p>Application no. 14/00026/FUL</p>	<p>To continue the application for the following reasons:</p> <ol style="list-style-type: none"> 1. A site visit. 2. Flooding assessment to be carried out. 3. Further information on road safety implications in relation to the turn. 4. Discussion with the applicant the possibility of moving the development away from the boundary so as to reduce overshadowing.

Agenda Item No/Address	Details of Proposal/Reference No	Decision (This may not be the final minute wording)
Item 4.9 - 19 Hutchison Road (Site 114 Metres Southwest Of), Edinburgh	Erection of 3 units including external seating area for retail (class 1), food and drink (class 3) and takeaway (sui generis) use. – application no. 14/00486/FUL	<ol style="list-style-type: none"> 1. To GRANT planning permission subject to the conditions, reason and informatives as detailed in the report by the Acting Head of Planning and Building Standards. 2. Condition 2 to be amended to allow Sunday servicing between the hours of 8.30am and 6pm. (On a division)
Item 4.10 - 19 Hutchison Road (Site 114 Metres Southwest Of), Edinburgh	Retail unit (Class 1) and associated works Application no. 14/00487/FUL	<ol style="list-style-type: none"> 1. To GRANT planning permission subject to the conditions, reasons and informatives as detailed in the report by the Acting Head of Planning and Building Standards. 2. Condition 2 to be amended to allow Sunday servicing between the hours of 8.30am and 6pm. (On a division)
Item 4.11 - 119 Hutchison Road (Site 114 Metres Southwest Of), Edinburgh	Approval of Matters Specified in Conditions of 11/01250/PPP for retail development (Class 1), engineering works, landscaping, car parking and access. Application no. 14/00488/AMC	<ol style="list-style-type: none"> 1. To APPROVE the application subject to the conditions, reasons and informative as detailed in the report by the Acting Head of Planning and Building Standards. 2. Condition 2 to be amended to allow Sunday servicing between the hours of 8.30am and 6pm. (On a division)

Agenda Item No/Address	Details of Proposal/Reference No	Decision (This may not be the final minute wording)
Item 4.12 - 19 Hutchison Road (Site 114 Metres Southwest Of), Edinburgh	Residential development of 114 units with associated engineering, landscape, car parking and access. Application no. 14/00546/AMC	To APPROVE the application subject to the conditions, reasons and informative as detailed in the report by the Acting Head of Planning and Building Standards.
Item 4.13 - Lanark Road West (Land 35 Metres North Of), Edinburgh	Erection of one dwelling house within the ground of 536 Lanark Road West with associated access from Lanark Road West. Application no. 14/01284/FUL	To GRANT planning permission subject to the conditions, reasons and informatives as detailed in the report by the Acting Head of Planning and Building Standards.
Item 4.14 - 50 Newbattle Terrace, Edinburgh	Demolition of existing 18 unit apartment block and erection of 11 new apartment block. Application no. 14/00070/FUL	To GRANT planning permission subject to the conditions, reason and informatives as detailed in the report by the Acting Head of Planning and Building Standards.
Item 4.15 - 545 Old Dalkeith Road (Land 447 Metres Northeast Of), Edinburgh	Ground Stabilisation Works . Application no. 14/01166/FUL	To GRANT planning permission subject to the conditions, reasons informatives and legal agreement as detailed in the report by the Acting Head of Planning and Building Standards.
Item 4.16 - Rennie's Isle (Former Bandstand), Edinburgh	Proposed research facility comprising two Eco lodges and an Eco office and research facility. Application no. 14/01061/FUL	To REFUSE planning permission for reasons detailed in the report by the Acting Head of planning and Building Standards.

Agenda Item No/Address	Details of Proposal/Reference No	Decision (This may not be the final minute wording)
Item 4.17 - 46 Seafield Road (Advertising Hoarding 10 Metres East Of), Edinburgh	Digital portrait style advertisement display on steel supports. Application no. 14/02013/ADV	To GRANT advert consent subject to the conditions, reasons and informative as detailed in the report by the Acting Head of Planning and Building Standards.
Item 4.18 - 18 Tennant Street, Edinburgh	Erect residential development of 49 units, comprising of 3 bedroom mews houses, 2 bedroom townhouses, and two apartment blocks with a mix of one and two bedroom apartments house facility to form 6 residential units with associated gardens (as amended) Application no. 13/04405/FUL	To note the report had been withdrawn from the agenda at the request of the Acting Head of Planning and Building Standards and would be resubmitted to a future meeting of the Sub-Committee
Item 4.19 - 3F1 10 Waverley Park, Edinburgh	Conversion of attic space to form habitable accommodation, installation of rooflights to front and rear. Application no. 14/01804/CLP	To GRANT the certificate of lawfulness.
Item 4.20 - 156 Woodhall Road (Land 470 Metres Northeast Of), Edinburgh	Replace the existing and approved buildings with a new building of kiln-dried stress-graded timber. Application no. 14/01243/FUL	To GRANT planning permission subject to the condition, reason and informatives as detailed in the report by the Acting Head of Planning and Building Standards.
Item 4.21 - Merryhall Farm West Of Kirkliston (Weigh Bridge Site Access And Turning Area At), Edinburgh	Erection of 2 grain sheds. Application no. 14/02354/WLC	To RAISE NO OBJECTION to the application

Agenda Item No/Address	Details of Proposal/Reference No	Decision (This may not be the final minute wording)
Item 5.1 - Raeburn Mews, Edinburgh	<p>Form extension at first floor built over existing garage.</p> <p>Application number. 14/01320/FUL</p> <p>Note: On 11 June 2014, the Sub-Committee considered the application and indicated intention to refuse planning permission.</p>	To REFUSE planning permission for reasons detailed in the report by the Acting Head of planning and Building Standards.
Item 7.1 - Niddrie Mains Road (Craigmillar Town Centre), Edinburgh	<p>Report on forthcoming application by Parc Craigmillar Ltd for planning permission in principal for a mixed use development</p> <p>Reference no. 14/01696/PAN</p>	<p>To NOTE THE KEY ISSUES at this stage, and the following issues raised by the Committee:</p> <ol style="list-style-type: none"> 1. Access routes to the proposed school to be expanded upon. 2. Site of Business centre to be revised to allow access from the main road. 3. Options to maintain steady traffic flow while allowing pedestrian and cycle access to the town centre (As was achieved in Poynton in Cheshire) 4. Position of car parking at the Supermarket to allow increased pedestrian accessibility
Item 7.2 - The Freeway (Land 180 Metres North Of Lord Thomson Hall), Edinburgh	<p>Report on forthcoming application by Watkins Jones for planning permission for proposed student residences.</p>	To NOTE THE KEY ISSUES at this stage.
Agenda Item No/Address	Details of Proposal/Reference No	Decision (This may not be the final minute wording)

<p>Item 9.1(a) - George Street (Street Record), Edinburgh</p>	<p>Application for decking structures outside existing bars and restaurants all year round</p> <p>Application no. 14/01326/FUL</p>	<p>To GRANT planning permission subject to the conditions, reasons and informatives as detailed in the report by the Acting Head of Planning and Building Standards.</p>
<p>Item 9.1(b) - George Street (Street Record), Edinburgh</p>	<p>Application for decking structures outside existing bars and restaurants all year round.</p> <p>Application no. 14/01327/FUL</p>	<p>To GRANT planning permission subject to the conditions, reasons and informatives as detailed in the report by the Acting Head of Planning and Building Standards</p>
<p>Item 9.1(c) - George Street (Street Record), Edinburgh</p>	<p>Application for decking structures outside existing bars and restaurants all year round.</p> <p>Application no. 14/01328/FUL</p>	<p>To GRANT planning permission subject to the conditions, reasons and informatives as detailed in the report by the Acting Head of Planning and Building Standards</p>
<p>Item 9.1(d) - George Street (Street Record), Edinburgh</p>	<p>Application for decking structures outside existing bars and restaurants all year round.</p> <p>Application no. 14/01329/FUL</p>	<p>To GRANT planning permission subject to the conditions, reasons and informatives as detailed in the report by the Acting Head of Planning and Building Standards</p>
<p>Item 9.2 - 10 West Brighton Crescent, Edinburgh</p>	<p>Application to retain work to insert 6-over-6 pattern slimline double glazing at front elevation of house.</p> <p>Application no. 14/00993/LBC</p>	<p>To GRANT planning permission</p>

City of Edinburgh Local Review Body

10.00 am, Wednesday, 4 June 2014

Present

Councillors Blacklock, Howat (items 3, 4), Mowat (Chair) and Robson

1. Chair

Councillor Mowat was appointed as Chair.

2. Planning Local Review Body Procedure

Decision

To note the outline procedure for consideration of reviews.

(Reference – Local Review Body Procedure, submitted.)

3. Request for Review – 12 Earlston Place, Edinburgh

Details were provided of a request for a review of the refusal of planning permission for the formation of 2 flats to rear at basement/sub-basement level below ground floor uses at 12 Earlston Place, Edinburgh (Application No: 13/04615/FUL).

Assessment

At the meeting on 2 April 2014, the LRB had been provided with copies of the notice of review including a request that the review proceed on the basis of an assessment of the review documents and a site inspection. The LRB had also been provided with copies of the decision notice and the report of handling submitted by the Acting Head of Planning and Building Standards.

The LRB heard from the Planning Adviser who summarised the issues raised and presented the drawings of the development.

The plans used to determine the application were numbered 1-4 (Scheme 1) being the drawings shown under the application reference number 13/04615/FUL on the Council's Planning and Building Standards Online Services.

The LRB, having considered these documents, decided a site visit was required and visited on 2 April. The LRB on their return agreed to continue the matter to a future meeting to allow the Acting Head of Planning and Building Standards to advise of any further conditions that may be required if minded to grant.

The LRB reconvened on 4 June and in their further deliberations on the matter considered the following:

1. The development plan, including the relevant policies of the Edinburgh City Local Plan:
Policy Env 4 (Listed Buildings – Alterations and Extensions)
Policy Env 6 (Conservation Areas Development)
- 2) The Non-Statutory Guidelines on ‘Listed Buildings and Conservation Areas’.
- 3) The procedure used to determine the application.
- 4) The reasons for refusal and the arguments put forward by you in your request for a review.

Conclusion

The LRB carefully considered all the arguments put before it in respect of the proposed planning application.

The LRB, having taken all the above matters into consideration, did not agree with the officer’s assessment and was of the view that the proposal would not have inadequate amenity in terms of daylight, sunlight, proximity to neighbouring uses and location beneath commercial uses, nor would it prejudice the development rights of the land to the immediate north.

The LRB were of the opinion that the material considerations that it had identified were of sufficient weight to allow it to overturn the original determination by the Acting Head of Planning and Building Standards and to grant planning permission.

Decision

To not uphold the decision by the Acting Head of Planning and Building Standards and to grant planning for the formation of 2 flats to rear at basement/sub-basement level below ground floor uses at 12 Earlston Place, Edinburgh (Application No.13/04615/FUL) subject to standard conditions and informatives:

Informatives

1. The development hereby permitted shall be commenced no later than the expiration of three years from the date of this consent.
2. No development shall take place on the site until a Notice of Initiation of Development has been submitted to the Council stating the intended date on which the development is to commence. Failure to do so constitutes a breach of planning control under Section 123(1) of the Town and Country Planning (Scotland) Act 1997.
3. As soon as practicable upon the completion of the development of the site, as authorised in the associated grant of permission, a Notice of Completion of Development must be given in writing to the Council.

(Reference – Decision Notice, Report of Handling and Notice of Review, submitted.)

4. Request for Review – 10B Queensferry Street, Edinburgh

Details were provided of a request for a review of the refusal of planning permission for the change of use from Retail (Class 1) to Food and Drink (Class 3) at 10B Queensferry Street, Edinburgh (Application No. 13/09881/FUL).

Assessment

At the meeting on 2 April 2014, the LRB had been provided with copies of the notice of review including a request that the review proceed on the basis of an assessment of the review documents only. The LRB had also been provided with copies of the decision notice and the report of handling submitted by the Acting Head of Planning and Building Standards.

The LRB heard from the Planning Adviser who summarised the issues raised and presented the drawings of the development.

The plans used to determine the application were numbered 01 being the drawings shown under the application reference number 13/03981/FUL on the Council's Planning and Building Standards Online Services.

The LRB, having considered these documents, decided a site inspection was required and visited on 2 April. The LRB on their return also agreed that further information on daylight measurements, access, useable space and a cross-section drawing of the proposal was required and continued the matter to a future date. The LRB reconvened on 4 June and in their further deliberations on the matter considered the following:

- 1) The development plan, including the relevant policies of the Edinburgh City Local Plan:
 - Policy Env 4 (Listed Buildings – Alterations and Extensions)
 - Policy Env 6 (Conservation Areas Development)
- 2) The Non-Statutory Guidelines on 'Listed Buildings and Conservation Areas'.
- 3) The procedure used to determine the application.
- 4) The reasons for refusal and the arguments put forward by you in your request for a review.

Conclusion

The LRB carefully considered all the arguments put before it in respect of the proposed planning application.

The LRB having taken all of the above matters into consideration, did not agree with the officer's assessment and was satisfied that the proposed Class 3 use would not contravene criteria a) regarding the percentage of non-retail uses in the frontage, as there was little current interest in the property and limitations for future use due to the restricted size of the site.

The LRB, having taken all the above matters into consideration, were of the opinion that the material considerations that it had identified were of sufficient weight to allow it

to overturn the original determination by the Acting Head of Planning and Building Standards and to grant planning permission.

Decision

To not uphold the decision by the Acting Head of Planning and Building Standards and to grant planning permission for the change of use from Retail (Class 1) to Food and Drink (Class 3) at 10B Queensferry Street, Edinburgh (Application No.13/03981/FUL) subject to standard conditions and informatives, and an additional condition that:

- (i) The use hereby approved shall not be taken up until a kitchen ventilation system, run internally, and with no requirement for an external flue, capable of achieving 30 air changes per hour and ducting effluvia to eaves level, is installed and operational.

Informatives

1. The development hereby permitted shall be commenced no later than the expiration of three years from the date of this consent.
2. No development shall take place on the site until a Notice of Initiation of Development has been submitted to the Council stating the intended date on which the development is to commence. Failure to do so constitutes a breach of planning control under Section 123(1) of the Town and Country Planning (Scotland) Act 1997.
3. As soon as practicable upon the completion of the development of the site, as authorised in the associated grant of permission, a Notice of Completion of Development must be given in writing to the Council.

(References – Decision Notice, Report of Handling and Notice of Review, submitted.)

5. Request for Review – 555 Castlehill, Edinburgh

Details were provided of a request for a review of the refusal of planning permission for the creation of a new additional entrance doorway at 555 Castlehill, Edinburgh (Application No. 14/00155/FUL).

Assessment

At the meeting on 4 June 2014, the LRB had been provided with copies of the notice of review submitted by you including your request that the review proceed on the basis of an assessment of the review documents and a site inspection. The LRB had also been provided with copies of the decision notice and the report of handling submitted by the Acting Head of Planning and Building Standards.

The LRB heard from the Planning Adviser who summarised the issues raised and presented the drawings of the development.

The plans used to determine the application were numbered 01-03 being the drawings shown under the application reference number 14/00155/FUL on the Council's Planning and Building Standards Online Services.

The LRB, having considered these documents, agreed that it had sufficient information before it, did not require to hold a site inspection, and would therefore determine the review using the information circulated to it.

The LRB in their further deliberations on the matter considered the following:

- 1) The development plan, including the relevant policies of the Edinburgh City Local Plan:
 - Policy Des 11 (Alterations and Extensions)
 - Policy Env 4 (Listed Buildings – Alterations & Extensions)
 - Policy Env 6 (Conservation Areas Development)
- 2) The Non-Statutory Guidelines on ‘Listed Buildings and Conservation Areas’.
- 3) The procedure used to determine the application.
- 4) The reasons for refusal and the arguments put forward by you in your request for a review.

Conclusion

The LRB carefully considered all the arguments put before it in respect of the proposed planning application.

The LRB, having taken all the above matters into consideration, agreed with the assessment of the issues in the case officer’s report and was of the opinion that no material considerations had been presented in the request for a review which would lead it to overturn the determination by the Acting Head of Planning and Building Standards.

Decision

To uphold the decision by the Acting Head of Planning and Building Standards and to refuse planning permission for the creation of a new additional entrance doorway at 555 Castlehill, Edinburgh (Application No. 14/00155/FUL).

Reasons for Refusal

1. The proposal is contrary to Edinburgh City Local Plan Policy Des 11 in respect of Alterations and Extensions, as the form and positioning of the doorway is not compatible with the character of the existing building.
2. The proposal is contrary to Edinburgh City Local Plan Policy Env6 in respect of Conservation Areas – Development, as the new doorway will not preserve or enhance the existing elevation of the building which has a strong rhythm of window bays and not door bays within the conservation area.
3. The proposal is contrary to Edinburgh City Local Plan Policy Env4 in respect of Listed Buildings- Alterations and Extensions, as the new doorway will disrupt the front elevation, which is strongly biased towards windows bays and not door bays.

(References – Decision Notice, Report of Handling and Notice of Review, submitted.)

6. Request for Review – 16 Comiston Terrace, Edinburgh

Details were provided of a review of the refusal of planning permission for the replacement of five windows at 16 (3F1) Comiston Terrace, Edinburgh (Application No. 14/00359/FUL).

Assessment

At the meeting on 4 June 2014, the LRB had been provided with copies of the notice of review including a request that the review proceed on the basis of an assessment of the review documents only. The LRB had also been provided with copies of the decision notice and the report of handling submitted by the Acting Head of Planning and Building Standards.

The LRB heard from the Planning Adviser who summarised the issues raised and presented the drawings of the development.

The plans used to determine the application were numbered 01, 02 being the drawings shown under the application reference number 14/00359/FUL on the Council's Planning and Building Standards Online Services.

The LRB, having considered these documents, agreed that it had sufficient information before it, and would therefore determine the review using the information circulated to it.

The LRB in their further deliberations on the matter considered the following:

- 1) The development plan, including the relevant policies of the Edinburgh City Local Plan:
 - Policy Des 11 (Alterations and Extensions)
 - Policy Env 6 (Conservation Areas Development)
- 2) The Non-Statutory Guidelines on 'Listed Buildings and Conservation Areas'.
- 3) The Morningside Conservation Area Character Appraisal.
- 4) The procedure used to determine the application.
- 5) The reasons for refusal and the arguments put forward by you in your request for a review.

Conclusion

The LRB carefully considered all the arguments put before it in respect of the proposed planning application.

The LRB, having taken all the above matters into consideration, agreed with the assessment of the issues in the case officer's report and was of the opinion that no material considerations had been presented in the request for a review which would lead it to overturn the determination by the Acting Head of Planning and Building Standards.

Decision

To uphold the decision by the Acting Head of Planning and Building Standards and to refuse planning permission for replacement of five windows with UPVC at 16 (3F1) Comiston Terrace, Edinburgh (Application No. 14/00359/FUL).

Reasons for Refusal

The proposal is contrary to Policy ENV 6 of the Edinburgh City Local Plan as it will neither maintain nor enhance the character or appearance of the conservation area. The proposal is also contrary to the Council's Guidelines on Listed Buildings and Conservation Areas as it is clearly stated that the use of UPVC on a non-listed building within a conservation area is unacceptable.

(References – Decision Notice, Report of Handling and Notice of Review, submitted.)

City of Edinburgh Local Review Body

10.00 am, Wednesday, 18 June 2014

Present

Councillors Brock, Perry, Mowat (Chair) and Ross.

1. Chair

Councillor Mowat was appointed as Chair.

2. Planning Local Review Body Procedure

Decision

To note the outline procedure for consideration of reviews.

(Reference – Local Review Body Procedure, submitted.)

3. Request for Review – 106 Hanover Street, Edinburgh

Details were provided of a request for a review of the refusal of planning permission for the change of use from Class 4 Office to Class 7 Guest House at 106 Hanover Street Application No. 13/05111/FUL).

Assessment

At the meeting on 7 May 2014, the LRB had been provided with copies of the notice of review including a request from the applicant that the review proceed on the basis of an assessment of the review documents only. The LRB had also been provided with copies of the decision notice and the report of handling submitted by the Acting Head of Planning and Building Standards.

The LRB heard from the Planning Adviser who summarised the issues raised and presented the drawings of the development.

The plans used to determine the application were numbered 01 – 03 (Scheme 1) being the drawings shown under the application reference number 13/05111/FUL on the Council's Planning and Building Standards Online Services.

The LRB, having considered these documents, decided to continue consideration of the matter for a satisfactory inspection of the completed noise impact assessment and clarification on the level of access provided by the residents of the property above to allow the required noise impact assessment to be undertaken.

The LRB reconvened on 18 June 2014 and in their further deliberations on the matter considered the following:

- 1) The development plan, including the relevant policies of the Edinburgh City Local Plan:
Policy Hou 8 (Inappropriate Uses in Residential Areas).
- 2) The procedure used to determine the application, including consultation responses received from Transport and Environmental Assessment.
- 3) The reasons for refusal and the arguments put forward in the request for a review.

Conclusion

The LRB carefully considered all the arguments put before it in respect of the proposed planning application.

The LRB took into consideration the applicant's arguments that the proposal would not have a detrimental effect, materially or otherwise, on the living conditions of nearby residents, as the proposal was essentially for "sleeping use" under a flat. The LRB also gave careful consideration to the terms of the further report and other comments provided by the applicant's acoustic consultants which suggested that the existing traditional timber floor structure would provide sufficient sound insulation to protect the residents of the flat above the application subjects.

However, the LRB also considered that it would be necessary to restrict the use of the premises to the specific use applied for in order to ensure that there would be no detrimental impact on the residents above, which could be caused by other uses in the same use class. The LRB therefore imposed the condition stated above.

The LRB having taken all of the above matters into consideration, did not agree with the officer's assessment and was satisfied that the proposed Class 7 Guest House would not have a significant adverse impact on neighbouring residential amenity.

Decision

To not uphold the decision by the Acting Head of Planning and Building Standards and to grant planning permission for the change of use from Class 4 Office to Class 7 Guest House at 106 Hanover Street Edinburgh (Application No.13/05111/FUL) subject to standard conditions and informatives, and an additional condition that:

Condition

- (i) Notwithstanding the terms of Class 7 (Hotels and Hostels) of the schedule to the Town & Country Planning (Use Classes) (Scotland) Order 1997, the change of use shall be restricted to guest house use only.

Reason

- (i) In order to protect the amenity of neighbouring residents.

Informatives

1. The development hereby permitted shall be commenced no later than the expiration of three years from the date of this consent.
2. No development shall take place on the site until a Notice of Initiation of Development has been submitted to the Council stating the intended date on which the development is to commence. Failure to do so constitutes a breach of planning control under Section 123(1) of the Town and Country Planning (Scotland) Act 1997.
3. As soon as practicable upon the completion of the development of the site, as authorised in the associated grant of permission, a Notice of Completion of Development must be given in writing to the Council.

4. Request for Review – 32 Learmonth Avenue, Edinburgh

Details were provided of a request for a review of the refusal of planning permission to alter and extend existing ground floor flat into a private garden at 32 Learmonth, Edinburgh (Application No. 13/04924/FUL).

Assessment

At the meeting on 7 May 2014, the LRB had been provided with copies of the notice of review submitted by the applicant, including a request that the review proceed on the basis of an assessment of one or more hearing sessions, a site inspection and the review documents. The LRB had also been provided with copies of the decision notice, the report of handling and further representations submitted by the Acting Head of Planning and Building Standards.

The LRB heard from the Planning Adviser who summarised the issues raised and presented the drawings of the development.

The plans used to determine the application were numbered 01 (Scheme 1) being the drawings shown under the application reference number 13/05111/FUL on the Council's Planning and Building Standards Online Services.

The LRB, having considered these documents, decided that a site inspection was required. The LRB reconvened on 18 June 2014 and in their further deliberations on the matter considered the following:

1. The development plan, including the relevant policies of the Edinburgh City Local Plan:
Policy Des 11 (Alterations and extensions).
Non-Statutory Guidelines on "Guidance for Householders".

- 3) The procedure used to determine the application; the planning history of the site and its surroundings, and the representations received.
- 4) The reasons for refusal and the arguments put forward in the request for a review.

Conclusion

The LRB carefully considered all the arguments put before it in respect of the proposed planning application.

The LRB took into consideration the applicant's arguments that a recent decision to grant consent for a similar planning application in near replica circumstances and in close proximity to the appeal site should be taken into consideration in determination of this case. The LRB also took account of other extensions to similar ground floor properties in the immediate vicinity and to the impact of all of these developments had on the character of this area. Having requested further detailed comment from the planning advisor and having viewed the case officer's photographs of the site and surrounding area, the LRB resolved that the site visit which they had intended to carry out was not in fact necessary and that they had sufficient information before them to determine the application.

The LRB, having taken all the above matters into consideration, did not agree with the officer's assessment and was of the view that the design and form of the extension was compatible with the existing building; the proposal would not visually detract from the appearance of the back green area; the proposal would not be detrimental to neighbourhood amenity and character, and the extension did not represent an undesirable form of development that changed the existing tenemental form, which the LRB did not consider to be unblemished, given the extensions already approved in that area.

The LRB were of the opinion that the material considerations that it had identified were of sufficient weight to allow it to overturn the original determination by the Acting Head of Planning and Building Standards and to grant planning permission.

Decision

To not uphold the decision by the Acting Head of Planning and Building Standards and to grant planning permission to alter and extend existing ground floor flat into a private garden (Application No. 13/04924/FUL), subject to standard conditions and informatives.

Informatives

1. The development hereby permitted shall be commenced no later than the expiration of three years from the date of this consent.
2. No development shall take place on the site until a Notice of Initiation of Development has been submitted to the Council stating the intended date on which the development is to commence. Failure to do so constitutes a breach of planning control under Section 123(1) of the Town and Country Planning (Scotland) Act 1997.

3. As soon as practicable upon the completion of the development of the site, as authorised in the associated grant of permission, a Notice of Completion of Development must be given in writing to the Council.

5. Request for Review – 9 Gilmerton Place, Edinburgh

Details were provided of a review of the refusal of planning permission for the proposed two storey extension at the rear of the premise, to form new kitchen and bedroom extension at upper at 9 Gilmerton Place, Edinburgh (Application No. 14/01414/FUL).

Assessment

At the meeting on 18 June 2014, the LRB had been provided with copies of the notice of review submitted by the applicant and a request that the review proceed on the basis of an assessment of the review documents, further written submissions, one or more hearing sessions and a site inspection. The LRB had also been provided with copies of the decision notice and the report of handling, submitted by the Acting Head of Planning and Building Standards.

The LRB heard from the Planning Adviser who summarised the issues raised and presented the drawings of the development.

The plans used to determine the application were numbered 01-03 (Scheme 1) being the drawings shown under the application reference number (14/01414/FUL) on the Council's Planning and Building Standards Online Services.

The LRB, having considered these documents, agreed that it had sufficient information before it, did not require further written submissions, one or more hearing sessions or to hold a site inspection, and would therefore determine the review using the information circulated to it.

The LRB in their further deliberations on the matter considered the following:

- 1) The development plan, including the relevant policies of the Edinburgh City Local Plan:
Policy Des 11 (Alterations and Extensions)
Non-Statutory Guidelines on "Guidance for Householders".
- 2) The procedure used to determine the application.
- 3) The reasons for refusal and the arguments put forward in the request for a review.

Conclusion

The LRB carefully considered all the arguments put before it in respect of the proposed planning application. The LRB carefully considered the particular circumstances of the applicant's client as set out by her, but did not consider that these were sufficient grounds to set aside planning policy in this case, given the adverse impact of the proposals on the amenity of neighbours and the character of the area identified by the case officer. The LRB noted the fact that a modified proposal could be carried out as permitted development.

The LRB, having taken all the above matters into consideration, agreed with the assessment of the issues in the case officer's report and was of the opinion that no material considerations had been presented in the request for a review which would lead it to overturn the determination by the Acting Head of Planning and Building Standards.

Decision

To uphold the decision by the Acting Head of Planning and Building Standards to refuse planning permission for a proposed two storey extension at the rear of the premise, to form new kitchen and bedroom extension at upper floor at 9 Gilmerton Place (Application No 14/01414/FUL).

Reasons for Refusal

1. The proposal was contrary to Edinburgh City Local Plan Policy Des 11 in respect of Alterations and Extensions, as its two storey form would dominate the rear garden and introduced an extension that was not in keeping with neighbourhood character. It also caused unreasonable harm to neighbouring amenity due to loss of daylight into and overlooking of neighbouring properties.

Planning Committee

10am, Thursday, 7 August 2014

Strategic Development Plan Supplementary Guidance on Housing Land

Item number	5.1
Report number	
Executive/routine	Executive
Wards	All

Executive summary

When Scottish Ministers approved the Strategic Development Plan on 27 June 2013 they included a requirement that, within 12 months, SESplan prepare supplementary guidance on housing land. The finalised guidance was submitted to Scottish Ministers on 21 May for a 28 day ministerial consideration period. The Ministers have given notice that the Supplementary Guidance should be modified before it is adopted.

The purpose of this report is to invite the Committee to:

- ratify the decision by the SESplan Joint Committee to approve the modification of the Supplementary Guidance, as directed by Scottish Ministers; and
- agree to adopt the Guidance as modified.

Links

Coalition pledges	P8 , P15 , P17 , P18
Council outcomes	CO7 , CO8 , CO16 , CO18 , CO19 , CO22 , CO23
Single Outcome Agreement	SO1 , SO4

Strategic Development Plan Supplementary Guidance on Housing Land

Recommendations

- 1.1 It is recommended that the Committee:
 - 1 ratifies the decision of the SESplan Joint Committee to approve the modification of the Supplementary Guidance on Housing Land as directed by Scottish Ministers as set out in Appendix 1 of this report; and
 - 2 agrees to adopt the Supplementary Guidance as modified by Scottish Ministers.

Background

- 2.1 SESplan is the Strategic Development Planning Authority for Edinburgh and South East Scotland. It covers the council areas of the City of Edinburgh, East Lothian, Fife (part), Midlothian, Scottish Borders and West Lothian. The Town and Country Planning (Scotland) Act 1997, as amended, requires these councils to work together to prepare and keep under review a Strategic Development Plan (SDP) for the Edinburgh city region.
- 2.2 The first SDP was approved by Scottish Ministers on 27 June 2013. In approving the plan, they modified Policy 5 to require SESplan to prepare supplementary guidance (SG) on housing land. This was to provide further detailed information for Local Development Plans (LDPs) on how much of the overall housing land requirement should be met in each of the six member authority areas in the period to 2024.
- 2.3 The finalised SG was approved with minor modifications by the SESplan Joint Committee on 10 March 2014. Following the ratification of this decision by the six councils, the SG was submitted to Scottish Ministers for a 28 day ministerial consideration period on 21 May 2014.

Main report

- 3.1 The Scottish Ministers have considered the SG and issued a letter to SESplan on 18 June 2014 (see Appendix 1). In that letter Scottish Ministers have given notice under Section 22(8) of the Town and Country Planning (Scotland) Act

1997 that before the SG is adopted it must be modified to remove the second sentence of paragraph 3.13. The text of that sentence states, “Member Authorities will base their calculation of the five year land supply on the period 2009-2024, taking into consideration housing completions.”

- 3.2 The Scottish Ministers note that while it may be considered useful to provide information or detail, the inclusion of this sentence gives rise to a potential inconsistency between the approved SDP and the SG. Scottish Ministers consider that the inclusion of this sentence does not comply with Regulation 27(2) of the Town and Country Planning (Development Planning) (Scotland) Regulations 2008. This regulation requires that for a matter that will form part of the development plan to be included in SG it must be ‘expressly identified in a statement contained in the plan as matters which are to be dealt with in supplementary guidance’. Ministers therefore consider that the sentence should be removed.
- 3.3 SESplan disagrees with the proposed change and the reasoning behind it. The SESplan manager’s report is attached at Appendix 1. SESplan considers the approach set out in the SG is reasonable, pragmatic and consistent with the SDP. However, although it is open to SESplan to challenge the Scottish Ministers decision, it is of the view that the most pragmatic option is to implement the suggested change. SESplan considers that the alternative courses of action would result in further uncertainty and delay to the preparation of LDPs and SDP2 and therefore should not be pursued.
- 3.4 The implications of removing the sentence is to create uncertainty, both for local authorities and the development industry, in terms of how the five-year housing land supply should be calculated. SESplan has committed to investigating the development of a consistent approach to the calculation of the five-year land supply and a further report will be submitted to the Joint Committee in due course.

Measures of success

- 4.1 The proposed actions will be measured as follows: when adopted, the SG guides the content of the second proposed Local Development Plan.

Financial impact

- 5.1 There are no financial impacts arising from this report.

Risk, policy, compliance and governance impact

- 6.1 The adoption of the SG sets the context for the Council's second Proposed Local Development Plan, as the LDP has to be consistent with the SDP and the SG. The second Proposed Local Development Plan was approved by the Planning Committee on 19 June 2014.
- 6.2 Failure to agree the recommendations of this report will result in the SG not being adopted, and introduces the risk of planning by appeal as Edinburgh's housing land requirement will not have been defined. It would also result in an unusual situation where the Proposed LDP had been approved in advance of the housing land requirement being defined and adopted.
- 6.3 The report does not raise any health and safety, governance, compliance or regulatory issues other than those set out above.

Equalities impact

- 7.1 An Equalities Impact Assessment was prepared and subsequently updated by SESplan as part of the process of preparing the SDP. It reported that there were mostly neutral impacts. Details are available at <http://sesplan-consult.objective.co.uk/portal/sg/hsgland?tab=files>
- 7.2 The SG is required to provide further information in support of approved SDP Policy 5 (Housing Land). As such there are no changes to the underlying Vision and Aims of the approved SDP which have already been subject to an assessment.

Sustainability impact

- 8.1 The SG was subject to Strategic Environmental Assessment. The Environmental Report (placed in Group Rooms and available at www.sesplan.gov.uk) identifies, describes and evaluates the likely significant effects of the Supplementary Guidance. The SDP itself was also supported by an environmental report.
- 8.2 The impacts of this report in relation to the three elements of the Climate Change (Scotland) Act 2009 Public Bodies Duties have been considered, and the outcomes are summarised below. Relevant Council sustainable development policies have been taken into account.
 - The proposals in this report will increase carbon emissions and this impact will be addressed by measures such as locating development in places accessible to sustainable transport, and including measures to encourage high public transport mode share in LDPs.
 - The proposals in this report will increase the city's resilience to climate change impacts because the SG seeks to focus development in the first

instance in Strategic Development Areas which are more accessible locations, which in turn reduce the need to travel.

- The proposals in this report will help achieve a sustainable Edinburgh because they seek to provide additional housing to meet Edinburgh's growing housing requirement in sustainable locations with good access to sustainable transport options.

Consultation and engagement

- 9.1 SESplan published the draft supplementary guidance for a six-week consultation period from 11 November to 20 December 2013.

Background reading / external references

Report to Planning Committee – 23 October 2013 – Strategic Development Plan
Supplementary Guidance on Housing Land

Report to Planning Committee – 15 May 2014 – Strategic Development Plan
Supplementary Guidance on Housing Land

John Bury

Acting Director of Services for Communities

Contact: Keith Miller, Senior Planning Officer

E-mail: keith.miller@edinburgh.gov.uk | Tel: 0131 469 3665

Links

Coalition pledges	P8 Make sure the city's people are well-housed, including encouraging developers to built residential communities, starting with brownfield sites
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	<p>P15 Work with public organisations, the private sector and social enterprise to promote Edinburgh to investors</p> <p>P17 Continue efforts to develop the city's gap sites and encourage regeneration</p> <p>P18 Complete the tram project in accordance with current plans</p>
Council outcomes	<p>CO7 Edinburgh draws in new investment in development and regeneration</p> <p>CO8 Edinburgh's economy creates and sustains job opportunities</p> <p>CO16 Well-housed – People live in a good quality home that is affordable and meets their needs in a well-managed neighbourhood</p> <p>CO18 Green – We reduce the local environmental impact of our consumption and production</p> <p>CO19 Attractive Places and Well Maintained – Edinburgh remains an attractive city through the development of high quality buildings and places and the delivery of high standards and maintenance of infrastructure and public realm</p> <p>CO22 Moving efficiently – Edinburgh has transport system that improves connectivity and is green, healthy and accessible</p> <p>CO23 Well engaged and well informed – Communities and individuals are empowered and supported to improve local outcomes and foster a sense of community</p>
Single Outcome Agreement	<p>SO1 Edinburgh's economy delivers increased investment, jobs and opportunities for all</p> <p>SO4 Edinburgh's communities are safer and have improved physical and social fabric</p>
Appendices	<p>Appendix 1: SDP Manager's report to 30 June 2014</p>
*	<p>SESplan Joint Committee</p>

For Decision	✓
For Information	

ITEM 5 – SUPPLEMENTARY GUIDANCE HOUSING LAND

Report by: Ian Angus, SDP Manager

PURPOSE

This Report has been prepared to provide an update to the SESplan Joint Committee on the adoption of the Supplementary Guidance on Housing Land.

RECOMMENDATIONS

It is recommended that the SESplan Joint Committee:

1. Approve the modification to the Supplementary Guidance on Housing Land as directed by Scottish Ministers as set out in Appendix A to this Report;
2. Request that the Member Authorities ratify the decision at Recommendation 1 and adopt the Supplementary Guidance on Housing Land as modified by Ministers.

RESOURCE IMPLICATIONS

As set out below.

LEGAL AND RISK IMPLICATIONS

All risks are detailed in the SESplan Risk Register and reported to Joint Committee on an annual basis.

POLICY AND IMPACT ASSESSMENT

No separate impact assessment is required.

1. BACKGROUND

- 1.1 In approving the Strategic Development Plan (SDP) on the 27 June 2013, Scottish Ministers made modifications to Policy 5 (Housing Land).
- 1.2 The modifications required Supplementary Guidance to be prepared to set out how much of the overall housing land requirement should be met in each of the six member authority areas in the periods 2009 - 2019 and 2019 - 2024. This would inform LDP preparation. Scottish Ministers expected the Supplementary Guidance to be adopted within one year from the date of approval of the SDP (27 June 2013).

2. SCOTTISH MINISTERS DIRECTION

- 2.1 At its meeting on the 10 March 2014 the SESplan Joint Committee:
 - Noted the summaries of the consultation responses received and main issues raised through the consultation on the draft Supplementary Guidance;
 - Approved the editorial changes of a non-policy nature to the draft Supplementary Guidance;
 - Approved the draft Supplementary Guidance subject to minor editorial changes for submission to Scottish Ministers; and
 - Requested that the Member Authorities ratify the minor editorial changes and the decision to submit to Scottish Ministers and adopt the Supplementary Guidance at the expiration of the 28 day Ministerial consideration period unless Scottish Ministers direct otherwise.
- 2.2 The Supplementary Guidance was submitted to Scottish Ministers on 21 May 2014. The 28 day Ministerial consideration period ran to the 18 June 2014. Following comments on the matter being submitted to the Scottish Government by the development industry, the Scottish Government asked SESplan for a justification for the approach to the calculation of the five year land supply set out in second sentence of paragraph 3.13. This reads:

'Member Authorities will base their calculation of the five year land supply on the period 2009 – 2024, taking into consideration housing completions.'

- 2.3 SESplan responded to this request setting out the reasoning for the approach, having prepared the response in consultation with the member authorities. The Scottish Government issued the Ministerial determination in a letter to SESplan on the 18 June 2014 (Appendix A). In that letter Scottish Ministers have given notice under Section 22 (8) of the Town and Country Planning (Scotland) Act 1997 that, before the Supplementary Guidance is adopted, it must be modified to remove the second sentence of paragraph 3.13¹.
- 2.4 The determination notes that while it may be considered to provide useful further information or detail, the inclusion of this sentence also gives rise to a potential inconsistency between the approved SDP and the Supplementary Guidance. Scottish Ministers consider that the inclusion of this sentence does not comply with Regulation 27 (2) of the Town and Country Planning (Development Planning) (Scotland) Regulations 2008. This requires that for a matter to be included in Supplementary Guidance that will form part of the development plan it must be *'expressly identified in a statement contained in the plan as matters which are to be dealt with in supplementary guidance'*. Ministers therefore consider that to avoid such inconsistency, to ensure compliance with the legislation and to avoid potential further delays in the process, that the sentence be removed.
- 2.5 The determination and the reasoning which underpins the determination is contrary to the approach to this matter which SESplan and the member authorities considered reasonable, pragmatic and consistent with the SDP.

¹ The submission Supplementary Guidance is available to view at <http://www.sesplan.gov.uk/strategic-development-plan/housing-land-supplementary-guidance>

3. NEXT STEPS

- 3.1 Legal advice has been sought and three options have been identified:
- A. Modify the Supplementary Guidance as directed and adopt it as modified;
 - B. Do not adopt the Supplementary Guidance and start the process again; or
 - C. Raise a legal challenge against the direction made by Ministers.
- 3.2 Whilst SESplan officers disagree with the Ministers' decision and reasoning, options B and C are not considered appropriate courses of action. Both of these would create further uncertainty and cause significant delay to the preparation of Local Development Plans (LDP) and SDP2. In addition, a judicial challenge would be highly sensitive and carry significant financial and reputational risks to SESplan. It should, however, be noted that for the reasons set out in Para 4.1 the modification itself will create further uncertainty.
- 3.3 It is therefore recommended that Supplementary Guidance is modified as directed by Scottish Ministers and that the Joint Committee approves the modified Guidance. Legal advice has also confirmed that this decision will require to be ratified by each of the Member Authorities. The Joint Committee has no powers to adopt Supplementary Guidance. Subject to approval of the modified Supplementary Guidance by SESplan Joint Committee, it is anticipated that the process of ratification will take longer than the usual 4 – 6 week period due to the Summer Recess period and the scheduling of Council meetings. On this basis the Supplementary Guidance is expected to be formally adopted by all Member Authorities around the end of September 2014. Details of the relevant member authority committees are being identified. A report on the ratification of the Supplementary Guidance including the modification will be brought to a future meeting of the Joint Committee.

4. CALCULATING THE HOUSING LAND SUPPLY

- 4.1 The implications of removing the sentence on calculating five year housing land supply, in terms of its role in providing clarity to both the local planning authorities and the development industry, are significant. In particular, in making the modification, the Minister has not provided guidance on how the land supply would be calculated for periods bridging the two periods for which the Supplementary Guidance sets requirements. SESplan and the member authorities will investigate the development of a consistent approach to the calculation of the five year land supply to provide this clarity. Such a procedure will not however form part of the development plan. A further report on this will be brought to a future meeting of the Joint Committee.

Appendices

- A** Scottish Government Letter on Adopting Supplementary Guidance

Report Contact

Report Agreed By: Ian Angus, SDP Manager

Author Name: Alice Miles, Graeme Marsden

Author Job Title: Lead Officer, Planner

APPENDIX A

Ian Angus
SESplan Manager
SESplan
Ground Floor
Claremont House
130 East Claremont Street
Edinburgh
EH7 4LB

In 2014 Scotland Welcomes the World



Our ref: POL/10193
18 June 2014

Dear Ian

**TOWN AND COUNTRY PLANNING (SCOTLAND) ACT 1997
TOWN AND COUNTRY PLANNING (DEVELOPMENT PLANNING) (SCOTLAND)
REGULATIONS 2008**

**NOTICE OF INTENTION TO ADOPT SESPLAN SUPPLEMENTARY GUIDANCE ON
HOUSING LAND**

I refer to Graeme Marsden's email of 21 May 2014 certifying notice of SESplan's intention to adopt the above supplementary guidance in association with the approved SESplan.

Under S22(8) of the Town And Country Planning (Scotland) Act 1997, the Scottish Ministers give notice that before adopting the Supplementary Guidance on Housing Land, it must be modified to remove the 2nd sentence of paragraph 3.13 of the guidance which reads: 'Member authorities will base their calculation of the five year land supply on the period 2009-2024, taking into consideration housing completions.'

Regulation 27(2) of the Town And Country Planning (Development Planning) (Scotland) Regulations 2008 requires that for a matter to be included in supplementary guidance that will form part of the development plan it must be 'expressly identified in a statement contained in the plan as matters which are to be dealt with in supplementary guidance'. It is not considered that the inclusion of the 2nd sentence of paragraph 3.13 complies with this requirement. While it may be considered to provide useful further information or detail, the inclusion of this also gives rise to a potential inconsistency between SESplan itself and the supplementary guidance. Ministers therefore consider that to avoid such inconsistency, to ensure compliance with the legislation and to avoid potential further delays in the process, that the relevant sentence be removed.

Yours sincerely



Rosie Leven
Principal Planner

Copy to Craig McCorrison - craig.mccorrison@westlothian.gov.uk

Planning Committee

10.00am, Thursday 7 August 2014

Short Stay Commercial Leisure Apartments – Six Monthly Update

Item number	6.1
Report number	Routine
Executive/routine	
Wards	All

Executive summary

In 2013, the Planning Committee agreed to make changes to its non-statutory 'Guidance for Businesses', in order to make specific reference to the issue of short stay commercial leisure apartments – so called 'party flats'. In agreeing the changes, the Committee asked for a report back every six months. This report provides an update on the Council's current position following the last report submitted in December 2013.

Links

Coalition pledges	P28
Council outcomes	CO8 CO16 CO19
Single Outcome Agreement	SO1 SO4

Short Stay Commercial Leisure Apartments – Six Monthly Update

Recommendations

- 1.1 It is recommended that the Committee notes the current position in respect of action by the planning enforcement service relating to short stay commercial leisure lets and that a further review will be carried out and reported on in six months time.

Background

- 2.1 Since the Guidance for Businesses was approved in December 2012, the Council has considered whether short stay commercial leisure apartments or 'party flats' can constitute a material change of use in planning terms. The Council considered that in certain cases they could. Accordingly, the published version of the non-statutory Guidance for Businesses was amended to incorporate the relevant criteria for assessing whether a residential premises had undergone a change of use to a short stay commercial leisure apartment, (SSCLA).
- 2.2 This report provides an update on the current position regarding the investigation and assessment of party flats throughout the city. The report follows the previous update provided to committee on 5 December 2013.

Main report

- 3.1 The Management Control Order served on the two flats in Grove Street is due to expire on 23 October 2014. A management control order (MCO) is an order granted by a Sherriff under the Anti Social Behaviour etc (Scotland) Act 2004, which gives the Council the power to take over the running of a privately rented property for up to one year. The Council can chose to apply for a MCO if a landlord has failed to comply with the requirements of an anti social behaviour notice, and the order is necessary to stop any anti social behaviour still occurring on the premises. At present, the Council has responsibility for the running of both SSCLA properties in Grove Street under the MCO granted in October 2014.

Access to both properties is currently controlled by the Council, and as such, no stag or hen parties have been permitted entry.

- 3.2 After this time, the responsibility for management of the two flats will revert to their owner. Officers from Planning, Community Safety and Legal Services have held preliminary discussions, in order to formulate an effective strategy to monitor these premises after the above date. Should these properties begin to operate as unauthorised SSCLA's after the order has expired, the planning service is not required to serve any new enforcement notices, as the notices served in August 2013 remain in effect on both properties indefinitely.
- 3.3 In addition to the flats in Grove Street, the planning service is also progressing to formal enforcement action in respect of an unauthorised SSCLA at 26 Tolbooth Wynd. An enforcement notice is currently in the process of being drafted for service at the premises which will require the cessation of the current unauthorised use.
- 3.4 Planning officers undertook several visits to the premises at Tolbooth Wynd following the receipt of an enquiry in July 2013 and were able to witness parties in residence on several occasions. In addition, they were also able to undertake an internal inspection during one site visit and it was noted that the premises contained 16 single beds. An application for planning permission in retrospect for the current use was refused by the Development Management Sub Committee on 30 April 2014, (ref 14/00845/FUL). At the time of writing, no appeal against this refusal has yet been submitted to the Local Review Body. The applicant has until 30 July 2014 to submit an appeal.
- 3.5 As detailed in the report approved by the Development Management Sub-Committee on 14 May, no further enforcement action is proposed in respect of the investigation at Brandfield Street. The Council has worked closely with the operator to introduce several measures to resolve the issues causing concern to local residents. This has resulted in the introduction of security staff, and changes to the booking procedure to discourage stag and hen parties.
- 3.6 The planning service is continuing to investigate multiple units at Western Harbour and other individual premises at Lothian Road, High Street, Canongate, Burgess Street and Carlton Terrace. These properties are still the subject of background information and evidence gathering to determine what action might be appropriate.
- 3.7 At present, no appeals have been submitted against any of the enforcement notices served. Consequently, there is to date no external measure of the robustness of the policy approach being taken.
- 3.8 The Council continues to publicise its non-statutory Guidance for Businesses through the quarterly planning newsletter, planning blog, and the planning twitter

feed. The guidance is easily accessible to all members of the public on the Planning and Building Standards section of the website.

Measures of success

- 4.1 That the Council's performance in dealing with cases of short stay commercial leisure lets results in a decline in the particular problems associated with such uses, a decline in the number of complaints about such activity, and in successful outcomes for the Council in any appeal or court proceedings.

Financial impact

- 5.1 This report has no financial implications.

Risk, policy, compliance and governance impact

- 6.1 There is no impact on risk, policy, compliance and governance impact arising from this report.

Equalities impact

- 7.1 There is no relationship between the matters described in this report and the public sector general equality duty. There is no direct equalities impact arising from this report.

Sustainability impact

- 8.1 The impacts of this report in relation to the three elements of the Climate Change (Scotland) Act 2009 Public Bodies Duties have been considered. Relevant Council sustainable development policies have been taken into account. This review of the operation of revised non statutory guidance will have no adverse impacts on carbon emissions, the city's resilience to climate change impacts, achieving a sustainable Edinburgh in respect of social justice, economic wellbeing or good environmental stewardship.

Consultation and engagement

- 9.1 Consultation and community engagement have not been carried out in respect of this review of the operation within the guidelines. However, there is regular

contact and communication with community groups and other interested parties through the work of the task group.

Background reading/external references

[Annual Review of Guidance, report to Planning Committee, 28 February 2013](#)

[Minutes of Planning Committee, 28 February 2013, item 3](#)

[Minutes of Planning Committee, 5 December 2013. Item 5.1](#)

[Minutes of Development Management Sub Committee, 14 May 2014, Item 4.2](#)

John Bury

Acting Director of Services for Communities

Contact: David Cooper, Development Management Coordinator

E-mail: david.cooper@edinburgh.gov.uk Tel: 0131 529 6233

Links

Coalition pledges	P28 Further strengthen our links with the business community by developing and implementing strategies to promote and protect the economic well being of the city
Council outcomes	CO8 Edinburgh's economy creates and sustains job opportunities CO16 Well-housed – People live in a good quality home that is affordable and meets their needs in a well managed neighbourhood CO19 Attractive Places and Well Maintained – Edinburgh remains an attractive city through the development of high quality buildings and places and the delivery of high standards and maintenance of infrastructure and public realm
Single Outcome Agreement	SO1 Edinburgh's economy delivers increased investment, jobs, and opportunities for all SO4 Edinburgh's communities are safer and have improved physical and social fabric.
Appendices	None

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Planning Committee

10am, Thursday, 7 August 2014

Supplementary Guidance: Corstorphine Town Centre and Gorgie/Dalry Town Centre

Item number	6.2
Report number	
Executive/routine	
Wards	Corstorphine/Murrayfield Drum Brae/Gyle Sighthill/Gorgie Fountainbridge/Craiglockhart

Executive summary

The purpose of this report is to seek Committee approval of finalised Supplementary Guidance (SG) for Corstorphine Town Centre and Gorgie/Dalry Town Centre. The SGs will guide the balance of uses in each town centre and be used to determine planning applications for the change of use of units in shop use to non-shop uses. In both of these centres, the finalised SG generally proposes a less restrictive approach than the draft on certain frontages.

Links

Coalition pledges	P15
Council outcomes	CO7 , CO8 , CO19 , CO21
Single Outcome Agreement	SO1 , SO4

Supplementary Guidance: Corstorphine Town Centre and Gorgie/Dalry Town Centre

Recommendations

- 1.1 It is recommended that the Committee:
 1. approves the finalised Supplementary Guidance for Corstorphine Town Centre; and
 2. approves the finalised Supplementary Guidance for Gorgie/Dalry Town Centre.

Background

- 2.1 The Second Proposed LDP was approved by Planning Committee on 19 June 2014. Policy Ret 8 requires supplementary guidance (SG) to be prepared for Edinburgh's eight town centres, as well as the city centre retail core. This new approach was consulted on in the Main Issues Report and set out in the report on the Annual Review of Guidance to Planning Committee on 28 February 2013.
- 2.2 Statutory SG is prepared under the Town and Country Planning (Scotland) Act 1997, as amended.
- 2.3 When the SG for each centre is approved in finalised form, it will be a material consideration in the determination of planning applications for the change of use from shop to non-shop uses.
- 2.4 When the LDP is adopted, the SG will form part of the statutory development plan. It is intended to review the guidance every two years to take account of changes of use over time. Technical amendments to policies maps can be made if new development proposals emerge over time.
- 2.5 Draft Supplementary Guidance for each centre was approved for consultation by Planning Committee on 27 February 2014.

Main report

Engagement process – both town centres

- 3.1 The consultation period for both SGs ran for eight weeks between 17 March and 9 May. Two drop-in events were held in Corstorphine Library on 5 April and 29 April. Two drop-in events were held in Gorgie/Dalry on 22 April and 26 April. At these events members of the public were encouraged to comment on the draft SG. A further public drop-in event was held on 10 May for Gorgie/Dalry to generate additional public comments on the draft SG.

- 3.2 Businesses and local residents were invited to the drop-in events.
- 3.3 The draft sets of SG were available to view on-line and in local libraries/ community centres.
- 3.4 An exercise was carried out with primary school children in the nearest primary schools to each town centre – Corstorphine Primary School and Dalry Primary School. Children were asked to draw a picture of their favourite shop and these drawings were displayed at drop-in events.
- 3.5 A group exercise was carried out with the student councils for the local secondary schools nearest to each town centre – Craigmount High School and Tynecastle High School.
- 3.6 Council officers attended meetings of the relevant community councils.
- 3.7 A schedule of responses from the public, community groups and student councils is attached at Appendix 1.

Finalised Supplementary Guidance: Corstorphine

- 3.8 The finalised SG for Corstorphine Town Centre is attached at Appendix 2. A number of changes have been made to the SG from the draft that was consulted on which are as follows.
- 3.9 The frontages at 109-165 St John's Road and 243-295B St John's Road were designated in the draft as not allowing any further loss of shop use. The finalised SG relaxes this restriction and permits non-shop uses on up to one third of the frontages stated above.
- 3.10 There was support from the public for an emphasis on shopping use but vacant units were perceived as a problem in attracting people to shop in the area. Some comments explicitly stated a more flexible approach to policy was required to avoid shop unit vacancies. It is felt that this approach will help to guide an appropriate balance of uses within the town centre.
- 3.11 1-12 Ormiston Terrace and 181-195 St John's Road has also been included as a frontage where changes of use from a shop use to a non-shop use will be permitted up to a limit of one third of the frontage being in non-shop use. This is a more restrictive position than the draft and was a request from the community council which was concerned about the proposed relaxation of restrictions on this frontage.
- 3.12 Boundary changes that were consulted on – inclusion of 162-172 St John's Road and the parade of shops at 14-30 Glasgow Road opposite PC World – will be considered as part of the Local Development Plan process as it will involve an alteration to the Proposals Map. It should be noted that there was public support for these boundary changes, however, there have not been LDP representations seeking this change. If relevant representations are received to the Second Proposed Plan, the Council can indicate its support in its submission to the LDP examination, and the change can come through post-examination modifications.

Finalised Supplementary Guidance: Gorgie/Dalry

- 3.13 The finalised SG for Gorgie/Dalry Town Centre is attached to Appendix 3. The SG has undergone one alteration from the draft that was consulted on. The designated frontage at 98-128 Dalry Road has changed from not allowing further loss of shop use to permitting up to one third of the frontage to be in non-shop use.
- 3.14 There was public support for not allowing further loss of shop use on the frontage stated above but there was also a desire to avoid vacant units. This relaxed level of restrictions will allow a more flexible policy approach.

Measures of success

- 4.1 The vitality and viability of Corstorphine Town Centre and Gorgie/Dalry Town Centre are preserved and enhanced.

Financial impact

- 5.1 There are no direct financial impacts arising from this report. The costs of publishing the SG will be met from existing budgets.

Risk, policy, compliance and governance impact

- 6.1 There are no perceived risks associated with this report.

Equalities impact

- 7.1 The impacts of this report in relation to the Public Sector Equalities Duty and the ten key areas of rights have been considered. The SG will have no negative impacts on the three equalities duties with regard to the eight protected characteristics. In terms of the ten key areas of rights, the SG will enhance the right to health by encouraging people to travel short distances to use local services. The right to participation, influence and voice has been enhanced through public drop-in events which have allowed the public to comment on the SG. Standards of living will be enhanced by ensuring the right mix of shop uses and non-shop uses with each town centre which will enhance vitality and viability. Physical security will also be enhanced as the right balance of shop uses and non-shop uses will help ensure activity at street level, aiding natural surveillance. The SG will have no negative impacts on the ten key areas of rights.

Sustainability impact

- 8.1 The proposals in this report will:
- reduce carbon emissions because it supports town centres which provide local services close to where people live, thus reducing the need to travel;

- increase the city's resilience to the predicted impacts of climate change because providing a good mix of services in town centres will reduce the need to travel;
- help achieve a strong, healthy and just society as the right mix of shop and non-shop uses will help meet the diverse needs of local communities. Proposals will also look to foster social inclusion as town centres are places for social interaction;
- help achieve a healthy and resilient economy because they support town centres where a wide variety of local businesses choose to locate; and
- help achieve a sustainable Edinburgh because they promote the continued use of shop units in beneficial use.

Consultation and engagement

- 9.1 Pre-draft engagement took place with members of the relevant community councils and the relevant neighbourhood teams for each town centre. Engagement with the public was undertaken in the form of an online survey. The survey sought the views of people who live, work and use Corstorphine Town Centre or Gorgie/Dalry Town Centre.
- 9.2 The consultation period for both sets of SG ran for eight weeks between 17 March and 9 May. Two drop-in events were held at Corstorphine Library on 5 April and 29 April. Two drop-in events were held in Gorgie/Dalry on 22 April and 26 April. A further public drop-in event was held on 10 May for Gorgie/Dalry to generate additional public comment on the SG.
- 9.3 Engagement exercises were carried out with the nearest local primary and secondary schools to each town centre.

Background reading/external references

[Report to Planning Committee](#), Local Development Plan: Second Proposed Local Development Plan and Development Plan Scheme (19 June 2014)

[Annual Review of Guidance report](#) to Planning Committee (27 February 2014)

[Annual Review of Guidance report](#) to Planning Committee (28 February 2013)

Edinburgh Local Development Plan [Main Issues Report](#) (October 2011)

[Report to Planning Committee](#), Supplementary Guidance: Corstorphine Town Centre and Gorgie/Dalry Town Centre – drafts for consultation (27 February 2014)

John Bury

Acting Director of Services for Communities

Contact: Matthew Watson, Graduate Planner

E-mail: matthew.watson@edinburgh.gov.uk | Tel: 0131 529 3143

Links

Coalition pledges	P15 Work with public organisations, the private sector and social enterprise to promote Edinburgh to investors
Council outcomes	CO7 Edinburgh draws in new investment in development and regeneration CO8 Edinburgh's economy creates and sustains job opportunities CO19 Attractive Places and Well Maintained – Edinburgh remains an attractive city through the development of high quality buildings and places and the delivery of high standards and maintenance of infrastructure and public realm CO21 Safe – Residents, visitors and businesses feel that Edinburgh is a safe city.
Single Outcome Agreement	SO1 Edinburgh's economy delivers increased investment, jobs and opportunities for all SO4 Edinburgh's communities are safer and have improved physical and social fabric
Appendices *	Appendix 1: Grouped Summary of Issues and Council Response and Schedule of Responses – Corstorphine Appendix 2: Grouped Summary of Issues and Council Response and Schedule of Responses – Gorgie/Dalry Appendix 3: Supplementary Guidance – Corstorphine Town Centre Appendix 4: Supplementary Guidance – Gorgie/Dalry Town Centre

Appendix 1: Summary of Issues with Council Response and Schedule of Responses to Draft Supplementary Guidance – Corstorphine Town Centre

Issue	Council Response
<p>Boundaries</p> <p>Proposed extension of town centre boundaries for Corstorphine attracted good public support.</p>	<p>It is recommended that these expansions be considered in the context of the Local Development Plan process as it involves altering the proposals map.</p>
<p>Quality of shops/lack of independent retailers</p> <p>Several comments mentioned the quality of shops that occupied units and the lack of independent retailers as a barrier to overall town centre improvement that would attract new business and footfall.</p>	<p>The planning system concerns the use of land and buildings and legislation does not distinguish between types of shops. The SG aims to allow more mixed uses to support the town centre role.</p>
<p>Parking</p> <p>A lack of parking was perceived as a barrier to attracting more people to spend time and shop on St John's Road.</p>	<p>These comments have been passed onto the town centre co-ordinator who will liaise with the relevant Council sections.</p>

Schedule of Responses: Draft Supplementary Guidance - Corstorphine

Individual Responses

Mrs E. Kelso	<ul style="list-style-type: none"> • Need for flexibility in types of use • Flexibility needed for changes of use to stop unit vacancies • Include area around Magnet and opposite PC World
R.Hyslop	<ul style="list-style-type: none"> • Agrees with proposed policies • Row of shops on Glasgow Road be included in town centre boundary
Muriel Hills	<ul style="list-style-type: none"> • Agrees with proposed policies • Former Woolworths should be redeveloped with residential above shops
Shelley Hunter	<ul style="list-style-type: none"> • Shops should remain as shops within Corstorphine
Julie Grainger	<ul style="list-style-type: none"> • Broadly agrees with proposed policies • The problem of a lack of footfall in the area needs to be addressed • Lack of parking for local shoppers • Problem of litter puts people off shopping in the area

Mrs E. Kerr	<ul style="list-style-type: none"> • Agrees with proposed policies to an extent as the type of shops cannot be controlled • Lack of local shops
Mrs E. Sinclair	<ul style="list-style-type: none"> • Agrees with proposed policies • Magnet and the Bed Centre should be included in the town centre • Planning permission should not be granted for shops to be changed to restaurants or cafes
Isobel MacKenzie	<ul style="list-style-type: none"> • Agrees with proposed policies • Local shops needed – grocer, shoe shop, ironmonger - and also a Marks & Spencer food store
Janet McDonald	<ul style="list-style-type: none"> • Units opposite PC World and Magnet, First Mortgage etc should be included in the town centre boundary • Other uses should be allowed along St John's Road
Alison Urquhart	<ul style="list-style-type: none"> • Broadly agrees with proposed policies • Would prefer some flexibility in allowing uses other than shops as long as they add value but cafes are nearing a maximum • Needs to be a way to encourage independent shops • A place for a market would be useful
Ged Crotty	<ul style="list-style-type: none"> • Buildings should be utilised not just for retail if a retailer is not willing to move into a unit • Possibility of living accommodation should be considered • Magnet etc should be included in Corstorphine Town Centre boundary • Car park adjacent to Magnet is an eyesore and could be used for another purpose • Traffic needs to be reduced through Corstorphine
Penny Salton	<ul style="list-style-type: none"> • Agrees with proposed policies • Need to consider parking implications for residents • Traffic an issue – three accidents in the last six months • More variety in shops the better • Pop-ups should be considered
Deborah McCall	<ul style="list-style-type: none"> • Broadly agrees with proposed policies • Does not wish to see units taken up as offices • Parking provision needs to be looked at in terms of getting more people into the village
Cynthia Burdon	<ul style="list-style-type: none"> • Agrees with proposed policies • Parking 'free' zones should be encouraged to allow easy access to local shops • Independent shops should be encouraged • Corstorphine should be described as a 'village' and objects to it being described as a 'town'
Moira McDonald	<ul style="list-style-type: none"> • Broadly agrees with proposed policies • All shops opposite Tesco as well as Magnet should be included in the town centre boundary
Shirley Dickson	<ul style="list-style-type: none"> • Corstorphine is not a town, it is a village historically
I.W. Kelly	<ul style="list-style-type: none"> • In general agrees with proposed policies • A better mix of shops is required – not more hairdressers or

	<ul style="list-style-type: none"> charity shops Lack of reasons to visit the area No major stores/supermarkets should be allowed on the Magnet site Replace the Drumbrae Roundabout with traffic lights
Lachlan MacKay	<ul style="list-style-type: none"> The idea of ensuring a mix of units is good Boundary should be extended to include the Magnet area and the stretch of shops where Barbecue is located Ensure that loading and unloading for units is available There is a need to bring in units for younger people to use for leisure as presently the area is not youth friendly
M.Cockburn	<ul style="list-style-type: none"> Supports proposed policies Support for the inclusion of the block shops opposite PC World to be included in the town centre
Alan Wilson	<ul style="list-style-type: none"> Does not see the problem which is intended to be addressed Money should be put to better use drawing up such proposals for a town centre that needs them Corstorphine needs actions to promote business and shopping growth, to increase footfall and limit the need for local people to drive to the Gyle or Hermiston Gait
Steven Ward	<ul style="list-style-type: none"> Proposed policies on the right track Provision of short term parking bays should be a priority Clearly marked and policed loading bays for deliveries needed
Mrs U.F. Conchrane	<ul style="list-style-type: none"> Does not agree with the restrictions proposed for non-shop uses as there is not adequate footfall to compete with shopping malls and supermarkets Premises currently occupied by Iceland on Manse Road should be included in the town centre along with the row of shops opposite Currys/PC World Use of parking bays is hazardous for motorists and cyclists when hemmed in by a bus lane Lorry deliveries are problematic because of bus lanes and double yellow lines Remove the restrictive one way roads to allow local traffic flow
Anon	<ul style="list-style-type: none"> Agrees to an extent on proposed policies but only if good quality businesses are allowed and adequate shops retained Wishes to see more 'artisan' shops – bakeries, fruit and veg and a fish shop
Tommy McLean	<ul style="list-style-type: none"> Strongly disagrees with no restrictions on non-shop use from 165-243 St John's Road Agrees that 162-172 St John's Road should be included in the town centre boundary Supports the rows shops opposite PC World being included in the town centre Development of off-street parking is an essential element to the improvement of Corstorphine Asks whether the Council can buy or lease a car park for any existing car park in Corstorphine such as the Magnet trade car park

	<ul style="list-style-type: none"> • Believes it is short sighted to deliver a town centre planning strategy without including other elements such as car parking – opportunity for properly co-ordinated and holistic effort
Warren Hope	<ul style="list-style-type: none"> • In general, agrees with proposed policies but a major problem is disused shops lying empty • In favour of non-shop use where appropriate but would not be in favour of fast food outlets due to noise, litter and odour • Main problem is traffic congestion and lack of available parking
Margaret Alexander	<ul style="list-style-type: none"> • Wishes proposals could go further e.g. incentives for good quality shops • The shops opposite the petrol station should be included in the town centre as should Fabio's and the Manor House Restaurant
Lawrence Arscott	<ul style="list-style-type: none"> • Agrees with proposed policies and the proposed extension to the town centre boundary at Magnet
Edith Wilson	<ul style="list-style-type: none"> • The town centre extensions should be approved • In general, non-shop uses should be restricted • When looking at a change of use, the planner should take account of neighbouring units – cafes opening next door to each other is not good • Too many hairdressers, beauty shops, bookies and charity shops • Efforts should be made to help traditional shops return • Service uses do not encourage people to come and contribute to the community
John McIntosh	<ul style="list-style-type: none"> • Proposed policies seem sensible • Smell and mess is being created from food outlets in the area – if these are non-shop then there should be less of them
Max McGill	<ul style="list-style-type: none"> • Agrees with restrictions on non-shop uses set out in policy CT 1 • Thinks that 162-172 St John's Road should not be included in the town centre as if Magnet left it would be difficult to find another shop use • Believes policy CT 2 clause (c) is too vague in terms of what might be permissible • States that it is hard to see how a single development could detriment the viability of the whole centre • Asks whether vitality/viability tests should apply to community uses or purely to commercial uses Asks if there is any other policy that protects the Royal Bank of Scotland building at 239 St John's Road and the adjacent pharmacy from the risk of being sold, and redeveloped as flats for example? There is a "low-rise" shop/bank/pub character to the corner of Featherhall Avenue/St John's Road that would be lost if replaced by higher buildings.
Mrs M. Haswell	<ul style="list-style-type: none"> • Agrees with proposed policies • Would like to see a fruit shop, a shoe shop and an M&S food open

Responses from Organisations/Community Groups

Corstorphine Community Council	<ul style="list-style-type: none"> • Against the proposed relaxation of the planning rules as currently exist in certain areas • Concerned that relaxation of rules could adversely affect retail vibrancy in the town centre which was felt to be a vital element of a healthy local community • Rows of non-retail street frontages generally seen to be an unattractive street feature • Appears to be an existing overprovision of eating facilities • Betting shops, pubs, saunas, tattooists etc and fast food takeaways were particularly unwelcome.
Police Scotland	<ul style="list-style-type: none"> • Some of the prospective changes of use the supplementary guidance covers will require further licensing from the City of Edinburgh Council and may impact on local residents • Having a consultation at an application stage with Police Scotland, licensing, trading standards and other relevant parties may help to give a better overview of the wider impact of a planning consent

Responses from Craigmount High School

Group 1	<ul style="list-style-type: none"> • Not too many charity shops should be allowed • Would like to see a Starbucks, a Henleys, a Game and a sweet shop
Group 2	<ul style="list-style-type: none"> • Would like to have cafes that you can sit in • A small cinema like the Dominion would be good • Starbucks, KFC, clothes shops
Group 3	<ul style="list-style-type: none"> • Less betting shops • Bigger cafes but less of them • A shop like Woolworths and more clothes shops e.g. Topshop, River Island, New Look • A cafe geared towards teenagers – free wifi and plugs for charges • An Argos would be good
Group 4	<ul style="list-style-type: none"> • Better variety of shops needed • Less hairdressers • Toy shop for children • Would like a Starbucks or Costa • Too many cafes in a row • Would like a Game or an HMV

Appendix 2: Summary of Issues with Council Response and Schedule of Responses – Gorgie/Dalry Town Centre

Issue	Council Response
<p>Gorgie/Dalry Community Council request for additional frontages to have restrictions on non-shop uses</p> <p>Comments from Gorgie/Dalry Community Council stated 109-191 Dalry Road 179-269 Gorgie Road should be given protection of up to one third of units to be allowed in non-shop use.</p>	<p>The number of units in non-shop use on the frontage on 109-191 Dalry Road has already exceeded one third. This frontage has therefore not been included as an area where up to one third of units can be in non-shop use</p> <p>.</p> <p>The frontage at 179-269 Gorgie Road currently has 30% of units in non-shop use with the former uses of vacant units counted. Not applying restrictions to this frontage may help to address the vacancies on this stretch of Gorgie Road.</p> <p>The Supplementary Guidance will be reviewed every 2 years and if the policy in the SG is not having the desired effect of ensuring a balance of shop uses and non-shop uses, restrictions on further changes of use would be considered.</p>
<p>Shopfront improvements</p> <p>Poor quality and maintenance of shop fronts were mentioned in some comments as a barrier, particularly in Gorgie/Dalry, to attracting greater footfall.</p>	<p>Comments on a need for shopfront improvements have been passed to the town centre co-ordinator.</p>
<p>Quality of shops/lack of independent retailers</p> <p>Several comments mentioned the quality of shops that occupied units and the lack of independent retailers as a barrier to overall town centre improvement that would attract new business and footfall.</p>	<p>The planning system concerns the use of land and buildings and legislation does not distinguish between types of shops. The SG aims to allow more mixed uses to support the town centre role.</p>

Schedule of Responses: Draft Supplementary Guidance – Gorgie/Dalry

Individual Responses

Heather Thompson	<ul style="list-style-type: none"> • Supports shop uses being kept at 98-128 Dalry Road • Also supports cafes and restaurants at 98-128 Dalry Road but not offices • Need for more accessible parking
Craig Fletcher	<ul style="list-style-type: none"> • Agrees with no further shop use loss at 98-128 Dalry Road • 18-78 Dalry Road could see more cafes and restaurants developed • Need for better residential parking
Tim Doggett	<ul style="list-style-type: none"> • Broadly agrees in principle with proposed policies • Further attention needs to be given to ensure existing shops are not closed down and changed to cafes or hot-food takeaways as this limits attractiveness of the area to shoppers • Only long term vacant units should be considered for a change of use • Very little public parking along Dalry Road and Gorgie Road due to redline restrictions • Could the closed Shell Garage be converted to public parking
Lorraine Allan	<ul style="list-style-type: none"> • Broadly agrees with proposed policies • Needs to be more of an emphasis on the community usage of buildings as opposed to commercial • No more pubs and less access to alcohol purchase – drug and alcohol misuse is a major issue in Gorgie/Dalry
George Andrew	<ul style="list-style-type: none"> • Does not see the need for a split between shop and non-shop uses • Need to encourage more quality business to the area and discourage business that takes advantage of vulnerable residents • More pedestrianisation and places for people to meet • There is a need for a proper strategy for Gorgie/Dalry to make it a more safe, vibrant and up and coming area that people want to move to • More greenspace and areas for young children to safely play in • More bins required to discourage littering
M. Taylor	<ul style="list-style-type: none"> • Would like to see 18-78 and 15-65 Dalry Road kept entirely as shops and cafes • Preferably keep all current shops if possible and only allow a change of use as a last resort • General aspect of the street could be improved by stamping down on litter and dog mess

	<ul style="list-style-type: none"> • The 'tidying up' and improvement of Haymarket because of the trams means the bottom of Dalry should be a very busy area
Helen Fogcely	<ul style="list-style-type: none"> • Strongly against proposals • The area highlighted in orange (98-128 Dalry Road) should be allowed to have more of a mix of uses • Quality of the shops in the area is really poor • Open to residential over having 'tatty' looking shops and vacant units
Lyn Middleton	<ul style="list-style-type: none"> • Would rather have more shops than offices and more independent shops instead of chains • Would not want to see more pawn shops and bookies • Likes and uses charity shops and believes they are a good service to the public • Environmental improvements required in Gorgie/Dalry – new parks, trees, flowers or even anything green
Angela Leake	<ul style="list-style-type: none"> • Agrees in principle with proposed policies – a third of a frontage in non-shop use is enough • Shop frontages in Gorgie/Dalry look shoddy in comparison to other parts of Edinburgh e.g. Stockbridge • It would be a good idea to encourage more independent retailers into the area • There are enough kebab takeaways and cafes • Need to offer incentives e.g. cheaper rent to use vacant units as 'pop-up shops' for businesses or colleges instead of making the area look run down
Kenneth Redpath	<ul style="list-style-type: none"> • Very much agrees with proposed policies • There is already a surplus of 'office type' buildings • Continuity of shopping space supported
Michael Z.	<ul style="list-style-type: none"> • Agrees in principle with proposed policies • Would like an area that people want to be in rather than going there for a specific purpose • Better pavements and more of a focus on public transport are required
Graeme Evans	<ul style="list-style-type: none"> • Pleased that part of Dalry Road is seeing more restrictions regarding shop unit proportions • Leisure uses along Dalry Road should be restricted – keep lap dancing clubs on Lothian Road despite the new hotel development at Haymarket • Concerned the Haymarket end of Dalry Road will come under pressure from leisure uses to support hotel development • Pedestrian crossing at Haymarket has a very short green man period which off putting to shoppers
Andrew Phillips	<ul style="list-style-type: none"> • Proposed policies seem a sensible proposition
Sarah Roberts	<ul style="list-style-type: none"> • Agrees with proposed policies • Important that shops remain in the area but it would be better to have units that are not vacant

	<ul style="list-style-type: none"> • Changes of use to restaurants and offices would be better than having vacant units
Dorothy Gardner	<ul style="list-style-type: none"> • Agrees with policies regarding shops • Need to restrict food and drink premises • Curtail late hours trading especially at McDonalds – food sales for 20 hours per day at weekends • Doorways at 343-347 Gorgie Road have had food packaging, excrement, urine, vomit, needles and condoms found in them
Bob Bryson	<ul style="list-style-type: none"> • Agrees with the intended enforcement of frontages having at least 2/3 shops • Try to keep the area as mixed use as possible – not a long string of charity shops
Juliet Wilson	<ul style="list-style-type: none"> • Agrees in principle with proposed policies • Perhaps a restriction on specific services is required e.g. betting shops and pawn shops
Ross Jamison	<ul style="list-style-type: none"> • A priority on shops is positive – a balance of 2/3 shops to 1/3 other uses seems appropriate • Doesn't think it matters if there are more than 3 consecutive non-shop uses
Tom Adamson	<ul style="list-style-type: none"> • Generally agree with proposed policies • Important not to have shops lying empty – would favour a change of use if it filled a vacant unit • A grant scheme to encourage shop owners to freshen up their frontages would be helpful • Perhaps a limit to the number of charity shops in a certain area might help to protect the Council's revenue stream in terms of rates
Linda Adamson	<ul style="list-style-type: none"> • Agrees with proposed policies • Empty shops pull down the area and changes of use may help to make the area more attractive • The existing shops and restaurants in the area should be encouraged to tidy up and paint their shop fronts – this may encourage people to buy or rent empty premises and improve the area • Being unable to turn into Robertson Avenue from Gorgie Road, if approaching from Aldi, is a nuisance
Anne Cameron	<ul style="list-style-type: none"> • Thinks that the shops should remain as shops with restrictions on estate agents and bookies
Bernard Murphy	<ul style="list-style-type: none"> • Agrees with the proposals to have at least 2/3 shops and 1/3 other uses
Philip Scott	<ul style="list-style-type: none"> • Agrees with Policy GD 1 that 98-128 Dalry Road should remain in shop use – that part of the street forms an important junction between a series of residential areas/developments which benefit from having access to shops like the Co-op, Maplin and other charity outlets. • The junction provides a natural focus point with good public and private transport access – ideal for shops to thrive. • Agrees with Policy GD 2 – the policy promotes a mix of uses

	which is needed if the area is to develop.
Heather Robertson	<ul style="list-style-type: none"> • Observes that the Council's approach to planning in this respect is reactive • Asks if the Council has any pro-active leverage in encouraging a healthy range of shop uses – lack of a proper baker and aside from Sainsbury's there are no clothing retailers on Gorgie Road • Pavements along Gorgie Road are grubby • Dalry is a brighter area with more on offer to a wandering shopper • Regarding Gorgie Road, asks if there can be incentives to attract the type of retailers the area lacks, help prospective and existing retailers keep their window displays, shop frontages and pavements outside their units clean

Responses from Organisations/Community Groups

Dalry Colonies Residents Association	<ul style="list-style-type: none"> • Concerned that the new rules will be a one size fits all with Gorgie and Dalry having slightly different needs and concerns in relation to the shop frontages. • It would be good for policy to have some flexibility regarding what works for one area and not the other: i.e. it was mentioned there is nowhere to go for a meal after 6pm in Gorgie – whilst in Dalry we have a high concentration of restaurants and takeaways. • Supportive of a mixed high street – would be keen to see the new proposals support a mix of retail, restaurants, cafes, services etc and for the new policies to have certain protections to ensure a mixed use of retail, restaurants, cafes, services etc. • It would be good if there were some safeguards to an existing variety of shops - it would be a shame if a shop owner evicted a tenant in order to replace them with a more lucrative occupier under the new proposal • Would like to see more information on what is currently permissible and what is not.
Gorgie/Dalry Community Council	<ul style="list-style-type: none"> • Generally supportive of policies in the guidance • Proposals do not offer enough protection to west side of Dalry Road from conversion of shops to residential use • The South side of Dalry Road from West End Place to Orwell Place should be given the protection of no more than 1/3 non shop use because of recent planning consents for student housing creating more demand for shopping and services • The South side of Gorgie Road from Robertson Avenue to Wardlaw Street should be protected in the same way, i.e. no more than 1/3 non shop use
Police Scotland	<ul style="list-style-type: none"> • Some of the prospective changes of use the supplementary guidance covers will require further licensing from the City of Edinburgh Council and may

	<p>impact on local residents</p> <ul style="list-style-type: none"> • Having a consultation at an application stage with Police Scotland, licensing trading standards and other relevant parties may help to give a better overview of the wider impact of a planning consent
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Tynecastle High School Responses

Group 1	<ul style="list-style-type: none"> • Less hairdressers, beauty shops etc • Coffee shops and more places to sit in • No more takeaways • More old fashioned shops – bakers, grocer etc • Like supermarkets – Morrisons, Scotmid etc
Group 2	<ul style="list-style-type: none"> • Mostly agree with proposals • More supermarkets • Less pubs and take-away places • More restaurants where you can sit in and eat • More places with free wifi
Group 3	<ul style="list-style-type: none"> • Too many charity shops • Too many hairdressers/barbers • Too many corner shops • Too many empty shop units • Would like more coffee shops/cafes



Appendix 3

Supplementary Guidance: Corstorphine Town Centre

Introduction

Corstorphine Town Centre is one of Edinburgh's eight town centres. Within these centres the Council is committed to ensuring they continue to serve those who live, work, visit and shop there. One way it does this is by producing guidance setting out when a shop unit can change from a shop use to another use suited to a town centre.

This document sets out when the Council will give planning permission for changing the use of a shop unit in Corstorphine Town Centre from a shop use to a non-shop use. It is prepared in accordance with Policy Ret 8: Alternative Use of Shop Units in Defined Centres of the [Proposed Local Development Plan](#) and applies to all units within the town centre. It is intended to frequently review this guidance (potentially every 2 years).

Corstorphine Town Centre

Corstorphine Town Centre area is shown on the map at the back of the document. A mix of uses currently exists within the town centre including shops, cafes and pubs.

Ensuring that Corstorphine Town Centre has a variety of shops is important in maintaining it as a destination for shopping. However, there are also benefits in allowing shops to change to non-shop uses that complement shop uses and make the best of the town centre's accessible location for the local community. Allowing non-shop uses may also help to address vacancies which have arisen due to the economic downturn and changing behavioural patterns in shopping such as an increase in online shopping. It is therefore felt that, in certain areas, permitting a change of use to a service use such as an office, a cafe/ restaurant use would enhance the town centre. Pub and hot-food takeaway uses will also be considered if these are felt to be appropriate for a certain location in the town centre.

Where a unit is used as a shop it is necessary to get planning permission to change to a non-shop use.

To prevent non-shop uses that detract from the streets' liveliness, changes to uses such as residential and light industry will not be permitted.

What is a shop unit?

Premises opening directly onto the street and designed primarily for shop use. In some locations the shop unit can be above street level or at basement level but still have direct access and be visible from the street.

What is a shop use?

A unit used for the sale of goods (not hot food), e.g. post office, sale of tickets, travel agency, cold food for consumption off the premises, hairdressing, funeral parlour, launderette or dry cleaners.

All where the sale, display or service is mainly to members of the public. These types of use are grouped together and collectively called Class 1 Shops

Types of non-shop uses

Changing a shop to non-shop use is known as a “change of use” and will always require an application for planning permission.

The non-shop uses which the Council will consider a change to are:

Service Uses – lawyers, accountants, estate agents, health centres, surgeries of dentists, doctors and vets. (These types of use are grouped together and collectively called Class 2 Financial, professional and other services. Other services may also include tanning salons, betting shops and pawn brokers).

Food and Drink consumed on premises – restaurant, cafe, snack bar (not a public house or hot food take-away). (These types of use are grouped together and collectively called Class 3 Food and Drink).

Pubs – Sale and consumption of alcoholic beverages on premises

Hot-food takeaways – Consumption of hot-food off premises.

Some changes of use are allowed without planning permission, for example, a cafe (Class 3) being turned into a shop unit (Class 1). [The Scottish Government Circular 1/1998](#) contains guidance on use classes.

Policies

CT 1: Planning permission will be granted for the change of use of a unit in shop use to a non-shop use on the following frontages provided the change will not result in more than one third of the total number of units in the frontage being in non-shop use:

- 109-163 St John's Road
- 1-12 Ormiston Terrace & 181-195 St John's Road
- 243-295B St John's Road

CT 2: Elsewhere within the defined Corstorphine Town Centre a change of use from a shop use to a non-shop use will be permitted provided the proposal is:

- a) Class 2 – Financial, professional or other services
- b) Class 3 – Food and drink uses
- c) An appropriate commercial or community use which would complement the character of the centre and would not be detrimental to its vitality and viability

Other Relevant Information

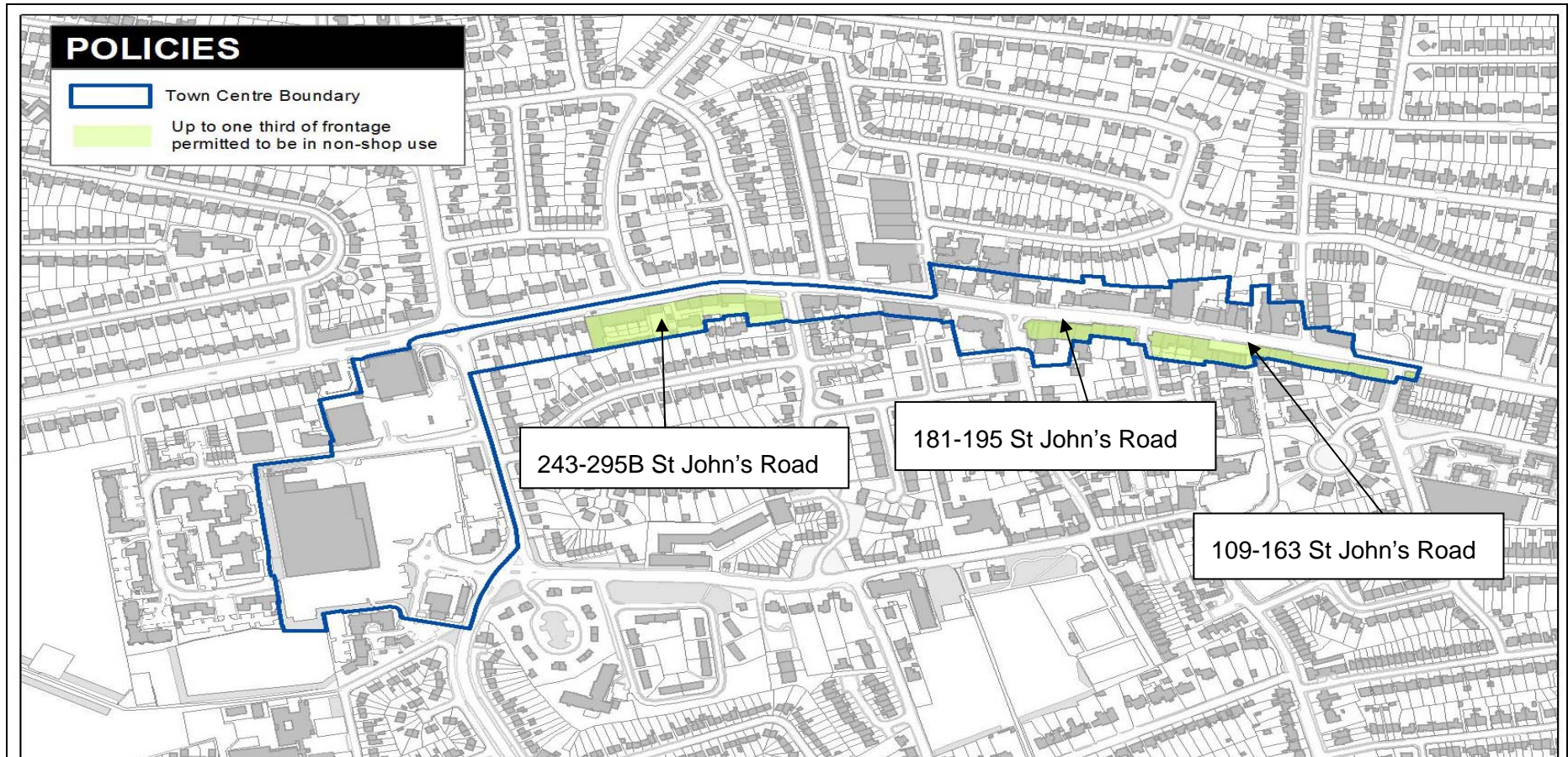
Other relevant policies in the [Proposed Local Development Plan](#) include:

- Ret 2: Town Centres – generally supports shop uses in town centres.
 - Ret 10: Food and Drink Establishments
 - Hou 7: Inappropriate Uses in Residential Areas
- These policies consider the impact of proposals on nearby residents
- [Guidance for Businesses](#)

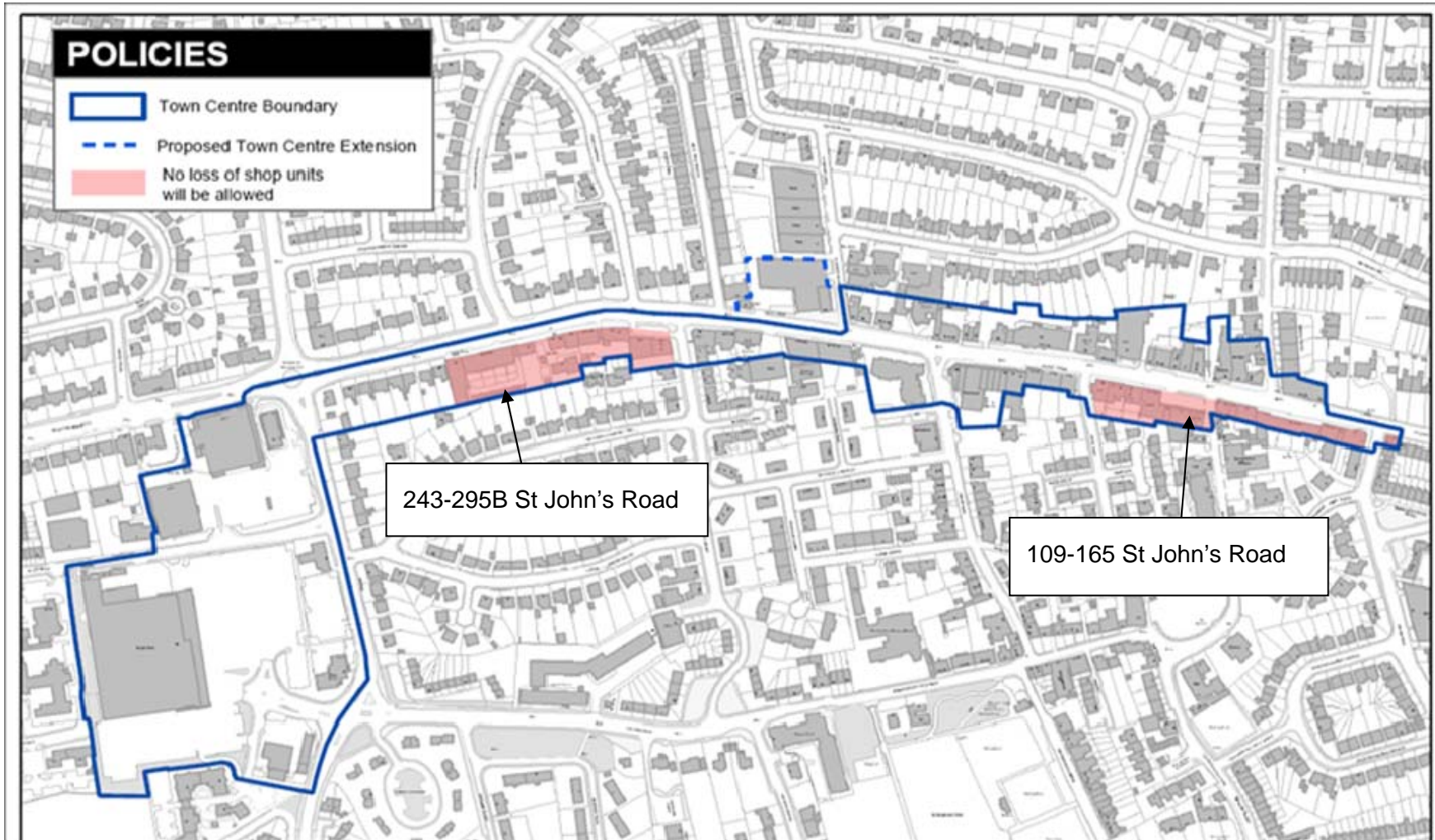
Any proposals for food and drink, pub and hot-food takeaway uses will also be assessed against the criteria in policies Ret 10: Food and Drink Establishments and Hou 7: Inappropriate Uses in Residential Areas.

This document deals with the principles of changes of use for planning purposes. Food and drink, pub and hot-food takeaway uses will often require other consents and are subject to separate controls by [licensing](#) for alcohol, hours of operation and outdoor pavement seating. For more information on these see the Council's website on the [One Door Approach](#) to development consents, the Council's [Guidance for Businesses](#) or contact the [Business Gateway](#).

Policies Map



Draft for Consultation Policies Map





Appendix 4

Supplementary Guidance: Gorgie/Dalry Town Centre

Introduction

Gorgie/Dalry Town Centre is one of Edinburgh's eight town centres. Within these centres the Council is committed to ensuring they continue to serve those who live, work, visit and shop there. One way it does this is by producing guidance setting out when a shop unit can change from a shop use to another use suited to a town centre.

This document sets out when the Council will give planning permission for changing the use of a shop unit in Gorgie/Dalry Town Centre from a shop use to a non-shop use. It is prepared in accordance with Policy Ret 8: Alternative Use of Shop Units in Defined Centres of the [Proposed Local Development Plan](#) and applies to all units within the town centre. It is intended to frequently review this guidance (potentially every 2 years).

Gorgie/Dalry Town Centre

Gorgie/Dalry Town Centre area is shown on the maps at the back of the document. A mix of uses currently exists within the town centre including shops, cafes and pubs.

Ensuring that Gorgie/Dalry Town Centre has a variety of shops is important in maintaining it as a destination for shopping. However, there are also benefits in allowing shops to change to non-shop uses that complement shop uses and make the best of the town centre's accessible location for the local community. Allowing non-shop uses may also help to address vacancies which have arisen due to the economic downturn and changing behavioural patterns in shopping such as an increase in online shopping. It is therefore felt that, in certain areas, permitting a change of use to a service use such as an office, a cafe/ restaurant use would enhance the town centre. Pub and hot-food takeaway uses will also be considered if these are felt to be appropriate for a certain location in the town centre.

Where a unit is used as a shop it is necessary to get planning permission to change to a non-shop use.

To prevent non-shop uses that detract from the streets' liveliness, changes to uses such as residential and light industry will not be permitted.

What is a shop unit?

Premises opening directly onto the street and designed primarily for shop use. In some locations the shop unit can be above street level or at basement level but still have direct access and be visible from the street.

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The non-shop uses which the Council will consider a change to are:

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Pubs – Sale and consumption of alcoholic beverages on premises

Hot-food takeaways – Consumption of hot-food off premises.

Some changes of use are allowed without planning permission, for example, a cafe (Class 3) being turned into a shop unit (Class 1). [The Scottish Government Circular 1/1998](#) contains guidance on use classes.

Policies

GD 1: Planning permission will be granted for the change of use of a unit in shop use to a non-shop use on the following frontages provided the change will not result in more than one third of the total number of units in the frontage being in non-shop use:

- 194-256 Gorgie Road
- 15-65 Dalry Road
- 18-78 Dalry Road
- 98-128 Dalry Road

GD 2: Elsewhere within the defined Gorgie/Dalry Town Centre a change of use from a shop use to a non-shop use will be permitted provided the proposal is:

- a) Class 2 – Financial, professional or other services
- b) Class 3 – Food and drink uses
- c) An appropriate commercial or community use which would complement the character of the centre and would not be detrimental to its vitality and viability

Other Relevant Information

Other relevant policies in the [Proposed Local Development Plan](#) include:

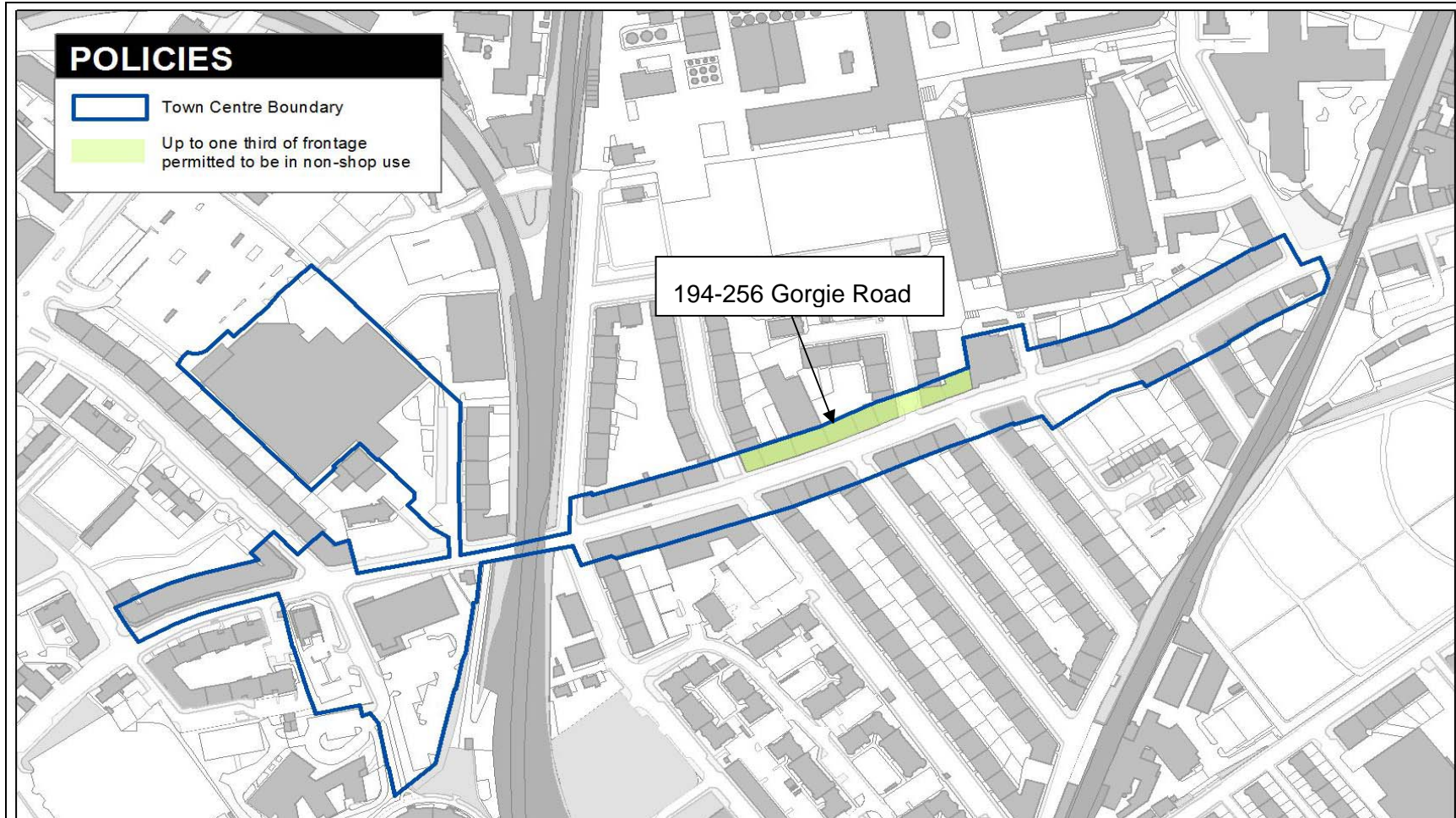
- Ret 2: Town Centres – generally supports shop uses in town centres.
 - Ret 10: Food and Drink Establishments
 - Hou 7: Inappropriate Uses in Residential Areas
- } These policies consider the impact of proposals on nearby residents
- [Guidance for Businesses](#)

Any proposals for food and drink, pub and hot-food takeaway uses will also be assessed against the criteria in policies Ret 10: Food and Drink Establishments and Hou 7: Inappropriate Uses in Residential Areas.

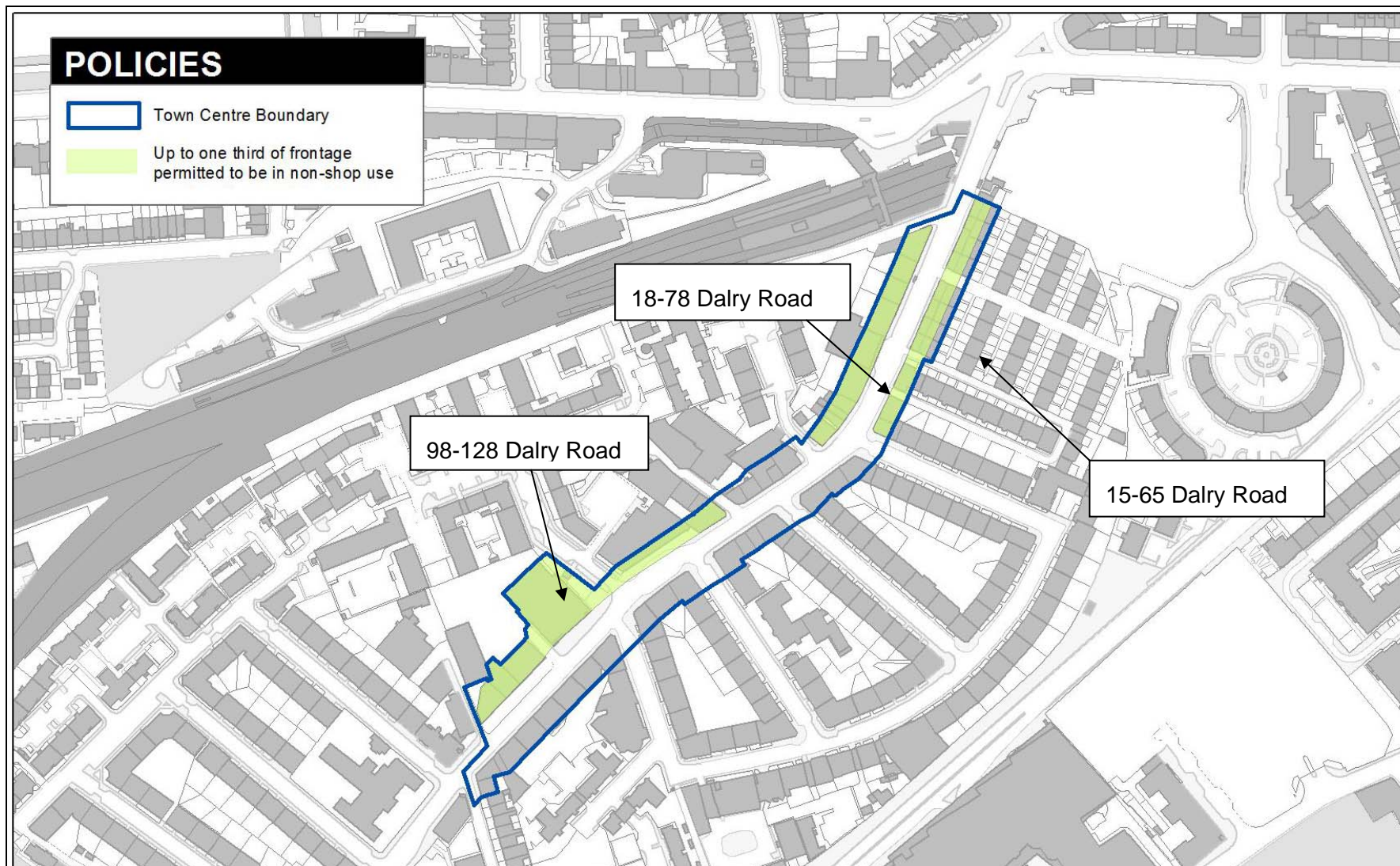
This document deals with the principles of changes of use for planning purposes. Food and drink, pub and hot-food takeaway uses will often require other consents and are subject to separate controls by [licensing](#) for alcohol, hours of operation and outdoor pavement seating. For more information on these see the Council's website on the [One Door Approach](#) to development consents, the Council's [Guidance for Businesses](#) or contact the [Business Gateway](#).

Policies Maps

Gorgie

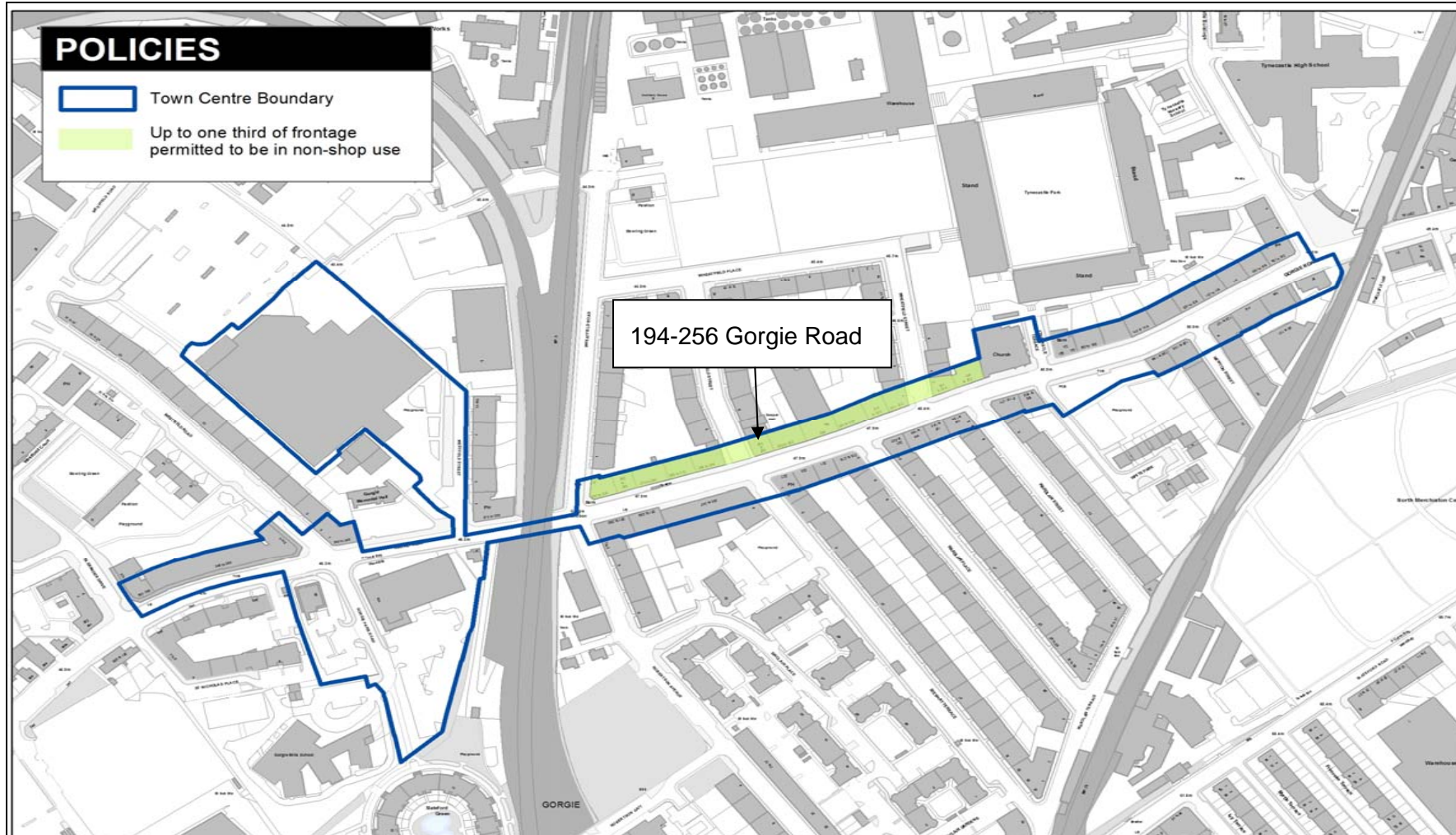


Dalry

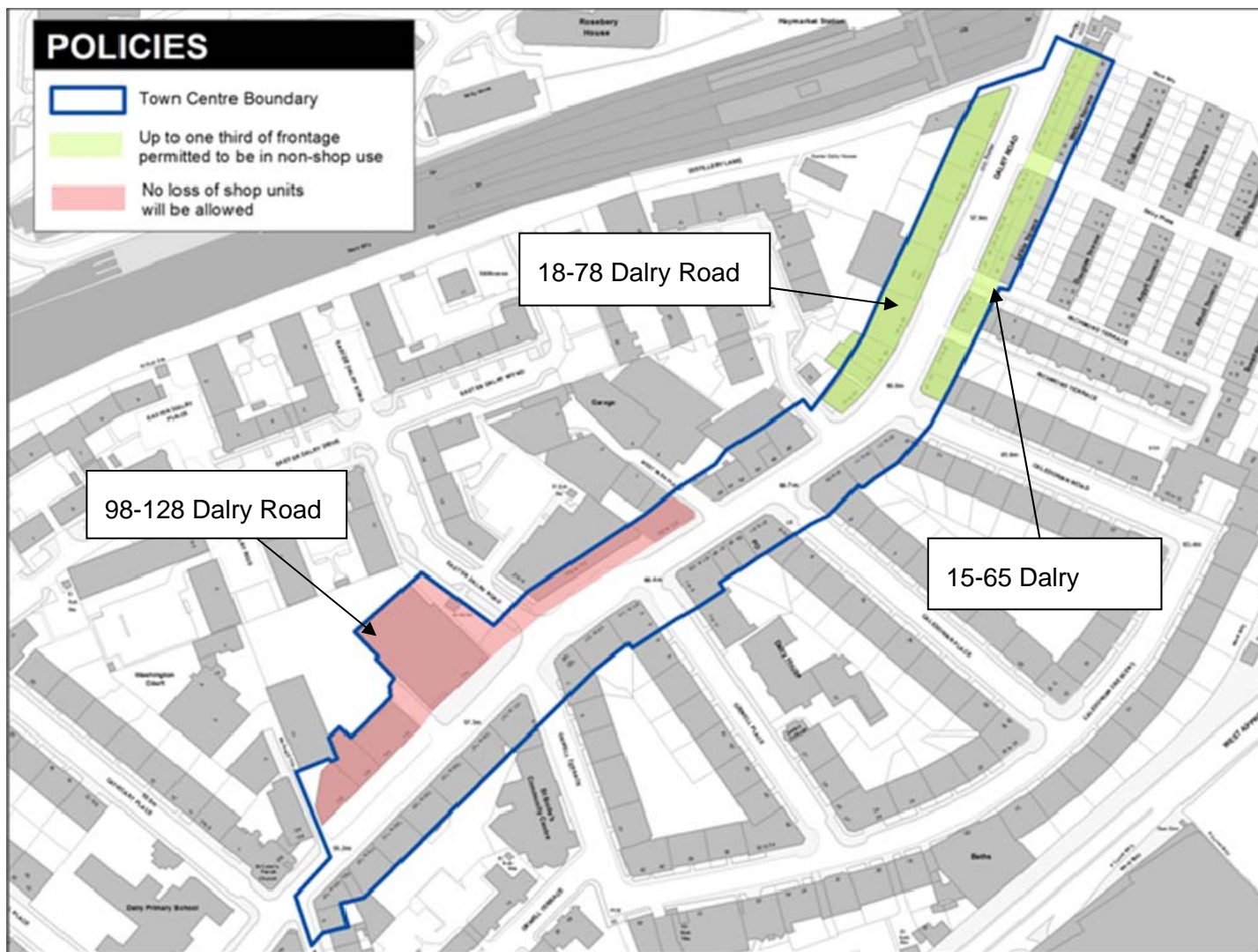


Draft for Consultation Policies Maps

Gorgie



Dalry



Planning Committee

10.00am, Thursday, 7 August 2014

Planning Performance Framework 2013-14

Item number	7.1
Report number	
Executive/routine	Executive
Wards	All

Executive summary

The purpose of the report is to seek Committee approval of the Planning Performance Framework (PPF) 2013-14 for its submission to the Scottish Government.

This Planning Performance Framework report is the third report to be submitted to the Scottish Government since the Scottish Government introduced the PPF as a more rounded way of assessing the performance of planning authorities. The PPF sets out a mix of quantitative and qualitative measures which provide an effective scorecard for scrutiny and assessment purposes.

The PPF for 2013-14 has been produced taking into account feedback from the Scottish Government on the second PPF (submitted last year) and the performance markers agreed by the High Level Group on Performance co-chaired by Derek McKay MSP, the Planning Minister.

Links

Coalition pledges	P15 , P27 , P28 , P40
Council outcomes	CO7 , CO19 , CO24 , CO25 , CO26 , CO27
Single Outcome Agreement	SO1 , SO4

Planning Performance Framework 2013-14

Recommendations

- 1.1 It is recommended that the Committee approves the Planning Performance Framework 2013-14 for submission to the Scottish Government.

Background

- 2.1 The Planning Performance Framework (PPF) is a document that is submitted every year to the Scottish Government detailing how the planning authority has delivered its service over the previous year and how it has embedded a culture of continuous improvement. Whilst the speed of decision-making still features as an important factor, it is the quality of achievements and successes that is the focus of the framework.
- 2.2 This is the third PPF submitted to the Scottish Government and feedback from PPF2 was largely positive. The feedback included a performance markers report for 2012-13. These markers were devised by the High Level group on Performance co-chaired by the Planning Minister, Derek McKay MSP and include 15 markers which are given a Red, Amber, Green (RAG) scoring. This report is included in PPF3 as an appendix.
- 2.3 In 2012-13, the Minister welcomed our commitment to the use of processing agreements for major applications and the shortening of average timescales. He also singled out the One Door Approach, Environmental Quality Indicators and the Edinburgh Planning Concordat as interesting projects which potentially will improve outcomes. However, there were concerns about the delays to the Local Development Plan and the fact that the Enforcement Charter was out-of-date. More information was needed on improving legal agreement timescales.

Main report

- 3.1 The PPF has six main parts:
 - National Headline Indicators;
 - Defining and measuring a high quality planning service;
 - Supporting evidence and links to related reports and studies;
 - Service improvements and timescales for the delivery of improvements;
 - Official statistics; and
 - Workforce and financial information.

A copy of the markers report is included as an appendix.

- 3.2 Under the National Headline Indicators in part 1, we have identified the delays in the proposed Local Development Plan (LDP) caused by the requirement to prepare Supplementary Guidance (SG) to allocate additional housing land. This has delayed adoption of the LDP by approximately one year. The latest Development Plan Scheme (June 2014) anticipates LDP adoption in February 2016. At that point, the Edinburgh City Local Plan will be just over six years old and the Rural West Edinburgh Local Plan 9.5 years old. Whilst both of these plans will be over the five year target, it is clear that there is nothing this Council could have done within the law, during 2013/14, to prepare the LDP any faster.
- 3.3 There has also been an improvement in the percentage of major applications meeting their processing agreements target and also in the timescales for dealing with other major applications, despite an increase from 25 cases the previous year to 46 in this year. However, the diversion of resources to deal with these major cases has impacted on timescales for local and householder developments which are longer than the previous year. This is in the context of a 5% increase of planning applications from the previous year. The new service structure for Planning and Building Standards will address some of these issues by diverting resources to frontline delivery.
- 3.4 The PPF is evidence based and part 2 which focuses on defining and measuring a high quality planning service has a number of sub-headings reflecting the evidence gathered. The information is more comprehensive than previous years and case studies are included to illustrate how we have implemented actions in practice. The opportunity has also been taken to include Council wide projects where Planning has had an input such as the Edinburgh 12, a corporate initiative to get stalled sites progressed.
- 3.5 Highlights of the second section include the implementation of the revised Edinburgh Planning Concordat and Engagement Fund, Edinburgh Design Guidance, supplementary guidance on the Bio-quarter and town centres, and the use of social media as a communication tool. Part 3 provides the evidence base for this work.
- 3.6 Part 4 comprises a report on how targets in the Service Plan for 2013-14 have been met. It also sets out the new targets in the Service Plan for 2014-15 which was approved by the Planning Committee on 15 May 2014.
- 3.7 Part 5 has more detailed official statistics showing performance and includes decision-making timescales, appeal and review performance and enforcement activity. Appeal and review performance has improved from the previous year. Enforcement activity has also increased, although fewer notices have been served.
- 3.8 The workforce and financial information in part 6 shows a largely static workforce which has an age profile which raises concerns about succession planning. However, the figures include Building Standards where around 63% of officers are 50 or over. This is being addressed through workforce planning.

- 3.9 The information contained within the PPF for 2013-14 shows how a culture of continuous improvement has been embedded by implementing a range of actions to process efficiently applications, deliver a Proposed Local Development Plan and initiate a series of projects to improve the city.

Measures of success

- 4.1 The Scottish Government recognises the continuous culture of improvement embedded into the Planning and Building Standards Service in Edinburgh and commends the Council for its actions to deliver this.

Financial impact

- 5.1 There are no financial risks arising from this report.

Risk, policy, compliance and governance impact

- 6.1 There are no perceived risks associated with this report. The report has no impact on any policies of the Council. The Government requires all planning authorities to prepare and submit an annual Planning Performance Framework.

Equalities impact

- 7.1 The Equalities and Rights Impact Assessment indicates that there are no positive or negative impacts arising from this report because it concerns planning performance in 2013-14 and includes no new policy or process decisions. The Public Sector Equality Duty to review existing policy and processes to ensure compliance with legislation will be done as part of the service improvements detailed in the Service Plan 2014-15 and other ongoing reviews of policy and practice.

Sustainability impact

- 8.1 The impacts of this report in relation to the three elements of the Climate Change (Scotland) Act 2009 Public Bodies Duties have been considered, and the outcomes are summarised below:
- This report will have no impact on carbon emissions because the report deals with performance in the planning system;
 - This report will have no effect on the city's resilience to climate change impacts because the report deals with planning performance; and
 - This report will help achieve a sustainable Edinburgh because it describes how a culture of continuous improvement has been to the benefit of the city.

Consultation and engagement

- 9.1 The preparation of evidence for the PPF includes information gathered from a variety of sources including officer work streams, customer surveys, performance returns and the proposed Service Plan for 2014-15.

Background reading/external references

Report to Planning Committee 8 August 2013: [Planning Performance Framework 2012-13](#).

John Bury

Acting Director of Services for Communities

Contact: Nancy Jamieson, Change Manager

E-mail: nancy.jamieson@edinburgh.gov.uk | Tel: 0131 529 3916

Links

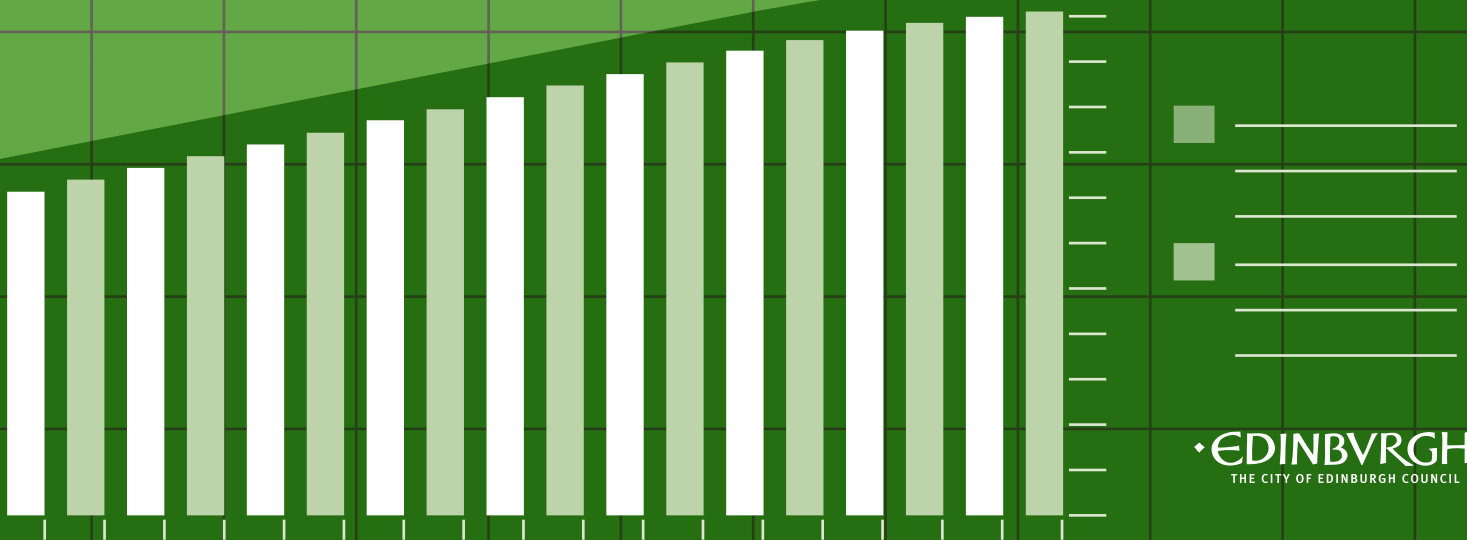
Coalition pledges	<p>P15 – Work with public organisations, the private sector and social enterprise to promote Edinburgh to investors</p> <p>P27 – Seek to work in full partnership with Council staff and their representatives</p> <p>P28 – Further strengthen our links with the business community by developing and implementing strategies to promote and protect the economic well being of the city</p> <p>P40 – Work with Edinburgh World Heritage Trust and other stakeholders to conserve the city’s built heritage</p>
Council outcomes	<p>CO7 – Edinburgh draws new investment in development and regeneration</p> <p>CO19 – Attractive Places and Well Maintained – Edinburgh remains an attractive city through the development of high quality buildings and places and the delivery of high standards and maintenance of infrastructure and public realm</p> <p>CO24 – The Council communicates effectively internally and externally and has an excellent reputation for customer care</p> <p>CO25 – The Council has efficient and effective services that deliver objectives</p> <p>CO26 – The Council engages with stakeholders and works in partnership to improve services and deliver agreed objectives</p> <p>CO27 – The Council supports, invest in and develops our people</p>
Single Outcome Agreement	<p>SO1 - Edinburgh’s economy delivers increased investment, jobs and opportunities for all</p> <p>SO4 – Edinburgh’s communities are safer and have improved physical and social fabric</p>
Appendices	<p>Appendix 1 – Planning Performance Framework 2013-14</p>

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Planning Performance Framework

Services for Communities
Planning

2013 - 2014
2013 - 2014



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Performance Markers Report 2012 - 13

The Council submitted its second Planning Performance Framework to the Scottish Government on 26 September 2013. This covered the period from April 2012 to March 2013. The Planning Minister, Derek McKay MSP, gave us detailed feedback on 11 December 2013.

The following strengths were highlighted in this feedback:

I was particularly impressed with the dedication of the planners and their willingness to play a role in the improvement of the services they provide. Many of the challenges for planners are not new but what we need are new approaches and renewed determination.

Turning to your authority's performance report, I am pleased to see your continued commitment to the use of processing agreements and the strong relationships you have developed with stakeholders to support the delivery of good development. You have made some good improvements to decision-making timescales and I am keen to see you continue to bring old cases to a conclusion.

You have described a wide range of initiatives and also a culture embedded within your authority that support businesses through planning processes and the delivery of economic development; for example your introduction of a One Door Approach to Development Consents and activity that can help to ensure proportionality in information requests and developer contributions.

We welcome the recognition received for the quality of your website and its information, as a means to publicise your service and keep people informed, along with your expanding reach through social media. Your targeted engagement of young people will also help to open up a different perspective on planning issues that may otherwise have been missed.

The Government's Performance Markers Report for 2012-13 in Appendix 1 gives an indication of priority areas for improvement action identified by the Scottish Government.

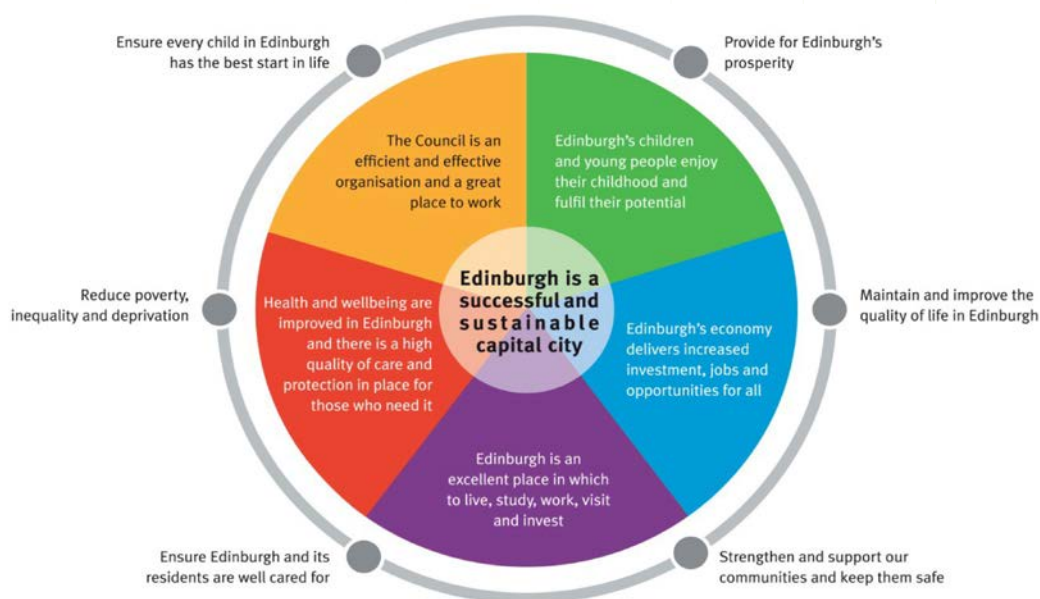
Introduction

The City of Edinburgh Council is pleased to submit its third Planning Performance Framework (PPF) report. The document highlights the work we have done from April 2013 to March 2014 to improve performance and deliver a high quality Planning service and builds on the positive feedback we received from PPF2 for 2012 to 2013.

The Council's Strategic Plan for 2012-17 sets out five strategic outcomes needed to fulfil our vision that Edinburgh is a thriving, successful and sustainable capital city.

These outcomes reflect priorities across all Council services and will deliver on Capital Coalition commitments to:

- ensure every child in Edinburgh has the best start in life
- reduce poverty, inequality and deprivation
- provide for Edinburgh's prosperity
- strengthen and support our communities, and keep them safe
- ensure Edinburgh, and its residents, are well cared-for
- maintain and improve the quality of life in Edinburgh.



The Planning service has a role to play in delivering many of these outcomes but, in delivering service improvements, our focus has been on ensuring Edinburgh is a great place to live, study, work, visit and invest in addition to supporting Edinburgh's economy through increased investment, jobs and opportunities for all. The framework will set out how our work has made a difference in delivering these outcomes.

The year to March 2014 has presented a number of challenges, not least the delay in the proposed Local Development Plan as we seek to identify land for additional housing requirements. Numbers of planning applications have also increased and this has put pressure on resources. However, as a forward looking Planning service with an ethos of continuous improvement, measures are being progressed and implemented to ensure the service is fit for purpose in coming years.

PART 1 - National Headline Indicators

In “Planning Reform – Next Steps”, one of the key priorities of the Scottish Government is to ensure development plans are up-to-date. Local Development Plans (LDPs) must by law be replaced at least every five years and be consistent with the Strategic Development Plan (SDP). Ministers expect LDPs to be adopted within two years of SDP approval and recognise that to achieve this there may be a degree of twin-tracking (Circular 6/2013).

In view of strong development pressures in the City, particularly for new housing development, the Council has twin-tracked the publication of the stages of its LDP as closely as possible with the stages of the SDP. The first proposed LDP was approved in March 2013, consistent with the proposed SDP submitted to Ministers in August 2012. In doing so, the Council recognised that the proposed LDP might need to be revised if the SDP was modified by Ministers on approval. However the Council judged that achieving a plan-led approach to pressures for new greenfield housing development, in accordance with the Government’s intentions, outweighed that risk.

The SDP was approved in June 2013, but Ministers required the SESplan Councils to prepare Supplementary Guidance (SG) to allocate additional housing land in the early periods of the plan. This confirmed that the Council’s LDP would indeed need to be revised and work to identify the additional housing sites began immediately, twin-tracking preparation of the SG. The finalised SG was submitted to Ministers on 21 May 2014 and on 18 June 2014 Ministers gave notice that a sentence should be removed from the SG before it could be adopted. However, there was no objection by Ministers to either the amount or distribution of housing land identified in the SG. On 19 June 2014, the Council approved a second proposed LDP that included the additional housing land required by the SG.

The SDP SG has delayed adoption of the LDP by approximately one year. The latest Development Plan Scheme (June 2014) anticipates LDP adoption in February 2016. At that point, the Edinburgh City Local Plan will be just over six years old and the Rural West Edinburgh Local Plan 9.5 years old. Whilst both of these plans will be over the five year target, it is clear that there is nothing this Council could have done within the law during 2013 - 14 to prepare the LDP any faster.

During 2013 - 2014, the City of Edinburgh Council recorded a 5% increase in the number of planning applications from the previous year. This is in addition to a 4% increase in enforcement cases and 14% increase in tree work applications. Staff numbers remained static in 2013 - 14 and this has had an impact on performance. This is being addressed through a new structure for the Planning and Building Standards Service which will provide more front line staff to address these performance issues.

The number of major applications increased from 25 in 2012 - 13 to 46 in 2013 - 14 and, as this is an area where the Council gives a significant amount of pre-application advice, resources have had to be realigned from local development work to cope with the demand. This has impacted on householder applications performance. Performance in major applications shows a significant improvement as we reduced the number of legacy cases which were skewing the figures. Edinburgh deals with significantly more major applications than most Planning authorities and this reflects its role as an engine for the growth of the Scottish economy.

The percentage of major applications meeting the processing agreement timescale has also improved. Edinburgh has trialled adding timescales on for concluding the legal agreement. However, this has not been successful as the officer preparing the Planning processing agreement (PPA) has no means of knowing when the legal agreement will be signed. This is essentially in the hands of the applicant who often delays signing the agreement to extend the timescale of the consent. The other option of taking the application back to Committee for possible refusal if the agreement is not signed within 3 to 6 months is contrary to our ethos of economic resilience.

We now have a more accurate figure on pre-application advice, based on collected figures rather than sampling. This shows that nearly a quarter of applications are subject to pre-application advice. In addition, we now have a fully up-to-date Enforcement Charter.

Key Outcomes	2013 - 2014	2012 - 2013
Development Planning		
age of local/strategic development plan(s) (full years) Requirement: less than 5 years	Rural West Local Plan (RWELP) – 8 years RWELP alteration – 3 years Edinburgh City Local Plan – 4 years	Rural West Local Plan (RWELP) – 7 years RWELP alteration – 2 years Edinburgh City Local Plan – 3 years
development plan scheme: on track? (Y/N)	yes	yes
Effective Land Supply and Delivery of Outputs		
effective housing land: years supply (*1)	3.6 years	n/a
effective housing land supply (*2)	7722 units	5292 units
housing approvals (*3)	4694 units	4294 units
effective employment land supply (*4)	228.5ha.	229.5ha.
employment land take-up (*5)	1.0ha.	1.4ha.
Development Management Project Planning		
percentage of applications subject to pre-application advice (*6)	23.5%	42.9%
number of major applications subject to planning processing agreement (PPA) or other project plan	32	19
percentage planned timescales met	87.5%	84.2%
Decision-making		
application approval rate	91.9%	92.9%
delegation rate	93%	92.7%
Decision-making timescales		
Average number of weeks to decision:		
major developments (excluding PPAs)	27.9	81.6
local developments (non-householder)	10.6	10.5
householder developments	7.5	6.9
Enforcement		
time since enforcement charter published / reviewed (months) Requirement: <i>review every 2 years</i>	7 months	36 months
number of breaches identified / resolved	779	751
Total number of applications	4343	4123
Total number of Major applications	46	25

See footnotes on following page

Footnotes :

(*1) The SESplan Councils proposed a method of calculating the effective five year housing land supply in the submitted Supplementary Guidance, however this was removed by Scottish Ministers in their letter dated 18 June 2014. SESplan nevertheless intends to ensure that all six Councils adopt a consistent approach to this monitoring.

(*2) The latest agreed housing land audit (HLA) is for March 2013 (i.e. agreement reached with the house builders re. sites that are effective, and future programming of development). The Council is currently working on programming of sites in the 2014 HLA, and an updated figure for housing land supply as at March 2014 is expected to be available in July or August 2014.

(*3) This is the total number of residential units granted planning consent between April 2013 and March 2014. It is based on decision notices rather than planning committee decisions, and so excludes 'minded to grant' decisions which may be subject to the conclusion of a legal agreement. Coverage also reflects the date of the decision notice, rather than the committee date. The figure includes all consents, including outline, reserved matters ('matters specified in condition'), amended applications etc. Hence this means there is likely to be an element of double counting in terms of the output actually emerging from the planning 'pipeline' and delivered on the ground. The figure for 20012/13 has been amended in light of updated information.

(*4) The latest available figures are from the 2013 Employment Land Audit which relates to August 2013. Figures for 2014 should be available in September 2014 (survey carried out in August).

'Effective' employment land is assumed to comprise category 1 and 2 employment land.

Category 1 refers to land with planning consent and / or allocated in an adopted local plan which is readily available and serviced, and is marketable. Category 2 refers to land with planning consent and / or allocated in an adopted local plan and considered suitable for development, but restricted or requires full servicing / completion of servicing.

(*5) This figure is the amount of designated employment land taken up for employment uses only – i.e. it excludes land taken up for non-employment uses. However, it includes land in all quality categories (1, 2 and 3). The 1.0 ha. taken up in 2013 comprised just one site – a car showroom at Newbridge North.

(*6) The figure for this year's pre-application discussion data is not comparable with 2012 - 13.

PART 2 - Defining and Measuring a High Quality Planning Service

Performance Markers Report for 2012 - 2013

Appendix 1 sets out our key markers report showing how the Scottish Government rated our performance in 2012 - 2013. We have delivered on the key markers in 2013 - 14 as follows:

1. **Decision-making: continuous reduction of average timescales for all development categories.** Decision-making on major applications has significantly improved and the number of major applications with processing agreements meeting their target date has also improved. However, there has been a slight reduction in performance in local developments due to an increased volume of applications. Householder applications have also taken longer although these are still well within the 2 month statutory timescale.
2. **Processing agreements (PPA).** These are offered for all *major developments* and the number has increased significantly. Our webpage on major developments gives applicants and agents full details of the process. Not all major developments need a PPA as some are more straightforward and, in those cases, applicants do not wish to sign one.
3. **Early collaboration with applicants and consultees.** A methodology was put in place for recording whether an application has been subject to pre-application advice. This is now captured in the registration process using information from the application form. The figures show that 23.5% of applications have had pre-application advice. The pre-application project on how we deliver the service is ongoing as we move to a new management structure. As part of this we will ensure information requests are proportionate. Information on how to seek pre-application advice on local developments and listed buildings is currently available on our *pre-application webpage*.
4. **Legal agreements.** Legal agreements are now being concluded quicker than last year. We have also gone through a process of withdrawing old cases where the legal agreement has not been concluded. The Council does not support limiting the timescale for conclusion of legal agreements as we do not believe this works in practice. Indeed, we have noted that in cases where the Reporter has put time limits on in appeal cases, these have had to be extended. The practicalities are that if the legal agreement has not been concluded within 6 months, we would have to take the application back to Committee with a recommendation for refusal. Some major development may actually be approved by Committee without developer contributions for the necessary infrastructure. We do not believe either option is good for the economic vitality and resilience of the City. We would prefer to negotiate for as long as is reasonable.
5. **Enforcement charter** updated / re-published within last 2 years. This was updated in August 2013.
6. **Continuous improvement.** Decision making timescales are addressed above. In terms of enforcement, the criteria are not sufficiently clear to allow us to collate the information. Every enforcement complaint is investigated and resolved one way or another. There are a number of options open to the Council including no further action (either there has been no breach or the breach does not justify any action); request an application; serve an enforcement notice; and negotiation to resolve the breach. We are currently looking at whether we need to reclassify cases to collate the figures accurately. Information in this year's SIP should be largely complete. The LDP will not be ready to replace the Edinburgh City Local Plan before it is over 5 years old as there has been delay caused by the additional requirements on housing land.
7. **Local Development Plan** - the Council has set a demanding programme to ensure that the LDP is adopted to replace the existing local plans as soon as possible (see commentary under Headline Indicators).

8. **Development Plan Scheme** - the Council has set a demanding programme to ensure that the LDP is adopted to replace the existing local plans as soon as possible (see commentary under Headline Indicators).
9. **Elected members engaged early (pre-MIR) in development plan preparation.** This was not applicable in 2013 - 14.
10. **Cross sector stakeholders engaged early** (pre-MIR) in development plan preparation. As above.
11. **Regular and proportionate policy advice.** Statutory and non-statutory guidance on a range of subjects has been updated and consolidated in 2013 - 14.
12. **Corporate working across services.** New protocols put in place for cross service working and with Edinburgh World Heritage. One Door Approach Charter published.
13. **Sharing good practice, skills and knowledge.** Benchmarking meetings with the city planning authorities in Aberdeen, Dundee and Glasgow continued throughout 2013 - 14 as did attendance at Heads of Planning Scotland committees. A series of Edinburgh-Glasgow planning management liaison meetings continues with the aim of sharing good practice. Edinburgh participated in the Scottish Government *Aligning Consents* project to look at integrating RCC and planning permission processes.
14. **Stalled sites / legacy cases.** 63% of old cases have now been removed from the system (see service plan data).
15. **Developer contributions: clear and proportionate expectations.** New guidance on *developer contributions* was published in February 2014.

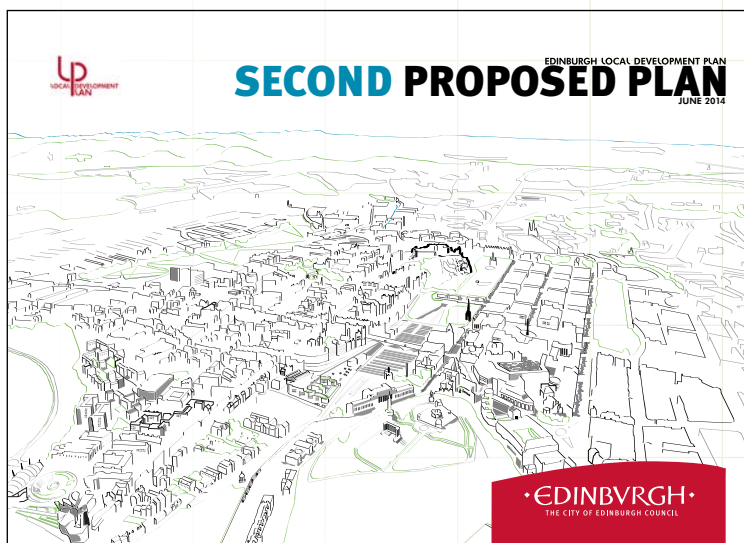


Open for Business -

Positive actions to support sustainable economic growth and social needs:

The Proposed Local Development Plan

The *Proposed Local Development Plan* sets the context for economic development across the city with a number of ‘special economic’ areas of national or strategic importance to provide the potential for a significant number of jobs. These areas are at Edinburgh BioQuarter, Riccarton University Campus and Business Park, Edinburgh Airport, Royal Highland Centre, International Business Gateway and RBS Headquarters at Gogarburn. The Plan sets the vision for sustainable economic growth in partnership with all stakeholders.



The Council published its first *Proposed Action Programme* in March 2013, alongside its first *Proposed Local Development Plan*. The actions identified were used to inform the consideration of early planning applications for new housing sites in the LDP. In June 2014, a second Proposed Action Programme was approved by the Council alongside its Second Proposed LDP.

To assist with the delivery of this, the Council published updated non-statutory guidance on developer contributions in February 2014 (see below) and has also started a programme of preparing statutory *Supplementary Guidance* for town centres.

Our *Developer Contributions and Affordable Housing guidance* was updated in February 2014 to align with the action programme of the LDP and to ensure that contributions will only be required where they are necessary, proportionate and directly related to the impact of the development. This ensures that new developments are suitably served by supporting infrastructure and are not burdened by overly onerous requirements that may prohibit development taking place.

Supporting Sustainable Economic Growth

Edinburgh 12 is the name given to an initiative to progress the development of strategically important city centre sites that for one reason or another have stalled. The selection of the sites is based on a study commissioned by the Council in early 2013 to establish an understanding of what role the public sector could/has to play in progressing development.

The study identified 12 major sites with the potential to be developed within five years and promoted a number of recommendations for the Council to consider in order to drive development forward. In response, the Council has established a co-ordination group and



developed an engagement approach that is able to provide pre-application advice to developers and landowners through a single point of contact in conjunction with the Council's Economic Development, Planning and Building Standards and Transport services and its key partner organisations and agencies e.g. Historic Scotland and SEPA, among others working constructively together. This holistic approach to supporting economic development is key to getting development started.

Working Together to Support Good Development

On 27 August 2013, a revised *Edinburgh Planning Concordat* was signed. This is a tripartite concordat between the Council, the Edinburgh Chamber of Commerce and the Edinburgh Association of Community Councils and it promotes collaboration between all parties to assist with the delivery of major developments. By encouraging consensual working, the Concordat can assist economic activity by getting community buy-in for development and so ironing out delays.



The Edinburgh Development Forum continues to meet quarterly. This Forum allows planning officers and members of the Edinburgh Chamber of Commerce to have open and honest discussions about the development of the City and how it should move forward. This complements the *Edinburgh Business Forum* which supports inward investment by bringing the Council and the Chamber together to agree on priorities for economic development.

In addition, an internal working protocol with Economic Development, Planning and Estates was implemented in September 2013 and staff from the three service areas were involved in joint workshops to promote it and embed it into work practices.

A revised Protocol for Edinburgh World Heritage involvement in the planning process was put in place to facilitate handling of specific applications and make sure all stakeholders understood their role in the process.

Meeting Our Customers' Needs

The One Door Approach Charter was launched in October 2013 and sets out the service we will give to our customers who want to develop in the City. In particular, it gives advice on all the consents they might need rather than simply planning advice. This links to the new Council webpage on *Permissions for Development* which assists applicants understanding the range of consents they might need.

The Council directs enquirers to the Council website for advice as much as possible as there is a full range of policies, guidance and other advice available. However, we recognise that some want to speak to an officer directly and we offer a full help desk service where a qualified planning officer is on hand to give informal advice. This provides a single contact point during office hours for general planning enquiries whether by phone, e-mail or face-to-face. This service is also integrated with the *Business Gateway* where the two services share the same public counter. This has proved to be an important cross service contact point.

Edinburgh has contributed to the Scottish Government *Aligning Consents* project which potentially assists developers in a simplified application process and we look forward to progressing with this.





Planning and Building Standards maintains its commitment to customer service and has (as part of Services for Communities) maintained our *Customer Service Excellence* accreditation since March 2012. In November 2013, we were re-accredited. We continue to improve how we communicate with our customers, seek customer feedback and ensure these results inform our Service Plan.

Customer Service Charters and Standards are in place. The Enforcement Charter is up-to-date and other service charters are programmed for updates. As a service we are now commencing a review of all our customer contact channels with a view to improving the customer experience and making efficiencies where possible. We will also as part of the pre-application advice project clarify the service we can offer.

Supporting the Development Process

In May 2013, we initiated a *management review* in the Planning and Building Standards service. The aims of the review are to create an operational structure which improves processes and procedures, particularly in the interfaces with other Council services, to ensure they are lean and fit for purpose; provide an improved customer journey; redesign management responsibilities to improve efficiency, performance and productivity; develop a strategic neighbourhood management approach to deliver better places; and maintain staff morale and get staff support for the new organisational structure.

The bulk of 2013 - 14 was spent preparing and consulting on the new structure and responsibilities and the proposed changes were approved by the Planning Committee on 12 June 2014. Implementation is due by October 2014. The new structure will result in more frontline staff to meet business needs and priorities and ensure the appropriate level of authority to provide advice.

Pre-application discussions are welcomed and contact details can be found on the Council website on our *pre-application page* and the *major developments* page. During 2013-14, we initiated a project on pre-application advice and this is ongoing. As part of the project, we held workshops with staff, consultees and applicants/agents to gauge current views on the service and whether pre-application charging would be supported. Following legal advice we have decided not to proceed with charging until the legal framework for doing so is in place. We have also held back from limiting advice on householder development until we have reviewed our customer contact channels.

23.5% of applications were subject to pre-application advice in 2013-14. Principal planners co-ordinate pre-application advice to ensure consistency and supervise the planning officer dealing with the case. In cases of conflict, senior managers will review cases to ensure they are resolved. In 2013-14, authorisation was given to recruit customer support assistants in the local development and listed buildings team and the organisation and records management of pre-application advice will be a major task for these staff.

All major application proposals are offered pre-application advice. This includes new development not supported by the proposed LDP. In these cases, we allow one meeting with the developer to discuss the scheme as support for the proposal is unlikely. This underlines the priority we give to assisting with economic growth.

Two major development teams have continued to deal with an increased workload of major development proposals both at pre-application and application stage. Priority is given to major developments as these contribute to the economic vitality of the City and region. Meetings are arranged quickly with consultees and in particularly complex cases, a series of meetings will be arranged to deal with all the issues. The planning officer project manages the major application process and ensures all consultees and other stakeholders are fully engaged in the application process and keep to time.

Four monthly meetings of the two major development teams take place to share good practice, discuss potential improvements and ensure consistency of service. All planners in the team are trained to use a project management approach with a processing agreement and a project plan central to the process. Every Proposal of Application Notice for a major development is processed efficiently by our Community Engagement Technician and the applicant is invited to a consultee meeting to discuss the proposals and the requirements of all stakeholders in the application process. This service is free to all applicants.

Processing agreements are now part of our culture of dealing with major applications. In 2013 the Council received a commendation at the *Scottish Quality Awards* for its use of processing agreements which assist with certainty in processing major applications. As part of this we received support from Montagu Evans, planning consultants who stated:

“Our team have had very positive experiences in working with the Council to secure the use of Processing Agreements for a number of different clients. Our team and our clients consider the principle of the use of the Agreements invaluable on many projects. In our experience, the City of Edinburgh Council has worked pragmatically with ourselves and our clients to deliver Processing Agreements that are mutually beneficial.”



All supporting information required on major developments is discussed at the consultee meeting and agreed with the applicant as part of the processing agreement. Legal agreements are also discussed at an early stage on major developments to ensure that applicants are clear about requirements.

Invalid applications account for around 15.5% of all applications which is relatively low. As around 65% of our applications are made online via the E-Planning website, there is less opportunity for invalid applications. The Council encourages online submissions to support our customers' business needs.

Every planning application, big or small, is allocated to an individual planning officer who has ownership of the case. Case conferences are held in team meetings and staff have access to design advice from a refreshed design service provided in-house. Case officers are encouraged to carry out consultations quickly to avoid delays and any amendments are normally requested following the site visit and assessment of any representations. For householder and minor local developments, this process is reasonably straightforward.

In more complex cases, the case officer has specialist advisers on hand to get advice on design, trees, biodiversity, transport issues, flooding and environmental impacts. Requests can then be made reasonably quickly for additional information to support the case if necessary.

In 2013-14, we reviewed our use of conditions and resolved to ensure that we received information up-front rather than apply conditions that could not be enforced. We have had staff workshops to implement that new way of working and this included our consultees. Every request for additional information from a consultee is assessed by the case officer to see whether it is necessary. In some cases we have declined asking for information as it was too onerous for the applicant e.g. noise assessments.

Post decision processes are handled directly by the case officer to ensure continuity.

High quality development on the ground - Creating and shaping places of which we can all be proud

The Place Making Framework

The current local plans and Proposed Local Development Plan set out clear design policies which support the Council's proactive approach to place making. This is supplemented through the more detailed *Edinburgh Design Guidance* which was renewed in 2013-14 and has been shortlisted for a Scottish Quality Award 2014. The Guidance sets out how high quality place making can be delivered across the city and will in due course be reviewed to consider the impact this has had on the delivery of new development and places in the city.



The *current and proposed development plans*

contain a number of policies to guide the delivery of high quality places and buildings in the city. These policies are designed to do the following:

- To ensure that new development is of the highest design quality and respects, safeguards and enhances the special character of the city;
- To ensure that the city develops in an integrated and sustainable manner; and
- To create new and distinctive places which support and enhance the special character of the city and meet the needs of residents and other users.

Policy DES 2 Co-ordinated Development applies to comprehensive development and regeneration of wider areas and has been applied to the revised Craigmillar Urban Design Framework and the Edinburgh Bio-quarter Masterplan (see below). Both of these documents support the holistic approach to development, avoiding piecemeal change and ensuring the delivery of infrastructure and high quality places.

Masterplanning is central to our aspirations for high quality places. In May 2013, we undertook a consultation on the *Edinburgh Bio-Quarter (EBQ)* and South East Wedge Parkland (SEW). This is part of our suite of statutory guidance as part of the Local Development Plan. The statutory guidance aims to realise the full life sciences potential of the EBQ in a mixed use urban quarter which protects and enhances the landscape setting of the city. The *finalised guidance* was approved in December 2013 and approval for given to consult on a masterplan for the area.

CASE STUDY 1 – EDINBURGH BIO-QUARTER



The Edinburgh BioQuarter (EBQ) aims to become a top 10 global centre of excellence for life sciences offering opportunities for academic, commercial and clinical research and development with health care, teaching facilities and appropriate support services and facilities. The LDP identifies the EBQ as a ‘Special Economic Area’ as it offers a unique opportunity to establish a commercial life science centre in Edinburgh of a scale comparable with others globally.

The SEW Parkland is to be developed as a significant new strategic park linking with parallel developments in Midlothian. The context for the SEW Parkland was first established with the approval of the Craigmillar Urban Design Framework (CUDF) in 2005. There is an opportunity within the SEW Parkland to create a new landscape that provides a setting for the EBQ and local communities such as Moredun and Craigmillar. The SEW Parkland is identified as Green Space Proposal GS 4 in the LDP.

The Council works with major land owners to prepare masterplans and frameworks. For instance we have been working closely with NHS Scotland and the University of Edinburgh to create buildings and places of the future. For example, in 2013, we received a commendation for Development on the Ground in the Scottish Quality Awards for *Sugarhouse Close*, an example of how we have used our policies and guidance to raise the quality of design in the City, working with the University of Edinburgh to provide student housing.

CASE STUDY 2 – SUGARHOUSE CLOSE



This development received a commendation at the Scottish Quality Awards as an example of the applicant, agent, planners and other stakeholders working together to deliver student housing in a regeneration area within the World Heritage Site. The resulting complex shows innovation, sustainability, place making through public access to the public realm and the re-population of a declining area.

Design frameworks ensure a co-ordinated and high quality development on the ground but these must be updated to ensure they are in line with current policies and guidance. In 2005, the Craigmillar Urban Design Framework (CUDF) was prepared in the context of the Edinburgh and Lothians Structure Plan 2015 and the South East Edinburgh Local Plan (2005). SESPlan, *the strategic development plan* for the Edinburgh City Region, has replaced the structure plan. The local plan has been replaced by the Edinburgh City Local Plan (2010). For these reasons the Council, in August 2011, agreed to commence a review of the CUDF. This review was approved by the Planning Committee in August 2013.

CASE STUDY 3 – CRAIGMILLAR URBAN DESIGN FRAMEWORK



The revised CUDF was prepared in full consultation with the local community and others who have an interest in Craigmillar. While looking at the issues relating to the area, the review also updates the CUDF to reflect the current planning policy context with regards to changes to the Development Plan, Edinburgh Planning Guidance and other relevant guidance, including design guidance. These changes are reflected throughout the reviewed CUDF and include changes in terms of design, housing and open space.

The proposed LDP *Action Programme* sets out the actions to deliver the plan and we recognise that adopting the LDP is not the end of the story; development plans need to be deliverable, not just good ideas. The Action Programme aligns the delivery of the Local Development Plan with corporate and national investment in infrastructure and is used by the Council as a delivery mechanism to lever the best possible outcome for the city and to co-ordinate development proposals with the infrastructure and services to support them. Good places can only be delivered under this holistic and co-ordinated approach.

We have a more focused approach to delivering infrastructure by making use of the Action Programme through estimating costs of essential infrastructure, identified funding sources, and specifying any funding gaps. Where a development's value is demonstrated to be insufficient to support the full cost of essential infrastructure the resulting funding gap would need to be addressed. This could be achieved through other funding sources and through the use of the Action Programme to inform the Council's budget setting for capital investment.

Statutory and non-statutory guidance is constantly being reviewed, consolidated and updated. The Council is currently preparing, in consultation with others, the *Edinburgh Street Design Guidance* which will set out principles for the delivery of good place making, improving conditions for walking and cycling. The *draft guidance* was approved by the Planning Committee for consultation in February 2014.

Strategic Development Areas

The current and proposed development plans focus the growth of the city on four Strategic Development Areas. This approach is consistent with the Strategic Development Plan and with the Council's Economic Strategy which seeks sustainable growth through investment in jobs – focussing on development and regeneration, inward investment, support for businesses and helping unemployed people into work and learning.

City Centre:

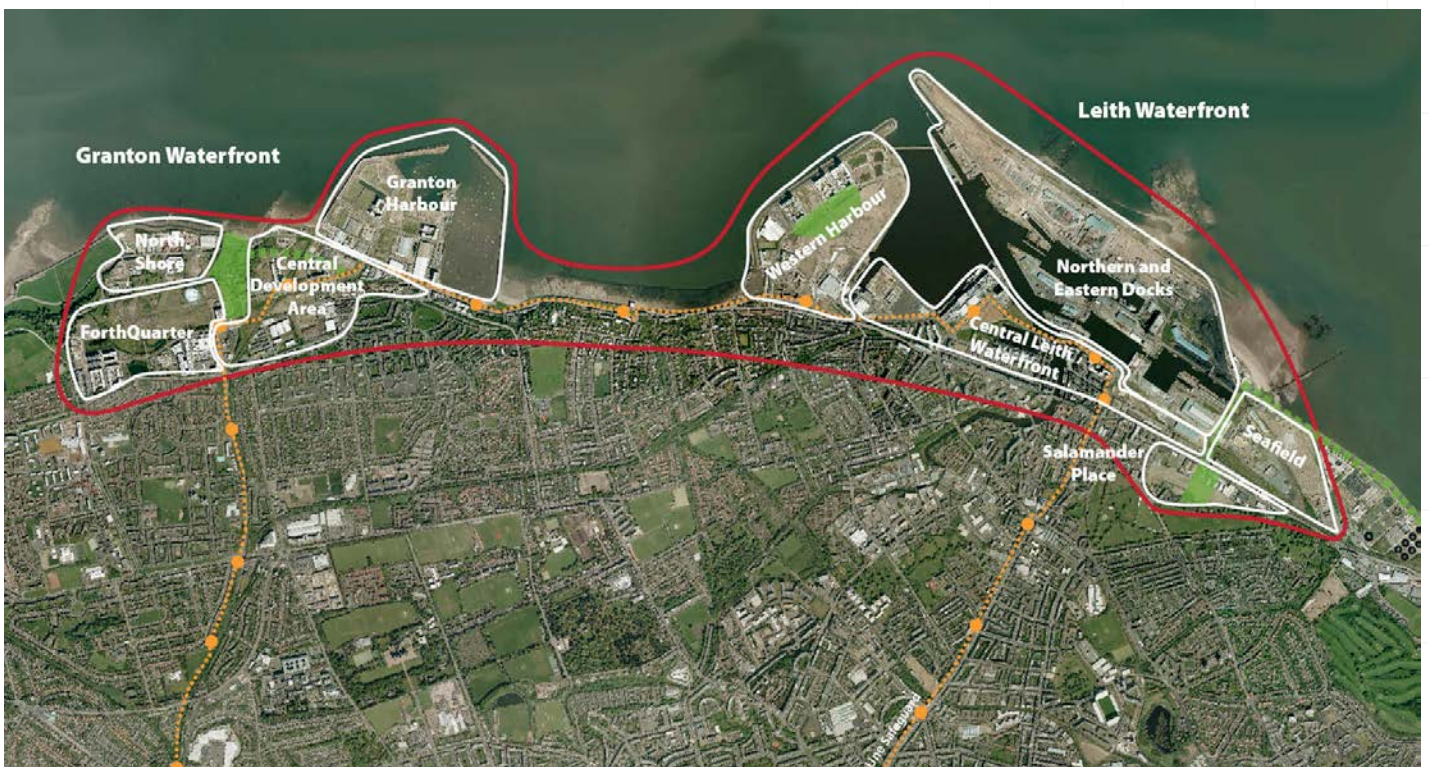
Edinburgh's city centre is the vibrant hub of the City region. The Local Development Plan supports four major development opportunities in the City Centre: St James Quarter, New Street, Fountainbridge and Quartermile. A CPO has now been approved for the St James Quarter and work is programmed to start next year. New consents were granted for New Street (Caltongate) in 2014 and work has started on affordable housing at the site. Consents have now been granted at Fountainbridge and new student housing has been completed at Quartermile.

South East Edinburgh:

This area is expected to experience major change over the next five to seven years and projects such as the Bio-Quarter and Craigmillar regeneration as well as additional housing sites, will be at the centre of this.

Edinburgh Waterfront:

The regeneration of Edinburgh Waterfront has been guided by masterplans and frameworks prepared in collaboration with principal land owners. Forth Ports Ltd. now wants to concentrate on port activities but the LDP sets out the development strategy for adjoining areas including the completion of the regeneration of Granton Waterfront.



West Edinburgh:

West Edinburgh is an area that will change significantly in the coming years. Discussions have been ongoing about the International Business Gateway (IBG) during 2013-14. The proposals are described in the Local Development Plan and are being developed in the context of a strategic design framework and supplementary planning guidance. The Council is part of a development partnership with Edinburgh Airport, the Royal Highland Centre, other principal landowners and key agencies to oversee the delivery of this nationally important development.

Getting Communities Involved

On 27 August 2013, the revised *Edinburgh Planning Concordat* was signed. This is a tripartite concordat between the Council, the Edinburgh Chamber of Commerce and the Edinburgh Association of Community Councils and it promotes collaboration between all parties to assist with the delivery of major developments. It includes a commitment for parties to work together and engage at an early stage. This is where communities can assist in promoting high quality development on the ground. Design changes are often promoted by community groups as part of the process and agreed by the developer. The Community Engagement Fund which helps community councils seek the wider community view is an important part of this process.

“Many community Councils find it difficult to get the community’s views as widely as they would like but with some financial assistance, we can aim to engage with the community so it has a real input into the quality of development in its area.”

David Salton

Chair, Edinburgh Association of Community Councils



New community councils were elected in October 2013 and the Planning Service in Edinburgh has delivered training to new members on the Planning system and how it works. Events took place in January and March 2014 and community councils were given a broad understanding of Development Plans and guidance as well as the Concordat. Information on planning application processes and how community councils can have a say was a major part of the training. More detailed training is taking place in 2014-15. Ensuring communities understand the planning process helps to encourage better places.

In March 2014, an update on the LDP was given in the form of special briefings to community

councils. The process was explained and individual officers have attended community council and groups meetings to explain planning processes

The Planning service contributes to the quarterly Civic Forum made up of community groups and provides awareness and training on a range of subjects.

Design Expertise

The *Edinburgh Urban Design Panel* gives design advice and has now marked its fifth anniversary. Members of the Panel took part in an assessment of the value added by design reviews in a workshop held by Architecture and Design Scotland. As well as new developments, the Panel also reviews Council policy and guidance that has an impact on urban design. Its aim is to raise the quality of new buildings, streets and spaces in Edinburgh. It does this by reviewing schemes and giving reports on them. These reports help designers, developers and planners improve their plans. The Panel meets monthly and reviews between one and three schemes per meeting. It is an important element in the pre-application advice available to developers in Edinburgh.



Case officers are able to use in-house design expertise for advice on the quality of new proposals. Currently we have architects and urban designers who can advise on design solutions. This is largely for major applications and more complex local developments. An in-house design meeting is held every 2 weeks and case officers can ask for their cases to be reviewed by the design team. This meeting has been refreshed with a change in leadership and focus on prompt and constructive feedback.

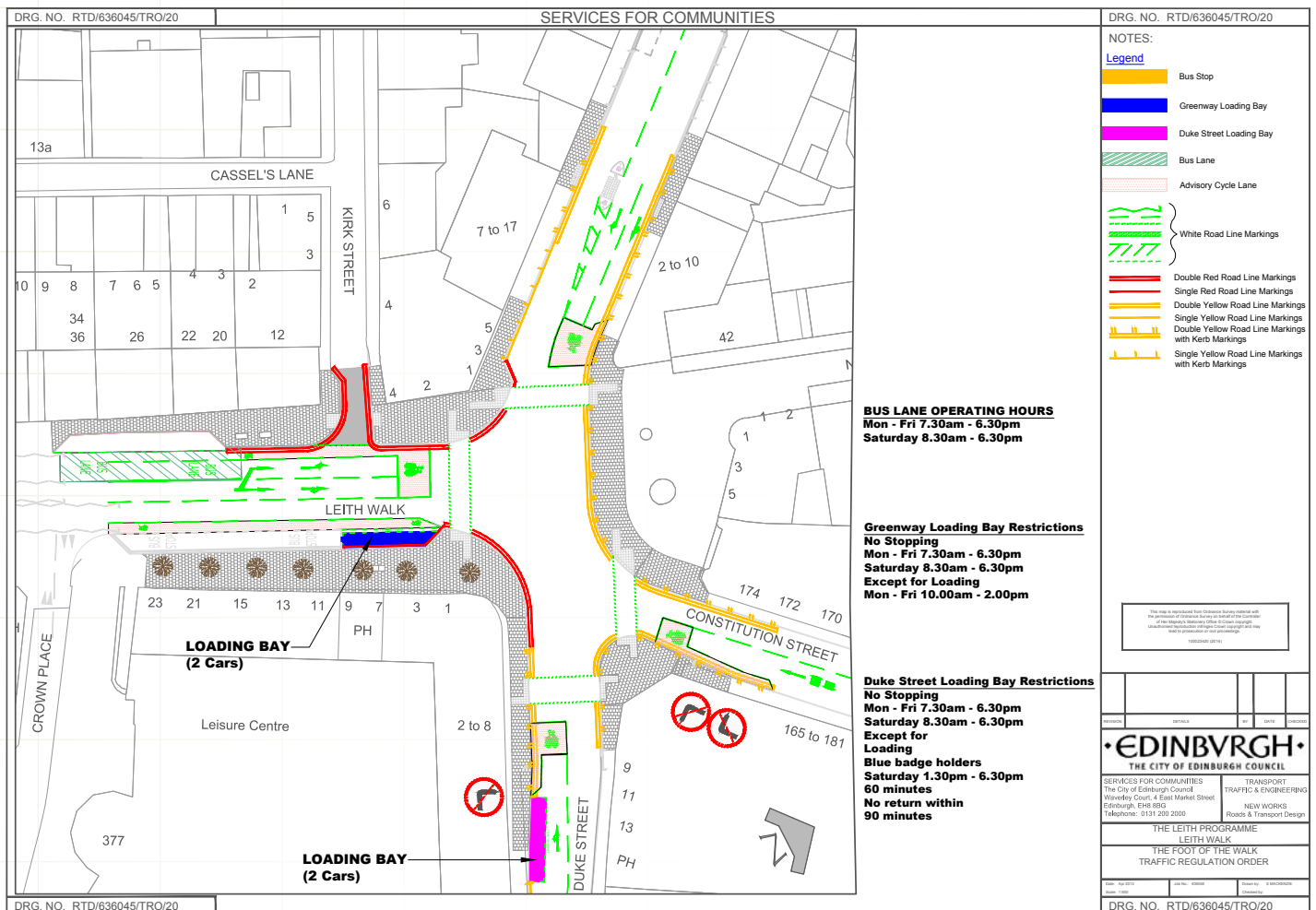
Throughout 2013-14, our design leader has been actively involved in many Council led projects to improve community involvement, not only the design but the user experience of the building.

Although the service does not run any design awards, we have been active in submitting applications for the Scottish Quality Awards. This year we have submitted a scheme in Charlotte Square which was completed in 2013-14 and illustrates the Council working with the applicant and architect to deliver an outstanding new office building in this historic area. It has been shortlisted for a 2014 award.

Looking After our Environment

In November 2013, the Council published a *Town Centre Strategy* to guide future town centre investment, linked to the Public Realm Strategy (approved by the Council's Planning Committee in December 2009). It will work in conjunction with other Council strategies and policies, thus promoting the 'One Council' approach for the benefit of the whole City. This work is complemented by the *Supplementary Guidance* prepared on town centres.

The *Leith Programme* covers work being carried out to Leith Walk and surrounding streets to make environmental improvements. A report on the Leith Programme setting out the overall approach and ambitions of the local community for the scheme went to Council's Transport and Environment Committee on 19 March 2013.

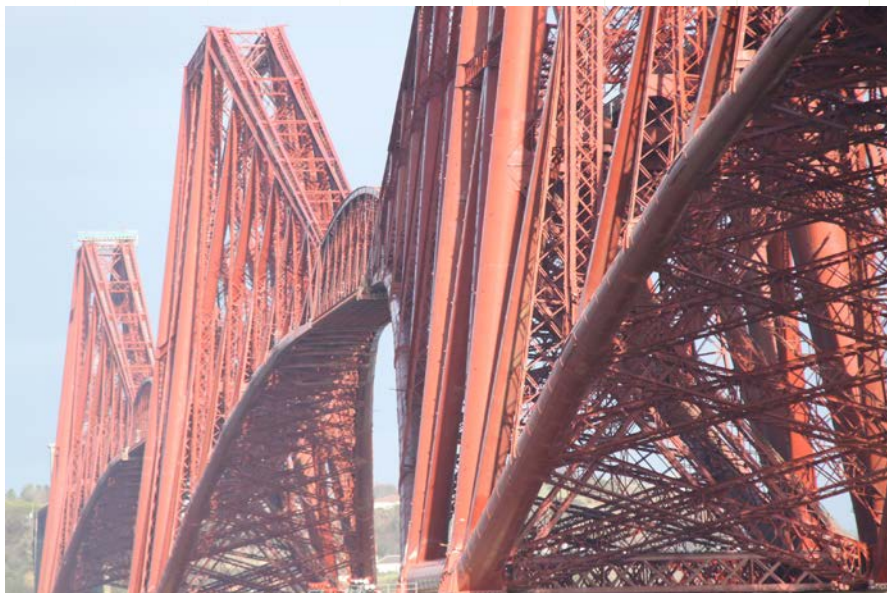


A public consultation was carried out in 2013 on a Vision for the City Centre. This was aimed at improving the pedestrian experience in the City Centre by improvements to streets and spaces. Improvements are being progressed.

The review of Edinburgh's 50 conservation area *character appraisals* commenced in 2013-14 and we are learning from the impact new development and change has had in these areas. The Grange and Queensferry character appraisals are currently being reviewed. The feedback from the consultation will be used to inform the guidance within the appraisals.

After extensive consultation with the local communities, we have designated eight of *Edinburgh's colony areas* as conservation areas and designated *Pilrig* as a new conservation area. In the case of the new and reviewed conservation areas, the environmental quality indicator process has informed the consultation exercises and we have been using methods such as online and paper surveys, drop in sessions and exhibitions in local libraries to inform people of the proposals and to get their view.

During 2013-14, we worked with Historic Scotland and other agencies on the nomination of the *Forth Bridge* as a potential World Heritage Site. This was reported to the Planning Committee in February 2014. The Council has a major role to play on the steering group for the nomination. In addition, a Partnership Management Agreement was approved to streamline development application processes for the bridge.



Finally, our Edinburgh World Heritage Co-ordinator continued with the monitoring of the Old and New Towns of Edinburgh World Heritage Site to assess any impacts on its Outstanding Universal Value.

Measuring Success and Delivery of High Quality Places

The Council used *Environmental Quality Indicators* in 2013-14 to assess a number of different new development types across the city and engage communities in this process. The outcomes from the surveys are used to review the decisions we have taken and the impact on place making in the City. The indicators were developed in association with Scottish Natural Heritage, Historic Scotland, the Cockburn Association, the Architectural Heritage Society of Scotland, the Scottish Wildlife Trust and Edinburgh World Heritage. In August 2013, we reported to Planning Committee on the outcome of the second survey and the results showed a high level of satisfaction with new buildings in the City.

As part of the 2013-14 Service Plan, we undertook to provide a framework on Added Value in the planning process and the aim is to link the data from this exercise to outcomes from the Environmental Quality Indicators. This is still at an early stage as we collect the data on how we have added value by design and other improvements. Officers use codes to record what design or other improvements they have made at pre-application or application stage and this is then collated into a report. In the Service Plan, we had a target of 80% of major applications showing added value and this target was met. It has been increased to 90% for the forthcoming year.

Certainty -

Consistency of advice, process, engagement and decision-making:

A Robust Development Plan

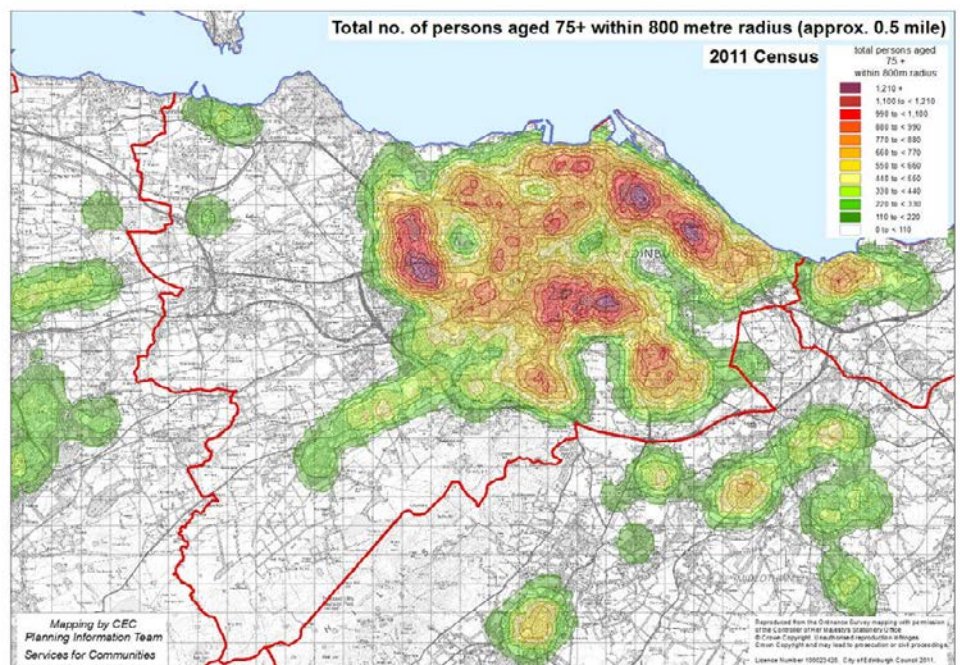
A plan-led system is dependent on a robust development plan. The current development plan remains robust with only nine applications granted contrary to the development plan. This is less than 1% of the 3326 decisions made in 2013-2014. Some of the departures were minor but others such as a multiplex in a commercial shopping centre have wider implications for the plan led planning system.

The *Proposed Local Development Plan* builds on this and puts forward policies to support the growth of the City economy; provide new homes; encourage sustainable transport systems to support access to jobs and services; protect and improve the environment; and help create strong, sustainable, healthier communities. The delay in approving the new Development Plan is a result of the requirement to find more housing land.

The Research and Information team in the Planning service helps provide the evidence base for the Development Plan. This year it has provided detailed analysis of forward looking demographic changes, such as the latest population projections. This is a critical aspect of a robust development plan which must be both visionary and practicable. These are particularly significant for assessing future housing needs. The *Census analysis* has been a significant piece of work over the last year, and has also attracted a substantial amount of recognition from services across the Council and from external bodies such as the National Records of Scotland (NRS) for our innovative techniques for analysing and presenting the data. They consider that Edinburgh is leading the field in Scotland in making best use of the Census outputs.

NRS are particularly interested in our 'heat mapping' techniques which communicate in a very visual way how different population groups are distributed and how population distribution has changed since the last census.

This analysis has demonstrated, for example, how effective planning and transport policies have been at reviving inner city populations, by recycling brownfield land and minimising urban sprawl. Our UK-wide analysis of population densities in different cities has shown how Edinburgh has more people living in and around its city centre than most other large



urban centres across the UK; it is a very compact city. We demonstrated that Leith, in particular, has some of the highest population densities in the UK outside London, and already this has been widely cited as a key factor influencing future options for extension of the new tram system. NRS have expressed an interest in adopting our mapping techniques and publishing the results on their own web site. This in-house expertise is fundamental to the robustness of the Development Plan which has to be founded on facts and trends.

Working Together to Deliver Development

The proposed *LDP Action Programme* provides a more focused approach to delivering infrastructure through estimating costs of essential infrastructure, identified funding sources, and specifying any funding gaps. Where a development's value is demonstrated to be insufficient to support the full cost of essential infrastructure, the resulting funding gap needs to be addressed. This could be achieved through other funding sources and through the use of the Action Programme to inform the Council's budget setting for capital investment. The Action Programme sets out those who are responsible for delivery (landowners, key agencies and organisations) and, working with these development partners, sets out a timescale for implementation. This is a holistic approach involving all stakeholders including a range of Council services. Work has been ongoing throughout 2013-14 to update the Action Programme and the second Action Programme was approved on 19 June 2014.

An internal working protocol with Economic Development, Planning and Estates was implemented in September 2013 and staff from the three service areas were involved in joint workshops to promote it. The protocol ensures that we work corporately to deliver development. This also ties in with the Edinburgh 12 (see Open for Business). In addition, the Major Development Co-ordination Group meets every 3 months to discuss a corporate understanding of major development proposals and the priorities needed to progress them. This group include Planning, Economic Development, Housing and Regeneration, Transport, Estates and Education.



Workshop with Planning, Economic Development and Estates colleagues

A revised Protocol for Edinburgh World Heritage involvement in the planning process was put in place to facilitate handling of specific applications and make sure all stakeholders understood their role in the process. In addition, the Council has a service level agreement with Historic Scotland for the role of co-ordinator and this promotes consistency and reliability of advice.

Certainty for our Customers

The One Door Approach Charter was launched in October 2013 and sets out the service we will give to our customers who want to develop in the City. In particular, it gives advice on all the consents they might need rather than simply planning advice. This links to the new Council webpage on *Permissions for Development* which assists applicants understanding the range of consents they might need. A network of One Door Approach lead officers has been established as part of the project.

The *Edinburgh Planning Concordat* sets out how major applications are processed in Edinburgh and this helps both the developer and the community to understand the planning process. This also ties in with our use of processing agreements (see below).

Customers want certainty and whilst this cannot be guaranteed at pre-application stage, discussions are welcomed and contact details can be found on the Council website on our *pre-application page* and the *major developments page*. We take pre-application advice seriously and complex cases are dealt with by principal planners in the Development Management teams to ensure consistency.

As part of the pre-application project, we measured the number of enquiries received every month and this amounted to around 400 largely via emails. Consistency is therefore challenging to achieve. Any advice given on the planning help desk is informal and as part of our customer contact project we are looking at how effective this service is. There are very few complaints about this service with only one recorded in 2013-14. Responses are monitored to ensure they are correct and consistent and any problem areas identified are dealt with by the Help Desk Coordinators who communicate with the help desk planners.

Detailed guidance is available on the Council website for most application types and our [Guidance for Householders](#) gives sufficient advice to create certainty for most straightforward householder applications. This is part of a suite of guidance helping potential applicants design an acceptable scheme. It is recognised that more complex cases require a meeting and principal planners in the Development Management teams arrange these meetings.

A Project Management Approach

The Council's emerging Local Development Plan has been produced within a professional project management framework managed by a corporate steering group, with cross-Council representation. An innovative Council-wide group has been set up to ensure a joined up, corporate approach to delivering the LDP's Action Programme. The Council publishes a statutory development plan scheme at least annually; it is recast following significant project programme changes and key plan stages.

The national headline indicators for 2013-14 clearly show that Edinburgh is committed to the use of processing agreements in major developments. 32 out of our 46 major applications had processing agreements providing certainty for developers. 87.5% had their planned timescales met. Every major application has a project plan with dates set out, the most crucial for the developer being the Committee date.

In some straightforward cases, there is no need for a processing agreement and, in others, the applicant has not signed one and does not wish to do so. However, the option is always offered for major developments.

Decisions can only be issued when the legal agreement is signed and our experience is that applicants do not wish to sign these until they are ready to build so we do not include a fixed date into the processing agreement. Our refreshed webpage on [submitting a major application](#) has full guidance notes available including one on [processing agreements](#).

Certainty in Application Processing

Every case must be dealt with on its own merits and positive decisions cannot always be guaranteed for the applicant. Development Management teams have regular review meetings to ensure that cases are on track. The aim is to ensure the applicant is aware of potential problems. Catching these cases early is key to certainty in the process.

12 applications with decisions issued in 2013-14 were the result of the Development Management Sub-Committee disagreeing with officer recommendation. Out of 3326 applications determined, this is only 0.3%. Out of these, 7 were granted, 4 were refused and 1 was a mixed decision. However, the figures also show that 37.3% of delegated refusals were overturned by the Edinburgh Local Review Body and 28.6% of appeals were allowed. Whilst this creates less certainty in the process, the outcome may be more favourable to the applicant.

In 2013-14 we undertook a major review of how we use conditions to make planning applications acceptable. There was a culture of adding too many conditions, some of which could not be enforced. Our in-house conditions guidance was updated to ensure compliance with Government circular 4/1998 and training sessions

were held with case officers and consultees to implement this. Information is now requested up-front so we can make better decisions without the need to add conditions.

Work has also started on recording all pre-application advice in the IDOX document management system. This means that enquiries and responses are easier to find and available to all members of staff. This will improve consistency.

Around 65% of all applications were made online through the E-Planning portal. This service uses wizards to guide applicants through the application process and ensures that all the necessary information is provided. However, the Council also publishes validation guidance to assist applicants when making an application.

Invalid applications account for around 15.5% of applications which is considered an acceptable figure. All applications are registered by our Intake and Registration team and initial checks are done to ensure addresses are on the Corporate Address Gazetteer. A team of technicians check applications for validity and this ensures consistency in the process. A target is set for validation within 4 working days of receipt of a valid application.

Proportionate Enforcement

The *Planning Enforcement Charter* was updated in August 2013 and sets out our service standards. Enforcement is dealt with in accordance with Government guidance and the aim is to resolve cases firstly by negotiation if possible. In a number of cases, we have formed cross service working groups to co-ordinate specific enforcement issues. For instance, in recognition of the social problems caused by short stay commercial leisure uses in residential areas, we convened an officer group to take action in a particular street in the City Centre. An enforcement notice was served in addition to an ASBO and this is being monitored for compliance.

Communications, engagement and customer service -

Communications strategy for engagement and positive customer experience:

Customer Service

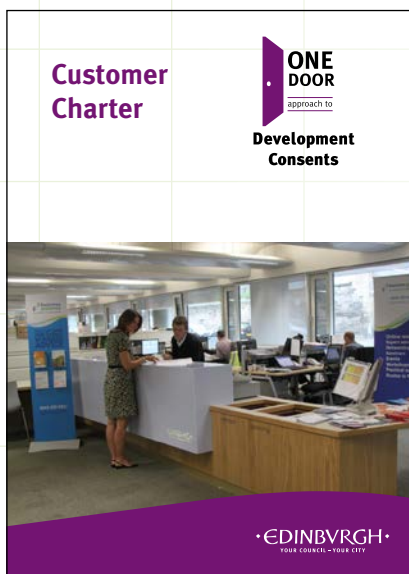
The Planning and Building Standards Service achieved Customer Service Excellence (CSE) accreditation in March 2012 and re-accreditation was given in November 2013. CSE has been adopted to provide the following:

- a framework for delivering good customer experience;
- an assessment tool to motivate and drive improvements; and
- a benchmark against which to assess how your services are meeting customers' needs and expectations.

A key component of Customer Service Excellence accreditation was the requirement to ensure we targeted our customers with appropriate information in a way that it was easy for them to understand. We continue to strive to improve how we communicate with our customers, seek customer feedback and ensure these results inform our Service Plan.

Customer Service Charters and Standards are in place but will be updated in 2014-15 as we implement our new service structure. The Council has a culture of Customer 1st and our Planning Help Desk continues to provide a single contact point during office hours for general planning enquiries whether by phone, e-mail or face to face and is answered by planning professionals. This service is open to applicants, agents and community groups. However, in recognition that customer contact channels are changing, we launched a project this year to investigate how we can meet customer expectations whilst making service efficiencies.





The One Door Approach Charter was launched in October 2013 and this represents another stage in our commitment to the One Door Approach to Development Consents. The Charter sets out the service we will give to our customers who want to develop in the City. In particular, it gives advice on all the consents they might need rather than simply planning advice. This links to the new Council webpage on *Permissions for Development* which assists applicants understanding the range of consents they might need.

Pre-application discussions are welcomed and contact details can be found on the Council website on our *pre-application page* and the *major developments page*.

Customers – Having A Say

Customer surveys were promoted during 2013-14 using email signature tags. The results were poor and could not be used constructively. We have therefore been more proactive in getting our customers' views and this has included the use of our communications toolkit and targeted consultations to customers who have expressed an interest.

All Development Plans, Supplementary Guidance, non-statutory guidance, action plans and masterplans are subject to public consultation prior to adoption and this helps us to make amendments to the draft documents. Significant engagement has taken place around the proposed Local Development Plan to ensure that communities are kept up-to-date with progress.

In August 2013, a mystery shopper exercise was carried out as part of the One Door Approach project to development consents. A range of Council services were targeted including Planning, Buildings Standards, Licensing and Transport. The overall scores for Planning ranged from 40 out of 100 to 76 out of 100. Customer service scored well but the quality of information pulled down the final results. There was a concern that the shoppers were being directed to the Council website rather than given the information direct but overall the results were positive.

As part of the Pre-application Advice project, applicants and agents were invited to workshops to discuss the service. An initial workshop with agents and developers took place in September 2013. This was mainly to gather views on the current pre-application service and explored issues of resources including the option of charging for advice. The main points that came out of that workshop were as follows:-

- Participants were generally happy with the current service;
- Online guidance is good but clients still want an authoritative view from the Planning Service even when they have their own planning consultants;
- Access to experienced senior officers is important to ensure credibility of the advice;
- Current pre-application advice is too 'ad hoc' and clients are seeking a simple yes or no answer;

- There are grey areas in policy and guidelines which officers are reticent to make a judgement on at pre-application stage;
- Opposing views from consultees can be a problem. There needs to be a more joined up approach; and
- If charges are brought in there is an expectation that the quality of the advice is high and that developers know what they will get for their money.

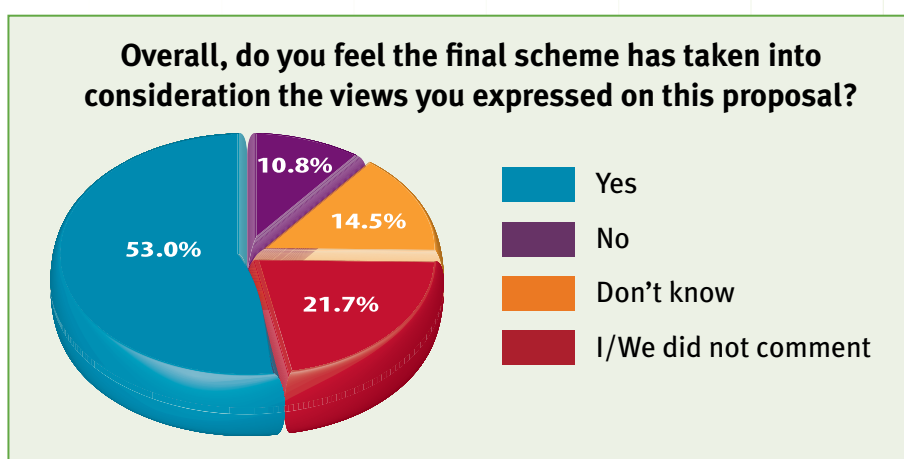
Proposals for a new pre-application service were subject to a formal consultation exercise which was launched at the Edinburgh Development Forum on 19 November 2013. The proposals were posted on the Council website and around 70 agents and associations were contacted directly regarding them using our consultation database. A further external workshop to debate the proposals was held on 26 November 2013. 36 comments (29 from the survey monkey and 7 by email) were received. The results of this have allowed us to raise the possibility of enacting pre-application charges and will inform the new pre-application service to be delivered as part of the new organisational structure in Planning and Building Standards.

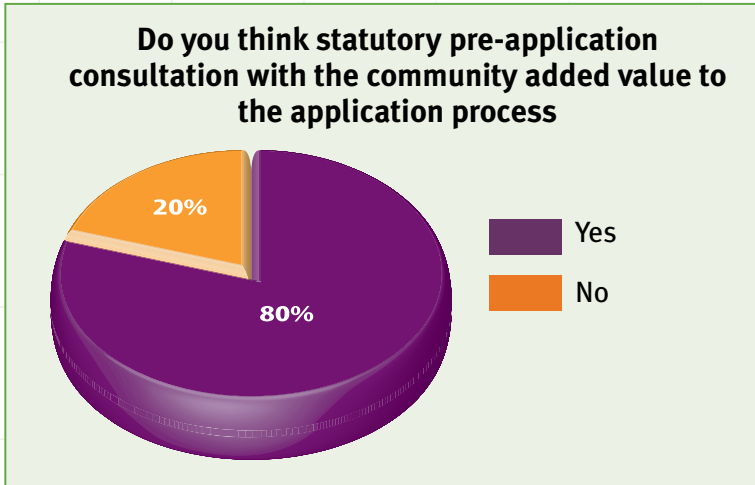
At the conclusion of the major application process, both applicants and community councils are asked for feedback on the process through a survey monkey. In October 2013, we published a Planning Information Bulletin on the results. An extract from this is set out below.

Main community concerns

The survey results showed that for many applications the community was satisfied with how the pre-application consultation was carried out and with some of the changes made to the proposals. However, the results also showed they felt information provided by the applicant on the proposals and the application process was unclear and this should be made easier to understand. Many felt that the applicant should feedback to the community any changes made following initial consultation. Some felt that they have no real influence over the proposals and the pre-application consultation report should better explain how community comments were addressed.

The results also showed many of the community felt their comments to CEC once an application was submitted were being dismissed. They felt proposals were often changed, with new drawings being put on the planning website after the time period for comments. It was felt that more face-to-face contact from planners would be helpful as well as clearer advice on how to make material objections.



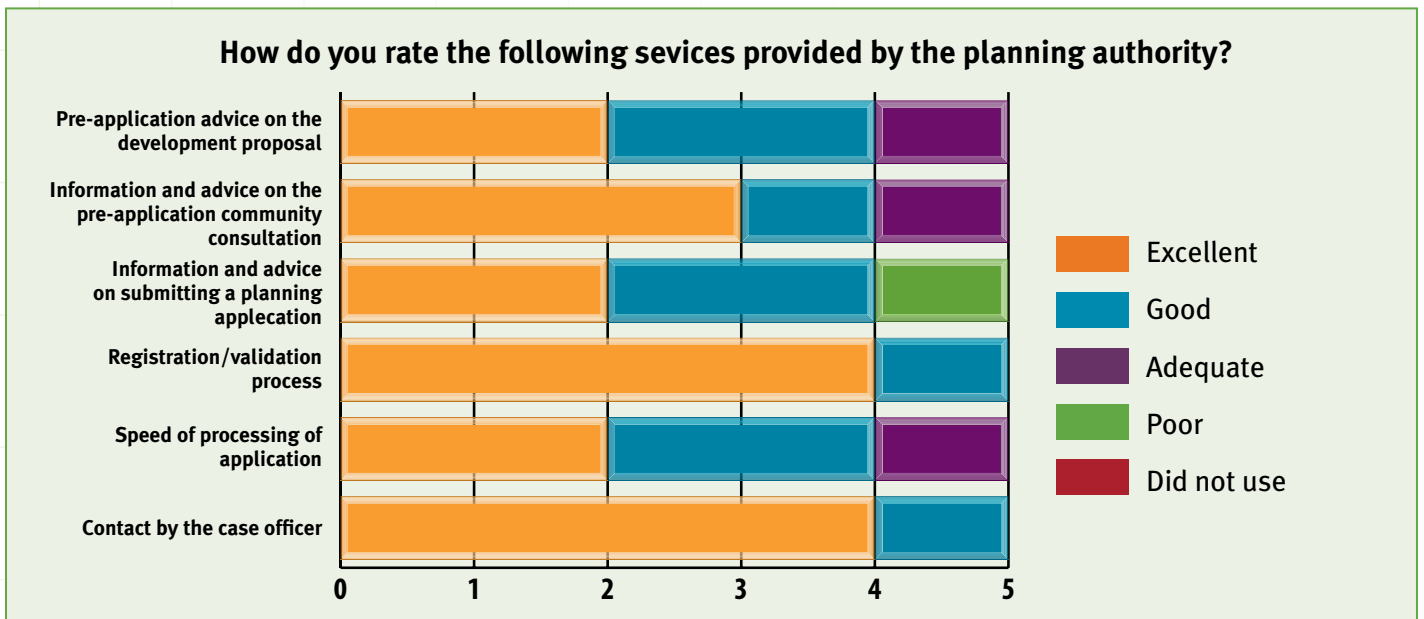


Applicant Survey

The applicants' survey is issued to the applicant or their agent once a legal agreement has been concluded (if applicable). It concentrates on services provided by CEC and whether PAC added value to the process. To date 16 applicants have been invited to take part in the new applicant survey and 5 responses have been received.

Main applicant concerns

In one case the applicant felt CEC was unprepared in relation to pre-application advice and there was disconnection between internal services. In one case it was felt the Committee report did not argue the applicant's case sufficiently.



Getting Communities Involved

The planning system has a whole range of customers and, as part of the formulation of the revised Edinburgh Planning Concordat, a constructive dialogue was held with community councils as we worked to reach agreement. The comments on the draft Concordat gave us detailed insight into how some community councils perceive the planning system. In particular, a continuing theme is that the Planning service is too helpful to developers and not helpful enough to communities. The Concordat seeks to re-balance this by encouraging all parties to work constructively together. In addition, in 2013, we launched the *Edinburgh Planning Concordat Engagement Fund* which gives grants of up to £300 to community councils to engage more widely with their local communities on major development proposals. This fund is unique in Scotland.

Planning's involvement in the induction training for the new community councils was a recognition of the importance of getting the community view on development proposals and much of the training centred on how they can get involved. Briefing sessions were also held with community councils on the Proposed Local Development Plan so they could understand the process.

The Royal Mile Action Plan was approved by Planning Committee in August 2013. The Plan was developed and finalised in widespread consultation with the broad range of stakeholders who make up the Royal Mile community. The first year of the delivery stage has focussed on continued building of community networks and relationships; development of low cost high profile projects such as the trade waste pilot, proposed Lawnmarket 'parklets' and opportunities to improve the retail offer; and ground work for the larger public realm projects to come. The project was submitted to the *Scottish Quality in Planning Awards* on the basis of its community involvement in all stages of the project although it was not shortlisted.



The World Heritage Site Management Plan actions are monitored by the co-ordinator with the WHS Steering Group. In addition, World Heritage Day was held on 18 April 2013 and this took international co-operation as a theme. An event was held at the Royal College of Surgeons and this was open to all. Fiona Hyslop MSP, Cabinet Secretary for Culture and External Affairs was one of the speakers and the event highlighted the importance of the World Heritage to the City.

The Environmental Quality Indicators survey allows us to get feedback on the quality of new buildings in the City in a proactive way.

PPF2 was sent to all community councils and the feedback from this was interesting. Community Councils felt there was too much focus on timing rather than quality; local residents are not seen to be customers; strong concerns over the close relationship between planners and developers; local people are not given enough time to submit objections; and the PPF was focused too much on developers rather than communities.

We Learn from Complaints

The Council implemented a *new complaints policy* in March 2013 to make it compliant with the Ombudsman code of practice. This is a two stage process – frontline resolution and then internal investigation. Since the start of the new complaints system on 25 March 2013, Planning and Building Standards has dealt with 204 complaints. 148 were at frontline resolution, 49 were internal investigations and 7 went to the Scottish Public Services Ombudsman. 30 complaints were upheld, 76 were partially upheld and 77 were not upheld. The main issues raised are as follows:

- Neighbour notification
- Adequacy of report of handling
- Conservation area character assessment
- Setting of listed buildings
- Fairness and impartiality of D M Sub-Committee presentation
- Failure/decision to take enforcement action

We aim to resolve complaints at frontline resolution stage. However, the nature of planning means this is not always possible. Many of our customers try to use the complaints process to overturn planning decisions as there is no 3rd party right of appeal. We do however aim to learn from complaints and any actions coming from complaints are dealt with quickly. The following examples from 2013 - 14 show how we have changed working practices as a result of issues raised by our customers:

- Conservation area character and appearance – guidance given to ensure issue fully explained and addressed
- Setting of listed buildings – guidance issued
- An ERIA now carried out in respect of all enforcement reports, whether recommending action or not
- Addenda now used in enforcement reports where follow up issues are dealt with and the situation has changed

The case study below shows how we have proactively implemented the new complaints system.

CASE STUDY 4 – INTERNAL INVESTIGATION OF COMPLAINT

Mr A complained that the Council in making a decision on a new dormer in a conservation area had not taken the impact on the character and appearance of the conservation area sufficiently into account when approving the application. The response sent to him by the case officer as a frontline resolution had not resolved his concerns.

He submitted a second stage complaint and a principal planner was allocated to the case to carry out an internal investigation. This officer had no previous involvement in the case and as part of the investigation she met the complainant and walked round the conservation area with him to understand more clearly his concerns. She also interviewed the case officer, her line manager and the manager editing committee reports.

At the conclusion of the investigation, the investigating officer concluded that the assessment of the case had been correct but the setting out of this in the report could have been more rigorous to provide clarity as to why the decision had been taken. This learning point has led to the report writing guidance being updated to ensure this happens with all cases.

Connecting to our Customers

The *Edinburgh Planning Twitter* account now has over 1,450 followers and is the most followed planning authority Twitter account in Scotland. This channel is used to share up-to-the-minute information with a wide range of customer groups on topic such as consultation events, committee items or any issues with our online services. Our use of Twitter has now developed in to a two-way channel with customers able to ask questions and get responses to general planning queries. Our Twitter feed is followed by a growing number of Community Councils (nearly 45% at present), professionals, key agencies and individuals. We in turn, follow these groups to identify issues that matter to them and try to address these before they are raised through other formal channels such as email. We have shared good practice with SESplan in our use of social media to help them engage a wider audience on issues around the Strategic Development Plan.





In September 2013, we launched the *Planning Edinburgh blog*, which provides up to date information on the work of the service. The blog allows people to register to get alerts on updates and they can comment on blog posts. It is written in a style that is easy to understand which engages a wide readership. To date the blog has had over 3,200 views with a variety of planning related articles.

We have now re-launched the Council's website as a 'responsive design' site which allows easier access to our content on mobile and tablet devices. There is a significant increase in customers accessing Council information on these devices (2011-12 12% of all

contact with CEC was by smartphone, 2012-13 23% was by smartphone). To support this, the council gives free social media training to users.

Online applications and consultations are now fully embedded into work practices. During 2013-14, 65.4% of applications were submitted online. This compares to 54.7% in 2012-13. In addition, consultation on the LDP and other guidance is done electronically for some work streams and online feedback is encouraged.

This year we have been working with young people through sessions with school children of both primary and secondary school age to raise awareness of planning and to involve them in how we prepare planning policies. This has included workshops with children from Dalry and Corstorphine primary schools who undertook drawing sessions with planning staff to set out their aspirations for their town centres.

A writing competition was used to involve young people in the designation process for the World Heritage status for the Forth Bridge. This involved over 500 pupils from both Inverkeithing High School and South Queensferry High School. The winners will have their work presented at the Children's Book Festival and have the opportunity to develop their writing skills in collaboration with Napier University's Creative Writing School.

Efficient and effective decision-making -

Ensuring structures and processes are proportionate:

Managing an Effective Service

Active management and monitoring of the performance of the service is embedded into our ethos. Service managers report to the Planning and Building Standards Leadership Team (PBSLT) every month and full scrutiny is given to performance and working practices. Project Initiation Documents to improve the service are agreed by the PBSLT and regular updates are given.

Performance on planning applications has been good in 2013-14 due to the active monitoring that team principals undertake to keep the work on track. Principal planners print out application lists every week which identify cases due for determination and discuss any potential delays with the case officer. Weekly review meetings and case conferences are standard practice. Many teams have weekly meetings to discuss operational practices and benchmark on difficult cases.

Principals are responsible for the Development Management Sub-Committee agenda and make sure reports are edited to the highest standards. They are also responsible for ensuring delegated reports are signed off quickly although this year we changed the proper officer scheme to give more delegated powers to senior planning officers which are the level below principal planners. This change has given more responsibility to other officers and allows principal planners to concentrate on the main priorities.

Work programmes are set out in the Development Planning section and these are monitored to ensure projects are on track. Principal planners and Group Leaders are responsible for monitoring the delivery of these programmes.

A number of measures were taken in this year to make the decision-making process on planning applications simpler and more effective. These were:

- New short report format for cases that are PD, withdrawn or otherwise do not require consent. The back office computer system for planning applications has been pre-loaded with PD codes and officers can choose the codes to generate a Report of Handling which comes out with the full text. This has improved consistency and efficiency.
- Online representation letters no longer get a separate acknowledgement letter (they do get an auto response). We benchmarked with other councils and found that this was not necessary. Paper representations are still acknowledged by letter. In addition, an access report has been created which pulls all online comments into a single document. This avoids the need to print them out one by one.
- The way we use conditions was completely reviewed. We removed many old standard conditions from the back office system and revamped it to only include conditions compliant with the government circular. This means we no longer apply conditions which are either not really required or cannot be enforced.
- We have set up systems for recording all pre-application enquiries in our document management systems. This means all officers have access to the information and this will improve consistency.

Decision Making Systems

There are *two schemes of delegation* – the statutory scheme for local developments and the scheme under the 1973 Local Government Act for other application types. The statutory scheme was amended in 2013 following changes to legislation to allow council developments to be dealt with under delegated powers. The 1973 scheme was also amended to allow for delegation under the new High Hedges legislation. The scheme for Proper Officers was also updated in this year to give more responsibility at lower levels and allow principal planners to manage more effectively.

In 2013-14, 93% of applications were processed by officers under delegated powers. The scheme is well balanced and allows discretion for complex or contentious cases to be decided by Committee whilst even cases with objections can be decided by officers.

The Committee structure is tried and tested and works well. The Planning Committee sets high level policy and strategy, the Development Management Sub-Committee takes decisions on planning applications and there are three Local Review Body panels. The Development Management Sub-Committee and LRBs meet every 2 weeks to ensure the business is dealt with promptly.

Dealing with delays

The LDP programme has been delayed by the requirement for SESplan to prepare *Supplementary Guidance (SG) on Housing Land*. The SG requires the proposed LDP to be revised to identify additional housing sites. This has delayed LDP adoption by approximately one year. However, the Council has set a demanding programme to ensure that the LDP is adopted to replace the existing local plans as soon as possible (see commentary under Headline Indicators).

Old applications can stall progress and in 2013-14, we removed 63% of old legacy cases from the system. Each case was assessed and either withdrawn or a letter was sent to the applicant requesting withdrawal. Cases awaiting legal agreements were assessed as part of this project.

All cases officers have access to time management training. The Council has a full Learning and Development programme available largely through E-Learning but also in-house courses. Processing agreements and project plans mean that major applications are kept on track and case officers ensure they are kept up-to-date. Each case officer is responsible for the management of their cases and has systems in place to ensure they are on track.

On a corporate level, *Edinburgh 12* is the name given to an initiative to progress the development of strategically important city centre sites that for one reason or another have stalled. The selection of the sites is based on a study commissioned by the Council in early 2013 to establish an understanding of what role the public sector could/has to play in progressing development. The study identified 12 major sites with the potential to be developed within five years and promoted a number of recommendations for the Council to consider in order to drive development forward.

Working Together

The service has a number of working protocols with other services including:

- An internal working protocol with Economic Development, Planning and Estates was implemented in September 2013 and staff from the three service areas were involved in joint workshops to promote it. The protocol ensures that we work corporately to deliver development.

- A protocol with the Transport service remains in force.
- Work has continued in 2013-14 on a protocol between Planning and Culture and Sport and a joint working protocol between Planning and Building Standards. These will be completed in 2014-15.
- A revised Protocol for Edinburgh World Heritage involvement in the planning process was put in place this year to facilitate handling of specific applications and make sure all stakeholders understood their role in the process. In addition, the Council has a service level agreement with Historic Scotland for the role of co-ordinator and this promotes consistency and reliability of advice.



EDINBURGH WORLD HERITAGE

Effective management structures -

Ensuring management structures are effective and fit for purpose:

Managing the Service

Planning and Building Standards (PBS) is part of Services for Communities. This department is led by a Director and a senior management team leads on key strategic decisions. The PBS Leadership team is made up of the Head of Service and service managers and meets every week to take decisions affecting the service. The Head of Service has a business manager to assist in making sure priorities are dealt with.

Weekly meetings with the convener and vice-convener of the Planning Committee ensure priorities are discussed and acted upon.

In May 2013, we initiated a *management review* in the Planning and Building Standards service. The aims of the review are to create an operational structure which improves processes and procedures, particularly in the interfaces with other Council services, to ensure they are lean and fit for purpose; provide an improved customer journey; redesign management responsibilities to improve efficiency, performance and productivity; develop a strategic neighbourhood management approach to deliver better places; and maintain staff morale and get staff support for the new organisational structure.

The bulk of 2013-14 was spent preparing and consulting on the new structure and responsibilities and the proposed changes were approved by the Planning Committee on 12 June 2014. Implementation is due by the end of September 2014.

The current structure is top heavy and the aim is to divert resources to frontline delivery. As part of the move to the new structure, a different ethos is being evolved to ensure planners and officers at all levels take full ownership and responsibility for their work and fully embed the principles of Customer Service Excellence. A new service delivery team will ensure projects and practices are on track and fit for purpose. The new management structure will ensure that the service is fit for purpose in future years.

Communicating with Staff

A core brief is delivered every month to Planning and Building Standards managers and this is then delivered by managers to their teams. The core brief contains the monthly news and main points of actions.

Most teams have regular team meetings and one to ones with staff to make sure work is kept on track and to discuss issues arising.

The Council has been in the process of updating a number of policies and procedures in 2013-14 and these are communicated to all staff by a series of emails. Sue Bruce, our Chief Executive, also issues a Managers' newsletter every month with up-to-date details of new policies and ways of working to be embedded.

CASE STUDY 5 – THE PLANNING AND BUILDING STANDARDS CORE BRIEF

The Core Brief has been in place for many years and it sets out the current news in the service that everyone needs to be aware of. The brief is agreed by the Leadership Team and delivered by the Head of Planning and Building Standards to his managers. These managers then deliver the brief to their teams. This is a two way process and managers delivering the brief encourage team discussion and seek feedback and views from staff on the issues concerning them. In turn, any escalated concerns are addressed by the Leadership Team and a response is given in the next month's core brief.

The core brief of September 2013 covered the following subjects:

- Overtime and Toil in the Planning and Building Standards Service
- Corporate office accommodation Project
- Staff Development Group Update
- Staff Survey Feedback
- Edinburgh Planning Concordat
- Pre-application Project update
- Management Review
- Ombudsman's cases
- Staffing News

The Staff Engagement Group was set up in 2013-14 after feedback from the staff survey indicated that managers needed to engage more with staff. This has led to an action plan which is still being delivered. Changes have included a more interactive format for the annual staff briefings, a new office etiquette and getting to know each other sessions.



MANAGEMENT CORE BRIEF

Date brief prepared		Originator	
3 September 2013		Planning and Building Standards Leadership Team	
<i>Note to all team briefers</i>			
1	This brief provides the core message – add this information to your own briefing material.	4	Encourage questions. If you do not know the answer say so, make a note, get the answer and give it to the questioner at the earliest possible opportunity and within 5 working days.
2	Convey the message in your own words, which you know will be understood, and where possible illustrate with a practical example that is relevant to your team.	3	Ensure that you have prepared your own local brief and have it checked by your manager before they brief you.
3	Words or phrases which need to convey a precise meaning will be underlined. These should not be changed in briefing.	6	Use the feedback form to deal with questions and/or suggestions.
Briefing team: Management Team		Absentees	
Briefing date: 3 September 2013		Date briefed	
Time: 10.30 am			
Team briefer: David Leslie			
Subjects and key points			
<u>Core Brief Feedback</u>			
Thank you to all the teams that provided feedback from the Core Brief in August. We encourage all team briefers to send feedback to Isla Paterson so that most issues can be solved. The response to last month's feedback is in the appendix to the Core Brief.			

Resourcing the Service

The PBS Leadership team holds staffing meetings every month to discuss staff resources. The business manager provides a workforce planning spreadsheet with details of the budget pressures on staff resources. The opportunity will be taken in the management review to ensure the new teams have the correct balance and numbers of staff.

Due to the increase in planning fees in April 2013, we were able to recruit 2 graduate planners for a fixed 2 year period and increase support staff to deliver greater efficiency. We have also been able to recruit graduates for 8 weeks in the summer to help out with survey and other work. In addition, we recruited a project support officer for the Local Development Plan.

The Service has three service areas currently –Development Planning (DP), Development Management (DM) and Building Standards. Traditionally there has been little movement between DP and DM but in 2013-14 we were able to open up some opportunities for staff movement and a principal practitioner moved to DM to deal with major applications on a part-time basis. We also moved staff from a local development team to a major team due to workload pressures. Staff have been working flexibly in DM with enforcement staff assisting with local developments and vice versa. This broadens the range of experience.

Support staff deal with the administrative and technical requirements of the process. This year we recruited additional customer support assistants for the 2 local developments and the listed buildings team to assist with the back office work and free up officer time as much as possible to concentrate on assessing applications. The Data Management team ensures that our IT systems run smoothly and the Research and Information team play an important role in providing information and analysis on land use, environmental and economic topics as well as demographics. For example:

- It continuously monitors development trends and pressures and assesses the balance between future supply and demand for offices, retail, hotels, housing etc;
- It monitors employment land, and vacant & derelict land;
- It surveys our shopping centres on a regular basis to assess any changes in their role and vitality / viability;
- It produced a comprehensive ‘State of the Environment’ report for Edinburgh in 2008 and has updated chapters on a rolling basis since then.
- It has played a central role in developing Council-wide sustainability indicators;
- In conjunction with Transport it analyses relative accessibility of different areas of the city by public transport, which helps to guide development. In conjunction with the Parks service it monitors trends in the amount of green space, and accessibility to open space; and
- As stated above, its work on the Census results and mapping techniques has received high praise.

Working with others

The Council continues to work closely with its five partner councils through *SESplan*, the strategic development planning authority for the Edinburgh city region. The region’s first *Strategic Development Plan* was approved last year and presents a vision for a connected, sustainable capital city region in the period to 2032. The SESplan councils are currently working together on SDP2 with the aim of publishing and consulting on a Main Issues Report early in 2015. The Chair of the SESplan board has now been assumed by the Convenor of the Edinburgh

Planning Committee. The board has representation from all the administrative boundaries with the City of Edinburgh including East Lothian, Midlothian, Scottish Borders, West Lothian and Fife Council.

The Edinburgh World Heritage Co-ordinator post is delivered through a service level agreement with Historic Scotland and the WHS Steering group ensures collaboration and strong relationships to deliver joint objectives. We also work with Historic Scotland, English Heritage, Department of Culture, Media and Sport and UNESCO to deliver the 6-yearly Periodic Report to monitor the State of Conservation of the WHS (submitted in July 2013)

The service works with many agencies, public bodies, organisations and community groups to deliver plans and improve the service. This includes Scottish Enterprise at the Bio-Quarter; The Cockburn Association on the Civic Forum; and the Edinburgh Chamber of Commerce on the Edinburgh Development Forum and the Edinburgh Planning Concordat.

As stated above, we work closely with major landowners to deliver masterplans and frameworks which guide the future development of the City and region. One such long standing arrangement is with the University of Edinburgh, with whom quarterly meetings are held to discuss the development of their extensive estate.

Financial management and local governance -

Demonstrating effective governance and financial management:

Managing our resources

We recognise that resources have to be managed carefully to be able to deliver the vision we have for the City. The Council has to make savings of £327m over the next four years and Planning and Building Standards has to make a contribution to these savings. As a small service with limited income generation this is challenging and means careful decisions have to be taken on the level of service we can provide.

There is ongoing budget monitoring to ensure that we are efficient and effective in procuring services and spend. Monthly reports on costs and income are discussed at Leadership Team Meetings and the service has a business manager to oversee the budget. Monthly meetings to discuss staffing includes workforce planning updates and authorisation of vacancy filling is carefully managed. The business manager works with the Finance manager and the Head of Service to ensure the budget is on target. Procurement is done through a centralised system with procedures in place for authorisation

Priority is given to major applications as these are the most important for the economic health of the City. Staff resources have been re-aligned to cope with an increase in workload in this area. Resources have also been re-aligned to prioritise the Proposed Local Development Plan to ensure that we deliver a plan-led approach to the City's growth.

The Council took part in the Heads of Planning Scotland costing exercise in 2013 to establish the cost of the planning service. The results of the exercise shows that costs per productive hour are around the average for planning applications but below the national average in terms for policy and compliance showing efficient and productive use of staff resources. Administrative tasks were very efficient, also being below the national average and we believe that our long standing investment in e-planning is a key factor in this. However, our costs for major applications are well above the average because of the resources we put in at pre-application and application stages and also the sheer number of major applications.

Culture of continuous improvement -

Demonstrating a culture of learning and improving:

Edinburgh Leads the Way

The City of Edinburgh Council is committed to our vision that Edinburgh is a thriving, successful and sustainable capital city. The Planning and Building Standards Service is at the centre of this in many different ways and we are constantly seeking to make improvements to deliver the best service we can. Many of the initiatives we have started and delivered in 2013-14 are unique and ground breaking and represent a service with a culture of continuous improvement. For instance:

- The revised Edinburgh Planning Concordat shows how the Council, the development industry and communities can work together to deliver high quality development on the ground;
- Our work on the Added Value Framework in the development process and the connections with the Environmental Quality Indicators will allow us to show the value planners add to development on the ground and what we can do better;
- Edinburgh Twitter has established Edinburgh at the forefront of the social media transformation to make planning accessible to the public; and
- Our ground breaking work on the Census results is without comparison in any other Scottish planning authority.

Staff Training

We have Gold Award Investors in People accreditation and the Staff Development Group has been busy in 2013-14. A programme of training for all staff has been in place throughout the year and 62% of staff met their target of 5 days training. Monthly staff workshops have included sessions on density planning, the Local Development Plan, the protocol with Estates and Economic Development, street design guidance and use of conditions. Lunchtime seminars are held in the Urban Room and this year we covered a range of topics such as Cycle Provision in the City, Planning for Protected Species and World Heritage events.

We invite external speakers to assist our understanding of planning issues. For example:

- Brodies delivered training on planning obligations in February 2014;
- Scottish Slate provided a talk on types of slate in February 2014;
- One of our planners on a career break provided a comparative planning perspective with a talk on Swedish planning in March 2014.

Between September to December 2013, we made a major investment to provide training for all staff on Dealing with Aggressive Customers. This was significant in helping us to deal with customer relationships.

All staff have access to E-learning and there are packages of training on a range of topics such as council policies, customer care, risk management, IT systems and management skills. All managers and senior planners are encouraged to attend leadership courses.

During the year, we delivered 5 lunchtime sessions on IT systems including Microsoft office, E-Planning, Uniform and IDOX and GIS.

Team Development days are organised by team principals. For instance, the team dealing with major applications in the City Centre and West spent the day on site looking at the design aspects of recently completed housing developments to assess what lessons learned, in design terms, they could use. Less experienced planners from the local development teams joined them to learn more about the major development process. In addition, both major applications teams visited the Clyde Gateway in Glasgow to learn how they are promoting major developments in the City.



We support the career development of our young planners and six of them attended the Young Planners Conference in March 2014.

Managers also attended a range of training events such as risk management and Pride in Our People.

The above examples shows the wide range of learning events available to ensure our workforce is able to show continuing professional development.

Elected member training

Members of the Planning Committee are given detailed training throughout the year. Topics covered in 2013-14 included:

- The University of Edinburgh Estate;
- Use of conditions;
- Windows;
- The Development plan and housing land supply.

The Planning Committee tour in June 2013 visited approved housing sites to learn from development on the ground.

Performance Review and Development

All members of staff have an annual Performance Review and Development appraisal. This is a corporate exercise based on council value and competencies. The PRD form sets out how they have met objectives set for the year and how they have met the competencies of the post. The document sets out the training completed and the training proposed for the year ahead. The review is done by the line manager and scores determine whether pay steps are awarded for certain staff. Reviews are done at 6 months to ensure objectives are on track.

The objectives that are set for each member of staff relate not only to their individual work area e.g. performance but wider service and council priorities. For instance, they might be expected to take part in a working group or make an input to a particular project.

The Service Plan for 2013-4 is set out in part 4 and details what has been delivered.

PART 3 - Supporting Evidence

Part 2 of this report was compiled, drawing on evidence from the following sources:

Business Gateway

Census results

Council Complaints Policy

Council Scheme of Delegation

Craigmillar Urban Design Framework August 2013

Customer Service Excellence Accreditation

Developer Contributions February 2014

Edinburgh Bio-Quarter and SEW Parkland December 2013

Edinburgh Business Forum

Edinburgh's Colonies – Conservation Areas February 2013

Edinburgh Design Guidance May 2013

Edinburgh Planning Blog

Edinburgh Planning Concordat August 2013

Edinburgh Planning Concordat Engagement Fund

Edinburgh Planning Twitter

Edinburgh Street Design Guidance – consultation

Edinburgh Street Design Guidance – Committee Report February 2014

Edinburgh Urban Design Panel

Edinburgh 12 – report to the Economy Committee on City Centre Development Opportunities, 17 September 2013

Environmental Quality Indicators Committee Report August 2013

Forth Bridge World Heritage nomination February 2014

Leith Programme

Local Plans and Guidelines

Major Developments webpage

Management Review Committee papers

The One Door Approach Charter

Permissions for Development webpage

Pilrig Conservation Area August 2013

Planning Enforcement Charter August 2013

Planning Charters

Planning Guidance

Pre-application advice webpage

Processing Agreements

Proposed Action Programme March 2013

Proposed Local Development Plan webpage

Review of Edinburgh Conservation Area Character Appraisals October 2013

Scottish Government Aligning Consents

Scottish Quality Awards 2013

Second Action Programme June 2014

Second Proposed Local Development Plan June 2014

SESplan

Strategic Development Plan

Supplementary Guidance on Housing Land

Supplementary Guidance on town centres February 2014

Town Centre Strategy November 2013

Validation Guidance for Planning Applications

PART 4 - Service Improvements 2014-15

1 KEY PERFORMANCE RESULTS

PERFORMANCE FRAMEWORK INDICATOR	INDICATOR	Target 2014/15	
High Quality Development on the Ground	% of approved major developments within the year to show added value quality improvements	90%	Percentage increased from 80% to 90%
Efficient and Effective Decision making	% of Listed Building Consent applications determined within 2 months	75%	Increased from 70% to 75%
PERFORMANCE FRAMEWORK INDICATOR	ACTION	Target 2014/15	Changes from previous Year
National Headline Indicators: Local Development Plan	Report 2nd Proposed LDP to 12 June 2014 Planning Committee, for approval; if approved, publish for representations during August and September and report to Committee by end of March 2015.	31 Mar 2015	Milestones related to the next stages in this process.

2 CUSTOMER RESULTS

PERFORMANCE FRAMEWORK INDICATOR	ACTION	TARGET	Due Date	Changes from previous Year
Improve the Customer experience	Develop an improvement plan in relation to customer experience, identify and implement improvements, monitor progress and report, following the publication of the results of the Building Standards Department led national customer survey	Prepare plan within 3 months of publication. Review and monitor actions quarterly thereafter	31 March 2015	New Action
Improve the Customer experience	Produce an action plan and implementation programme for all customer contact channels	Action plan and implementation plan prepared	31 Dec 2014	New Action
Communication and Engagement	Review and implement joint working protocols with other service areas to improve communications and efficiency including Estates, Economic Development, Culture and Sport, Flooding and Planning, Transport and Edinburgh World Heritage.	Implement joint working agreements by October 2014	31 Oct 2014	New Action

3 COMMUNITY RESULTS




PERFORMANCE FRAMEWORK INDICATOR	ACTION	TARGET	Due Date	Changes from previous Year
Communication and Engagement	Complete a review of the main digital communications including Planning News, the Planning Blog, and Twitter with a view to widening access	Review completed and action programme agreed	30 Sept 2014	New Action
More attractive public places	Create more attractive places by finalising the Street Design Guidance, reviewing the Public Realm Strategy and the Area Development Frameworks and launching the Royal Mile Retail Strategy	Engagement as part of projects to be completed	31 March 2015	New Action
Communication and Engagement	Engage with young people in a range of projects including: 100 years of Planning in Edinburgh, the town centre supplementary guidance and the reviews of the Conservation Area Character Appraisals and Area Development Frameworks	Engagement as part of projects to be completed	31 March 2015	New Action
High Quality Development on the Ground	Review 'design' in the planning process integrating the added value framework and the Environmental quality Indicators	Review and Implementation completed	31 March 2015	New Action
Communication and Engagement	Pursue the integration of spatial planning and community planning at city-wide and neighbourhood levels	(1) contribute to the preparation of Neighbourhood Local Community Plans for 2014-17 by end June 2014; and (2) presenting the revised LDP to the Edinburgh Partnership Board by end September 2014.	30 June 2014 and 30Sept 2014	New Action



4 PEOPLE RESULTS

PERFORMANCE FRAMEWORK INDICATOR	ACTION	TARGET	Due Date	Changes from previous Year
Effective Management Structures	Implement a programme of management development skills to allow managers to lead the service and champion corporate value	Programme complete	31 March 2015	New Indicator
Continuous Improvement	Improved staff training	36 hours	31 March 2015	Amalgamated IT training target within general target
Continuous Improvement	To implement the culture of continuous improvement by delivering a programme of training and workshops.	Delivery complete	31 March 2015	New Indicator








Delivery of our service improvement actions in 2013-14:

1 KEY PERFORMANCE RESULTS








PERFORMANCE FRAMEWORK INDICATOR	INDICATOR	2013/14 Value	Target	Status	Latest Note & improvement actions
High Quality Development on the Ground	% of approved major developments within the year to show added value quality improvements	92.9%	80%		Performance above target for the year.
Efficient and Effective Decision making	% of Listed Building Consent applications determined within 2 months	80.1%	70%		Although showing a reducing trend due to increased volumes of applications, the outturn figure for the year was 80.1% which is well above the 70% target.
Efficient and Effective Decision making	% enforcement cases where statutory action taken notice served within 4 months of receipt of complaint	96.8%	80%		Performance above target for the year.

PERFORMANCE FRAMEWORK INDICATOR	ACTION	TARGET	Status	Due Date	Latest Note & improvement actions
National Headline Indicators	Report on representations to the proposed Local Development Plan by December 2013	By December 2013		31 Dec 2013	This action has been fully completed.
25% reduction by March 2014 in undetermined cases over 3 years old at April 2013.	Removal of planning and building standards legacy cases from the system	25% reduction by March 2014 in undetermined cases over 3 years old at April 2013.		31 March 2014	Target exceeded. 63% of cases withdrawn and Uniform operating system updated accordingly.




2 CUSTOMER RESULTS

PERFORMANCE FRAMEWORK INDICATOR	ACTION	TARGET	Status	Due Date	Latest Note & improvement actions
Open for Business	Review of pre-application advice service including resources and recording	Review current pre application service by October 2013 and implement new service by March 2014		31 March 2014	The pre-application advice project is being re-evaluated as we decide how to align our resources with customer needs. It has been established that we cannot at present charge for pre-application advice and the project will move into a new phase of considering what level of service can be provided with resources in 2014/15.
Certainty	Major applications service - Provide a guidance publication	Provide a guidance publication on the major development service in Edinburgh by March 2014		31 March 2014	A guidance publication has been drafted on Major Developments. Consultation with key services is underway and it will be published in the next few months.
Customer Service	Deliver an up-to-date One Door Approach customer charter	Completion of One Door Approach charter by October 2013.		31 Oct 2013	The Charter is now complete and has been uploaded onto the Council web page and the Orb. Staff communication to raise awareness completed.
Communication and Engagement	Implement joint working agreements with Economic Development and Corporate Property to ensure linkage of development consents	Implement joint working agreements by October 2013.		31 Oct 2013	The protocol with Economic Development and Estates is now complete and workshops have been held with all services areas to promote it and include it in the procedures manual.
Communications, Engagement and Customer Service	Demonstrate how customer feedback on engagement is used to improve policy and processes	Report on outcomes by September 2013		31 March 2014	Achieved.
Communications, Engagement and Customer Service	Raise awareness of Planning among young people	Identify opportunities to involve young people in major projects by March 2014		31 March 2014	Writing competition has now been launched in South Queensferry School. Well received by teaching staff in both schools. Details of involvement with Napier University and Book Festival have been agreed. Quality Indicators will be going to a school on w/b 24 March. Finally, agreement reached with Firrhill School for 3rd year running to take in children for 3 days in April and involve them in Planning project.
Communications, Engagement and Customer Service	Extend the use of Social Media as a communication tool	Implement two-way Twitter by September 2013		30 Sep 2013	Soft launch has taken place. Enquiries starting to come in via Twitter. The next stage is to widen the promotion of this service. There will be a review after 6 months.

3 COMMUNITY RESULTS

PERFORMANCE FRAMEWORK INDICATOR	ACTION	TARGET	Status	Due Date	Latest Note
High Quality Development on the Ground	Development of 'Added Value' framework to improve quality of planning applications	Implement an 'Added Value Assessment Framework' by December 2013		31 Dec 2013	The added value framework was completed in December 2013. The guidance note has been completed and is available for staff use.
Communication and Engagement	Edinburgh Planning Concordat	Complete version 2 by October 2013 and launch by December 2013 to embrace Community Councils in a tripartite process.		31Dec 2013	The completed Edinburgh Planning Concordat was issued to community councils in December 2013. To date, 13 out of 41 Community Councils have signed the Concordat and work is ongoing to encourage others to do so.
High Quality Development on the Ground	Develop indicators of environmental quality	Prepare a list of measures to inform planning policy and processes by December 2013		31Dec 2013	This project is almost completed for 2013/14. The Edinburgh People's Survey has taken place and the focus groups are almost completed. Positive feedback from the process. A review of the QIs has taken place following 3 years of implementing the project. This sets out how to take the project forward in line with SFC structures and how the outputs can feed back into planning procedures.
High Quality Development on the Ground	Maintain and enhance the vitality and viability of Shopping Centres	Finalise Town Centre guidance pilots by December 2013. Publish 2nd batch in draft by March 2014.		31 March 2014	Consultative draft Supplementary Guidance for Corstorphine and Gorgie/Dalry, and finalised Supplementary Guidance for City Centre, all approved at Feb 27 Planning Committee. Outline Programme for further town centres published in February 2014.
High Quality Development on the Ground	Improve the environment of the Royal Mile	Finalise Royal Mile Action Plan by September 2013		30 Sep 2013	Finalised Action Plan has been approved. New governance structure has been put in place to address implementation. Project now linked into wider City Centre work.
High Quality Development on the Ground	Improve the environment of the City Centre	Contribute to City Centre Vision initiatives by March 2014		31 March 2014	Progress continues to be made into the development of city centre proposals. George St proposals are progressing as are proposals for West End and Coates/Athol Crescent. The next phase will focus on delivering the long term use of city centre spaces.
Efficient and Effective Decision Making	Exploit information from the 2011 Census	Analyse and disseminate output by March 2014		31 March 2014	Progress this year includes a Council-wide Census user group meeting quarterly; key findings published online, including citywide summaries, local area profiles and topic reports - evidence confirms these have already shaped services. Results widely communicated via seminars and presentations, e.g. to Council committees, neighbourhood partnerships, Econ Dev / Planning staff. Further presentations planned to Chamber of Commerce, and Edinburgh Partnership.

4 PEOPLE RESULTS

PERFORMANCE FRAMEWORK INDICATOR	ACTION	TARGET	Status	Due Date	Latest Note
Effective Management Structures	Review of Planning and Building Standards Management Structure	Review and implement new management structure by December 2013.		31 March 2014	To align with other service reviews in SFC, the implementation target date has been revised to Sept/Oct 2014. Formal consultation on the proposed structure is now underway with in-scope staff. Report to Planning Committee in early Summer 2014.
Continuous Improvement	Improved staff training	<ul style="list-style-type: none"> • 5 hours IT training per staff member • 31 hours additional training 		31 March 2014	62% of staff attained the target. Staff Development Group coordinated a series of IT training events for staff. Regular updates from the Staff Development Group provided in the monthly Core Brief and E-Mail communications to staff. Training targets will be emphasised during the PRD process in April/May 2014.
Continuous Improvement	Engage staff in progressing organisational improvements	Action Plan to be approved by end of June 2013 Implement Staff Engagement Action Plan by March 2014		31 March 2014	The Staff Engagement Group's focus is driving action in four areas: handling change, the role of managers, the importance of respect, and improving morale. Implementation continues into 2014-2015.

PART 5 - Official Statistics

A: DECISION-MAKING TIMESCALES

CATEGORY	Total number of decisions 2013-2014	Average timescale (weeks)	
		2013-2014	2012-2013
Major developments	14 excluding PPAs	27.9 excluding PPAs	81.6 excluding PPAs
Local developments (non-householder)	2149		
• Local: less than 2 months	65.9%	7.0	6.7
• Local: more than 2 months	34.1%	17.4	18.4
Householder developments	1357	6.9	6.5
• Local: less than 2 months	89.2%	12.3	12.2
• Local: more than 2 months	10.8%		
Housing developments Major	4	32.5	114.8
Local housing developments	193		
• Local: less than 2 months	52.1%	7.3	6.7
• Local: more than 2 months	47.9%	20.6	22.2
Business and industry Major	0	n/a	16.1
Local business and industry	58		
• Local: less than 2 months	75.9%	6.7	6.4
• Local: more than 2 months	24.1%	14.8	22.1
EIA developments	1	15.3	18.1
Other consents*	1171	7.4	7.5
Planning/legal agreements**	57	23.7	38.7
Local reviews	75	6.4	7.7

* Consents and certificates: Listed buildings and Conservation area consents, Control of Advertisement consents, Hazardous Substances consents, Established Use Certificates, certificates of lawfulness of existing use or development, notification on overhead electricity lines, notifications and directions under GPDO Parts 6 & 8 relating to agricultural and forestry development and applications for prior approval by Coal Authority or licensed operator under classes 60 & 62 of the GPDO.

** Legal obligations associated with a planning permission; concluded under section 75 of the Town and Country Planning (Scotland) Act 1997 or section 69 of the Local Government (Scotland) Act 1973

B: DECISION-MAKING: LOCAL REVIEWS AND APPEALS

TYPE	Total number of decisions	Original decision upheld			
		2013-2014		2012-2013	
		NO.	%	NO.	%
Local reviews	75	47	62.7	37	52.1
Appeals to Scottish Ministers	56	40	71.4	43	68.3

C: ENFORCEMENT ACTIVITY

	2013-2014	2012-2013
Cases taken up	779	751
Breaches identified	Not recorded	Not recorded
Cases resolved	Not recorded – criteria not specified	Not recorded – criteria not specified
Notices served***	34	56
Reports to Procurator Fiscal	0	2
Prosecutions	0	0

*** Enforcement notices; breach of condition notices; planning contravention notices; stop notices; temporary stop notices; fixed penalty notices, and Section 33 notices.

D: CONTEXT

Edinburgh continues to embed a culture of processing agreements when dealing with major applications. As the national headline indicators show, we have been very successful in improving performance on meeting processing agreement target dates and providing confidence for the development industry.

The performance on the remaining major applications has also shown an improvement. This is because we have gone through a process of removing old legacy applications from the system which were skewing the decision making timescales. We have removed around 63% of old applications as part of this programme.

In terms of local developments, there has been a slight decline in performance as a result of the increase in the number of applications without additional resource and the re-alignment of staff resource to major development.

Performance in dealing with other consents such as listed building consent and advert consent has however shown a slight improvement from last year. Legal agreements are also being concluded quicker as we successfully apply the use of a model agreement and discuss this as part of the PPA preparation.

Local reviews are now held quicker and the success rate of both appeals and local reviews has improved. This shows that decisions are being taken properly and we can have more confidence that they will not be overturned.

Enforcement activity has increased. Edinburgh has a culture of trying to resolve breaches rather than serve notices. In many cases the breach is so minor that action is not justified. This is in line with Government guidance. Without definitive criteria on what 'resolved' means, we have been unable to capture this information.

PART 6 - Workforce and Financial Information

	Tier 1	Tier 2	Tier 3	Tier 4
Head of Planning & Building Standards Service			1	

Note: Tier 1= Chief Executive, Tier 2= Directors, Tier 3= Heads of Service, Tier 4= Managers

		DM	DP	Enforcement	Other	Cross service
Managers	No. Posts	8	9	2	3	1
	Vacant					
Main grade posts	No. Posts	41	35	7	41	1
	Vacant					
Technician	No. Posts	7	5			
	Vacant					
Office Support/Clerical	No. Posts		3	2	2	18
	Vacant					
TOTAL		56	52	11	46	20

Note: Managers are those staff responsible for the operational management of a team/division. They are not necessarily line managers.

Staff Age Profile	Number
Under 30	10.2%
30-39	22.2%
40-49	28.6%
50 and over	39%

Committee & Site Visits*	Number per year
Full council meetings	11
Planning committees	7
Area committees (where relevant)	DM Sub-Committee 23
Committee site visits	8
LRB**	18
LRB site visits	3 (21/8, 4/9, 22/1)

Notes:

*References to committees also include National Park Authority Boards. Number of site visits is those cases where visits were carried out by committees/boards.

**this relates to the number of meetings of the LRB. The number of applications going to LRB are reported elsewhere.

	Total Budget	Costs		Income***
		Direct*	Indirect*	
Development management	£2107483	£2107483	£549659	£1859200
Development planning	£2175997	£1925996	£145201	£41672
Enforcement	Included in Development Management			
Other	£444969	£551270	£681426	£119754
TOTAL	£4728449	£5600761	£1376286	£2020646

Notes:

* Direct staff costs covers gross par (including overtime, national insurance and superannuation contribution). The appropriate proportion of the direct cost of any staff member within the planning authority spending 30% of more of their time on planning should be included in costs, irrespective of what department they are allocated to (for example, legal advice, administration, typing). Exclude staff spending less than 30% of their time on planning.

**Indirect costs include all other costs attributable to the planning service. Examples (not exhaustive) include accommodation, IT, stationery, office equipment, telephone charges, printing, advertising, travel & subsistence, apportionment of support service costs.

*** Include fees from planning applications and deemed applications, and recharges for advertising costs etc. Exclude income from property and planning searches.

APPENDIX 1

PERFORMANCE MARKERS REPORT 2012-13

Name of planning authority: **City of Edinburgh Council**

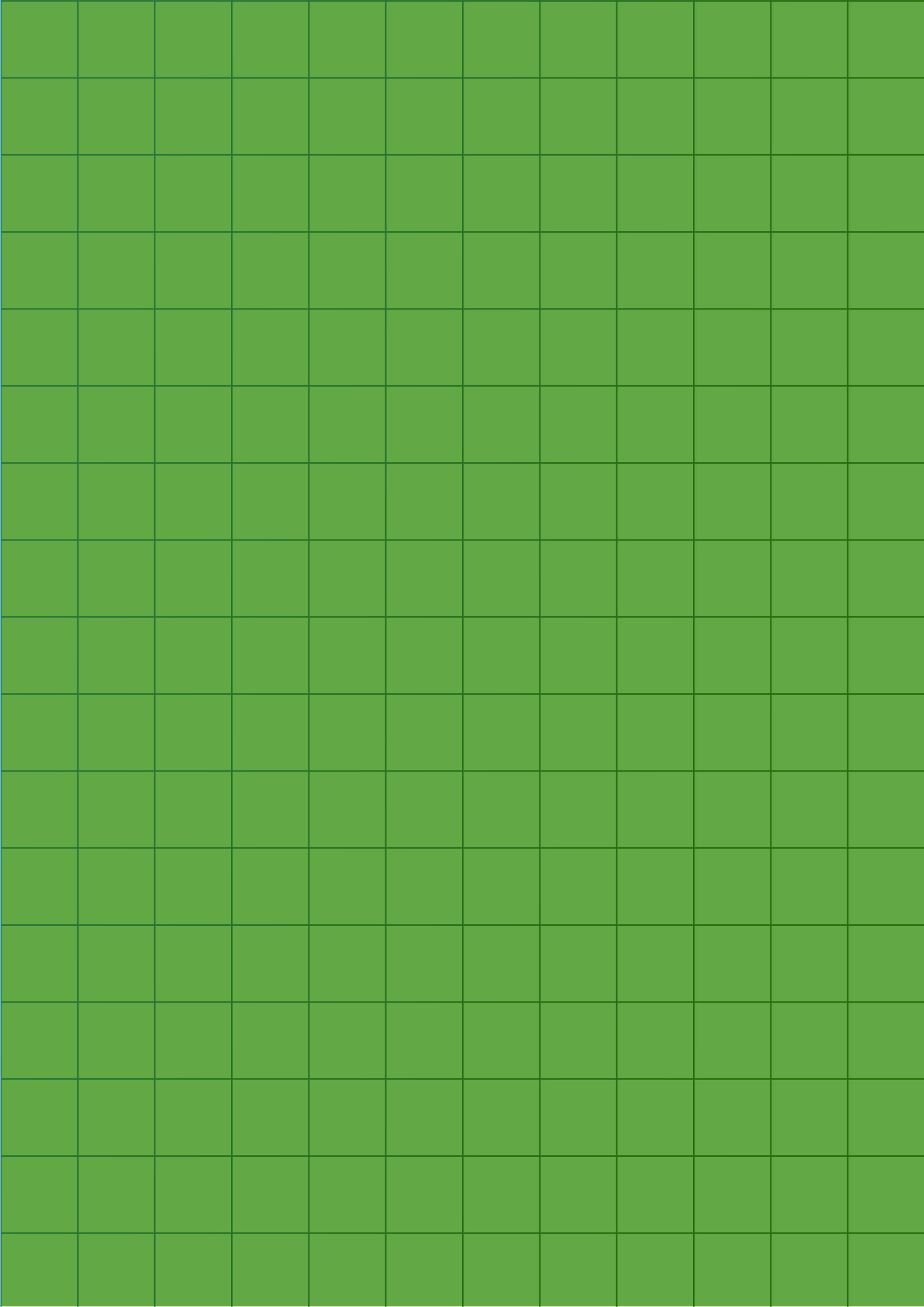
The High Level Group on Performance agreed a set of performance markers. We have assessed your report against those markers to give an indication of priority areas for improvement action. The high level group will monitor and evaluate how the key markers have been reported and the value which they have added.

The Red, Amber, Green ratings are based on the evidence provided within the PPF reports. Where no information or insufficient evidence has been provided, a 'red' marking has been allocated.

No.	Performance Marker	RAG rating	Comments
1	Decision-making: continuous reduction of average timescales for all development categories [Q1 - Q4]	Green	Good reduction in timescales for local applications in comparison to own past performance; also considerably quicker decision-making than national averages. Concerns over timescales for major applications (not covered by processing agreements), although evidence shows that completing small number of legacy cases skewed those figures; otherwise a more reasonable performance.
2	Processing agreements: <ul style="list-style-type: none"> offer to all prospective applicants for major development planning applications; and availability publicised on website 	Green	Good, regular use of processing agreements as normal practice, covering procedure up to point of committee meeting. Remains scope to bring activity for legal agreement more formally into agreed timetable.
3	Early collaboration with applicants and consultees <ul style="list-style-type: none"> availability and promotion of pre-application discussions for all prospective applications; and clear and proportionate requests for supporting information 	Amber	42.9% of applications reported as having been subject to pre-application advice, which is encouraging; although not currently measured so methodology for that figure is not clear. SIP commitment to review pre-application service, including a recording system. Up-to-date guidance and meetings with developers, involving consultees, on major developments gives opportunity to clarify expectations. Needs some clearer evidence on how the authority is ensuring information requests are proportionate.

4	<p>Legal agreements: conclude (or reconsider) applications after resolving to grant permission</p> <ul style="list-style-type: none"> reducing number of live applications more than 6 months after resolution to grant (from last reporting period) 	Amber	<p>References to legal agreements being a continuing source of delay due to applicants deferring signing. Authority can assume a strong management role to ensure these cases are completed efficiently.</p> <p>Mention of setting informal target, alongside processing agreements, of 3-6 months to conclude; backed up by statistics which show cases with legal agreements having been decided more quickly than national average timescales.</p> <p>Some data needed to confirm progress on this marker.</p>
5	<p>Enforcement charter updated / re-published within last 2 years</p>	Red	<p>Charter over 3 years old at end of reporting period. Need to review this and ensure kept up-to-date within the statutory period.</p>
6	<p>Continuous improvement:</p> <ul style="list-style-type: none"> progress/improvement in relation to PPF National Headline Indicators; and progress ambitious and relevant service improvement commitments identified through PPF report 	Amber	<p>Good improvements in most decision-making timescales and in pre-application engagement, including extensive use of processing agreements for major applications. LDP set to slip beyond the 5-year period from city local plan and more needing to be done to demonstrate enforcement performance.</p> <p>Some demonstration of improved performance from SIP, although information incomplete in PPF report.</p>
7	<p>Local development plan less than 5 years since adoption</p>	Amber	<p>Local plan (covering most of area) 3 years old, but local plan for remaining area is older.</p>
8	<p>Development plan scheme – next LDP:</p> <ul style="list-style-type: none"> on course for adoption within 5 years of current plan(s) adoption; and project planned and expected to be delivered to planned timescale 	Red	<p>Local plan (covering most of area) set to be slightly older than 5 years when LDP adopted, while other local plan already over 5 years. Delays with SESplan (on which authority has a role) and ongoing issues with housing land allocations has had particular influence in delays.</p>
9	<p>Elected members engaged early (pre-MIR) in development plan preparation – <i>if plan has been at pre-MIR stage during reporting year</i></p>	N/A	

10	<p>Cross sector stakeholders* engaged early (pre-MIR) in development plan preparation – <i>if plan has been at pre-MIR stage during reporting year</i></p> <p><i>*including industry, agencies and Scottish Government</i></p>	N/A	
11	<p>Regular and proportionate policy advice produced on:</p> <ul style="list-style-type: none"> information required to support applications; and expected developer contributions 	Green	<p>Recently updated validation guidance, to ensure applicants have up-to-date information. Could say more about how ensuring requirements are proportionate.</p> <p>Economic Resilience Plan commits to review/revise developer contribution policies (some already revised) and currently taking forward through LDP. Needs to be completed.</p>
12	<p>Corporate working across services to improve outputs and services for customer benefit (for example: protocols; joined-up services; single contact arrangements; joint pre-application advice)</p>	Green	<p>Good evidence of corporate approach to service delivery, particularly through the one door approach to consents. Also, work ongoing to develop concordats with other parts of authority, which should be progressed.</p>
13	<p>Sharing good practice, skills and knowledge between authorities</p>	Green	<p>Participation in benchmarking group with other cities. Also contributed to <i>Planning Reform: Next Steps</i> projects through support for processing agreements and the one door approach.</p>
14	<p>Stalled sites / legacy cases: conclusion or withdrawal of old planning applications and reducing number of live applications more than one year old</p>	Green	<p>Some evidence of old cases being decided during the year, with notable impact on major application statistics. Mention of developing systems to deal with legacy cases, backed by a SIP commitment with target for 25% reduction.</p>
15	<p>Developer contributions: clear and proportionate expectations</p> <ul style="list-style-type: none"> set out in development plan (and/or emerging plan); and in pre-application discussions 	Green	<p>Some policies have been revised; ongoing through LDP process.</p> <p>Economic Resilience Plan includes a flexible approach, allowing for deferred payments to help manage cash flow and support delivery. Officers have access to experts on development viability.</p>



Planning Committee

10.00 am, Thursday 7 August 2014

Review of Policy and Criteria for New Street Names

Item number	7.2
Report number	
Executive/routine	Executive
Wards	All

Executive summary

The purpose of this report is to discharge the remit set by Committee on 15 May 2014 to carry out a review of the Charter and naming guidelines and report back to the next meeting. It seeks Committee's agreement to proposed amendments to the Statutory Addressing Charter and Council policy in relation to the naming of streets after people.

The report proposes changes to the naming policy for the use of deceased peoples' names, reducing the timescales after which a name is available for use, and introducing a mechanism by which names can be used earlier in exceptional circumstances. If approved, this revised policy will be implemented immediately and the relevant changes will be included in the next full review of the Statutory Addressing Charter.

Links

Coalition pledges	P44
Council outcomes	CO19 , CO23
Single Outcome Agreement	S04

Review of Policy and Criteria for New Street Names

Recommendations

- 1.1 It is recommended that the Committee:
1. agrees to continue the policy of not naming streets after living people;
 2. agrees to reduce the number of years after death that a name can be considered for use from 10 to 5 years;
 3. agrees that, should a name be suggested that does not meet the proposed 5 year criteria, that it should be referred to Development Management Sub-Committee for a decision; and
 4. agrees that this report discharges the remit set by the Committee's decision on 15 May 2014.

Background

- 2.1 The policy of The City of Edinburgh Council (and its predecessor) has always been to avoid naming streets after living people. This is due to the risk that public perception of a person may change as a result of events occurring after a name is used.
- 2.2 In addition, it has been the practice for over 20 years of not naming a street after a deceased person until a period of time has elapsed. This policy was formalised with the review of the Street Naming Charter in 2007, when the period was set at 10 years to create clarity and consistency.
- 2.3 On 15 May 2014, the Planning Committee determined that a new street be named after the footballer Lawrie Reilly who died in 2013. This was less than 10 years after his death and therefore did not comply with the policy.
- 2.4 At the same meeting, the Committee instructed that a review of the Charter and naming guidelines be carried out and reported back to the next meeting. This report discharges that remit.

Main report

- 3.1 The 10 year rule was introduced for two reasons: (1) to allow a respectful period of time to elapse before publicly proposing the use of a person's name, and (2) to address the risk that, following a person's death, the public perception of that person could change as a result of events that have taken place throughout their

lifetime. The current Council policy reduces this risk by setting a time period after which a name could be used.

- 3.2 This approach enables the Council to reduce the risk of having to rename a street in the future, causing disruption to residents and owners.
- 3.3 There have been recent examples in other local authority areas where streets named after living or recently deceased persons have had to be renamed, following a change in public perception of the person. This can bring reputational damage to a local area and have a disturbing impact on residents affected.

Practice in Other Local Authorities

- 3.4 A consultation was carried out with the other 31 Scottish local authorities on their policy with regards naming streets after people.
- 3.5 Of the 31 Councils approached 4 did not respond to enquiries.
- 3.6 Of the 27 Councils that responded, 21 have a similar policy to Edinburgh and only name streets after deceased persons. Out of these councils, none publish a specific time period after which a name becomes available for use.
- 3.7 However three of the councils have unofficial guidance regarding the use of names immediately following a person's death. The time after which they would use a person's name varies between 2 years and 10 years. Many councils leave the decision on whether to use a name to elected members and/or community councils.
- 3.8 Six local authorities have a policy where they will use the name of a living person for a street name.

Proposed Changes to Guidelines

- 3.9 It is proposed that the council policy of not naming streets after living people should remain.
- 3.10 The comparison with other local authorities suggests that a period of 10 years before considering the use of a person's name may be over-cautious and that the elapsed time before a name should be considered for use could be reduced. It is proposed that the elapsed time should be reduced from 10 years to 5 years. Names proposed prior to the expiry of the 5 year period would still be eligible for inclusion in the appropriate local neighbourhood street name bank for future use, subsequent to local verification.
- 3.11 This reduced timescale would still maintain a period of sensitivity following a person's death whilst enabling the Council to minimise any risks associated with the use of a person's name.
- 3.12 However, it is recognised that, on occasion, there may be particular circumstances that justify the use of a name before 5 years has elapsed. In these cases and where there is agreement between all ward councillors, it is proposed that the final decision is taken by the Development Management Sub-Committee.

Summary

- 3.13 By reducing the time after which a name becomes available for use from 10 years to 5 years the proposed changes will increase the number of potential names. This would nevertheless continue to minimise the risk to the Council in the use of recently deceased person's names.
- 3.14 The proposed revisions also introduce circumstances where an exception to the criteria may be acceptable. These would allow for the use of a name immediately following a person's death, if there is an overwhelming support for the use of such a name and the proposal is supported by the Development Management Sub-Committee.
- 3.15 If approved, this revised policy will be implemented immediately and the relevant changes will be included in the next full review of the Statutory Addressing Charter.

Measures of success

- 4.1 The adoption of the proposed changes to the naming of streets after deceased people will increase the number of available names for use across the city currently held within the street name banks.

Financial impact

- 5.1 There is no financial impact to the Council amending the street naming policy and guidelines.

Risk, policy, compliance and governance impact

- 6.1 There is an identified risk in naming streets after people. Naming streets in commemoration of a person is a risk, as information has the potential to come to light following their death, which would make the name and commemoration unacceptable to the public. This is a known risk, which is managed by introducing the timescale by which names can be used.

Equalities impact

- 7.1 The impacts of the report in relation to the Public Sector Equalities Duty and the ten key areas of rights have been considered. The report has no significant impact on the Council's three equalities duties or the ten areas of rights.

Sustainability impact

- 8.1 The proposals in this report have been considered in relation to the three elements of the Climate Change (Scotland) Act 2009 Public Bodies Duties. Positive impacts were identified for
- Social Cohesion
 - Sense of Place

Consultation and engagement

- 9.1 Benchmarking was carried out against other Scottish local authorities regarding the use of people's names for new streets. This included identifying any policy, procedures and timescales by which other councils use the names of people for new street names.

Background reading / external references

- 1 Statutory Addressing Charter for the City of Edinburgh Council 2013 (http://www.edinburgh.gov.uk/download/downloads/id/3555/statutory_addressing_charter)
- 2 Street Naming Guidelines (http://www.edinburgh.gov.uk/download/downloads/id/3554/street_naming_guidelines)
- 3 Report to Planning Committee 9 August 2007, Planning Charter : Statutory Addressing.

John Bury

Acting Director of Services for Communities

Contact: Susan Cooke, Corporate Address Gazetteer Custodian

E-mail: susan.cooke@edinburgh.gov.uk | Tel: 0131 529 3975

Links

Coalition pledges	P44 Prioritise keeping our streets clean and attractive
Council outcomes	CO19 Edinburgh remains an attractive city through the development of high quality buildings and places and the delivery of high standards CO23 Well engaged and well informed – Communities and individuals are empowered and supported to improve local outcomes and foster a sense of community
Single Outcome Agreement	SO4 - Edinburgh's communities are safer and have improved physical and social fabric
Appendices	None

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Planning Committee

10.00am, Thursday 7 August 2014

Planning Committee Workshop and Awareness Raising Programme

Item number	7.3
Report number	
Executive/routine	
Wards	

Executive summary

To build on existing knowledge and assist members to make decisions on development plans and proposals for the city, Planning Committee members have been supported by a workshop and awareness raising programme. The purpose of this report is to set out the arrangements for continuing the programme up to July 2015.

Links

Coalition pledges	P08, P17, P40
Council outcomes	CO7, CO8, CO16, CO19
Single Outcome Agreement	SO1, SO2, SO3, SO4

Planning Committee Workshop and Awareness Raising Programme

Recommendations

- 1.1 It is recommended that the Committee approves the workshop and awareness raising programme up to July 2015, as set out in this report.

Background

- 2.1 A member workshop and awareness raising programme has been in place for the Planning Committee for more than 10 years as a way of delivering culture change in planning in Edinburgh. The programme has helped to build awareness and understanding of planning issues and has improved relations with partner organisations and key stakeholders, including government agencies, local partners and the development sector.
- 2.2 The programme is an important part of supporting Committee members in their promotion of key economic development, social and environmental objectives through planning and decisions on planning proposals.
- 2.3 In the last year, four workshops have been held for Committee members. These have focused on the Local Development Plan, developer contributions and student accommodation. Additionally, four shorter awareness raising sessions have been held which have covered transport issues, planning conditions, the service improvement plan and windows in historic areas. Representatives of Transport Scotland and the University of Edinburgh have participated in these sessions.
- 2.4 The annual Planning Committee tour for 2014 has been arranged and will focus on street design issues. The tour was postponed from June until September 2014 due to the special Committee meeting that was organised to consider the Second Proposed Local Development Plan. Members of the Transport and Environment Committee have been invited to join the tour to share understanding of street design issues.

Main report

- 3.1 The next workshop and awareness raising programme is proposed to run from August 2014 to July 2015. The programme aims to build on existing knowledge

and develop members' understanding of new ways of working and priority issues.

- 3.2 The programme will continue to be based around two hour workshops during months when there is no Planning Committee meeting and shorter awareness raising sessions immediately before some Development Management Sub-Committee meetings. Full day Planning Committee tours are expected to be held in September 2014 and June 2015.
- 3.3 Members have indicated a preference for more interactive sessions which allow sufficient time for questioning and general discussion of issues that are raised. Although some themes for future sessions are identified below, it is important that the programme is flexible so that priority issues can be addressed when appropriate.
- 3.4 It is expected that future sessions will be required to address matters arising from the preparation of a second Strategic Development Plan (including housing need and demand) and the Local Development Plan.
- 3.5 In addition, members have suggested future sessions could cover student accommodation, adding value to development through the planning process, community engagement, and encouraging play through street design and public space.
- 3.6 Where appropriate, representatives from external organisations will be invited to contribute to the sessions.
- 3.7 The dates for the next series of events are listed in the appendix to this report. Members will be advised closer to the date of the session as to what specific topic will be covered.

Measures of success

- 4.1 Committee members feel confident and informed to make decisions relating to development planning and development proposals.

Financial impact

- 5.1 There are no new financial implications arising from the recommendations of this report. Provision for elected member training is contained in the Planning Service's revenue budget.

Risk, policy, compliance and governance impact

- 6.1 There are no perceived risks associated with this report.

Equalities impact

- 7.1 There are no direct equalities impacts, but the proposed workshop and awareness raising programme provides an opportunity for elected members to explore equalities issues likely affected by planning decisions.

Sustainability impact

- 8.1 This report has no adverse sustainability issues.

Consultation and engagement

- 9.1 Themes for workshops and awareness raising sessions that have been suggested by members will be incorporated in to the programme.

Background reading/external references

None.

John Bury

Acting Director of Services for Communities

Contact: Ian Tame, Departmental Assistant to the Planning Convener

E-mail: ian.tame@edinburgh.gov.uk | Tel: 0131 529 6133

Links

Coalition pledges	P08, P17, P40
Council outcomes	CO7, CO8, CO16, CO19
Single Outcome Agreement	SO1, SO2, SO3, SO4
Appendices	Appendix 1: Proposed dates for the Planning Committee workshop and awareness raising programme.
*	

Appendix 1 – Proposed dates for the Planning Committee workshop and awareness raising programme

August 2014 – July 2015

Awareness raising sessions

1 hour

- Wednesday 27 August 2014 9am
- Wednesday 8 October 2014 9am
- Wednesday 3 December 2014 9am
- Wednesday 11 February 2015 9am
- Wednesday 6 May 2015 9am

Committee workshops

2 hours

- Wednesday 20 August 2014 2pm - *SDP Spatial strategy + HNDA*
- Thursday 6 November 2014 10am
- Thursday 22 January 2015 10am
- Thursday 26 March 2015 10am

Committee tours

- Thursday 4 September 2014 9am-5pm – *Street design*
- Thursday 11 June 2015 9am-5pm

Planning Committee

10am, Thursday 7 August 2014

Environmental Quality Indicators

Item number	8.1
Report number	
Executive	Executive
Wards	City wide

Executive summary

In June 2012, Committee approved a set of indicators to assess the 'delivery of good quality development' element of the Planning Performance Framework and the impact of Planning decisions.

It was recommended that they be reviewed on an annual basis to help ensure that the outcomes of planning decisions maintain and support the quality of the city's environment.

This report advises Committee of the results of the third year of using the indicators and suggests a way forward for the project in future years.

Links

Coalition pledges	P40
Council outcomes	CO19
Single Outcome Agreement	SO4

Environmental Quality Indicators

Recommendations

- 1.1 It is recommended that the Committee:
1. notes the results of the Environmental Quality Indicators for the third year and supports their continued use; and
 2. approves the development of the project and its refocusing at the local level.

Background

- 2.1 The Scottish Government is keen to find a way of measuring the quality of development on the ground as a mechanism for defining a high quality Planning Service. The Planning Performance Framework (PPF), which recommends the inclusion of a measure of good quality development, was introduced by planning authorities in 2012.
- 2.2 In June 2012, the Committee approved a set of indicators that responded to the 'delivery of good quality development' element of the Planning Performance Framework and were responsive to the impact of planning decisions. They reflect quantitative or qualitative factors that provide a representative picture of environmental conditions and provide a basis for comparison. The indicators were developed in association with Scottish Natural Heritage, Historic Scotland, the Cockburn Association, the Architectural Heritage Society of Scotland, the Scottish Wildlife Trust and Edinburgh World Heritage.
- 2.3 It was recommended that they be reviewed on an annual basis to help ensure that the outcomes of planning decisions maintain and support the quality of the city's environment.

Main report

3.1 This report presents the results of the third year of using a set of indicators to measure the impact of recent development on the environmental quality of Edinburgh. The indicators have four main strands:

- Direct Rating of Perception of Users;
- The City Biodiversity Index (CBI or Singapore Index);
- Awards; and
- Added Value. The Added Value strand was added this year and involves an appraisal of the design value added during the processing of planning applications. It forms an action in the Planning and Building Standards Service Plan 2014/15.

Direct Rating of Perception of Users.

3.2 This is a process whereby the customers, or users, of the environment are asked about their perceptions of its quality. The degree of satisfaction is governed by a wide range of factors which reflect quality. There are two separate strands involved in this approach:

- the Edinburgh People Survey; and
- the use of Focus Groups.

3.3 The **Edinburgh People Survey** focuses on satisfaction with Council services and quality of life issues. Each year, around 5,000 Edinburgh residents are interviewed, forming a demographically representative sample of each of the city's 12 neighbourhoods. The latest survey was held in autumn 2013.

3.4 As part of the last three surveys, a question on the perceived quality of the built environment was included in the Survey. The question was:

How satisfied or dissatisfied are you with the quality of new buildings and the spaces around them in your local area?

(the results of the responses to this question are shown in Appendix 1 and are also summarised in Appendix 5).

3.5 77% of all respondents were very satisfied or fairly satisfied with the quality of new buildings and the spaces around them in their local area. Compared to that, 2% said they were either fairly or very dissatisfied and 21% were either neutral or had no opinion. Satisfaction has decreased from 86% in 2012 with the level of dissatisfaction remaining much the same and an 8% increase in no opinion.

- 3.6 This information has also been broken down into the different neighbourhood areas. Satisfaction with the quality of new buildings has fallen from the previous year in all of the neighbourhood areas, the largest fall being in Leith, Forth and Liberton/Gilmerton. The highest level of satisfaction and smallest drop is in Portobello/Craigentinny. The levels of dissatisfaction with new buildings remain low. The largest increase for all areas is in the neither satisfied nor dissatisfied/no opinion categories.
- 3.7 As might be expected, the three years of results show fluctuations, and, with only three sets of data, it is not possible to draw any significant conclusions. However, in the various neighbourhoods across the city, levels of satisfaction never falls below 63% and levels of dissatisfaction never rise above 7%. The results from further years will be needed before any trends can be identified with confidence.
- 3.8 **Focus Groups.** The Focus Groups took the form of short video clips of nine recent developments across the city (detailed in Appendix 2) which were rated on a five point scale in terms of how well they fitted with their surroundings and how attractive they were. The Focus Groups were held at the East and West Neighbourhood Centres, the St James Shopping Centre, Ratho library and Ratho Climbing Centre. Edinburgh World Heritage, the Cockburn Association and Historic Scotland took part in the groups and a total of 200 individuals participated. The survey was also made available online and 585 individuals completed the questionnaire. Details of the developments and the results from the Focus Groups and online survey are included in Appendix 2.
- 3.9 The average scores for 2014 (online results are shown in brackets) for the nine schemes indicate that 65% (52%) of respondents considered that the developments fitted in well with their surroundings and that 59% (46%) considered that they were attractive. The levels of dissatisfaction were much lower, with 15% (23%) considering the developments did not fit in with their surroundings and 18% (30%) that they were not attractive. Appendix 3 show comparisons with previous years.
- 3.10 This year's results for the Focus Groups are very similar to those from last year with a small increase in the measure of attractiveness. There is a small percentage drop in both measures for the online survey.
- 3.11 The information gained for the Focus Groups will become more significant as more years are added. As with The Edinburgh People Survey, only limited conclusions can be drawn from the three years of figures. However, what has become apparent is the very positive way

in which the Focus Groups have been received by the public. This is establishing positive relationships between communities and the Planning and Building Standards Service and improving the public's understanding of the planning process. It is, therefore, proposed to develop further this strand of the Environmental Quality Indicators (see para 3.21).

The City Biodiversity Index (CBI or Singapore Index)

- 3.12 The City Biodiversity Index provides a structured method for measuring performance and assigns scores based on the services that biodiversity provide, such as pollination and carbon sinks and how well a place manages its biodiversity - for example, by setting up a biodiversity partnership or an organisation to document species and habitats.
- 3.13 Data has been gathered from various sources including the Wildlife Information Centre and the Council's research team. The Cities Biodiversity Index will progress from year to year as information is recorded and submitted that reflects changes to the natural environment. The number of indicators currently reported on is 13. In future years there may be further alignment with the Edinburgh Living Landscape Indicators, a project which aims to manage the city's landscape with a view to improving biodiversity. The results remain largely the same as the data collection has a cost associated with it and in the main will be updated every 5 – 10 years (See Appendix 5).

Awards

- 3.14 Awards are normally based on an impartial assessment by independent agencies. They can provide a measure of quality over a range of factors and a relative performance assessment against other local authorities. Awards for planning related projects are currently monitored. A list of recent awards for Planning related activities is at Appendix 4. This is extensive and includes awards for both individual buildings and recognition on a city-wide basis. Three of the most relevant awards (the Scottish Awards for Quality in Planning, the RTPI Awards and the Civic Trust Awards) have been adopted as the key awards indicator. These are national awards which relate directly to the impact of new development on the built environment.
- 3.15 The development at Sugarhouse Close won commendations from both the Civic Trust Awards and the Scottish Awards for Quality in Planning. The Assembly Rooms refurbishment also won a commendation from the Civic Awards and the Council's Planning Processing Agreements were commended by the Scottish Awards for Quality in Planning.

Added Value

- 3.16 The Added Value project is a way of recording the improvements that officers make to planning applications in the course of negotiations. An Added Value module has been created in the Uniform system that allows officers to record the improvements that have been made to the quality of new development at both pre-application and application stage. The module is split into themes which are broken into individual issues that directly relate to aspects of policy and guidance. The project is at an early stage and, reports are being compiled on a three monthly basis. This will be available to inform the next analysis.
- 3.17 The Added Value project is seen as an important addition to the Environmental Quality Indicators project in terms of being able to link back into processes which take place before any development takes place.

Academic Assessment

- 3.18 The Council has worked with students and academics at Heriot Watt University for a second year to assess the current format of the Environmental Quality Indicators and suggest methods of improving their viability and effectiveness. The main recommendation relates to the potential to amend existing planning processes in the light of information collected from the Edinburgh People Survey and the Focus Groups. The need to align the added value elements with the focus group work is also identified.

Analysis

- 3.19 An analysis of the first three years has shown the following positive outcomes from the project:
- For the first time information is available on what the public think about particular developments after they have been constructed;
 - The public particularly value face to face discussion with Planning staff in the Focus Groups;
 - Public awareness of the planning process has been raised which should lead to more informed comments on developments;
 - The process has allowed the Planning Service to gain the views of specific sections of the public e.g. young people; and

- The success of the process has allowed it to be used for other projects e.g. the review of the conservation area character appraisals.

3.20 However, it is recognised that the number of developments used for the Focus Groups is small and that a larger sample would provide better data. It is also recognised that a larger sample would allow data to be collected at a local level where people have stronger views about their particular neighbourhood. Finally, it is recognised that the outputs need to feed back into, and influence, existing planning process. A key change is therefore proposed to support these points and take the project forward.

Taking the Project Forward

3.21 It is intended to take the project forward by building on the positive aspects of the existing processes and focussing it to deliver usable outputs at a neighbourhood level. This will be achieved by assessing 10 developments in each of the six neighbourhood areas. This will provide much more detailed information. In addition:

- it will provide the area teams with information on the views and opinions of the local communities on specific developments. This will be the first time that such information is available *after* developments have been constructed rather than through comments on planning applications;
- it will allow the tracking of the impact of developments that have been assessed through the *Added Value* project;
- the information can be collated on a city-wide basis to identify issues where there may be a mismatch between planning decisions and public opinion; and
- the local outcomes can then be fed back into the relevant planning team providing an insight into local planning issues. The process can be used as a catalyst for discussion of planning issues and it should ultimately lead to greater engagement and a more informed input from the local community.

Resources

3.22 One of the most challenging issues for this project has been that of resources. Therefore it is proposed to carry out the project on a biennial basis.

Conclusions

3.23 The results of the Environmental Quality Indicators are summarised and collated in Appendix 5. These indicate that there continues to be a relatively high level of satisfaction with the quality of development and

a corresponding very low level of dissatisfaction in terms of the Edinburgh People Survey and Focus Groups. However, it is recognised that only limited conclusions can be drawn from only three sets of data.

- 3.24 The three year pilot for this project is now complete. As a result of this pilot it is proposed to continue the project with but with some changes in approach. The new approach will reinforce the positive aspects of the existing process and put more of a focus on developments at a local neighbourhood level. Developments assessed for Added Value will be tracked and the results fed back to the Planning area teams. This will act as catalyst for discussions of local planning issues with a view to achieving greater engagement and more informed input from the local community.

Measures of success

- 4.1 The Environmental Quality Indicators demonstrate a continuous improvement in the quality of Edinburgh's built and natural environment.

Financial impact

- 5.1 The proposal to focus on gathering information at the neighbourhood level may have a resource implication, but this should be contained by carrying out the surveys on a biennial basis.

Risk, policy, compliance and governance impact

- 6.1 The Indicators project allows an assessment of the impact of new development on the built and natural environment. A measurement of environmental quality is required to form part of the Planning Performance Framework. A degree of risk would follow from not carrying out the Indicators project in terms of feedback into the statutory planning process.

Equalities impact

- 7.1 The survey processes for the Indicators involved a wide range of community representatives.
- 7.2 Access for the disabled was a potential issue for consideration in the Focus Group assessments of the new developments. All venues complied with the Disability Discrimination Act.
- 7.3 There was a general positive or neutral impact on equalities and rights.

Sustainability impact

- 8.1 The indicators will assist in improving the quality of the built and natural environment, and have a positive impact on sustainability.

Consultation and engagement

- 9.1 Some of the data for the Indicators was derived from Focus Groups. These comprised groups at the East and West Neighbourhood Centres, the St James Shopping Centre, Ratho library and Ratho Climbing Centre. Edinburgh World Heritage, the Cockburn Association and Historic Scotland took part in the groups and a total of 200 individuals participated.

Background reading / external references

1. Report to Planning Committee, 8th August 2013, Environmental Quality Indicators
2. City Biodiversity Index:
<http://www.cbd.int/authorities/gettinginvolved/cbi.shtml>

John Bury

Acting Director of Services for Communities

Contact; Jack Gillon, Principal Practitioner

Email Jack.gillon@edinburgh.gov.uk | Tel: 0131 469 3634

Julie Dewar, Planning Officer

E-mail: julie.dewar@edinburgh.gov.uk | Tel: 0131 469 3625

Links

Coalition pledges [P40](#)

Council outcomes [CO19](#)

Single Outcome Agreement [SO4](#)

Appendices

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Appendix 1 - Results of Edinburgh People Survey

Appendix 2 - Results from Focus Group 2013/14

Appendix 3 – Results from Focus Groups and Web based Survey 2012- 2014

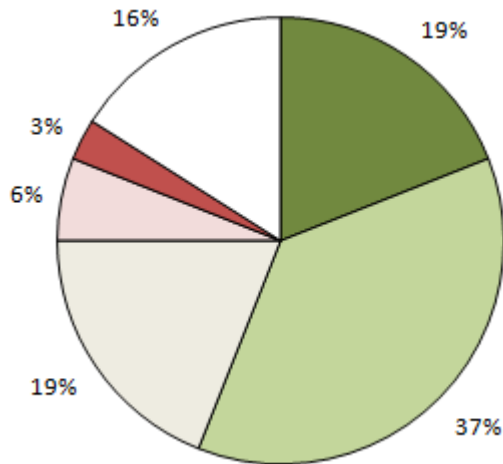
Appendix 4 – Awards

Appendix 5 - Results Summary

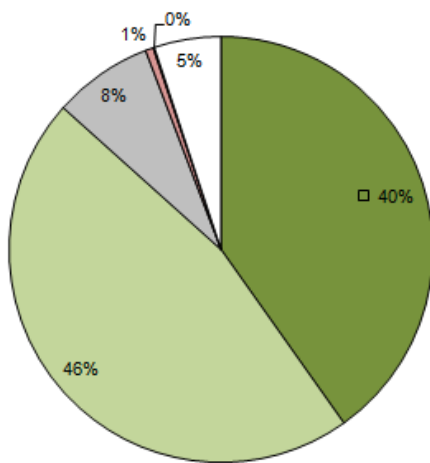
APPENDIX 1 – RESULTS OF EDINBURGH PEOPLE SURVEY

Responses to Question: How satisfied or dissatisfied are you with the quality of new buildings and the spaces around them in your local area?

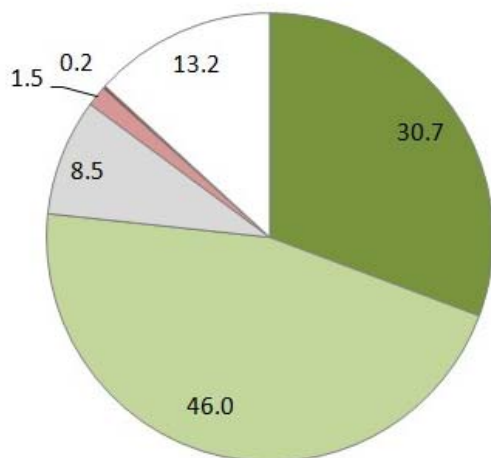
City Wide Results



2011



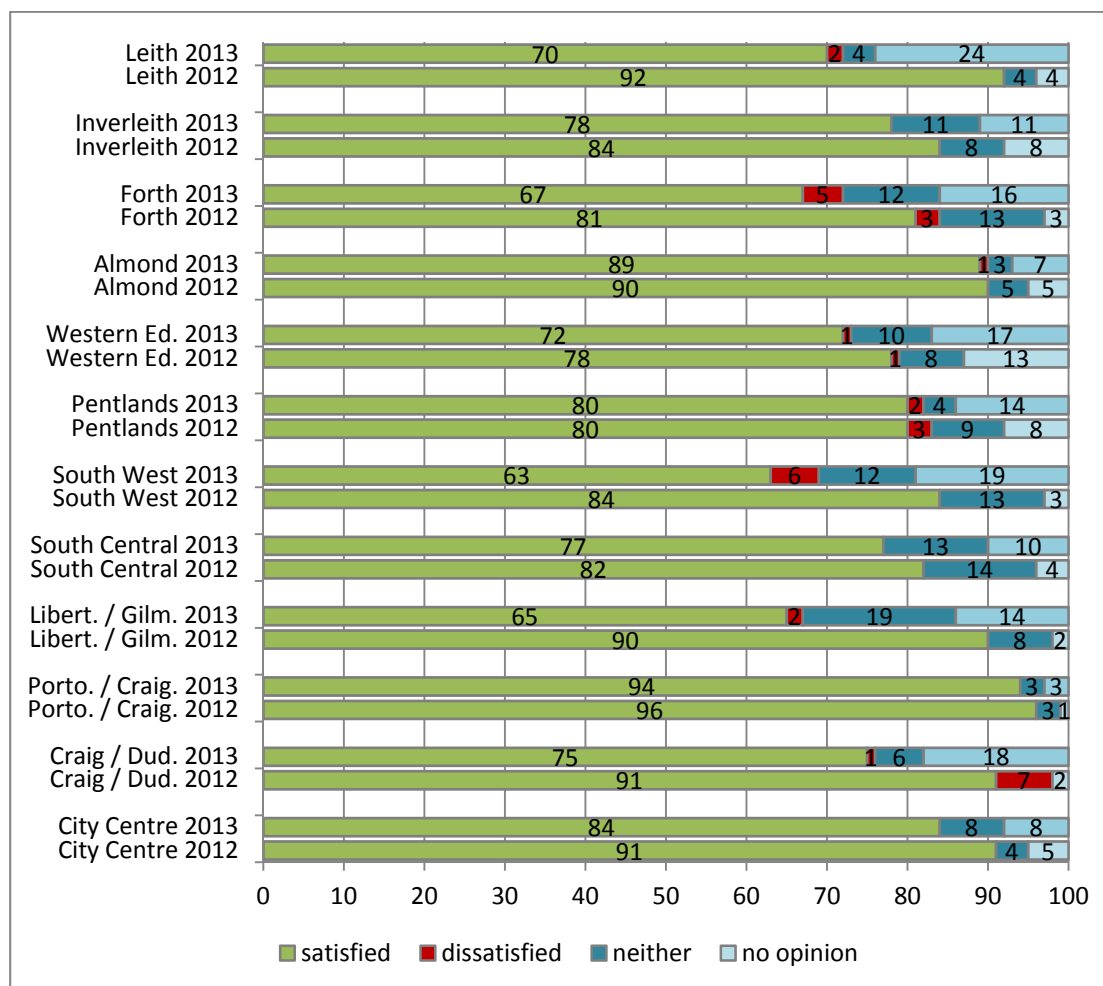
2012



2013

- Very satisfied
- Fairly satisfied
- Neither satisfied or dissatisfied
- Fairly dissatisfied
- Very dissatisfied
- no opinion

Neighbourhood Results



APPENDIX 2: RESULTS FROM FOCUS GROUPS 2013/14





How Well Does the Building (Site) Fit with its Surroundings (%)

Site	Very/Fairly Well	Very/Fairly Badly	Neither Well nor Badly
East Sussex Road – Care Home 	50 (39)	34(46)	16 (15)
Inglis Green Road – Retail Development 	52 (52)	17 (19)	31 (29)
Royal Botanic Gardens – Alpine House 	61 (43)	20 (39)	19 (18)
Southhouse Broadway – Housing Development 	78 (78)	4 (9)	18 (13)
Candlemaker Row – Community Facility 	71 (61)	13 (26)	16 (13)

<p>Duddingston Park South – Supermarket</p> 	46 (50)	18 (18)	36 (32)
<p>Ardshiel Avenue – Care Home</p> 	81 (70)	7 (12)	12 (18)
<p>Blinkbonny – Housing Conversion</p> 	85 (96)	5 (1)	10 (3)
<p>Craigmount Crescent – House Extension</p> 	60 (49)	18 (34)	22 (17)
<p>Summary for all sites</p>	65 (52)	15 (23)	20 (25)

How Attractive is the Building (Site) (%)

Site	Very/Fairly Well	Very/Fairly Badly	Neither Well nor Badly
<p>East Sussex Road – Care Home</p> 	60 (35)	22 (49)	18 (26)
<p>Inglis Green Road – Retail Development</p> 	43 (26)	29 (37)	28 (37)
<p>Royal Botanic Gardens – Alpine House</p> 	68 (52)	18 (36)	14 (12)
<p>Southhouse Broadway – Housing Development</p> 	59 (51)	16 (24)	25 (25)
<p>Candlemaker Row – Community Facility</p> 	72 (56)	12 (24)	16 (20)
<p>Duddingston Park South – Supermarket</p>	30 (18)	39 (43)	31 (39)

			
Ardshiel Avenue – Care Home 	78 (62)	7 (13)	15 (25)
Blinkbonny – Housing Conversion 	79 (91)	5 (2)	16 (7)
Craigmount Crescent – House Extension 	42 (27)	19 (39)	39 (34)
Summary for all sites	59 (46)	18 (30)	23 (24)

Appendix 3 - Results from Focus Groups and Web based Survey 2012- 2014

Fit	2012	2013		2014	
	Focus Groups	Focus Groups	Web-based	Focus Groups	Web-based
Well	62%	66%	61%	65%	52%
Badly	18%	15%	24%	15%	23%
Neither	20%	19%	14%	20%	25%
Attractive	2012	2013		2014	
Attractive	53%	53%	49%	59%	46%
Unattractive	23%	21%	27%	18%	30%
Neither	24%	26%	24%	23%	24%

APPENDIX 4 – AWARDS (May 2013-present)

RICS SCOTLAND AWARDS 2013 WINNERS

Winner Building Conservation Award

The Scottish National Portrait Gallery - The newly renovated gallery fought off competition from over 50 of the country's most impressive built environment projects to win the Project of the Year title, which is presented to the scheme demonstrating overall outstanding best practice.

Regeneration Award - Quartermile (Highly Commended)

Commercial Property Award - The Assembly Rooms (Winner)

Infrastructure Award - The Forth Bridge (Winner)

Residential Property Award - Archers Hall development (Winner)

2014 CIVIC TRUST AWARDS

Commended - Sugarhouse Close, Oberlander Architects

Commended - Assembly Rooms, Refurbishment and upgrade, LDN Architects

RIAS AWARDS 2013

Award

The Chapel of Saint Albert the Great, Edinburgh Simpson & Brown Architects
(Client: The Order of Preachers)

"This building is markedly different from the historic property to which it is attached. However this is a supremely elegant and attractive solution, a place of worship that invites visitors in."

Highly Commended

Assembly Rooms, Edinburgh (£7 million approx.) –

RIBA AWARDS 2013

The Chapel of Saint Albert the Great, Edinburgh Simpson & Brown Architects
(Client: The Order of Preachers)

EAA Awards 2014

Building of the Year - Edinburgh Centre for Carbon Innovation - Malcolm Fraser Architects

Small Projects - Inverleith Row, Flat extension - WT Architecture

SALTIRE SOCIETY 2013

Small Dwelling Award 2013 - The Ramp House Portobello (Chambers McMillan Architects)

SCOTTISH AWARDS FOR QUALITY IN PLANNING

Commendations

Quality of Service - City of Edinburgh Council: Planning Processing Agreements

The Council has been one of the first in creating a transparent process for handling major applications. This involved the creation of a new template, as a project management tool, for planners handling major applications.

Development on the Ground - City of Edinburgh Council: Sugarhouse Close

The aim was to maximise the setting of the existing buildings within, what had become, a derelict and rundown area. As a result, the development delivers a well-considered 'space to live' for students, all achieved within a limited budget.

SCOTTISH CIVIC TRUST MY PLACE AWARDS 2014

My Place Awards 2014 - Grassmarket Community Project wins 27 March 2014

The Grassmarket Community Project in Edinburgh, designed by Gareth Hoskins Architects has won the Scottish Civic Trust My Place Awards 2014.

Winner

The Grassmarket Community Project, nominated by the Architectural Heritage Society of Scotland, is a new facility in the heart of Edinburgh's Old Town, offering support, encouragement and meaningful opportunities for local people in an inclusive and engaging environment. It offers a range of social activities, educational classes and social enterprises to enable people to progress towards healthier and more sustainable futures.

The Project developed from a long-standing partnership of the Greyfriars Tolbooth and Highland Kirk and the Grassmarket Mission. As well as providing excellent services for its staff and members it also offers a first-class conference and meeting room venue for organisations across Edinburgh.

The judges said:

"This is a high-class facility for its members and wider Edinburgh community. It is a people-led project which radiates warmth, humanity and sense of equality. It is innovative, full of natural light, and has been woven seamlessly into the fabric of the adjoining buildings, streetscape and Greyfriars Churchyard.

Both designers and client deserve wide recognition for this jewel of a project which enhances and uplifts Edinburgh's Grassmarket. It is a worthy winner."

APPENDIX 5: RESULTS SUMMARY

Edinburgh People Survey			
How satisfied or dissatisfied are you with the quality of new buildings and spaces around them in your local area?			
Satisfied	Dissatisfied	Neutral or no opinion	
2011 56%	2011 9%	2011 35%	
2012 86%	2012 1%	2012 13%	
2013 77%	2013 2%	2013 21%	
Focus Groups			
How well does the building or site fit with its surroundings? (Online results in brackets)			
Very/Fairly well	Very/Fairly badly	Neutral or no opinion	
2012 62%	2012 18%	2012 20%	
2013 66%	2013 15%	2013 19%	
2014 65% (52)	2014 15% (23)	2014 20% (25)	
How attractive is the building (site)? (Online results in brackets)			
Very/Fairly attractive	Very/fairly unattractive	Neutral or no opinion	
2012 53%	2012 23%	2012 24%	
2013 53%	2013 21%	2013 26%	
2014 59% (46)	2014 18 (30)	2014 23% (24)	

City Biodiversity Index			
Indicator Number	Results		
	2011	2012	2013

Indicator 1 Proportion of natural areas in city.	NA	15,288.1 ha	15,288.1 ha
Indicator 2 Connectivity measures or ecological networks to counter fragmentation.	3359ha	3359ha.	3359ha
Indicator 3 Native biodiversity in built up areas (Bird Species).	118	118	118
Indicator 9 Proportion of protected natural areas.	18.1%	18.1%	18.1%
Indicator 10 Proportion of invasive alien species (as opposed to native species).	NA	It is only possible to say 14 invasive species have been recorded in Edinburgh	14
Indicator 11 Regulation of quantity of water.	75%	75%	75%
Indicator 12 Climate regulation: carbon storage and cooling effect of vegetation.	18%	18%	18%
Indicator 15 Budget allocation to biodiversity.	0.07%	0.07%	0.07%
Indicator 16 Number of biodiversity projects implemented by the city annually.	158	158	158
Indicator 17 Policy, Rules & Regulations – existence of Local Biodiversity Strategy & Action Plan .	NA	Edinburgh Local Biodiversity Action Plan 2010-2015	Edinburgh Local Biodiversity Action Plan 2010-2015

Indicator 18 Institutional Capacity: Number of essential biodiversity-related functions that the city uses.	NA	N/A	4
Indicator 19 Institutional Capacity: Number of city or local government agencies involved in inter-agency cooperation pertaining to biodiversity matters.	NA	5	5
Indicator 21 Participation & Partnership: Number of agencies/private companies /NGOs/ academic institutions/ international organisations with which the city is partnering in biodiversity activities, projects and programmes.	NA	27	27
Indicator 22 Education & Awareness: Is biodiversity or nature awareness included in the schools' curriculum.	NA	92% eco school participation	92% eco school participation

Awards	2011	2012	2013
Scottish Awards for Quality In Planning	Grassmarket Pubic Realm Award	Delivery of Affordable Homes - Commendation	Commendations Quality of Service - City of Edinburgh Council: Planning Processing Agreements Development on the Ground - City of Edinburgh Council: Sugarhouse Close
RTPI Awards	Planning Concordat - Commendation Grassmarket Pubic Realm - Finalist	No Entries	No entries

Civic Trust Awards	National Museum of Scotland - Award and Special Award for Scotland Scotsman Steps - Award	National Portrait Gallery – Award Vine Trust Barge – Award and Award for Community Impact and Engagement	Commended - Sugarhouse Close, Oberlander Architects Commended - Assembly Rooms, Refurbishment and upgradre, LDN Architects
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Planning Committee

10am, Thursday 7 August 2014

Old and New Towns of Edinburgh World Heritage Site: Monitoring Report 2011 - 2013

Item number	9.1
Report number	
Executive	Executive
Wards	City Centre, Inverleith, Corstorphine/Murrayfield, Meadows/Morningside, South Side/ Newington

Executive summary

A responsibility of inscription as a World Heritage Site is to monitor its state of conservation. This report includes a series of indicators that measure the changes and trends across the Site. The overall conclusion is that the state of conservation is good.

This report advises Committee of the results of the fifth Monitoring Report for the World Heritage Site and suggests a way forward for the future monitoring of its state of conservation in alignment with national priorities, and those set out in the 2011 – 2016 Management Plan and Action Plan.

Links

Coalition pledges	P40
Council outcomes	CO19
Single Outcome Agreement	SO4

Old and New Towns of Edinburgh World Heritage Site: Monitoring Report 2011 - 2013

Recommendations

- 1.1 It is recommended that the Committee:
1. notes the World Heritage Site Monitoring Report 2011 - 2013; and
 2. agrees that the next Monitoring Report should be modified to match the priorities set out in the 2011-16 Management Plan and Action Plan.

Background

- 2.1 The monitoring of the state of conservation of the World Heritage Site is an obligation that follows inscription on the United Nations Educational, Scientific & Cultural Organisation (UNESCO) World Heritage List. Every six years, the World Heritage Committee requires State Parties to submit a report on the application of the World Heritage Convention. Monitoring Reports form part of the management cycle and evaluation, and are focussed on providing an evaluation of the state of the Site. Outcomes from the Monitoring Report are incorporated in an Action Plan. Monitoring of the Site is critical to the decision-making process of the UNESCO World Heritage Committee, the Site's management and to anyone with an interest in the Site.

Main report

- 3.1 This Monitoring Report is produced by The City of Edinburgh Council on the behalf of the Edinburgh World Heritage Site Steering Group: which includes representation from Historic Scotland, The City of Edinburgh Council and Edinburgh World Heritage. It requires input and sign-off from the Steering Group partners, and requires co-ordination with the Edinburgh World Heritage (EWH) Annual Review. It focuses on the state of conservation, Outstanding Universal Value, and the authenticity and integrity of the Site. Those values are affected by numerous factors due to the complexity of the city centre. This report

covers the period from April 2011 to March 2013. The previous Monitoring Report covered April 2009 to March 2011.

3.2 The indicators used to monitor the Site are grouped under the following headings:

- Statutory Protection
- Condition of the Built Environment
- Condition of the Natural Environment
- Development and Change
- Conservation Projects.

3.3 This monitoring period has not been one of significant change and the assessment suggests that the state of conservation of the World Heritage Site generally remains good. The range of indicators was reviewed at the time of the 2009 to 2011 Monitoring Report. These were modified to capture the particular characteristics of the Old and New Towns of EWH Site and form the basis for this Report. The main outcomes that can be drawn from this period remain similar to those drawn out in 2009 to 2011, and cover the following:

- The ongoing commitment to working with owners of Buildings At Risk;
- The ongoing commitment to contributing to a quality built environment through public realm projects;
- The impact of tram site works on pedestrian footfall in the city centre, which remained in flux as construction work progressed during this time;
- The ongoing work to complete Phase 1 of the flood prevention scheme at the Water of Leith;
- Involvement in the major application process at the earliest stage; and
- The ongoing learning and outreach programmes that extend beyond the boundaries of the site.

3.4 The Periodic Report to UNESCO was submitted in July 2013, which is outwith the scope of this monitoring period. However, it has informed the format of this report, and it will be considered by the World Heritage Site Steering Group in relation to re-shaping future monitoring reports.

Measures of success

- 4.1 The Monitoring Report demonstrates stability in the State of Conservation of the World Heritage Site.

Financial impact

- 5.1 This report has no financial implications.

Risk, policy, compliance and governance impact

- 6.1 The Monitoring Report is a UNESCO requirement. It allows an assessment of the impact on a range of factors affecting the built and natural environment. A degree of risk would follow from not carrying out monitoring in terms of feedback to the World Heritage Centre on the State of Conservation.

Equalities impact

- 7.1 The report was based on consultation with partners. There was a general positive or neutral impact on equalities and rights.

Sustainability impact

- 8.1 Long term monitoring will assist in improving the quality of the built and natural environment, and have a positive impact on sustainability.

Consultation and engagement

- 9.1 Data for the Monitoring Report was derived from a range of Council sources and other organisations, including EWH.

Background reading / external references

1. [Old and New Towns of Edinburgh World Heritage Site Management Plan 2011 - 2016](#)
2. [The Old and New Towns of Edinburgh World Heritage Site Monitoring Report 2009 – 2011](#)

John Bury

Acting Director of Services for Communities

Contact: Jenny Bruce, World Heritage Site Co-ordinator

Email Jenny.bruce@edinburgh.gov.uk | Tel: 0131 529 3510

Links

Coalition pledges	<u>P40</u> Work with Edinburgh World Heritage Trust and other stakeholders to conserve the city's built heritage
Council outcomes	<u>CO19</u> Attractive Places and Well Maintained – Edinburgh remains an attractive city through the development of high quality buildings and places and the delivery of high standards and maintenance of infrastructure and public realm
Single Outcome Agreement	<u>SO4</u> Edinburgh's communities are safer and have improved physical and social fabric.
Appendices *	Appendix 1 – The Old and New Towns of Edinburgh World Heritage Site Monitoring Report 2011 - 2016

The Old and New Towns of Edinburgh World Heritage Site Monitoring Report 2011 - 2013



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Introduction

The monitoring of the state of conservation of the World Heritage Site (WHS) is an obligation that follows inscription on the UNESCO (The United Nations Educational, Scientific & Cultural Organisation) World Heritage List. Every six years, the World Heritage Committee requires State Parties to submit a report on the application of the World Heritage Convention. Monitoring reports form part of the management cycle, and are focused on providing an evaluation of the condition of the Site. Outcomes from the Monitoring Report inform the action plan, which translates the World Heritage Site Management Plan into actions. Appropriately carried out, monitoring is critical to the decision making process of the World Heritage Committee, the Site's management and to anyone with an interest in the Site.

The monitoring exercise requires the ongoing collection of data for analysis and interpretation. The methodology requires the selection of monitoring indicators, which are tailored to a particular site. The indicators used will vary from site to site to recognise the Outstanding Universal Value (OUV) of different World Heritage Sites. The managers of the Old Town and New Towns of Edinburgh World Heritage Site, comprising Edinburgh World Heritage, Historic Scotland and the City of Edinburgh Council, have developed the monitoring methodology over the years since the World Heritage inscription in December 1995. This experience contributed to the development of the International Council on Monuments and Sites of the United Kingdom (ICOMOS UK) Toolkit for World Heritage Site Monitoring Indicators, which forms the basis of this report.

This report was produced by the City of Edinburgh Council on behalf of the Edinburgh World Heritage Site Steering Group. It focuses on the state of conservation, Outstanding Universal Value, authenticity and integrity of the Site. Those values are affected by numerous factors due to the complexity of a living city. The scope of the monitoring indicators, therefore, includes the state of the social, physical and economic environment. It also looks at the effectiveness of actions and strategies aimed at the sustainable safeguarding of the site.

The report covers the period from April 2011 to March 2013. Previous monitoring reports have covered the period back to 2004/5.

Protecting the World Heritage Site

The World Heritage Site is protected by a number of documents. Primarily there is a WHS Management Plan and Action Plan which focuses explicitly on the Site.

The purpose of the Management Plan is to provide a framework for the management of the Edinburgh Old and New Towns World Heritage Site that will sustain its Outstanding Universal Value. The actions that follow on from the Management Plan are included in the Action Plan.

At a strategic planning level [The South East Scotland Strategic Development Plan 2032](#) (SESPlan) was approved in 2013 and replaced the Edinburgh and the Lothians Structure Plan. It refers to conserving our built and natural heritage and this includes protection for the WHS. Policy 1B states that:

Local Development Plans will:

- Ensure that there are no significant adverse impacts on the integrity of international, national and local designations, in particular National Scenic Areas, Special Protection Areas, Special Areas of Conservation, Sites of Special Scientific Interest and Areas of Great Landscape Value and any other Phase 1 Habitats or European Protected Species;
- Ensure that there are no significant adverse impacts on the integrity of international and national built or cultural heritage sites in particular World Heritage Sites, Scheduled Ancient Monuments, Listed Buildings, Royal Parks and Sites listed in the Inventory of Gardens and Designed Landscapes;
- Have regard to the need to improve the quality of life in local communities by conserving and enhancing the natural and built environment to create more healthy and attractive places to live;
- Contribute to the response to climate change, through mitigation and adaptation; and
- Have regard to the need for high quality design, energy efficiency and the use of sustainable building materials.

The Edinburgh City Local Plan published in 2010 includes policy ENV 1 which specifies the following in terms of protection of the WHS:

Development which would harm the qualities which justified the inscription of the Old and New Towns of Edinburgh as a World Heritage Site or would have a detrimental impact on the Site's setting will not be permitted.

The Edinburgh City Local Plan also makes reference to the WHS Management Plan which is a material planning consideration.

The [Edinburgh City Local Plan](#) is due to be replaced by the [Edinburgh Local Development Plan](#) (ELDP) in 2016; however Policy ENV 1 will be carried forward unchanged.

Conservation Areas cover the majority of the WHS, whilst around 75% of buildings within the site are category A, B or C listed buildings. Policies in the Edinburgh City Local Plan also protect these individual listed buildings, monuments and areas of special archaeological, architectural or historic interest.

Edinburgh Planning Guidance

WHS status is referenced in the [Edinburgh Design Guidance](#) and the [Listed Buildings and Conservation Areas guidance](#). These documents highlight the key considerations that must be accounted for when considering development that could impact on the WHS.

Buffer Zone

No formal buffer zone has been designated. However, the setting of the WHS is protected by the combination of the guidance for the protection of key views (Edinburgh Design Guidance) and the seven conservation areas which adjoin the World Heritage Site. A formal buffer zone is considered to be unnecessary, though steps could be taken to highlight the location of the WHS boundary on the street.

Protection of Key Views

Key views are protected by the Edinburgh Design Guidance. Pages 22-26 cover the protection of key views through the WHS and wider city.

Conclusion

This suite of statutory and non-statutory documents provides both explicit guidance on the protection of the WHS and more general strategic guidance on the protection of the natural and historic built environment. These documents adequately protect the state of conservation of the WHS.

Condition of the Built Environment

Introduction

Scheduled Ancient Monuments, Archaeology, Conservation areas, Listed Buildings and their state of repair are all an important part of our national and local identity. They contribute to our history and education, tourism, sustainability, local distinctiveness, place making and quality of life. It is a finite and non-renewable resource that contains unique information and reflects the lives of people who lived in Scotland over the past 10,000 years. Monitoring information on these is included below because of their importance to the WHS.

Information on projects in Edinburgh that are currently having an impact on the fabric of the built environment is also included as a way to monitor the condition of the built environment throughout the WHS.

Conservation Areas

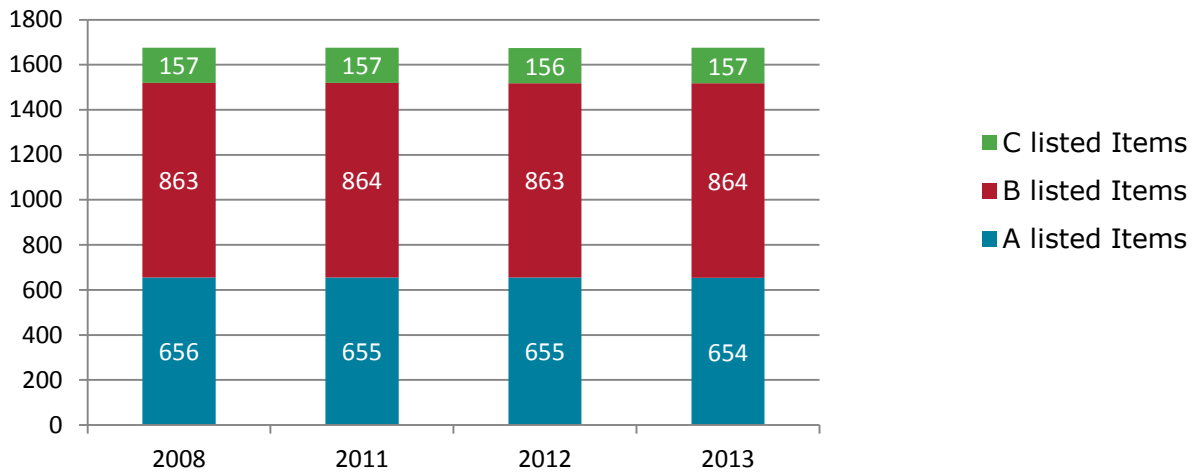
The Edinburgh World Heritage Site incorporates all or parts of seven conservation areas out of the 48 in existence during the monitoring period. Along with their status and associated character appraisals, they are material considerations in the determination of planning applications, so potential implication on the conservation area should be considered when assessing a planning application. This allows for greater protection of the site through more robust planning controls.

Conservation Area	Date of designation	Most recent C.A. Designation	Other Changes
Coltbridge and Wester Coates (part)	10-04-1987	09-03-2007	Extended 29-03-1996
Dean (part)	20-02-1975	09-03-2007	Extended 13-10-1977, 29-03-1996
Marchmont and Meadows and Bruntsfield (part)	09-01-1987	29-03-1996	29-03-1996 extended to former Marchmont CA 28-09-2007 extended to Bruntsfield
New Town (part)	13-10-1977	08-12-1995	08-12-1995 amended, incorporates former St Andrew and Calton CAs
Old Town (part)	20-09-1977	29-03-1996	Amendments: 14-03-1980, 25-02-1983, 12-09-1986
South Side (part)	18-10-1975	29-03-1996	Amended 25-02-1983 Extended 12-06-1987
West End (part)	14-03-1980	08-12-1995	None

Listed Buildings within the WHS

The numbers of listed buildings in a city can be used as a comparison tool to see the proportion of historically or architecturally important buildings focused in a particular area and how this compares with other cities. Edinburgh has the highest number of listed buildings of any Scottish city.

World Heritage Site Listed Items



The number of listed items remains stable with the addition of 1 C and 1 B listed item and the removal of 1 A listed item. 72% of the A Listed items in Edinburgh are located within the WHS, as are 33% of grade B, and 12% of grade C listed items. This concentration of listed items and buildings adds to the essential character of the WHS and provides additional protection to the site through the planning controls applied to listed buildings.

Scheduled Ancient Monuments

Scheduled Ancient Monuments contribute to the historic importance of the WHS. Historic Scotland is responsible for surveying Scheduled Ancient Monuments throughout Scotland. There has been no change to the number and condition of monuments in the WHS since the previous monitoring report (2009 to 2011).

KEY – Condition

- 1 Optimal
- 2 Generally satisfactory but with minor localised problems
- 3 Generally satisfactory but with significant localised problems
- 4 Generally unsatisfactory with major localised problems
- 5 Extensive problems

SAM Index Number	Scheduled Monument	Classification	Grid Reference	Condition Survey	
				Date	Condition
90127	Edinburgh Abbey Strand	Secular	NT268739		N/A
90130	Edinburgh Castle	Secular	NT249734		N/A
90132	Edinburgh, Palace of Holyroodhouse	Secular	NT269739		N/A
2901	Edinburgh Town Wall, Flodden Wall and Telfer Wall, Heriot Place	Secular	NT253732	23.02.1999	2
3013	Edinburgh Town Wall, Drummond Street to Pleasance	Secular	NT261733	23.02.1999	2
3012	Edinburgh Town Wall, Johnston Terrace to Grassmarket	Secular	NT252733	23.02.1999	4
10805	Holyrood Abbey and Palace Gardens	Secular	NT269739		N/A
10801	Queen Mary's Bath and Privy Garden	Secular	NT267739		N/A

Source: Historic Scotland

Archaeology

Seventeen programmes of archaeological investigation were undertaken across the World Heritage Site in 2011 - 2013 in response to archaeological conditions attached to planning consents. Some key findings of interest are noted below.



Castle Esplanade excavation – 1540s artillery spur

- The discovery of human remains that were used in anatomical study sparked great interest as they date to the period of the first great flourish of Edinburgh’s medical schools and the period of the Resurrectionists in the late 18th and early 19th centuries.
- The refurbishment of the Assembly Rooms offered the opportunity to undertake an archaeological buildings survey and provided new information on the development of the 18th century building.
- Works relating to the redesign of the Royal Edinburgh Military Tattoo temporary stands on the Castle Esplanade unearthed the remains of a triangular artillery spur (built in the 1540s and demolished in 1650), known previously only from early drawings and maps.
- Excavations at the junction of Grassmarket and Candlemaker Row unearthed further significant evidence of the medieval occupation of the Grassmarket area, and from its later industrial past.

Buildings at Risk









The National Performance Framework (NPF) is the Scottish Government’s system for monitoring and assessing its activity against a number of key objectives. Within this, a National Indicator has been established for the historic environment to improve the state of Scotland’s historic buildings, monuments and environment.

Each of the indicators and targets within the NPF requires a single measure. In the case of the historic environment, the measure which has been selected is a decrease in the percentage of ‘A’ listed buildings recorded as ‘at risk’ on the Buildings at Risk Register (BARR). This is monitored on a city-wide basis.

Overall, the percentage Edinburgh’s A-listed buildings on the Buildings at Risk Register is less than half of the Scottish of city average.

Only 19% of the buildings at risk in the WHS are either in a critical or high risk condition; this represents 6 buildings. Only 1 of these buildings is A listed. The remainder are either C listed or unlisted.

Buildings Status on the BARR since 2005

Buildings Status	Number of Buildings in World Heritage Site	
Critical Risk		(2)
High Risk		(4)
Moderate Risk		(11)
Low Risk		(13)
Minimal Risk		(1)
Restoration of Building in Progress		(6)
Buildings Removed from the At Risk Register		(7)
Demolished Buildings		(1)

The above table shows the number of buildings in the WHS in each category of building status. The critical risk buildings are the Canongate Venture in New Street and the former London and Lancashire Insurance Building in St Andrew Square and the high risk buildings are 6 Market Street, Baxter’s Place, the Sailors Arc on the Canongate and King’s Stables Lane. All of these buildings are the subject of development projects, planning permissions or ongoing discussions about future uses.

Map: Buildings at Risk and Risk Status 2011-13



Buildings at Risk within the WHS

Since 2005 31 buildings located within the WHS have been added to the Buildings at Risk Register (BARR). Of these 81% are either at low, minimal or moderate risk. 7 buildings have been removed from the buildings at risk register since 2005 and 1 has been demolished. Restoration is currently in progress on 6 at risk buildings throughout the WHS.

Public Realm

The quality of the public realm within the WHS is important in contributing to a quality built environment, particularly in a living city where the heritage site is so heavily used both by pedestrians, cyclists and vehicular traffic.

The focus for 2012 has been on developing guidance and design proposals for improvements to public realm, particularly in the city centre which is included in the WHS.

- The Sustainable Lighting Strategy for Edinburgh provides a framework for the delivery of street lighting improvements and the future lighting of Edinburgh, recognizing the impacts of light pollution and bringing reductions in energy use.
- A public realm framework has been prepared for Rose Street and planning applications approved for significant improvements to Charlotte Square and Chambers Street. All of these are key historic areas within the WHS and any works will contribute to the improvement of the streetscape quality in the WHS.
- Waverley Steps, a key city centre connection, have been enhanced as part of the Waverley Station improvements.
- Cranston Street, Borthwick's Close, Old Fishmarket Close and West College Street were improved with new natural stone paving and revised setted carriageway through the capital programme.
- Developer contributions for public realm have assisted in bringing a high quality sandstone finish to the frontage of the Assembly Rooms in George Street, resolving an issue highlighted by the Gehl Architects report.

There is also an aspiration to reinvigorate the streetscape around George Street to bring the public realm back to a quality that matches the built form.

Edinburgh Tram Project

The tram works in Edinburgh have been ongoing since 2008.

Current Stage of the Project

Tram work continued late 2011, with significant civil engineering works being progressed in the World Heritage Site during 2012. This work has primarily included diversion of remaining utilities, construction of track formation and kerb alignment, tram stop platforms and overhead line foundations.

Construction works have necessitated the partial closure of several key routes including Shandwick Place, Princes Street, North/South St Andrew Streets and York Place to both vehicular traffic and pedestrians.

New Timetable

The revised delivery arrangements and construction program are still seeking to achieve an operational service by summer 2014. The contraction program largely proceeded to schedule during 2012 and was mostly concluded by early 2014.

The impact of the tram project on the WHS is difficult to quantify in this monitoring report because construction was still underway and many of the temporary impacts were still in place. However, the impact of the completed tram project will be evaluated in the next monitoring report.

The public realm in some parts of the city surrounding the tram works is not of a quality that matches the built form as a result of the works – particularly around Shandwick Place and Haymarket train station. However this is a temporary issue that is being addressed now the tram works have been largely completed.

There has also been a limited impact on two of the key views along Princes Street as a result of the overhead tram wires. However the main aspects of these views are still protected and the simple design of the tram wires reduces the impact.

Edinburgh Footfall Monitoring

Footfall monitoring provides a sense of how intensively the WHS is used.

Footfall monitoring in the city centre has been subject to a number of changes in 2011 and again in 2012. This makes it impossible to show any trend in data at this time.

Notes on the data:

*1. Due to change in counters over February 2012 most of the counters covered a 330 day period rather than a year.

*2. Also note some exception to this for 2012 Leith Walk (Vittoria) covered a

213 day period; Rose Street (Jenners) covered a 211 day period; and High Street (Bella Italia) covered a 218 day period.

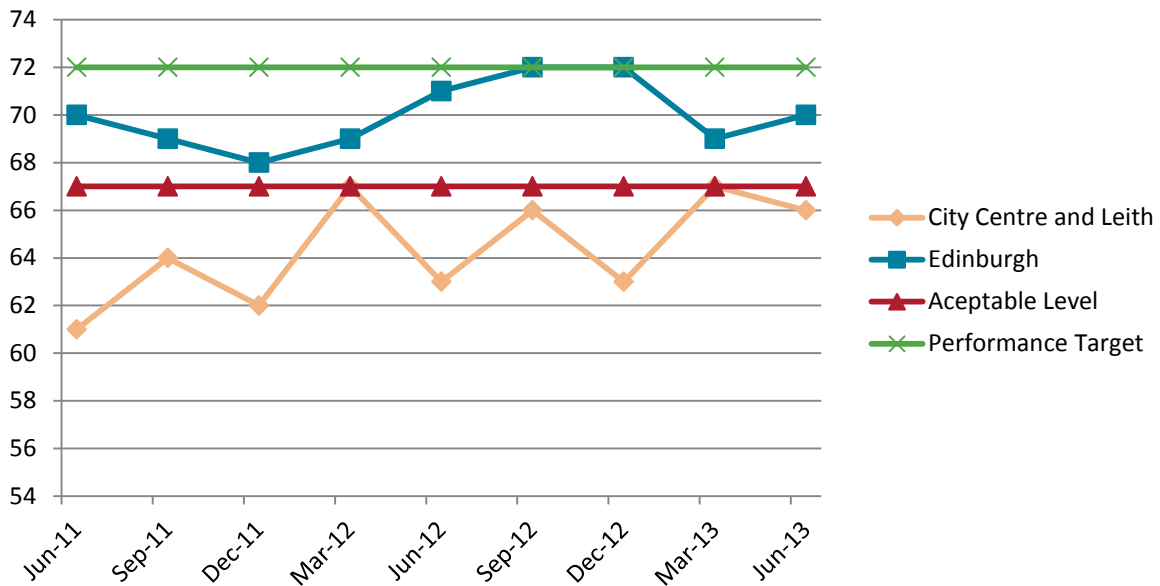
Counter	Weekly Footfall 2008	Weekly Footfall 2009	Weekly Footfall 2010	Weekly Footfall 2011	Weekly footfall 2012**
Princes Street (M&S)	304,299	232,186	256,171	258,379	214,600
Princes Street (Carphone Warehouse)	232,712	229,520	225,390		
Princes Street (Next)	232,413	172,866	174,300		
Princes Street (Frasers)	195,197	173,622	175,300		
St Andrew Square (Harvey Nichols)	112,012	99,672	90,212		
High Street (Radisson Hotel)	104,377	104,151	103,166		
High Street (Bella Italia)	72,040	63,841	82,005	83,249	83,606
Rose Street (Black & Lizars)	104,279	99,443	90,632		
Rose Street (Tiso)					59,857
Rose Street (Jenners)					59,287
South Bridge (Offbeat Clothing)	99,087	73,683	68,749		
South Bridge (Latest News)	96,270	44,125	37,748		
Shandwick Place (Specsavers)	81,255	78,931	63,459	84,815	
Shandwick Place (Lothian Buses)	73,824	80,020	73,307		39,063
George Street (Dome)	68,547	103,388	64,950	60,835	
George Street (Whistles)	51,279	77,508	51,642		
George Street (FCUK)					85,216
George Street (Natwest)					59,708
George Street (Rohan)	47,843	45,187	34,980		
Lothian Road	34,005	30,456	46,873		

(B&L)					
Lothian Road (Pizza Hut)	54,615	52,532	51,828		
Leith Walk (Vittoria)				52,458	
Grassmarket (Costume Haha)	50,161	49,074	70,407		
Grassmarket (Grassmarket Hotel)					61,642
TOTAL	2,014,215	1,874,008	1,816,324	539,737	662,979

Street Cleanliness

There is no specific street cleanliness monitoring data for the WHS over the last three years so data from the City Centre and Leith neighbourhood has been used instead. This includes the WHS as one of the three Wards within the area.

Street Cleanliness - Edinburgh, City Centre and Leith



The city centre and Leith area as a whole are averaging just below an acceptable level of cleanliness. If just the city centre ward is considered, which is closest in boundary to the WHS, then the cleanliness level met an

acceptable level in March 2013 with a score of 67, however it remained below the Edinburgh average.

The high level of footfall in the city centre, the focus of pubs and clubs in the area and the challenges of cleaning a mediaeval streetscape may contribute to the lower level of street cleanliness in the WHS.

Targeted action has taken place on the Royal Mile; as a priority in the Royal Mile Action Plan to improve the street, a 'spring clean' has been co-ordinated by the Council and involved local community members. This has now successfully taken place for three consecutive years.

Condition of the Natural Environment

The natural environment throughout the WHS is a crucial factor in its Outstanding Universal Value. The physical landscape of the WHS is fundamentally shaped by the crag and tail feature that comprises castle rock and the Royal Mile. The valleys surrounding either side of the castle rock also contribute to the distinct landscape of central Edinburgh.

There are a number of statutory protections that contribute to the maintenance of this landscape and to the continued protection of historic gardens throughout the site.

Environmental Policies in the Local Plan

There is statutory protection of historic gardens and landscapes as part of the Edinburgh City Local Plan. This provides protection of the gardens in the WHS. The impact on them as a result of a planning application will be a planning consideration.

Policy Env 6 states: Development will not be permitted which would have a detrimental impact on the character of a site recorded in the Inventory of Gardens and Designed Landscapes, upon important views to, from and within the site, or upon component features which contribute to its value. The restoration of Inventory sites will be encouraged.

There has been no change to the quality historic gardens and landscapes from the 2009-11 WHS Monitoring Report. The content of policy Env 6

remains the same but has now been moved to policy Env 7 in the proposed Edinburgh Local Development Plan.

Local Nature Conservation Sites (Local Biodiversity Sites)

Local authorities through the Local Plan process designate Local Nature Conservation Sites. In 2006 Scottish Natural Heritage published guidance "Establishing and Managing Local Nature Conservation Site Systems in Scotland", providing an explicit purpose for Local Nature Conservation Sites, namely "to identify biodiversity and geodiversity of at least local importance, and to assist efforts to protect and enhance these interests". The guidance recommends use of consistent methodology and nomenclature.

Designations have been reviewed and the resulting Local Biodiversity Sites and Geodiversity Sites form part of the proposed Edinburgh Local Development Plan.

There are currently two Local Nature Conservation Sites in the World Heritage Site: the Water of Leith Valley and Calton Hill. The proposed Edinburgh Local Development Plan also includes the addition of castle rock crag and tail feature as a geodiversity site.

Local Landscape Designations

Local Landscape Designations are defined by local authorities through the development plan process with a view to safeguarding areas of regional or local landscape importance from inappropriate development. Different nomenclature and methodologies used in designations throughout Scotland were identified by Scottish Natural Heritage and Historic Scotland in Guidance on Local Landscape Designations (2005).

The current Local Landscape Designations are reviewed in conjunction with the development plan cycle. Existing designations will be replaced with the more consistently defined Special Landscape Areas (SLAs). 22 candidate Special Landscape Areas were approved by the Planning Committee in for inclusion in the proposed Edinburgh Local Development Plan.

There are five candidate Special Landscape Areas in the World Heritage Site: Water of Leith, Castle Rock, Princes Street Gardens, Calton Hill, Holyrood (part of the Grounds of the Palace of Holyroodhouse).

Trees Preservation Order (TPO)

Trees are protected through the Town and Country Planning (Scotland) Act 1997, (Tree Protection Orders – Section 160), and Planning conditions (Section 159). Tree Preservation Orders (TPOs) are identified by local authorities to protect individual trees, groups of trees or areas of woodland which make a significant contribution to the local landscape or townscape.

As of 2013, there are 6 TPOs in the World Heritage Site. There are no new Orders in the World Heritage Site since the previous monitoring report.

Trees in conservation areas are also protected. Trees within conservation areas are covered by the Town and Country Planning (Scotland) Act 1997. The Act applies to the uprooting, felling or lopping of trees having a diameter exceeding 75mm at a point 1.5m above ground level, and concerns the lopping of trees as much as removal. The planning authority must be given six week's notice of the intention to uproot, fell or lop trees. Failure to give notice renders the person liable to the same penalties as for contravention of a TPO.

As the WHS contains seven conservation areas either wholly or partially all trees within the site are protected.

Water of Leith

The valley of the Water of Leith is a river corridor that runs through the Site and is within a short walking distance of the city centre. It contains the original mill settlements of Bell's Mills, the village of Dean and part of Stockbridge. It is managed, conserved and enhanced through the work of the Water of Leith Conservation Trust. The Trust promotes education and recreation and works with volunteers and community groups to deliver over 50 river clean-ups and habitat improvement tasks annually. The Trust produced the first 10-year Management Plan for the Water of Leith in 2010. It includes actions to deliver environmental improvements, whilst balancing the needs of all stakeholders and user groups.

Flood prevention scheme

Flooding poses a threat to the City, including parts of the World Heritage Site, principally at Dean Village and Stockbridge. To address this concern the Council promoted a Water of Leith Flood Prevention Scheme in April 2003 and secured planning permission for such in 2004. A Flood Prevention Order was confirmed by Scottish Ministers following a public local inquiry in 2007. A revised planning permission that addressed issues arising from the public inquiry was secured in 2008.

Owing to the limited availability of funding for the project as a whole the Council took the decision in late 2009 to progress the flood prevention scheme in phases. Implementation of Phase 1 of the scheme commenced in 2011 and comprised flood defence works at Bonnington, St Mark's Park, Warriston, Stockbridge Colonies and Veith's Square; areas which lie out with the WHS. The works were complete by end August 2013 at a cost of circa £29m.

Implementation of Phase 2 of the scheme, including works within the WHS, has yet to commence. The works comprise the creation of flood defences at Murrayfield/Roseburn and at Coltbridge, Damside and Belford. The anticipated budget for these works is circa £25.5m. In order to keep works within budget a revised proposal is being developed that will concentrate on the construction of defences at Murrayfield/Roseburn as this is where the greatest number of properties at risk from flooding are located. It is likely that some areas previously proposed for protection will be omitted from the scheme and in others temporary defences will be utilised when required. In all cases it will be possible to retrofit these omissions when funds permit.

The remainder of the scheme (phase 3) comprises defences at Balgreen, Gorgie, Saughton, Longstone, and on the Murray Burn at its confluences with the Water of Leith. No funding has been identified to construct this phase of the flood prevention scheme.

Development and Change

Commercial Development

Commercial development within the WHS has remained constant through the 2011-2013 monitoring period, with a number of marked increases in certain types of use classes. The development of student housing has increased from zero completions in 2010 to 338 beds completed in 2012 and another 1,183 with planning consent at the end of March 2013.

Hotel accommodation has also seen an increase from 116 rooms completed in 2010 to 730 in 2012. Planning consents for hotel rooms have dropped slightly from 1,488 to 1,085 throughout the monitoring period, suggesting a possible slowing of the market in this area.

Office construction in the WHS has remained steady at around 24,000m² from 2010-12 and the number of consents granted in that time period has risen from 56,878m² to 73,039m². Consents for leisure uses in the WHS have remained constant at around 4,600m² through the three year period. Comparatively construction of leisure uses has increased from 0m² in 2011 to 1,528m² in 2012.

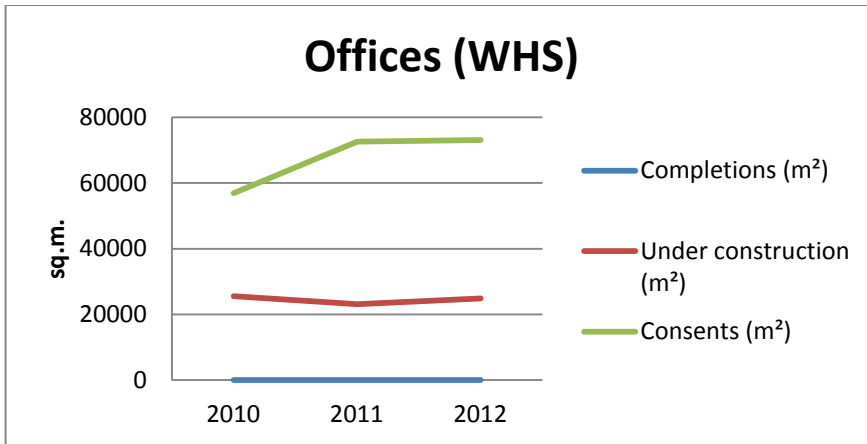
There was planning consent for 71,227m² of retail development in the WHS in 2012; however a very small proportion of this was under construction at 1,271m². 3,717m² of retail space was completed by the end of the monitoring period in March 2013.

There has been no industrial development within the WHS.

Overall completion rates have increased throughout the monitoring period, and the numbers of consents granted have remained constant. There has in contrast been more fluctuation in the levels of construction across different commercial uses within the WHS.

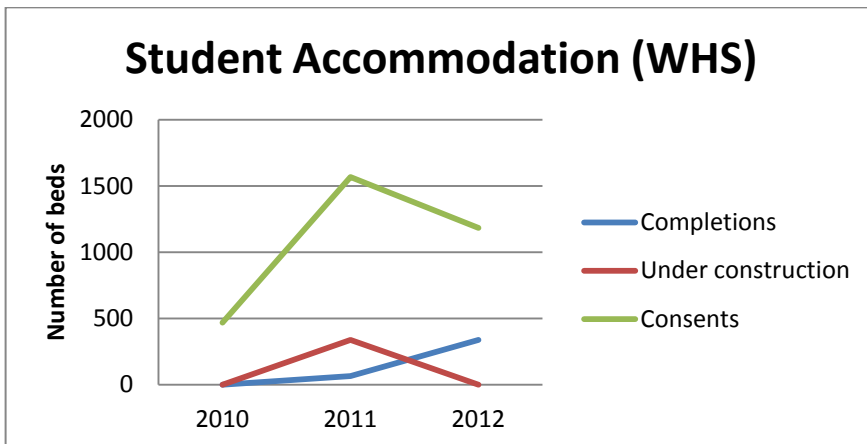
Offices (within WHS) 2010-12

	2010	2011	2012
Completions (m²)	0	0	0
Under construction (m²)	25,504	23,108	24,877
Consents (m²)	56,878	72,539	73,039



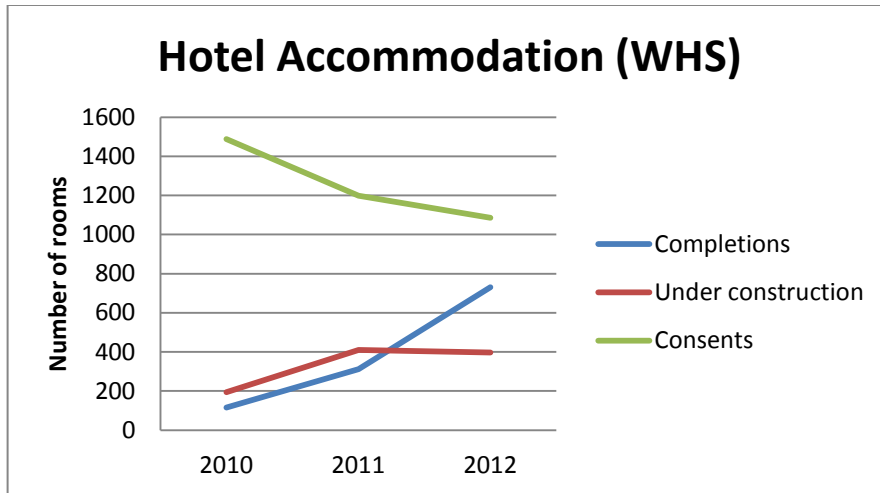
Student Accommodation (within WHS) 2010-12 (beds)

	2010	2011	2012
Completions	0	65	338
Under construction	0	338	0
Consents	467	1,568	1,183



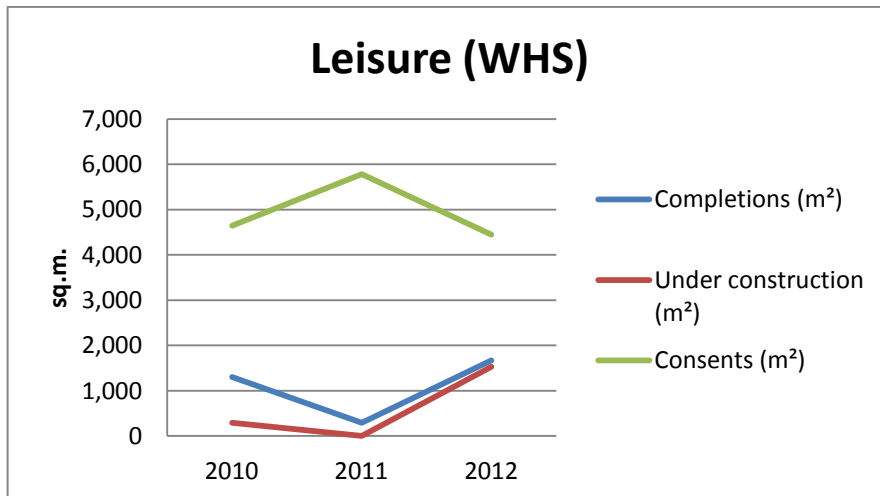
Hotel Accommodation (within WHS) 2010-12 (rooms)

	2010	2011	2012
Completions	116	312	730
Under construction	194	410	397
Consents	1,488	1,199	1,085



Leisure (within WHS) 2010-12

	2010	2011	2012
Completions (m²)	1,300	290	1,669
Under construction (m²)	290	0	1,528
Consents (m²)	4,643	5,785	4,450

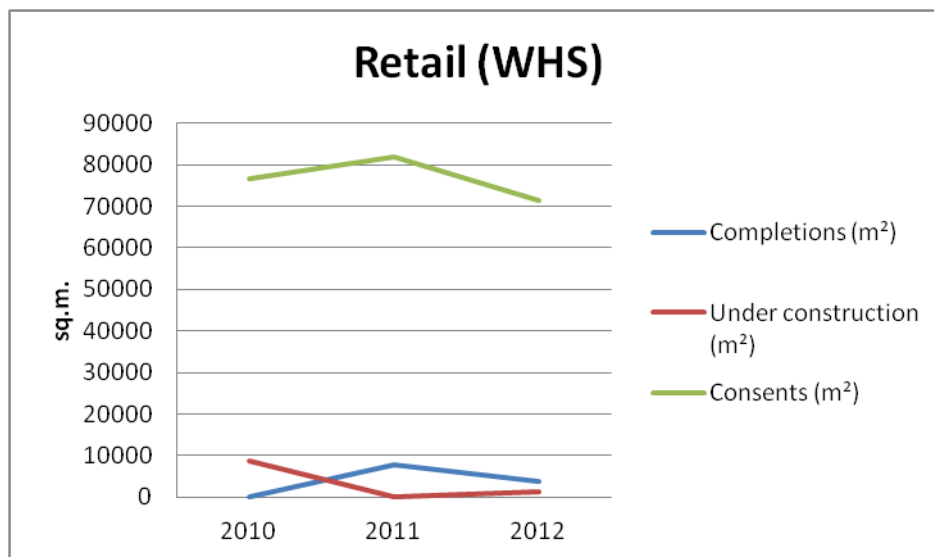


Industrial (within WHS) 2010-12

	2010	2011	2012
Completions (m²)	0	0	0
Under construction (m²)	0	0	0
Consents (m²)	0	0	0

Retail (within WHS) 2010-12

	2010	2011	2012
Completions (m²)	0	7,880	3,717
Under construction (m²)	8,570	0	1,271
Consents (m²)	76,745	82,002	71,277



Conservation Projects

Edinburgh World Heritage (EWH)

EWH works to conserve and enhance the WHS with funding allocated by the City of Edinburgh Council, Historic Scotland and through donations from charitable trusts, businesses and the public. The Trust uses around 80% of the funds it receives to award to property owners as part of the Conservation Funding Programme to protect and improve the WHS. The remaining 20% is spent on EWH initiated public realm projects.

EWH make use of part of their funding to support conservation projects throughout the WHS.

- Throughout the 2011-12 financial years, EWH has awarded £414,246 benefiting 109 households and organisations.
- Through this they have levered a further £1,947,645 of investment.

The projects undertaken by EWH contribute to keeping traditional skills alive; they also have regenerative benefits to the WHS.

EWH also do research work to highlight issues facing the WHS as well as its economic benefits and energy efficiency in historic buildings.

A World Heritage Site Management Plan is prepared by the City of Edinburgh Council, EWH and Historic Scotland. The most recent one was published in October 2011 and an Action Plan was published in February 2012. Both these focus on the notion of the sustainable management of a living city, striving to strike a balance between four key elements: the heritage of the site; the people of the site; visitors; and economic development.

EWH publish [Annual Reviews](#), the latest being 2011-12 and these cover their contribution to the WHS and projects they have supported.

Conclusion

The Old and New Towns of Edinburgh World Heritage Site Steering Group has overseen the publication of the second Management Plan for the Site, and it has set an agenda for action. However, it is evident that this is a monitoring period of little change.

The Tram Project has continued throughout the monitoring period, with the resultant disruption to traffic and pedestrian flow through the city centre. This brings into focus the importance that should be placed on supporting the quality of the city centre through public realm improvements during the final stages of the tram works and beyond.

Similarly, the flood prevention scheme has continued throughout the monitoring period with localised temporary disruption to the Water of Leith.

Existing planning controls, such as the Key Views guidelines, abutting conservation areas and Local Plan policies are considered to be an effective mechanism to protect the OUV of the Site. The effectiveness of these measures will continue to be monitored over time.

It is important to note that Edinburgh performs significantly better than other Scottish local authorities in terms of the overall number of A listed buildings at risk. However, the structural condition and occupancy of Buildings At Risk should continue to be monitored to avoid future disrepair.

In a situation of declining public funds for conservation, it is crucial to demonstrate the value of the WHS and how to look after historic properties. Community engagement is one of the central aspects within this area, and the Steering Group recognises the value of ensuring greater awareness and understanding of the Site amongst visitors and residents.

Overall, there is no current threat to OUV and the state of conservation of the WHS remains satisfactory.

Planning Committee

10am, Thursday 7 August 2014

Grange Conservation Area Character Appraisal – Final Version

Item number	9.2
Report number	
Executive/routine	Executive
Wards	Meadows/Morningside, Southside/Newington

Executive summary

The Grange Conservation Area Character Appraisal is the first of a series to be revised to reflect changing circumstances, community concerns and to produce a more user-friendly document.

The document has resulted from an intensive programme of engagement with local community organisations and consultation within the Council. Feedback on the draft appraisal has been generally very positive. Detailed comments, concerns and suggestions have been reflected in the final version.

The final version of the document is presented here for approval.

Links

Coalition pledges	P40
Council outcomes	CO19, CO23
Single Outcome Agreement	SO4

Grange Conservation Area Character Appraisal – Final Version

Recommendations

- 1.1 It is recommended that the committee approves the attached final version of the Grange Conservation Area Character Appraisal.

Background

- 2.1 On 27 February 2014, the Planning Committee approved the revised Grange Conservation Area Character Appraisal in draft for consultation.

Main report

- 3.1 Consultation on the draft appraisal ran from 12 March to 14 April 2014. An exhibition in Newington Library ran from 17 to 30 March and received about 40 visitors over the two sessions which were staffed by planning officers. Direct consultations were sent to 43 local and national interest groups.
- 3.2 The consultation generated 36 responses in total, 33 via the online survey and 3 directly by email. The majority of responses (31) were from individuals, mostly residents in the area. The Grange Association, Grange and Prestonfield Community Council, NHS Lothian, Falcon Bowling and Tennis Club and Carlton Cricket Club sent detailed responses. Appendix 1 lists the comments received through all methods of feedback (online survey, written comments, verbal feedback at events) and explains how these have been taken into account in the final version of the document.
- 3.3 The majority of respondents complimented the document, stating that it was clear, well produced and captured the character of the area. Detailed comments focused on concerns regarding:
 - the use of contemporary design and materials;
 - the threat to the character of the area from inappropriate infill and extension;
 - the cumulative impact of multiple developments;
 - threats to the Astley Ainslie Hospital site;
 - the management of trees;

- the need for clearer guidance on design and materials in the Management section;
 - the weight given to the document in practice; and
 - a number of detailed issues such as parking, roads, signage, trees, the balance/emphasis of the document and its structure.
- 3.4 The appraisal document has been amended to address these comments. The final version of the text is attached at Appendix 2. Changes from the draft version reported to the Planning Committee on 27 February, reflecting the key areas described above, are highlighted in yellow. Most changes have been made in the Management section, chapter 5.
- 3.5 The consultation draft was presented in a new format based on an interactive pdf document. 90% of consultation respondents felt this document is fairly or very user-friendly. Feedback from Council officers has also been positive. This document has been updated into the final form and can be viewed [here](#).
- 3.6 The revised appraisal has resulted from a thorough process of public engagement and debate. A wide range of community and professional viewpoints have been captured. Benefits of this process include the community having a greater sense of ownership and responsibility, a more positive engagement with decision making, and an improved management tool for planning which has the weight of community support.
- 3.7 The review process, including engagement methods with local groups, the consultation programme, and the development of the new interactive appraisal format, has received constructive feedback and is considered thorough and robust. This will be used as the model for future conservation area character appraisal reviews.

Measures of success

- 4.1 Publication of the finalised appraisal.
- 4.2 Better-informed design and decision-making, helping to protect the character of the area.
- 4.3 Improvements in the review process to be incorporated into future appraisals.

Financial impact

- 5.1 There are no immediate financial implications for the Council arising from this report.
- 5.2 The new document format is intended to be viewed primarily on-line, and can be printed by customers from home. It is not intended that the Council will stock a

print version in the traditional, hard-copy form. However individual copies can be printed on request for customers with difficulties accessing the web version. Demand for this service is expected to be low and the minimal additional print costs can be absorbed in existing budgets.

- 5.3 There may be financial implications arising from recommendations for specific projects such as enhancement schemes, however these will require further approval from the relevant Committee as projects are developed.

Risk, policy, compliance and governance impact

- 6.1 There are no significant risks associated with approval of the document as recommended. Completion of the review of the appraisal ensures the Council's compliance with its statutory duty to review its conservation areas contained in the Planning (Listed Buildings and Conservation Areas) (Scotland) Act 1997.
- 6.2 If not approved, there are implications for the loss of momentum of the appraisal review process and the consequent impact on the quality of decision making in the area. There may also be a negative impact on the Council's relationship with community groups owing to delay or the failure to complete the review process.

Equalities impact

- 7.1 The aim of conservation area status is to enhance the quality of the area. This has the potential to improve quality of life and supports sustainable communities.
- 7.2 No infringements of rights have been identified. No negative impacts on equality have been identified.

Sustainability impact

- 8.1 The impacts of this report in relation to the three elements of the Climate Change (Scotland) Act 2009 Public Bodies Duties have been considered, and the outcomes are summarised below. Relevant Council sustainable development policies have been taken into account.
- Conservation of the built environment has the potential to minimise the use of natural resources and reduce carbon emissions.
 - The need to build resilience to climate change impacts is not relevant to the proposals in this report because the proposals are neither positively nor negatively affected by climate change.
 - The proposals in this report will help achieve a sustainable Edinburgh because the conservation and management of the historic environment

contributes directly to sustainability in a number of ways. These include the energy and materials invested in a building, the scope for adaptation and reuse, and the unique quality of historic environments which provide a sense of identity and continuity.

Consultation and engagement

- 9.1 The consultation draft of the revised Grange Conservation Area Character Appraisal was produced as a result of close engagement with the Grange Association and other local community groups.
- 9.2 The draft appraisal was published on the Council website and advertised via the web and social media, local community events, publications, posters and local groups' email networks. Key local and national interest groups were consulted directly.
- 9.3 An exhibition was held at Newington Library between 17 and 30 March 2014, which included two drop-in sessions staffed by planning officers. An on-line SurveyMonkey questionnaire was set up to receive feedback on the draft appraisal.

Background reading/external references

Report to Planning Committee of 27 February 2014, Grange Conservation Area - Review of Conservation Area Character Appraisal.

Report to Planning Committee of 3 October 2013, Review of Conservation Area Character Appraisals.

John Bury

Acting Director of Services for Communities

Contact: Rachel Haworth, Planning Officer

E-mail: rachel.haworth@edinburgh.gov.uk | Tel: 0131 529 4238

Links

Coalition pledges	P40 Work with Edinburgh World Heritage Trust and other stakeholders to conserve the city's built heritage.
Council outcomes	CO19 Attractive Places and Well Maintained – Edinburgh remains an attractive city through the development of high quality buildings and places and the delivery of high standards and maintenance of infrastructure and public realm. CO23 Well engaged and well informed – Communities and individuals are empowered and supported to improve local outcomes and foster a

sense of community.

Single Outcome Agreement

SO4 Edinburgh's communities are safer and have improved physical and social fabric.

Appendices

1. Consultation responses

*

2. Grange Conservation Area Character Appraisal – final version

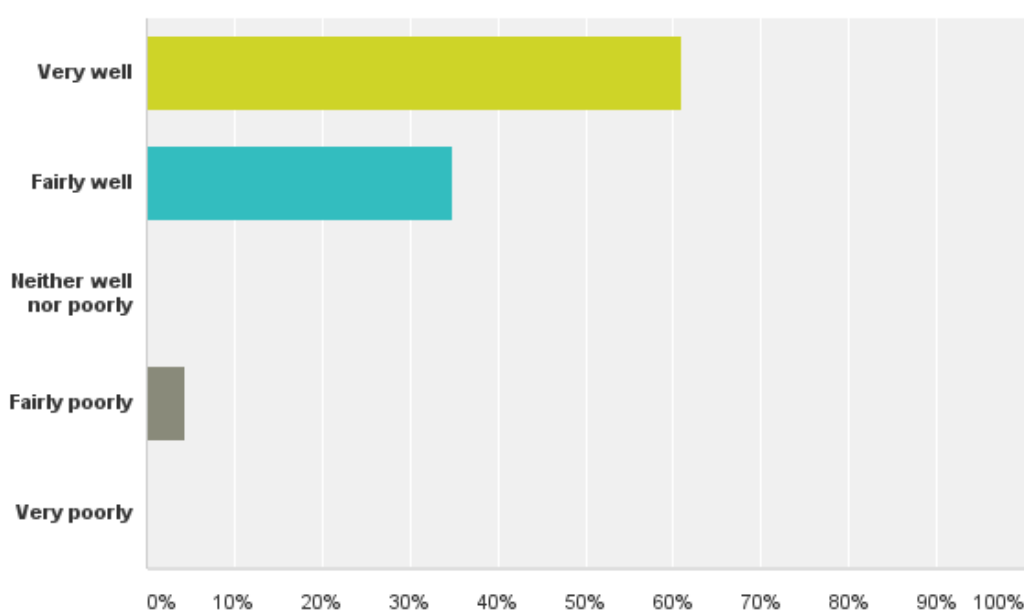
Appendix 1 Consultation responses

Q1-3 collected contact information to allow acknowledgements to be sent. Responses from organisations have been identified below; individual public responses have been kept anonymous.

Responses are given verbatim except where sensitive/personal information has been removed, indicated by [...].

Q4 How well do you feel the revised appraisal reflects the special character of the Grange Conservation Area overall?

Answered: 23 Skipped: 10



Organisation comment	Council response
NHS Lothian	
Would like to see listed buildings detailed and noted on plans.	This information is included on the Key Elements map, p5, Listed Buildings layer.
Falcon Bowling & Tennis Club	
A detailed account of the unique blend of built and natural environment. Well chosen illustrative photographs.	Noted.
Grange Association	
The assessment of the character is all from the viewpoint of the street, and never from the viewpoint of the resident in their garden or looking out of their back window. It is as if the conservation area is a stage set for the main street in a western, and what happens behind the facades is irrelevant. The appraisal should say that the spacious layout and generous gardens are important aspects of the character not only for the passer-by but for the residents in the area. That is why the council has guidance designed to limit the size of extensions and protect gardens.	Noted. The assessment will naturally tend to focus on those features which impact on the public realm or on visual amenity generally. However the assessment of character applies to the whole conservation area and any works over which planning has control.
The draft misquotes the Design Guidance, which gives a strong steer towards using stone in areas like the Grange. It says "It is expected that natural sandstone will be used as the main external building material in development where sandstone is the main material on neighbouring or nearby buildings or in the surrounding area. This is particularly important on facades that can be seen from the street." It is the Householder	Amendments made to Management – Pressures and Sensitivities, p32-34. The recommendations have been clarified to better reflect the emphasis of existing guidance and to help interpret it for the specific

<p>Guidance which, inconsistently, says "normally" stone but then says modern design and materials are acceptable if the materials (but not the design) are of high quality. Its text is as follows:- "The materials used to construct a building are one of the most important elements in helping a new extension to sit harmoniously with the original building. Materials characteristic of the neighbourhood and of Edinburgh can provide a sense of quality and identity. Cheap or inappropriate materials can detract from the neighbourhood and the value of the house. The materials to be used on an extension should normally match exactly those of the existing building. Where the existing building is constructed of stone, natural stone of the same type and colour should be used for the extension. Alternatively, a new extension may be designed to contrast with the existing building using a modern design and materials. In this instance the materials should be of the highest quality and relate well to the existing building." So we start with an existing muddle between the two bits of guidance. The draft makes things worse by saying:- "The scale, mass and form of an intervention are usually greater factors in its success or failure to respect the character of the area than details of style or material." This comes close to saying materials don't matter, and is not consistent with the first sentence of the passage from the Householder Guidance. Nor do we think it reflects the view of our members about the use of non-traditional materials, or the views which came back in response to the survey the Council commissioned, which is why the recommendation sounds defensive. Nor does it fit with the core character appraisal, which refers at several points to the unifying use of the same stone and other materials.</p> <p>We recommend that the Council needs (a) to tidy up its guidance so that it is consistent, (b) to reinforce the presumption in favour of using stone and (c) make it clearer how it is going to judge, when exceptionally allowing other materials to be used, whether designs are of high quality and whether the modern materials are of high quality and contrast effectively with the existing stone and slate. From our standpoint the problem is that we see the council allowing extensions in a whole range of materials and we do not see extension proposals being refused because the design is indifferent or the materials substandard. It may be that all the poor schemes are being weeded out at pre-application stage (we can't tell), but one might think that the policy on materials is that anything goes.</p>	<p>context of the Grange.</p>
<p>Grange & Prestonfield Community Council</p>	
<p>We agree with [previous comments] [...]. The 2013 LDP in Section 2.3 emphasises Place-Making and so this should not just be a façade with nothing of character behind. Re the last paragraph we suggest also that the CACA needs to be more consistent in its reference to Guidance, which applies anyway to developments in Edinburgh including the Grange. So we think that reference to Guidance in the CACA should be limited to examples where either it is thought not to apply or needs to be emphasised in relation to specific characteristics or where additional special factors need to be taken into account.</p>	<p>Amendments made to Management – Pressures and Sensitivities, p32-34. The recommendations have been clarified to better reflect the emphasis of existing guidance and to help interpret it for the specific context of the Grange.</p>
<p>Public comment</p>	
<p>The cover picture if Glenisla Gardens is beautiful but not reflective of the predominant housing type in the Grange - large stone built Victorian Villas. Glenisla is also pretty hidden away in the bottom corner of the CA rather than a central feature.</p>	<p>Agreed. Cover photo changed to Lauder wyverns.</p>
<p>I think it is a special area, with a unique feel of calmness near the very busy areas of Morningside, Marchmont, and Newington.</p>	<p>Noted.</p>
<p>The one big omission is the impact of commuter parking on the character of the area. The streetscape still suggest the area is open and pleasant , with views of the lovely stone walls. This is increasingly not the case south of Grange Loan. The areas north of Grange Loan have CPZ status and that protection means that they do still look like a conservation area.</p>	<p>Impact of parking controls incorporated at Management - Opportunities for Enhancement, p35.</p>

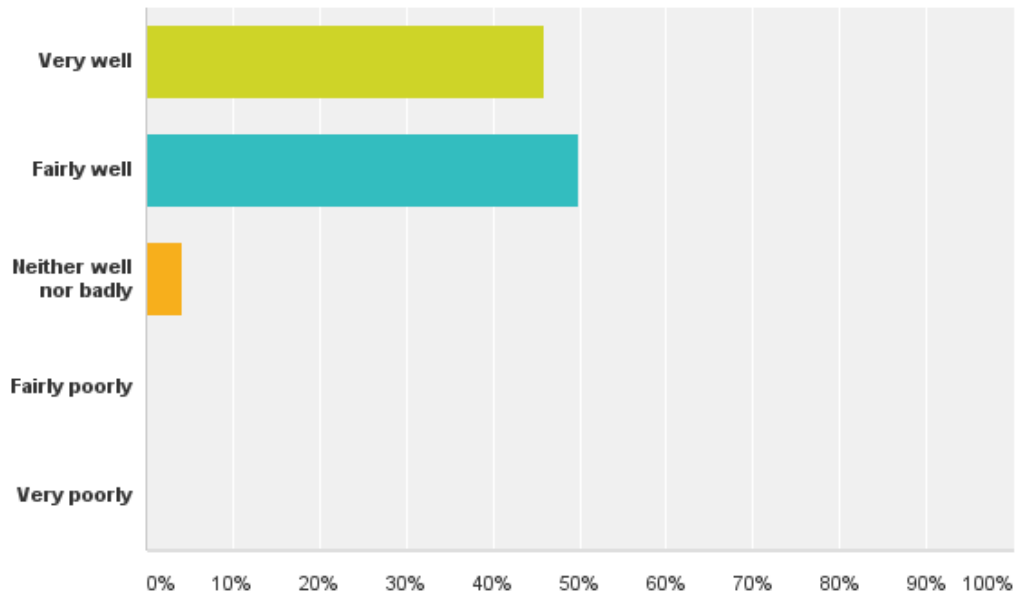
The analysis and illustrations are excellent.	Noted.
<p>I don't feel that the revised appraisal is strong enough, and allows far too much scope for the continued erosion of the character of the Grange area. 1) The defining character of the area, the traditional architecture, is being eroded by adding inappropriate modern extensions to Victorian buildings, changing the architectural character and eroding its appeal. The balance is moving too far to the contemporary. Several comments on the work progressing on No 12 Mansionhouse Road (though not yet finished) have expressed the view that it is looking very much like an institution - a medical centre, dental centre or suchlike. 2) Part of the character also includes the spacious nature of the plots that the buildings in the conservation area occupy, the views of the gardens and the visibility of the skyline with views of landmarks like Arthur's Seat beyond. Over time these spaces are being infilled, losing the essential character of the Grange so this must be restricted. 3) The definition of "good contemporary design" is too subjective to enforce, stronger guidance should be given on ensuring that contemporary designs are more synergistic with the traditional buildings they are attached to, rather than being deliberately designed as a "modern statement". For example, using traditional materials where possible. This does not mean designs cannot be contemporary, but they ought to seamlessly fit into the existing buildings 4) There are certain hotspots of activity where multiple applications that may be acceptable individually are certainly having a severely detrimental impact. Applications must be viewed in their surrounding context. Mansionhouse Road North is a prime example where Nos 10, 12 and 20 have all suffered the affects of the above. The remaining detached villa will shortly go on the market and there is every prospect that this length of the street - previously relatively true to its heritage, will be unrecognisable as evidence of conservation.</p>	Noted. Amendments made to Management – Pressures and Sensitivities, p32-34. The recommendations have been clarified to better reflect the emphasis of existing guidance and to help interpret it for the specific context of the Grange.
All main criteria comprising Grange Conservation Area seem covered - tradition, history, original planning, spaciousness, traditional building materials, trees & greenery, views between properties.	Noted.
A comprehensive assessment.	Noted.
Well produced document. Great exhibition panels. Clear presentation.	Noted.
The cover illustration is pretty, but on the very edge of the Conservation Area, and in no way represents the "normal" street scenes in the Grange	Agreed. Cover photo changed to Lauder wyverns.
<p>Having read the document I failed to find much other than statements of the obvious and pious hopes. I think planners could do better than this eg there could be encouragement for tree planting by the availability of replacement young trees. There could be clear guidelines on the refusal of requests to turn gardens into car parks which also take out on street parking spaces. I liked the statement about redefining boundary walls etc which have been taken away for access to flatted developments but I fear these words will not result in action .</p>	Noted.
I think this is very well explained and highlights the features that are worth preserving.	Noted.
<p>In general, the key characteristics have been captured quite well. However, the cover picture is an odd choice: Glenisla Gardens is very pretty, but it is not at all typical of the Grange. In particular, painted frontages are definitely not a characteristic feature of the area. A different, more typical, view should be used even if it is less photogenic than Glenisla Gardens.</p> <p>The appraisal presents the area's character very much in terms of how things look from the street. Equally important to residents, however, is how things look in their garden or out of their back windows.</p>	<p>Agreed. Cover photo changed to Lauder wyverns.</p> <p>Second point noted. The assessment will naturally tend to focus on those features which impact on the public realm or on visual amenity generally. However the assessment of character applies to the whole conservation area and any works over which planning has control.</p>

It takes note of the historical origins and plans for the Grange, the spacious houses and gardens, stone walls and low density of occupancy

Noted.

Q5 How well do you feel the revised appraisal describes the different elements of the Grange's special character?

Answered: 24 Skipped: 9

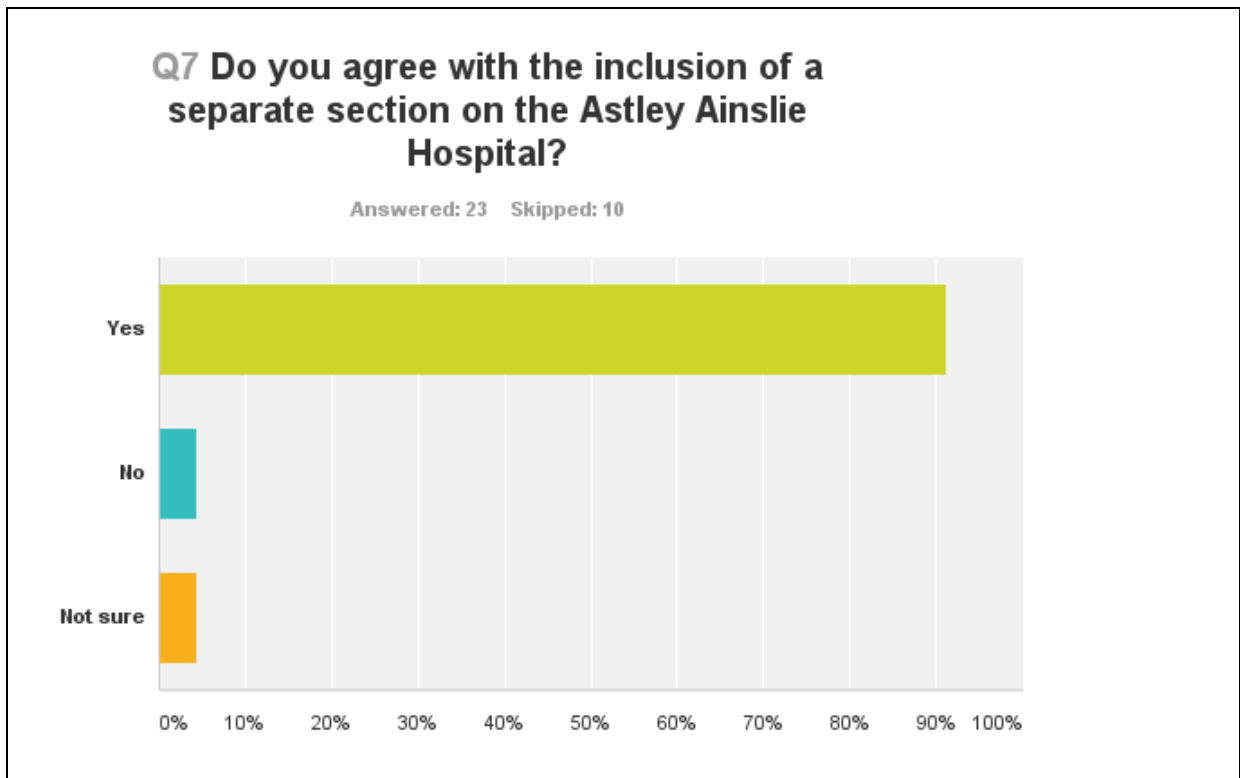


Organisation comment	Council response
NHS Lothian	
Has captured the physical attributes which make this area unique.	Noted.
Public comment	Council response
Again , parking is the 'elephant in the room'.	Impact of parking controls incorporated at Management - Opportunities for Enhancement, p35.
Described well, but not providing sufficient guidance to preserve the character.	Amendments made to Management – Pressures and Sensitivities, p32-34.
As above, but the character and overall feel of the Grange Conservation Area might be stressed more strongly.	Noted.
but what about the roads and pavements. These need conservation too. Our street is full of potholes and the pavements are in a terrible state.	Amendments made to Management - Opportunities for Enhancement, p35.
Not enough firm guidance is seen to enforce the earlier recommendation that the footprint of developments should not exceed 50% of the original footprint of the building Not enough firm guidance is given to the necessity to replace lopped or removed trees (those notably without TPOs) by specimens capable of properly replacing them in maturity	Amendments made to Management – Pressures and Sensitivities, p32-34.
Comments are too vague and please all in nature	Noted.

<p>The report is excellent on the original features of the Grange, but less good on the modern additions. On P19 there is the statement "The International Modern style was introduced to Edinburgh in the Grange with Kininmonth and Spence's 46a Dick Place of 1933. 10 St Thomas Rd by Morris & Steedman of 1961 is an important postwar contribution to the architectural quality of the area." However almost all additions since 1900 have been to the detriment of the area. It gives the wrong impression to select the rare (possibly) good examples. Also on p12 is the statement: "More recently, a number of striking contemporary extensions have added further to the evolution of the area's architecture." This is an empty statement, but is tagged onto a paragraph praising good 20th century additions. It should be pointed out that this is a very contentious issue. I'm sure a big majority of my neighbours think these extensions have not improved the character of the architecture of the area, but have been detrimental to it. Within a 50 meter stretch in Dick Place there is now a large glass box, a large zinc box and a large wooden box -- completely out of keeping with the fine buildings they are extending. This has significantly effected the traditional character which the conservation area designation is meant to preserve.</p>	<p>Noted. The guidance seeks to accurately define the present character of the area, including good examples of more recent development. However the risk of multiple contemporary developments having a negative cumulative effect has been included in Management – Pressures and Sensitivities, p32-34.</p>
<p>It notes the use of stone in house and wall building, the variation in styles of house, the spacious gardens, the many fine trees and the roads, some straight, some curved to add variety.</p>	<p>Noted.</p>

Q6: Have any special characteristics been missed?	
Organisation comment	Council response
<p>NHS Lothian</p>	
<p>Maybe more about the topography and historical context.</p>	<p>Noted. The CACA is not intended to be a comprehensive description of the entire history of the Grange. These sections have been kept succinct to explain the background to and formation of its present character.</p>
<p>Falcon Bowling & Tennis Club</p>	
<p>Perhaps the personal history of the Grange, its houses and gardens itself deserves more mention as it is integral to the Grange's 'conservation value'. As one walks around the Grange, the historian is aware of the Edinburgh figures who lived, worked, created their homes, were writers, promoted progress in their professions etc etc., - not just the planners and fue administrators. This is historical/cultural element forms part of the richness of our experience of the Grange - how the surviving built and gardened environment holds and evokes memories of its past. You see it also in the street or house names, often those of their builders. Though such details may not be known to many, they are arguably an integral part of that human aspect of conservation that has value beyond the monetary, the aesthetic or the physically measurable.</p>	<p>Noted. The CACA is not intended to be a comprehensive description of the entire history of the Grange. These sections have been kept succinct to explain the background to and formation of its present character.</p> <p>The importance of place and character to local communities is noted at Purpose of character appraisals, p7.</p>
<p>Grange & Prestonfield Community Council</p>	
<p>We think the CACA has captured the special characteristics of the Grange area very well and none have been missed.</p>	<p>Noted.</p>
<p>Public comment</p>	Council response
<p>No, perhaps just not sufficiently appreciated.</p>	<p>Noted.</p>
<p>It could be that a revisitation of the area by those who 'list' properties might find some suitable candidates for inclusion within that system</p>	<p>Noted. To be discussed with Historic Scotland.</p>

The mature trees deserve greater mention and more protection.	Noted. The balance is considered appropriate. The importance of trees to the area is mentioned at Trees and Gardens, p22 and Management, p30 and 33.
New building extensions should be illustrated as well as good original 19th C- ones.	Noted. Good example photographs will be sourced for next update.
Originally the streets would have been much less cluttered with notices poles, and there would have been none of the the rather awful painted traffic markings on the street surfaces. The original street lighting would have much more in keeping with the predominant styles of the buildings.	Amendments made to Streetscape, p23 and Management - Opportunities for Enhancement, p35.
Increased parking in front gardens.	Amendments made to Management – Pressures and Sensitivities, p32-34.



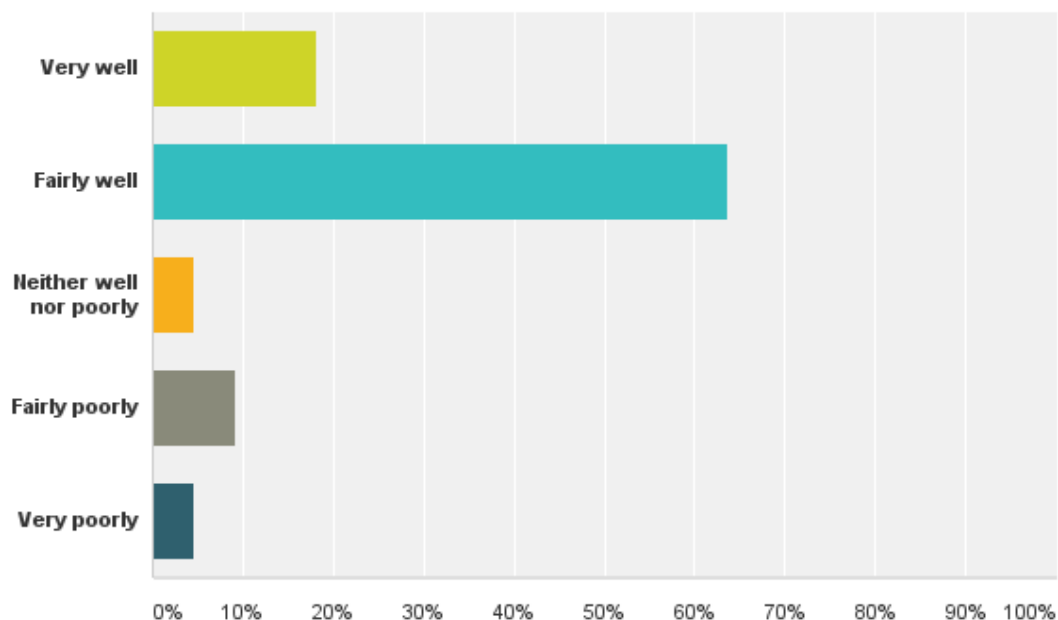
Organisation comment	Council response
NHS Lothian	
I do ; given that I am involved in looking at future of this site.	Noted.
Falcon Bowling & Tennis Club	
This seemed imbalanced to me. Too long. Perhaps because you experience the individual houses of the Grange but rarely see beyond the wall of the Astley Ainslie, thus, though a large area, it forms a very small part of one's experience of The Grange.	Noted. The interactive format allows users to navigate past this section if it is not relevant to them.
Grange Association	
Current NHS intentions for the Astley Ainslie site appear different from what was envisaged when the planning brief was drawn up. We suggest a recommendation on the lines of "the planning brief for the site should	Noted. Amendments made to Management – Opportunities for development, p34.

<p>be updated to reflect the current prospects for its continued use by the NHS, this revised Character Appraisal and the Council's cycling and footpath policies. No more piecemeal redevelopment within the site should be permitted until a masterplan for the whole site has been agreed."</p>	<p>The Astley Ainslie Planning Brief (2002) brief recognises the varying characteristics of the site, the principal built and natural heritage interests and the established vehicular, cycle and pedestrian access arrangements. The Edinburgh City Local Plan (2010) and the Proposed Local Development Plan promote the protection of open spaces within the site. Notwithstanding the NHS's changed priorities for the site it is not considered necessary in planning terms to update or refresh the planning brief at the present time.</p>
<p>Grange & Prestonfield Community Council</p>	
<p>We think that the comprehensive assessment of the Astley Ainslie Hospital site in the CACA admirably captures its special characteristics, landscaping and buildings, some of which, such as the "butterfly" pavilions are architectural gems. With reference to the publicly-accessible nature of the site, [...] welcomed the inclusion in the Proposals Map of cycleway and footpath safeguards within the site and we suggest that the CACA refers to these. Concerning the 2002 Planning Brief, this was considered in 2012 still to be robust and not in need of refreshing [...]. However with several recent or imminent developments impacting on the site and a revised LDP due to be published in May, this may be the time to review the 2012 decision and so we do think a new planning brief is now needed. In the meantime there should be no more piecemeal developments on the site or along its edges such as those which have already occurred along the Newbattle Terrace/ Grange Loan frontage .</p>	<p>Noted. Amendments made to Management – Opportunities for development, p34.</p> <p>The Astley Ainslie Planning Brief (2002) brief recognises the varying characteristics of the site, the principal built and natural heritage interests and the established vehicular, cycle and pedestrian access arrangements. The Edinburgh City Local Plan (2010) and the Proposed Local Development Plan promote the protection of open spaces within the site. Notwithstanding the NHS's changed priorities for the site it is not considered necessary in planning terms to update or refresh the planning brief at the present time.</p>
<p>Comment</p>	<p>Council response</p>
<p>It is a space on its own, which was designed for a purpose. It could easily be lost to more housing which would cause major issues with traffic etc.</p>	<p>Noted. Amendments made to Management – Opportunities for development, p34.</p>
<p>The hospital grounds are part of the Grange and the through route for pedestrians should be retained. However the grounds will almost certainly be re-developed in the future and it would be good to set parameters for that.</p>	<p>Noted. Amendments made to Management – Opportunities for development, p34.</p>
<p>This clearly provides the greatest scope for a potential major change to the character of The Grange, and must be carefully monitored to ensure the character is preserved in any developmnet that might take place in the future.</p>	<p>Noted.</p>
<p>As a 'special' case within the conservation area and with the likelihood of large scale development within AA some time in the future emphasis should be placed on protecting the open space within the area and a planning brief which sets the parameters for such development put in place.</p>	<p>Noted. Amendments made to Management – Opportunities for development, p34.</p>
<p>Very concerned regarding the obvious selling off of parts of this site and breaches to boundary walls.</p>	<p>Noted. Amendments made to Management – Opportunities for development, p34.</p>

Critical to the future characteristics of the Grange being maintained.	Noted.
This is going to be particularly important when the site becomes available for development.	Noted.
Very important that developers do not get the upper hand here. Already NHS Lothian has done many unsympathetic things to parking areas & trees.	Noted.
Potential development of this huge and important area requires that substantial attention be paid to both recommendations and enforcement for it	Noted.
This area is in danger of becoming the victim of creeping change whenever the NHS wants to cover a gap in funding	Noted. Amendments made to Management – Opportunities for development, p34.
It causes some loss of focus on what is the main issues for the conservation area. It is an important open space if it can be preserved as such but architecturally is somewhat different and doesn't add anything	Noted. The interactive format allows users to navigate past this section if it is not relevant to them.
Although it is the conservation area, the Astley Ainslie site is so different from the rest of the Grange, and so large, that it merits a separate section. That enables the very particular opportunities and pressures at that site to be explored. Current access through the site should be protected in any development of the site.	Noted.
Yes. The Astley Ainslie Hospital is one of the few remaining hospitals in Edinburgh with beautiful, if minimally maintained grounds and a variety of fine, old trees. It is under great pressure to close so that the land can be used for building. However, for patients who may be in hospital for several weeks or months there is an opportunity to go out for a walk or to go out in a wheelchair on sunny days. This is a great joy and comfort also to relatives! Some of the villas in the hospital have been upgraded and it would be good if more could be invested in care of the grounds. It is an unique facility.	Noted.

Q8 How well do you feel the Management chapter reflects issues relevant to the Grange Conservation Area?

Answered: 22 Skipped: 11



Organisation comment	Council response
NHS Lothian	
Maybe mor information about how management could be facilitated and by assistance of which agencies.	Noted.
Grange Association	
In the second paragraph of the pressures and sensitivities section on p32 reference should be made not only to larger blocks of flats but also to the considerable number of poor quality garages and extensions, which were approved in the post-war period before the Grange became a conservation area. When we come to the second source of pressure, the development of villa grounds, we suggest the section is expanded to include proposals for car parking in front gardens as an additional pressure. The recommendation is disappointing, because it adds nothing to the existing guidance. We consider that the core appraisal together with the threats points clearly to a need to make the guidance more restrictive on the proportion of front gardens which can be paved over and on the scale of extensions which can be allowed. The impact on other residents is important in considering issue of scale of extensions at the back of houses. We made these suggestions in the consultation on the householder guidance and they were not accepted. The earlier version of the CACA referred to traffic calming measures which at that time amounted only to speed bumps. Reference should now be made to the 20mph zone and all the necessary street markings and signage. A reference to the signage related to parking restrictions also merits mention. We should welcome both the recommendations in the section on boundary treatments (the first is line with arguments we have previously advanced in favour of open metal gates and against solid wooden gates), and we should ask for these recommendations to be included in the householder and design guidance at the next opportunity. [...] also welcomes the recommendation concerning trees and is prepared in principle to contribute financially to encouraging planting and	Amendments made to Management – Pressures and Sensitivities, p32-34 and Opportunities for Enhancement, p35. The recommendations have been clarified to better reflect the emphasis of existing guidance and to help interpret it for the specific context of the Grange.

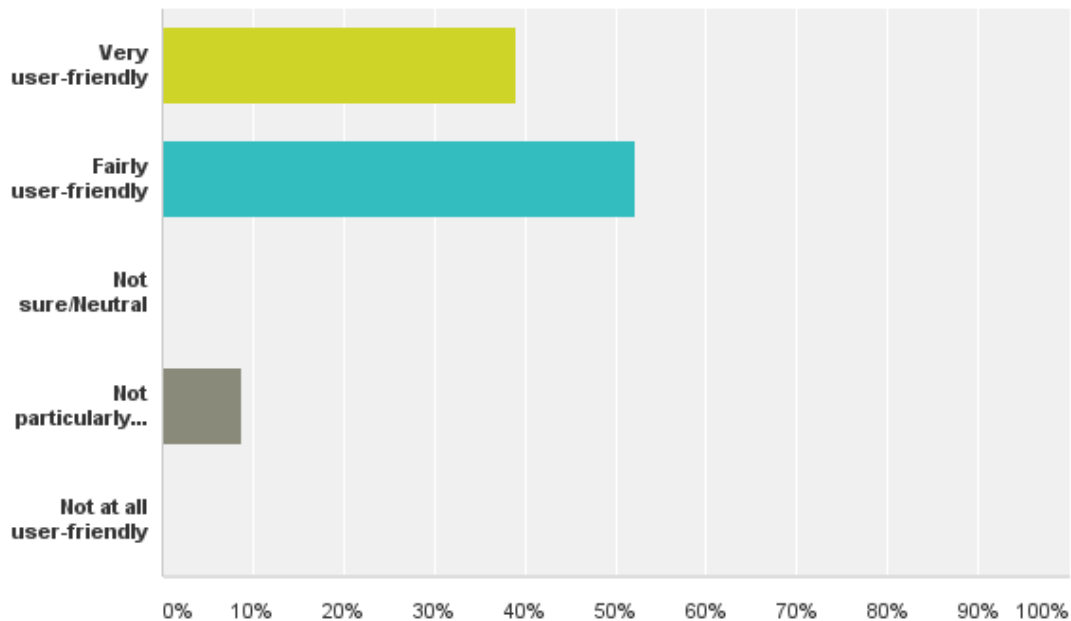
replacement of appropriate potentially large trees.	
Grange & Prestonfield Community Council	
We fully support and agree with [comments above]. In any changes to 20mph limits, parking restrictions or cycleways there must be an emphasis on reducing signage, road markings, barriers and poles to the absolute limit. We think there is still a need for education in this approach within CEC Transport Service.	Amendments made to Opportunities for Enhancement, p35.
Public comment	Council response
Recommendation: 'both traditional and contemporary approaches to design and materials may be considered acceptable in a conservation area, providing the result is of appropriate quality. The scale, mass and form of an intervention are usually greater factors in its success or failure to respect the character of the area than details of style or material.' Another major factor should be the number of such interventions in close proximity. I disagree that details of style and material are less important than scale, mass and form - inappropriate or clashing details and materials are bad whatever the size. The reference to preserving townscape gaps and avoiding a terraced feel are excellent, and if adhered to would have saved Mansionhouse Road from recent misguided planning permissions.	Amendments made to Management – Pressures and Sensitivities, p32-34.
Doe not go far enough, leaves too much scope for "interpretation" and encourages the contemporary at the expense of the existing character - which is what makes The Grange what it is.	Amendments made to Management – Pressures and Sensitivities, p32-34.
Having listed and commented on the main factors of the Grange Conservation Area the issues relevant should be made much more strongly to prevent further damage to areas such as Mansionhouse Road North. The contentious planning approval for various "alterations" is already blighting this street and future applications should be viewed in the context of the whole area and dealt with far more sympathy to the special character of the Grange Conservation Area, as detailed in the Appraisal.	Amendments made to Management – Pressures and Sensitivities, p32-34.
The issues are presented well enough but I doubt enough safeguards are in place to protect the conservation area status. I would like to think that future development restricts the use of unsympathetic materials and design. Whereas 'modern' additions such as Kininmonth and 46a Dick Place could be said to represent "high quality design" new build such as at 38 Dick Place will not prove to be so appealing in years to come. The use of stone cladding 'wallpaper' may be an attempt to comply with the requirement for traditional materials but plain walls without features such as string courses and drip eaves tend to lead to staining of the surface and an featureless appearance. I would welcome policy which encourages 'piercing' of boundary walls to allow glimpses of the gardens within. Recent years have seen the introduction of 'commercial' style blank wood and steel gates which seal off properties from the street and are certainly not attractive.	Amendments made to Management – Pressures and Sensitivities, p32-34.
but need to go further to protect the Astley Ainsley site from being developed eg. new flats etc.	Noted. Conservation area controls are not intended to prevent development but to manage change sustainably. Amendments made to Management – Opportunities for development, p34.
Management chapter recognises problems, and gives hope that Planning colleagues will give credence to the document & give better advice to the Planning Committee. Forestry Dept should be brought into dialogue.	Noted.
p.30 on GPDO and Art 4 Direction. Missed!! Protection from demolition of	Noted. More information on

<p>existing villas & houses. On Landscape & Biodiversity: The GA has proposed over the years to increase the number of TPO's in the Grange and its designation as an area of nature conservation as an 'Urban Forest'.</p>	<p>demolition included at Management – Legislation, policies and guidance p29.</p>
<p>There are excellent parts of this but my fear is that at central points it fails to get the balance right between conservation and change. This I believe significantly reduces the power of the document to protect Grange against inappropriate developments that are eroding its character. This starts right at the beginning of the document with the selected quote from the Planning Advice note PAN 71 : "When effectively managed, conservation areas can anchor thriving communities, sustain cultural heritage, generate wealth and prosperity and add to quality of life. To realise this potential many of them need to continue to adapt and develop in response to the modern-day needs and aspirations of living and working communities. This means accommodating physical, social and economic change for the better. Physical change in conservation areas does not necessarily need to replicate its surroundings. The challenge is to ensure that all new development respects, enhances and has a positive impact on the area. Physical and land use change in conservation areas should always be founded on a detailed understanding of the historic and urban design context." This is an inappropriate choice of quotation to start with. Some conservation areas may be run down and in need of economic stimulus, but that is clearly not the case in the Grange. There is no sign of economic stress and no obvious problems that are going to be solved by new developments. Rather it is new developments by individuals or developers for vanity or financial gain that threaten the character of the area. The assumption in a conservation area should be that change normally will replicate its surroundings unless there is really strong reason for it not to do so. It is important to recognise that modern materials and structures are cheaper than traditional ones, so will be used unless the planning process discourage it. Grange is a prosperous area that has no need to change for economic reasons. However there are economic pressures to change that must be recognized in the planning process. The economic value or plots of land is higher that the value with current building density so there will always be pressure to infill. If the planning process allows this then when houses change hands it will the buyers who plan to infill who will pay the higher price and so outbid other buyers who wish to leave the open space unchanged, so this will encourage further infill. The gain from infill goes to the individual owner, but the the spaciousness of the area, the gardens and the views between buildings that are destroyed by the infill are part of the common weel of the Grange inhabitants, and should not be sacrificed for individual gain. An much more appropriate quote from Planning Advice note PAN 71 to start off with is : "The designation of a conservation area is a means to safeguard and enhance the sense of place, character and appearance of our most valued historic places. Buildings of character, listed buildings, scheduled monuments, trees, historic street patterns, open spaces and designed gardens and landscapes are important components of these areas. The overall layout and pattern of development may be just as important to the character as individual buildings. The activities that go on inside conservation areas are also important. Conservation areas are living environments that despite their history, will continue to adapt and develop. Designating a conservation area does not mean a prohibition on development. It does mean carefully managing change to ensure that the character and appearance of these areas are safeguarded and enhanced for the enjoyment and benefit of future generations."</p> <p>On page 32 there is the statement: "Concern has been raised regarding the use of contrasting, non-traditional materials and design in contemporary new-build and extensions. Recommendation: The unity and quality of the architecture of the Grange creates a need for a sensitivity of approach to any intervention." To which I agree. However the next bit "The Edinburgh Design Guidance advises that both traditional and contemporary approaches to design and materials may be considered acceptable in a conservation area, providing the result is of</p>	<p>Noted.</p> <p>Amendments made to Management – Pressures and Sensitivities, p32-34. The recommendations have been clarified to better reflect the emphasis of existing guidance and to help interpret it for the specific context of the Grange.</p>

<p>appropriate quality. The scale, mass and form of an intervention are usually greater factors in its success or failure to respect the character of the area than details of style or material." is the worst part of the document and critically undermines the good work done by the Grange CACA in defining what makes Grange special. It implies that "contemporary" and "traditional" approaches are equally acceptable. They are not in a conservation area. The default position must be that the materials and style should match the surroundings and only in exceptional cases can anything else be built. This loophole in the conservation area regulations has allowed some appalling faddy attachments to be stuck on to existing fine buildings over the last 5 years, and these are likely to remain a blight on the area for ever. It is no help to say that new developments of either sort must be of "appropriate quality". Leaving aside the fact that it is not possible to judge what current design will be considered high quality in 25 years time, the mixing of different styles is the major problem. You can take a collection of high quality designs from different eras stick them next to each other and get a low quality mess. The following is an important point: "Recommendation: Townscape gaps, glimpse views of gardens and the characteristic separation of buildings should be carefully considered in proposals for side extension or development of garden areas to avoid amalgamation of plots or the creation of a terraced effect where this is not the distinctive character." However I wonder if it is forceful enough to have prevented some of the current developments. Within the last year these issues were raised by objectors to the developments at 12 and 20 Mansionhouse Road, but the developments were passed by the planning committee.</p>	
<p>In relation to the development of villa grounds, specific mention should be made of proposals for car parking in front gardens. These come forward both as extensions/enlargements of existing parking and the creation of entirely new parking. There should be a strong presumption against both, in particular the creation of new parking. Apart from the impact on the gardens and walls themselves, off-street parking reduces the availability of on-street parking; it essentially privatises the section of public road in front of the driveway. (The Council's clever new parking scheme in the south side of the Grange area means that no-one really needs their own drive in order to be able to park their car. Consideration could perhaps be given to replacing the more rigid controls in the north side of the area with the more flexible scheme in operation in the southern part.) To reflect the character of the area there should be a presumption in favour of stone and slate finishes on any new building or extensions. Where, exceptionally, other materials are being considered, there should be a clear set of criteria for how the Council will judge whether or not those materials (and indeed the design of the extension/new build itself) are acceptable. In recent years there has been a trend towards tall solid gates, creating a complete visual barrier between street and house. There should be a general presumption against such gates and in favour of gates with metal railings, which provide a visual link. I welcome the recommendation about trees. They are a key characteristic of the Grange, and should be protected and maintained.</p>	<p>Amendments made to Management – Pressures and Sensitivities, p32-34. The recommendations have been clarified to better reflect the emphasis of existing guidance and to help interpret it for the specific context of the Grange.</p>
<p>Very well apart from management of the Astley Ainslie Hospital</p>	<p>Amendments made to Management – Opportunities for development, p34.</p>

Q9 How user-friendly do you feel the format of the revised appraisal is?

Answered: 23 Skipped: 10



Organisation comment	Council response
NHS Lothian	
Summary of key points at end of each section.	Noted. The interactive document provides an illustrated key at the beginning of each section – Structure, Key elements and Astley Ainslie Hospital. These pages summarise the key points to follow and allow the user to navigate to the relevant section.
Public comment	Council response
It reads well, but it is very long.	Noted. The new format breaks down the information into 'bite-size' pieces. The interactive format allows the user to navigate directly to the sections relevant to them without having to read through the entire document.
Well structured, easy to follow and comprehensive in its description of the character of The Grange.	Noted.
I particularly appreciated the map overlays and other interactive items contained within the online version.	Noted.
Would have been helpful to have a summary to take away. Sequence/hierarchy of panels is slightly confusing.	Comments relate to the exhibition material. Comments will be considered for the next areas to be reviewed.
Easy to read although some old maps quite small.	Noted.

<p>To balance good examples should also show some bed designs & non use of traditional materials. I do not agree that scale is more important than materials. Incorrect to state that mistakes only prior to Conservation Area status; plenty after in view of local residents, whose objections through Grange Assoc. have been ignored.</p>	<p>Noted. It was considered important to focus on positive examples and the important elements of character.</p> <p>Amendments made to Management – Pressures and Sensitivities, p32-34. The recommendations have been clarified to better reflect the emphasis of existing guidance and to help interpret it for the specific context of the Grange.</p>
<p>The Review of the Grange Character Appraisal is a well produced document & exhibition. The role of the Grange Association over the years in the preservation of the area has been acknowledged in the Appraisal Document, but perhaps it could have also merited a mention in the Exhibition panels?</p>	<p>Noted.</p>

Q10: Do you have any further suggestions for changes or improvements to the document?	
Organisation comment	Council response
<p>NHS Lothian</p>	
<p>More diagrams and note about any existing pressures on future development.</p>	<p>Noted.</p>
<p>Grange Association</p>	
<p>A minor criticism is that the cover photograph of Glenisla Gardens is not really representative of the Grange. Some of the links, especially on the maps are not yet working. The Council and consulted bodies have considered this character appraisal in great detail. [...]. Our main fear is that the planners might not adhere to the recommendations in the CACA. We suggest there is now a presumption that all developments should comply with the recommendations.</p>	<p>Noted. Cover photo changed to Lauder wyverns.</p>
<p>Grange & Prestonfield Community Council</p>	
<p>(a) On page 6 under Location and Boundaries although reference is made to the Wards in which the Grange CACA falls there is no reference to the Community Councils covered and which do have a statutory role in the planning process. The Grange Conservation Area falls mainly within this CC area with smaller parts coming within Marchmont & Sciennes CC and Morningside CC areas. We suggest that this omission be rectified in the final version.</p> <p>(b) We welcome the reference on page 34 under Opportunities for Planning Action to a future review of the Causewayside area in the context of adjoining conservation area reviews. [...] Other Conservation Areas subject to review in the next few years and we trust that [...] CCs affected will be involved in these.</p> <p>(c) We think that the Grange CACA sets a good standard for later reviews to meet and it was imaginative to utilise the resources of postgraduate students and staff in this process to bring a fresh approach to observation and analysis, so we hope that if available similar resources will be used in future CACA reviews.</p> <p>(d) We strongly agree [...] that the CEC Planning Service should adhere more closely to all CACA – all too often it is stated in the assessment of planning applications that “this minor breach is acceptable” when the cumulative effect of this is having an adverse impact on Edinburgh’s conservation areas. We think that there is a challenge for those responsible for reviewing Edinburgh’s CACAs to ensure that these are given due weight in the consideration of planning applications. We suggest that it may be helpful to include on page 7 as a separate</p>	<p>Noted. References to Community Councils inserted.</p> <p>Student collaboration is at the discretion of the Universities involved and cannot be guaranteed for all future reviews. However we will encourage similar collaborative working wherever possible.</p>

paragraph the definition of a conservation area and that it is a material consideration in the assessment of planning applications.	
Carlton Cricket Club	
I visited your exhibition today at Newington Library which I found very interesting. I never knew that the old Grange House was more like a castle?! [...] Personally, I love the traditional buildings, walls and large trees in the Grange. Unfortunately, recent new buildings have been far from the Dick Lauder family values of high architectural standards. I am thinking of the horrendous flats built at the bottom of the grounds of 'Esdaile' in Kilgraston Road which bear no resemblance to anything in the vicinity. [...]	Noted. The guidance seeks to accurately define the present character of the area, including good examples of more recent development. Amendments made to Management section, p29-35.
Public comment	Council response
[...] I would like to see a stronger section regarding the protection of trees in the Grange. [...]. It is naive to think that the mature trees in the Grange can survive without the strongest defence, and I feel the Tree section of this report presents itself as confident rather than wary	Noted. The balance is considered appropriate. The importance of trees to the area is mentioned at Trees and Gardens, p22 and Management, p30 and 33. The need for collaboration between owners and the planning authority is noted.
Acknowledge the parking problems , in particular the dumping of large commercial vans and camper vans for weeks , months , even years at a time. It should be possible to address this with signage.	Amendments made to Management - Opportunities for Enhancement, p35.
Grange cemetery. You mention containers and portakabins which are a minor eyesore. But by far the most urgent need is to refix all the headstones, which should never have been pushed over in bulk for almost entirely spurious health and safety reasons. It's no good praising the Victorian ornamental headstones when half of them are on the ground. It is notable that all your photographs are of attractive, well preserved features.. It would be salutary also to include pictures of some ugly, ill-considered recent developments which would not have been allowed if the principles of this excellent new document had been adhered to. The document suggests that all is rosy, which is not necessarily the case.	Amendments made to Management - Opportunities for Enhancement, p35. Second point noted. It was considered important to focus on positive examples and the important elements of character.
As a statement it suffices, as guidance for change it is woefully inadequate.	Noted. Amendments made to Management section, p29-35.
As 8 - a much stronger commitment to viewing planning applications with the intent of preserving the real character and tradition of the Grange Conservation area and actually maintaining the points listed in the Appraisal as being the vital ingredients that make up a conservation area.	Noted.
The document accurately sets out the status quo although the section on streetscape selectively shows utilities set into boundary walls though alternative camera views along the streets would show a plethora of street signage (much associated with zone S1 parking) which is unsightly, excessive and detrimental to easy passage along pavements. The CEC should make efforts to reduce signage to a minimum.	Amendments made to Management - Opportunities for Enhancement, p35.
In the last 2 years we have lost a significant number of mature trees around where I live. My concerns re. this appear to fall on deaf ears. I hope more will be done in the future to protect the remaining mature trees.	Noted. The importance of trees to the area is mentioned at Trees and Gardens, p22 and Management, p30 and 33. The need for collaboration between owners and the planning authority is noted.
Photographic use is good. Better captioning and relating these to the text might have helped. Typography not the best on the panels.	Noted. Comments will be considered for the next areas to be

	reviewed.
I think Astley Ainslie is owned by NHS Lothian. Lothian 1ry Care Trust no longer exists.	Noted. Text corrected.
Feuing conditions imposed strict controls - why has the Council so abandoned this policy. You rightly emphasise the planned gaps between buildings and glimpses or gardens now being eroded, or too exposed by gate widening & paving. Hard landscaping seems to be new trend. Loss of symmetry in streets with introduction of incongruous elements - eg. wood extension in Dick Place to Lodge. Article 4 is not being used properly. No. 12 Hope Terrace is completely gravelled over apart from a very narrow strip at gate.	Noted. The Council cannot enforce private land contracts, eg. feuing conditions. However the CACA helps manage the special character created by those conditions. Amendments made to Management section, p29-35.
p.32 1. - again item missed! The protection from demolition of existing original houses & villas. 2. - Perhaps the document should include the fact that the historic background & boundaries are important also to promote a sense of 'Place' conducive to community cohesion with a shared history.	Noted. More information on demolition included at Management – Legislation, policies and guidance p29. The importance of place and character to local communities is noted at Purpose of character appraisals, p7.
I t wants leadership and vision of how the real sense of community present now can be preserved. Surely where properties are to be gated ie cut off planning permission should be compulsory . There is areal danger that properties become assets which provide a safe haven for money -- as witnessed in London. This would be very detrimental to the community. A clear statement about this would be welcome	Noted. The importance of place and character to local communities is noted at Purpose of character appraisals, p7.
The value of this document will depend critically on how much attention is paid to it when issues come to the planning committee. Many of my neighbours are are disillusioned by how this has worked in the past.	Noted.

Appendix 2

GRANGE CONSERVATION AREA CHARACTER APPRAISAL

Final Version

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1. Summary information

Location and boundaries

The Grange Conservation Area is situated approximately one mile to the south of Edinburgh city centre. The conservation area is bounded by Sciennes Road and Strathearn Road to the north, the south suburban railway line and St. Albans Road to the south and Causewayside to the east. The west boundary is less well defined, but is generally marked by the western boundary of the Astley Ainslie Hospital complex, Newbattle Terrace and Whitehouse Loan. The area falls within the Southside/Newington and Marchmont and Meadows wards, and is covered by three Community Councils, Grange/Prestonfield, Marchmont and Sciennes, and Morningside. The population of the Grange Conservation Area in 2011 was approximately 4600, in 2100 households.

Dates of designation/amendments

The Grange Conservation Area was designated on 16 September 1983 and was extended on 29 March 1996 to include the whole of the Astley Ainslie Hospital.

Statement of significance

The architectural form and green environment of the Grange are attributable to the picturesque movement and characterised by romantic, revivalist architectural forms that are original and individual in composition. The buildings are complemented by the profusion of mature trees, spacious garden settings, stone boundary walls and green open spaces. A significant level of uniformity is achieved from the use of local building materials, e.g. local grey sandstone in ashlar or coursed rubble with hand carved decoration, Scots slates, timber framed sash and case windows with plate glass.

Acknowledgements

This document has been produced with the assistance of the Grange Association, a volunteer supported charity formed originally in 1974, which aims to support and protect community interests, the environment and local history of the Grange. The objects of the founding group were to promote an interest in the character and quality of life in the area; to encourage a high standard of architecture and town planning; to react to proposals affecting the area's development; to foster public amenity and to provide good relations in the community. The assistance and enthusiasm of the Grange Association have been invaluable in the production of this document.

Students and staff of the University of Edinburgh's Architectural Conservation MSc Programme have also made a valuable contribution to this document through their analysis and observations of the Grange area.

2. Conservation Area Character Appraisals

Purpose of character appraisals – why do we need them?

Conservation area character appraisals are intended to help manage change. They provide an agreed basis of understanding of what makes an area special. This understanding informs and provides the context in which decisions can be made on proposals which may affect that character. An enhanced level of understanding, combined with appropriate management tools, ensures that change and development sustains and respects the qualities and special characteristics of the area.

“When effectively managed, conservation areas can anchor thriving communities, sustain cultural heritage, generate wealth and prosperity and add to quality of life. To realise this potential many of them need to continue to adapt and develop in response to the modern-day needs and aspirations of living and working communities. This means accommodating physical, social and economic change for the better.

Physical change in conservation areas does not necessarily need to replicate its surroundings. The challenge is to ensure that all new development respects, enhances and has a positive impact on the area. Physical and land use change in conservation areas should always be founded on a detailed understanding of the historic and urban design context.” From PAN 71, Conservation Area Management.

How to use this document

The analysis of the Grange’s character and appearance focuses on the features which make the Grange special and distinctive. This is divided into two sections: **4.1 Structure**, which describes and draws conclusions regarding the overall organisation and macro-scale features of the area; and **4.2 Key elements**, which examines the smaller-scale features and details which fit within the structure. The **4.3 Astley Ainslie Hospital** site is treated as a special sub-area with its own separate analysis.

This document is not intended to give prescriptive instructions on what designs or styles will be acceptable in the area. Instead, it can be used to ensure that the design of an alteration or addition is based on an informed interpretation of context. This context should be considered in conjunction with the relevant Local Development Plan policies and planning guidance. (see 5. Management for more detailed references).—Section **5. Management** outlines the policy and legislation relevant to decision-making in the area. Issues specific to the Grange are discussed in more detail and recommendations or opportunities identified.

3. Historical origins and development

A review of the historical development of the Grange is important in order to understand how the area has evolved in its present form and adopted its essential character.

The Grange was originally known as Sanct Geillies Grange – the grange or farm of St. Giles, in whose honour a church had been built in Edinburgh as early as 854.

The Grange, originally known as Sanct Geillies Grange - the grange or farm of St. Giles, was an important early medieval farming estate dating to before c.1120 when it was given to St Giles Kirk by Alexander I on its foundation. A grange farm was established by the Cistercian order, probably on the site of the 19th century farm located in Cumin Place, when it was given the land by David I in 1153.

Following the Reformation this farm formed part of the estate associated with Grange House, built in 1592. Prior to the 17th century, the land now covered by the Grange The land was largely common grazing, sloping towards Blackford Hill. William Dick, at one time the Lord Provost of Edinburgh, purchased the lands of the Grange in 1631. Two centuries later, his family became the feudal superiors of the Victorian residential development which forms the basis of the Grange Conservation Area.

1825 Feuing Plan

In 1825, Sir Thomas Dick Lauder made land from the Grange Estate available for development. The Grange Feuing Plan of 1825, which comprised a series of parallel streets between two major roads: Grange Road to the north and Dick Place to the south, remains a core townscape element of the area. Grange Road appears on the Plan as an access road linking the estate with a new road, now Newington Road. Other streets were proposed at right angles to the main east-west axes: Mansionhouse Road, Lauder Road and Cumin Place.

Cousin's 1851 Feuing Plans

The basis of the 1825 plan was respected in David Cousin's subsequent Feuing Plan of 1851, although the regular street pattern was relieved by slightly curving streets, providing a less formal layout and interesting vistas. These included Tantallon Place, St. Catherine's Place and Dalrymple Crescent. Cousin also planned straight streets, but changed the axis very subtly to achieve an ever-changing and interesting townscape. Findhorn Place and Lauder Road are notable examples.

Raeburn's Feuing Plan

From the mid 19th century, increased demand for housing prompted Dick Lauder to commission Robert Reid Raeburn to design further feuing plans in 1858, 1864 and 1877. Under the first two plans, all available land as far south as Grange Loan was to be divided into smaller plots for individual houses set within their own private gardens. Minor variations to this pattern included a series of flatted dwellings with

shops at the corners of Hatton Place. These were the only shops in Raeburn's plans. Individual or semi-detached houses in separate gardens remained the norm.

The 1877 Feuing Plan continued the established street pattern as far south as St. Alban's Road, the north side of which became the limit of the Grange. Subsequent building, after 1877, included a terrace of four houses on the south side of Hope Terrace, St. Raphael's in South Oswald Road and Fountainhall Road Church (1897), now the site of Newington Public Library.

Feuing Terms and Conditions

The regulations which were imposed by the Dick Lauder family are still attached to the title deeds of all properties in the Grange. The feuing conditions imposed by the Dick Lauder family, detailed below, created the ordered and harmonious character of the Grange which is still evident today. illustrate that development in the Grange has always been subject to strict controls:

- all plans and elevations had to be approved in writing by the feu superior on the recommendation of the architect, and no building could commence until authorised;
- the land was to be feued for villas or dwelling houses only;
- uses other than residential were specifically prohibited;
- the height of development was restricted to two storeys and an attic;
- the siting of properties was controlled by stipulating the minimum distance of the house from the street;
- gardens were required to be planted and kept in good order;
- properties had to be enclosed with stone walls, and the walls were not to exceed eight feet in height, except by the consent of the conterminous feuars, and in no case to exceed ten feet high;
- footpaths were to be of high quality paving materials, raised above the bottom of the channel, edged with a hammer dressed kerbstone, and no wider than six feet nine inches;
- properties were to be of a minimum value, for example, at least £500 in 1851;
- a time limit of around four years was imposed on construction;
- Stables were permitted, but only to the rear of properties and not exceeding 20 feet in height;

- the sub-division of villas was regulated by the stipulation that separate entry to upper flats and attics was by an internal stair only; and
- residents were granted the use of the streets and feuars were prohibited from causing a public nuisance or disturbing their neighbours.

Open spaces

The Astley Ainslie Hospital and Grange Cemetery form the principal open spaces. Grange Cemetery was established in 1847 by the Edinburgh Southern Cemetery Company Ltd. The site was selected for its natural beauty, seclusion, freedom from pollution and close proximity to the city. David Bryce designed and laid out the Cemetery, which comprised an open space of twelve acres with a mortuary chapel above vaults in the centre of the ground.

Astley Ainslie Hospital

A chapel dedicated to St Roque, patron of plague sufferers, was established in the Canaan area, west of the Grange, in the early 16th century. Plague victims banished from Edinburgh were housed at St. Roque and administered to by religious communities including the monks of the Grange of St Giles. Archaeological remains on the site include four large cylindrical bosses, located at the base of the southern boundary wall of Southbank villa, which possibly formed part of the historic chapel.

The Canaan Estate in which St Roque's chapel lay was created at the feuing of the Burgh Muir in 1586. The collection of Biblical place names around the Canaan area, including Little Egypt, may originate from the site of a gypsy camp; the term gypsy being a corruption of Egyptian, based on a misunderstanding of their origins.

The estate was used for farming and related industries up until 1803, when the area between Grange Loan and Canaan Lane was feued out into large (c.3 acre) plots for residential development. Small country mansions or villas with private, walled grounds and extensive gardens were developed by a group of intellectuals, university professors and medical practitioners. The development of the Canaan Estate therefore prefaces the development of the main area of the Grange through the Dick Lauder and subsequent plans by 20-30 years. The current use of the site as a medical and educational establishment maintains the connection with the professions and interests of the first feuars.

By the early 20th century the site had become a nine hole golf course bordered by villas. This area was acquired under the will of John Ainslie in 1921 and became the site of the new Astley Ainslie Hospital in 1922. Most of the villas were retained and converted for hospital use, thus preserving the essential character of the earlier villa development. The distinctive butterfly-plan pavilions facing Blackford Hill were erected in the 1930s.

Twentieth and Twenty-first Centuries

The character of the Grange was well established by the end of the 19th century. No major changes took place in the Grange in the first half of the 20th century apart

from some notable additions in the inter-war years and the controversial demolition of Grange House in 1936, to make way for a new development of bungalows and flatted villas. The gatepiers from Grange House, surmounted by the Lauder Wyverns, were re-erected on Grange Loan, one at the corner of Lover's Loan and the other ~~seventy yards~~ c.65m west of Lauder Road.

Since the Second World War, development has mainly occurred within the gardens of some of the larger villas, although a small number of villas have been demolished to make way for new developments. Notable examples of inter- and post-war architecture in the Grange have been recognised by listing, and contribute to its architectural quality, including the Strathearn Road Postal Sorting Office (1919); the Astley Ainslie Scientific Block (1929); 40-42 and 46a Dick Place (1934); 14 Kilgraston Road (1937) and 10 St Thomas Rd (1961). More recently, a number of striking contemporary extensions have added further to the evolution of the area's architecture.

Historical activity

Although the Dick Lauder feuing conditions restricted non-residential uses in that part of the area, changes appeared over time, primarily introducing uses connected with health, social and community care such as nursing homes, schools/colleges, churches/community centres and a library. A certain amount of industrial activity also developed at the peripheries of the area during the 19th century, such as the William Younger & Co. Artesian Wells in Grange Loan. The evolution of the Astley Ainslie site is the only example of the development of non-residential activities on a large scale in the Grange area.

Summary

The development of the Grange reflected changes to the settlement pattern and suburban expansion which occurred in Edinburgh in the mid-19th century. While the rigorous terms and conditions of the historic feuing plans controlled the standards and scale of development in the Grange, the characteristic styles of its architecture and landscape features were fashioned more by picturesque influences which became popular during the Victorian era.

A large part of the Grange was developed around 1830, when such ideas were being adopted by the growing middle class of merchants and professionals in Edinburgh who were seeking a more secluded environment in which to raise their families. The Grange had the advantages of physical separation from the overcrowded medieval city core and offered individual dwellings in a predominantly suburban setting in contrast to the tenements of the Georgian New Town. Detached or semi-detached houses within their own private gardens bounded by high stone walls provided an attractive contrast to the communal living of the central area, and the fashions and desires of property owners are reflected in the profusion of architectural styles and individual or idiosyncratic features. The outstanding quality of many of the villas is due to the insistence of the Dick Lauder family on high architectural standards. The suburb, virtually complete by 1890, represented the idealisation of country living within an urban setting.

4. Special Characteristics

4.1 Structure

- Gently sloping, south facing land
- Hierarchical grid street pattern with clearly defined blocks
- Strict formality relieved by curves and other variations
- Formal and picturesque composition
- Layout creates inward-looking, short-range and glimpse views
- Low density, rhythmic pattern of precisely sited buildings
- Gaps between buildings create space and glimpses of gardens
- Astley Ainslie Hospital and Grange Cemetery form principal public open spaces
- Boundary walls enhance formal definition between public and private

Topography

The Grange Conservation Area is situated approximately one mile to the south of Edinburgh city centre on gently sloping south facing land. The slope declines gently from an upper ridge on which Grange and Strathearn Roads are built, one of a series of glacial drumlins extending east-west from Arthur's Seat.

Setting

The conservation area is bounded by residential areas and local town centres of contrasting character on all sides: Bruntsfield, Marchmont and Sciennes to the north; Causewayside and Newington to the east; Blackford and the south suburban railway line to the south and Morningside and Churchhill to the west. The protected open spaces of Blackford Hill, Braid Hills and the Craigmillar Park Golf Course to the south provide a welcome visual contrast and amenity area.

Views

View cones defined by the Council's Skyline Study cross the Grange area although none originate within it. These include views of the city's core landmarks from the Braid Hills, Blackford Hill, Buckstone Snab and Liberton; and the reverse southward views from the Castle Esplanade. Prominent development within the Grange would therefore potentially impact in the fore- and middle ground of several key views.

Within the Grange, tall garden walls, mature trees and relatively flat topography give much of the area an inward-looking character with few longer-range views available. The exceptions are the southward vistas along Kilgraston Road, Whitehouse Loan and Blackford Avenue allowing views of the Braid and Blackford Hills. Restricted views of Arthur's Seat are also available from the north-east corner of the conservation area. Mid- and short-range views are important, framed by the grid street pattern and formal building siting. Glimpse views through the gaps between detached buildings enhance the picturesque qualities of the townscape.

Development pattern

The plan form of the Grange is the product of regulation by consecutive feuing plans which dictated the street layout, buildings, gardens, boundaries and public spaces. The intersecting street pattern is simple and uncluttered. This incorporates the classical grid pattern of Dick Lauder and Cousin's less rigid layout, and exploits the natural topography and south facing aspect.

The few areas which contrast significantly with this prevailing pattern occur principally in the areas of open space, towards the south and at the edges of the development where variations have been incorporated to provide terraced dwellings, shops and services.

Grain and density

The density of development is generally very low. Dwellings on many corner sites in the Grange are sited to take advantage of the southern aspect. Houses on the north side of the street are generally situated to maximise front gardens, whereas most properties on the south side have larger rear gardens. Building line and separation are therefore of key importance.

The separation of dwellings creates a characteristic rhythm and solid-void repetition between precisely-sited structures of similar scale and massing. The spacious gardens provide an important setting for the buildings and mature trees within. The gaps between buildings are important in maintaining the dominant green character, a sense of generous space, and glimpse views of rear and side gardens.

Streets

The feuing plans allowed for streets of generous proportions, with relative widths reflecting the principal and secondary routes through the development. The intersecting street pattern forms a series of clearly defined blocks. Possibly the oldest route across the area, Lovers' Loan, is preserved as a pedestrian path.

Spaces

The majority of open space in the Grange is in private gardens. There are no major areas of public open space. However, Astley Ainslie Hospital, Grange Cemetery and the Carlton Cricket Ground provide welcome, open green spaces which contribute to the landscape character of the conservation area.

The special characteristics of the Astley Ainslie Hospital are described at section 4.3.

Grange Cemetery retains its original sense of peace and seclusion, providing the amenity of a pleasant, formally-planned open space with lawns, flowers and mature trees. The cemetery contains a large number of fine Victorian ornamental headstones.

Situated at the corner of Grange Loan and Lover's Loan, the Carlton Cricket Ground is the other main expansive green area which contributes to the amenity and spacious nature of the Grange.

Smaller open spaces, often partly hidden from public view, also contribute to the history and character of the area. These include the Jewish cemetery at Sciennes House Place; bowling greens and tennis courts at Hope Terrace and Eden Lane; and the amenity strip with mature trees on the south side of Sciennes Road.

4.2 Key elements

- Two storey detached and semi-detached dwellings, precisely sited
- Prominent churches act as landmarks
- Generous scale and fine proportions
- Dominant architectural symmetry and verticality
- High quality sandstone ashlar and natural slate
- High rubble boundary walls, railings and hedges
- Quiet seclusion
- Public services integrated into boundary walls
- Generous private gardens and mature trees create green character

Scale

Feuing requirements restricted the height of development to two storeys and an attic. Detached and semi-detached dwellings predominate. A significant proportion have been subdivided to form flats but generally retain the original footprint and height.

Buildings are designed to impress in terms of their scale and presence, quality of design and proportions. Tall boundary walls, or in some areas railings and hedges, give a distinctive sense of scale and enclosure to the public street.

Building types and styles

Property owners were given a degree of freedom in the design of individual properties, resulting in a diversity of architectural styles. Revivalist styles such as Scots Baronial, Jacobean Gothic and Italianate Classical feature prominently. Formal and picturesque dwellings of generous scale and fine proportions, precisely sited in generous feus, became the prevailing pattern. There is a clear dominance of symmetry in the composition of front elevations, as well as a strong preference for the vertical over the horizontal, created by repeating features of bays, dormers, turrets and chimneys.

Changes in housing demand towards the end of the 19th century and into the 20th created a greater variety of dwelling types, mainly at the edges of the estate. Detached dwellings become less prevalent south of Grange Loan, with greater numbers of terraced and semi-detached villas. Mid-20th century infill and replacements of earlier villas also created variety, particularly west of Blackford Avenue, with larger-footprint apartment blocks more common here.

The International Modern style was introduced to Edinburgh in the Grange with Kininmonth and Spence's 46a Dick Place of 1933. 10 St Thomas Rd by Morris & Steedman of 1961 is an important post-war contribution to the architectural quality of the area.

Landmarks

Although the Grange is primarily a residential area with few public buildings, the presence of a number of churches occupying prominent locations, mostly at or near cross-roads, contributes to the townscape character and views into and out of the conservation area.

Marchmont St. Giles (1871), originally the Robertson Memorial Church, is the most prominent single building in the Grange due to its situation in an isolated position on rising ground in Kilgraston Road at the west end of the Grange Cemetery. The c.50m spire is visible from many points across the city.

St Catherine's Argyle and the former Salisbury Church at the corner of Grange Road and Causewayside are important local markers. Two further key orientation points for the conservation area are located outwith it: Mayfield Salisbury Church, Mayfield Road and the Royal Observatory, Blackford Hill.

Materials and details

A significant level of uniformity is achieved from the use of local building materials, despite the considerable range of building styles. The predominant materials are local grey sandstone in ashlar or coursed rubble for buildings and garden walls, with hand carved decoration; natural slate, often Scots slate, for roofs; and timber framed sash and case windows with plate glass.

Trees and gardens

Private gardens dominate the landscape character of the Grange. The area contains approximately 10,000 trees of more than 120 species and its uniformity is largely dependent on this profusion of mature trees. They are valuable for their appearance and environmental benefits, such as dampening noise and providing shelter for houses and gardens against wind and frost, 'green lungs' for surrounding, less wooded areas and habitats for wildlife. Large trees are of particular importance as they partially obscure dwellings from public view.

Many of the existing trees in the Grange were planted as part of the original villa development, and the majority of the trees are over one hundred years old. Significant growth of mature trees has also happened since the end of the Second World War, once gardens were no longer needed for intensive food cultivation to support the war effort. Over 90% of trees are located in individual private gardens although there is a row of street trees which formed part of the original boundary of the estate in Sciennes Road; nine mature trees (sycamores, horse chestnuts and a lime) in Glenisla Gardens, and a few other isolated examples.

Streetscape

The dimensions and finish of footpaths were specified in the original feuing conditions and are important in setting the proportions and symmetry of streets. Very little Caithness stone paving remains, although many of the original granite kerbs and solid stone dished channels still exist. Historic setting, flags and other streetscape materials may survive in places below modern finishes. Hope Terrace is

one of the few streets in the Grange which retains its original setted surface. No historic street furniture is believed to survive, although modern street lighting heights reflect the historic hierarchy of circulation.

The typical, high stone walls of the Grange add to its sense of visual and physical seclusion, and reflect the romantic ideal of country estate living. The geometric pattern of walls of mainly uniform height gives definition to the street layout and an air of formality by making a clear distinction between public and private spaces. The robustness, continuity and quality of detailing of these boundary treatments, such as gatepiers, ironwork and dressed copings, provide the public face of the more secluded, private architecture behind. Variations in boundary type, design and material, the visual permeability of railings, gates and planting, and regular punctuation with pedestrian gates reduces the 'barrier' effect by allowing glimpse views.

Public services have been set into boundary walls wherever possible. Electricity equipment boxes as well as traditional red post boxes are tidily recessed into the masonry walls. This gives the streets of the Grange a distinctive uncluttered and spacious appearance.

Two further elements of the historic Grange House survive in Grange Loan and add interest to the streetscape; the Wyverns which decorated the gatepiers of the house, now moved from their original locations; and the remains of the Penny Well (capped in the 1940s but retaining an inscribed plaque).

Activity

Uses other than residential were specifically prohibited in the original feuing conditions, and in the majority of the Grange the quiet, secluded character intended by these stipulations remains the case. However, residential uses have been gradually appended with a variety of local services and businesses, mostly focused at the edges of the area adjacent to the local commercial centres of Marchmont, Causewayside and Morningside. A number of large former villas have been converted to various institutional and commercial uses.

Population density in the Grange gradually increased during the 20th century as properties were subdivided, villas replaced with flatted developments and plots subdivided to create infill development. Demand for development of multi-occupancy blocks has continued in some areas. However population growth appears to have slowed in recent years and there may be some evidence of a reversal of the earlier trends, with subdivided houses being returned to single-family use and some infill plots being developed as single houses. Home working and a trend for extension rather than re-location has also created demand for adapted and extended residential properties.

Vehicular traffic has of course become increasingly dominant through the 20th and 21st centuries and both passive and active traffic management measures have been introduced throughout the area. Pedestrian and cycle permeability of the area is

excellent, including Lovers' Loan, part of the Core Paths network, and Astley Ainslie, popular as an attractive short-cut.

4.3 Astley Ainslie Hospital

The Astley Ainsley Hospital site contrasts with the majority of the Grange in both use and character, being a large, open, publicly-accessible site in health/educational use with a significant element of 20th century architecture.

- Secluded site enclosed by boundary walls and formal gates
- Attractive, landscaped open space with significant mature tree cover
- Early villa and garden layout provides structure for later insertions
- Notable early 20th century healthcare buildings sit comfortably in the landscape
- High quality architecture of two contrasting types, C19th villas and C20th pavilions

Topography, setting and views

The site is relatively level with a slight slope downwards from north to south. The site is relatively secluded behind high boundary walls and planting. However, the summit and northern slopes of Blackford Hill and the Royal Observatory building are extensively in view from the site. Conversely, the site occupies a major part of the foreground of important views from Blackford Hill across the Grange and towards the city centre skyline.

Development pattern, grain and density

Evidence of the strong north-south plot divisions of the 1803 estate feuing plan remain in the current layout, with villas at Canaan House, Canaan Park, St Roque and Morelands remaining in situ. Some of their ancillary structures such as lodges, garden walls and garden sculpture survive to define the historic grain. The line of Canaan Lane also appears to have been defined by the 1803 feuing layout.

The green structure of the site consists of perimeter tree belts, internal belts enclosing separate villas and individual specimens, all of which again reflect the historic layout, even where individuals are of later origin. The main exception is the large coniferous plantation at the south side of the site. The whole site except this plantation is protection by a Tree Preservation Order.

Later development, most significantly the 1930s insertions by Auldjo, Jamieson and Arnott, although contrasting in footprint and style, generally fit comfortably within and preserve the earlier landscape structure.

Scale

The 19th century villas are mainly of 2 to 3 storeys on a compact footprint. The 20th century pavilions spread out further into the parkland setting with extended 'butterfly' plans over one or two storeys. However the generous scale of the overall site ensures that even the larger structures do not dominate their landscape setting.

Building types, materials and details

The character of the 19th century villa development largely reflects that of the main body of the Grange (see sections 4.1 and 4.2). However, alterations and additions reflect their later adaptation for health care use, including evidence of shelters for outdoor recuperation at Canaan Park.

The 1930s development, beginning with the Millbank Pavilion and a series of similar butterfly pavilions, reflects the designers' intention to provide therapeutic spaces for tuberculosis sufferers, requiring access to fresh air, light and the outdoor environment. These buildings follow a general pattern of symmetrical planning with stripped classical detailing. The horizontal emphasis of deep roofs, eaves and broad dormers is counteracted by the vertical rhythm of pilasters and chimneys. Materials generally consist of harled walls, artificial stone detailing and tiled roofs.

The entrance gates at Whitehouse Loan and Canaan Lane provide important focal points. Although contemporary with the 1930s butterfly pavilions, these outward-facing features are more historicist in style, emulating Georgian architecture.

Art installations are a distinctive feature of the site, with several examples of sculpture which enrich the landscape setting, such as *National Health Service* by Edith Simon (1980).

5. Management

5.1 Legislation, policies and guidance

Conservation areas

The Planning (Listed Buildings and Conservation Areas) (Scotland) Act 1997 states that conservation areas "are areas of special architectural or historic interest, the character or appearance of which it is desirable to preserve or enhance". Local authorities have a statutory duty to identify and designate such areas.

Special attention must be paid to the character and appearance of the conservation area when planning controls are being exercised in a conservation area.

Conservation area status brings a number of special controls:

- The demolition of unlisted buildings requires conservation area consent.
- Permitted development rights, which allow improvements or alterations to the external appearance of dwellinghouses and flatted dwellings, are removed.
- Works to trees are controlled (see [Trees](#) for more detail).

The demolition of unlisted buildings considered to make a positive contribution to the area is only permitted in exceptional circumstances, and where the proposals meet certain criteria relating to condition, conservation deficit, adequacy of efforts to retain the building and the relative public benefit of replacement proposals. Conservation area character appraisals are a material consideration when considering applications for development within conservation areas.

Listed buildings

A significant proportion of buildings within the Grange are listed for their special architectural or historic interest and are protected under the Planning (Listed Buildings and Conservation Areas) (Scotland) Act 1997. Listed building consent is required for the demolition of a listed building, or its alteration or extension in any manner which would affect its special character.

National policy

The Scottish Historic Environment Policy (SHEP) is the strategic statement of national policy relating to the historic environment.

The development plan

The Edinburgh City Local Plan sets out policies and proposals for the development and use of land in the City. The policies in the Plan are used to determine applications for development. In broad summary, the key policy areas affecting the Grange Conservation Area are:

- Design of new development DES 1, 3, 5, 11, 12

- Listed buildings ENV 2-4
- Conservation areas ENV 5-6
- Historic gardens and designed landscapes ENV 7
- Archaeology ENV 8-9
- Trees ENV 12
- Natural heritage and nature conservation ENV 10-16

The proposed City of Edinburgh Local Development Plan (LDP) contains broadly similar policies and is a material consideration in current planning decisions.

Planning guidance

More detailed, subject-specific guidance is set out in Planning Guidance documents. Those particularly relevant to the Grange Conservation Area are:

- [Guidance for Householders](#)
- [Guidance for Businesses](#)
- [Listed Buildings and Conservation Areas](#)
- [Developer contributions and affordable housing](#)
- [Edinburgh Design guidance](#)
- [Communications Infrastructure](#)
- Street Design Guidance - *draft to be published in 2014*
- ~~Trees and Development~~
- ~~Gardens and Designed Landscapes~~
- ~~Guidance on Biodiversity~~

In addition, a number of statutory tools are available to assist development management within the conservation area:

GPDO and Article 4 Directions

The Town and Country Planning (General Permitted Development) (Scotland) Order 1992, amended 2012, (abbreviated to GPDO), restricts the types of development which can be carried out in a conservation area without the need for planning permission. These include most alterations to the external appearance of dwellinghouses and flats. Development is not precluded, but such alterations will require planning permission and special attention will be paid to the potential effect of proposals.

Under Article 4 of the GPDO the planning authority can seek the approval of the Scottish Ministers for Directions that restrict development rights further. The Directions effectively control the proliferation of relatively minor developments in conservation areas which can cumulatively lead to the erosion of character and appearance. The Grange Conservation Area has Article 4 Directions covering the following classes of development:

- 7 The erection, construction, maintenance, improvement or alteration of a gate, fence, wall or other means of enclosure;

- 38 Development by statutory undertakers for the purpose of water undertakings;
- 39 Development by public gas supplier;
- 40 Development by electricity statutory undertaker;
- 41 Tramway or road transport undertakings

Trees

Trees within conservation areas are covered by the Town and Country Planning (Scotland) Act 1997. This Act applies to the uprooting, felling or lopping of a tree having a diameter exceeding 75mm at a point 1.5m above ground level, and concerns the lopping of trees as much as removal. The planning authority must be given six weeks notice of the intention to uproot, fell or lop trees. Failure to give notice will render the person liable to the same penalties as for contravention of a Tree Preservation Order (TPO).

TPOs are used to secure the preservation of trees which are of significant stature, in sound condition, and prominently located to be of public amenity value to the public at large. When assessing contribution to amenity, the importance of trees as wildlife habitats will be taken into consideration. There is a strong presumption against any form of development or change of use of land which is likely to damage or prejudice the future long term existence of trees covered by a TPO. The removal of trees for arboricultural reasons will not imply that the space created by their removal can be used for development.

Landscape and Biodiversity

The Council has an obligation to take account of the impact of development on species protected by legislation and international commitments. The Nature Conservation (Scotland) Act 2004 places a duty on all public bodies to further the conservation of biodiversity as far as is consistent with their functions. The conservation area contains no nature conservation designations but its rich garden landscape and open spaces at Grange Cemetery and Astley Ainslie give it a high amenity and biodiversity value. The area is bounded to the south by the Blackford Hill/Braid Hills/Craigmillar Park Golf Course area which is protected by a range of local and national landscape and natural heritage designations including an area of great landscape value, local nature reserve, areas of ancient woodland, and a site of special scientific interest (SSSI).

The Grange Conservation Area contains no landscapes included in the national Inventory of Gardens and Designed Landscapes.

Archaeology

The conservation area contains no scheduled monuments of national significance, the nearest being the Blackford Hill fort and settlement to the south. The Astley

Ainslie site contains an area of archaeological potential based around the site of the medieval chapel and plague burial ground of St Roque.

The Grange area was the location of several significant sites prior to its development for housing from the mid-19th century onwards. These were primarily related to its ecclesiastical connections, including the chapel sites at St Roque and St Catherine of Sienna, their associated burial grounds and Grange Farm.

The area may contain the remains of a range of historic sites and uses including lades and ponds possibly associated with the Cistercian Grange Farm, post medieval quarry sites, the leper colony of St Roque, the Penny Well & toll and Astley Ainslie Hospital. Kirkwood's Plan of the City of Edinburgh and Its Environs 1817 (see [historic mapping](#)) provides a good indication of the locations of these sites.

Remains of these structures may survive below existing development, although the extent of their survival is currently unknown due to the lack of modern archaeological investigations in the area. Depending on the scale and impact of any development proposal, the City of Edinburgh Council Archaeology Service (CECAS) may recommend a pre-determination evaluation in order to assess the presence and significance of any surviving archaeological deposits and to determine the scope of any required mitigation including preservation. Similarly for works affecting standing structures of historic significance, a programme of archaeological building assessment and recording may be recommended. The Grange area contains no scheduled ancient monuments.

5.2 Pressures and sensitivities

The following pressures are associated with development proposals which conservation area designation, together with the statutory and non-statutory policies of the Council the Council's policies and guidance, are designed to manage. The *Edinburgh Design Guidance*, *Guidance for Householders* and *Listed Buildings and Conservation Areas* explain the Council's approach to design in historic contexts.

Architectural unity

While the original feuing plans of the area contained a wide variety of architectural details and styles, often influenced by contemporary fashionable architects, there was an architectural unity which resulted from the strict feuing conditions and the consistent use of similar materials. Prior to conservation area designation, the architectural unity of the Grange was eroded in places by inappropriately scaled, flatted developments, extensions and outbuildings using poor quality materials.

Despite making the most significant contribution to the character of the conservation area, detached and semi-detached houses in the Grange make up less than 25% of the total number. There may be continuing pressure for the demolition of certain villas and redevelopment of the grounds for purpose built flats, and the development of empty feus or parcels of garden land. Concern has been raised regarding the use of contrasting, non-traditional materials and design in contemporary new-build and extensions. Contrasting, non-traditional materials and design in contemporary new-build and extensions could threaten the character of the area if used indiscriminately or excessively. Multiple developments in close proximity can have a negative cumulative effect on character.

Recommendations: The unity and quality of the architecture of the Grange creates a need for a sensitivity of approach to any intervention. The Edinburgh Design Guidance advises that both traditional and contemporary approaches to design and materials may be considered acceptable in a conservation area, providing the result is of appropriate quality. The scale, mass and form of an intervention are usually greater factors in its success or failure to respect the character of the area than details of style or material. Design of interventions should be based on a sound understanding of context.

The unity and quality of the architecture of the Grange creates a need for a sensitivity of approach to any intervention. Most importantly, design of interventions should be based on a sound understanding of context. Policy DES1 of the Edinburgh City Local Plan and Proposed Local Development Plan requires that design should be based on an overall design concept that draws upon positive characteristics of the surrounding area to create or reinforce a sense of place.

The Council's planning guidance generally states a presumption for sandstone and other traditional, natural materials where these form the predominant palette in the surroundings of the development. High quality, innovative modern designs and materials are not precluded, but proposals must be able

to demonstrate their respect for the historic character of the host building and the area. The cumulative effect of multiple developments within the same street or area should be taken into account.

Development of villa grounds

A major pressure is on the setting of villas, garden space and boundary walls and the loss of mature trees through extensions to existing property and the erection of new developments within villa grounds.

Key elements of the area's special characteristics are potentially at risk through such development, such as the separation/distinction between buildings and the important gaps between them. This type of development may also risk the creation of uncharacteristic expanses of hard-landscaping and parking, and the loss of green landscaping and trees.

Recommendations: Special guidance applies to extensions and alterations to villas to respect their special characteristics (see Guidance for Householders, p.8).

Townscape gaps, glimpse views of gardens and the characteristic separation of buildings should be carefully considered in proposals for side extension or development of garden areas to avoid amalgamation of plots or the creation of a terraced effect where this is not the distinctive character.

The green character of front and side gardens should remain dominant where additional on-site parking is proposed.

Boundary treatments

The historic boundary treatments of the area contribute to a sense of privacy and seclusion that remains sought-after in modern development. However, the use of long expanses of completely opaque boundaries and gates can alienate properties from the street and create a fortified, unwelcoming character. Historic boundaries tend to retain a degree of visual permeability through the use of railings, gates or planting or through intermittent, relatively narrow openings such as pedestrian gates and secure viewing panels.

Recommendation: Where alterations to existing boundaries or the creation of new boundaries are being considered, a balance should be retained between the strong character of solid boundaries creating privacy, and the visual relief provided by limited openings and variations in treatment.

Conversely, traditional boundaries no longer exist in some areas, particularly in relation to 20th century multi-occupancy residential or commercial buildings which require larger vehicle openings and expanses of hard landscaping for car parking or communal facilities. The traditional divisions between public and private, and the quality of the buildings' setting, have been eroded in these areas.

Recommendation: These sites would benefit from the introduction or reinstatement of narrower openings and more formal boundaries which would help to define both the public street edge and the private grounds. Signage in relation to access to and management of multi-occupancy sites also requires sensitive design.

Loss of mature trees

Several factors have led to the reduction of mature trees in the Grange. While a significant percentage of trees was lost during the outbreak of Dutch Elm disease, others have been removed to facilitate parking or extensions, or have been subjected to lopping. ~~Not only does lopping produce~~ Lopping produces poor aesthetic results, especially in winter when there is no foliage to disguise the form, ~~but and~~ the tree is left exposed to invasion by disease and rot. There has also been a tendency to plant small trees, such as cherries, rowans and crab apples, which fail to provide the appropriate scale, shelter and natural habitat of the larger species.

Recommendations: Proper management of trees requires collaboration between the planning authority and owners if the most important specimens of various species are to be preserved. The gradual renewal of trees should be designed to preserve scale and variety. Proposals to plant, cut back or remove trees must be considered for the impact on the overall appearance of the Grange, to ensure that the fine townscape of the original feuing plans is preserved. It is also important to consider the whole environment of shade, protection from the elements and noise reduction. Above all, the character of trees in the Grange, i.e. freely growing and fully expressive of their individuality, should not be compromised.

The following measures could assist this process:

- *appropriate planting should be encouraged in areas which have lost a substantial number of large trees, particularly on corner sites where large trees could easily be accommodated;*
- *tree thinning should be promoted as an alternative to lopping in order to preserve the character and outline of the tree;*
- *if large trees cannot be salvaged without unacceptable loss of form and character, they should only be replaced with similar species;*
- *replacement trees should be selected to form strong, but unobtrusive settings for individual houses and contribute to an integrating framework for the whole area; and*
- *framework trees should be broad-leaved, long lived, hardy, and interesting in form. They should be in scale with and provide a setting for the buildings.*

5.3 Opportunities for development

Astley Ainslie Hospital

Small-scale development opportunities for infill or replacement may arise throughout the Grange area, and the issues connected with these are discussed above. The only major opportunity site likely to arise within the conservation area is the Astley Ainslie Hospital. The site's owners, NHS Lothian Lothian Primary Care NHS Trust, may develop plans to re-organise or relocate hospital facilities within or outwith the site. The Council has produced a Planning Brief addressing the main issues for the site.

Inappropriate development-Development here has the potential to significantly affect the character of the site itself and that of the wider area. The historic buildings – both listed and unlisted, extensive woodland planting, mature trees and the permeability of the site will be key considerations in the preservation of the character of the conservation area. Piecemeal developments occurring at the edges of the site in advance of any overall proposal should be considered in context of the character of the whole and their potential cumulative effect. The Council has produced a Planning Brief addressing the key considerations main issues for the site.

5.4 Opportunities for planning action

Conservation area boundaries: the boundaries have been examined through the appraisal process. They are considered to encapsulate the special character of the Grange and no changes are proposed at present. A future review of the Causewayside and Morningside Road areas may result in recommendations for amendments to adjoining conservation area boundaries which may in turn affect the Grange boundary. However this would be addressed in the justification for any proposed changes to those areas adjoining the Grange.

5.5 Opportunities for enhancement

Sciennes Road – the strip of open space with mature trees and shrubs on the south side of the road, opposite the Royal Hospital for Sick Children and Sciennes Primary School, would benefit from enhanced landscaping and planting, and repairs or improvements to its boundary fencing. Its potential as an area of accessible amenity space should be investigated.

Grange Cemetery – a number of containers and portakabins detract from the special character of the cemetery. The area would benefit from the development of a more sensitive solution for storage and management of cemetery maintenance. Historic gravestones which have been laid flat for safety should be repaired and remounted.

Roads, parking and signage – although little historic street surfacing survives in the Grange, general road and pavement surfacing are in poor condition in places and would benefit from renewal. Surviving historic materials should be conserved in situ (see Streetscape section) and conservation-appropriate new materials should be specified where possible.

Controlled parking has been introduced in parts of the Grange but there is a concern that commuter and long-stay visitors are being pushed into the outer, uncontrolled areas, creating congestion and visual clutter. Potential solutions to this issue should be investigated.

Parking and other road user requirements have introduced a variety of signs, markings and equipment which in places have created visual clutter. A community-led scheme to mount signs on walls rather than poles has helped to reduce this in some streets and this scheme should be continued.

6. Sources

Print

Cant, Malcolm, *Marchmont, Sciennes and the Grange*, Malcolm Cant Publications, 2001

Gifford, McWilliam & Walker, *The Buildings of Scotland: Edinburgh*, Penguin, 1984

Grange Association, *The Grange, A Case for Conservation*, 1982

Harris, Stuart, *The Place Names of Edinburgh*, Steve Savage, 2002

Smith, Charles J., *Historic South Edinburgh (Volume 1)*, Charles Skilton Ltd, 2000

Web

Edinburgh Skyline Study

The Grange Association

National Library of Scotland online mapping

PAN 71, Conservation Area Management

Scottish Neighbourhood Statistics

Planning Committee

10am, Thursday 7 August 2014

Queensferry Conservation Area – Review of Conservation Area Character Appraisal

Item number	9.3
Report number	
Executive/routine	Executive
Wards	Almond

Executive summary

This report seeks approval of the revised Queensferry Conservation Area Character Appraisal in draft for consultation. The content has been updated to reflect changing issues in the area, the community's views and concerns, and to produce a more user-friendly format.

Links

Coalition pledges	P40
Council outcomes	CO19, CO23
Single Outcome Agreement	SO4

Queensferry Conservation Area – Review of Conservation Area Character Appraisal

Recommendations

- 1.1 It is recommended that the Committee:
- 1) approves the attached revised Queensferry Conservation Area Character Appraisal in draft for consultation; and
 - 2) agrees to consult at the same time on the potential to extend the conservation area to include the Forth Terrace area.

Background

- 2.1 On 3 October 2013, the Planning Committee approved a programme of review of Edinburgh's conservation areas. Queensferry was assessed as one of the initial six priority areas and is the second to be reviewed, following the Grange.
- 2.2 Lessons learned from the Grange review process and consultation have informed the process for Queensferry. Elements such as the survey of recent design in the area have been adapted to reflect local interests and areas of concern, on the advice of local community groups.

Main report

- 3.1 The revised Queensferry Conservation Area Character Appraisal is intended to reflect changes that have occurred in Queensferry since the previous appraisal was published in 2001, to be more tightly focused on the analysis of character and townscape, and targeted at guiding decisions more clearly. Research has focused on community concerns regarding infrastructure, the potential opportunities and impacts of the Forth Bridge World Heritage nomination and areas of information which have been omitted or require updating.
- 3.2 Early engagement with the community and others to inform the draft appraisal has consisted of:
- discussions with Queensferry and District Community Council, Queensferry Ambition, Queensferry History Group and the emerging Queensferry Trust;
 - an on-line survey;
 - drop-in information session at Queensferry Library;
 - sharing information with the Queensferry West End Design Study; and

- discussions with officers and the Almond Neighbourhood Partnership.
- 3.3 These activities produced invaluable information on the community's priorities and current concerns regarding the nature of change and pressures on the area. The on-line survey was designed in collaboration with the group of community organisations mentioned above. 29 responses to the survey were received, including 11 in person from visitors who attended the library information session. A summary of the results of the community survey is attached at Appendix 1. The most common areas of comment or concern were on traffic management, surface repair in the High Street, proposed parking within the historic core, the protection of riggs/gardens, paving and iron railings in the High Street terraces.
- 3.4 The draft Queensferry Conservation Area Character Appraisal attached at Appendix 2 reflects the feedback received during this initial engagement process. For example, greater emphasis has been given to the important streetscape features of the area, the character of open spaces and the need for management recommendations to address key pressures.
- 3.5 To reflect better the active role of the appraisal in guiding decisions, a Management section has been introduced which summarises the controls and policies which apply in the area and identifies a series of pressures and sensitivities, with recommendations made to address each type. Opportunities for development or enhancement are identified.

Potential boundary changes

- 3.6 A number of suggestions were received for boundary changes, both to include wider areas (such as Port Edgar, the wider suburbs of the town or the historic Bridge construction yard and workers cottages at Forth Terrace) and to reduce its size (for example by removing modern development along Station Road).
- 3.7 Most of the suggested changes are not considered appropriate. Reductions in extent would erode the protection of the key historic elements of the town and the setting of the Bridges. Most areas suggested for extension do not meet the criteria of being of special architectural or historic merit.
- 3.8 Port Edgar is considered to be of interest in its own right, and may potentially meet the criteria for designation or extension of a conservation area set out at Appendix 3. Its national significance as a naval base, and the evidence for that history remaining in situ in the form of historic buildings, spaces, street layout, piers etc, potentially meet the criteria for selection and would merit further research.
- 3.9 However, its character contrasts with that of the main town of Queensferry and for that reason it is not considered appropriate as an extension of Queensferry Conservation Area. The majority of its significant structures are already protected by listing and the planning brief produced in 2008 sets out the key considerations for its potential future development. The merits of designating

this area as a separate conservation area will be considered further as plans for its development evolve.

- 3.10 The area of the historic Forth Bridge construction yard and workers' cottages at Forth Terrace and Rosshill Terrace, east of Dalmeny station, is also considered to potentially meet the criteria for designation listed at Appendix 3. The area in question is illustrated at Appendix 4. The three terraces of cottages to the south of Station Road and the area including Forthview West and East to the north are surviving evidence of the construction and development of the Forth Bridge and its impact on the development of the town. They form an interesting grouping of buildings and gardens, related to the existing railway line, the station and the disused line to the west, now used as a footpath and cycleway. They are not protected by listing and may be at risk from uncontrolled demolition or erosion of character. However some degree of unsympathetic alteration and infill development has already occurred.
- 3.11 It is recommended this element forms a specific question within the consultation on the draft appraisal to assess the merits of an extension in the Forth Terrace area.

Next steps

- 3.12 Once approved, the draft conservation area character appraisal will be presented in the interactive format developed for the Grange appraisal. Public consultation will then be carried out during autumn 2014. The consultation will consist of information presented on-line with a feedback form, an exhibition, and information events in Queensferry, with officers on hand to discuss and explain the appraisal.
- 3.13 The consultation information and related events will be promoted by posters and press in the local area, on social media and the Council website. Local and city wide amenity groups, and local Councillors, will also be notified. Further promotion will be carried out by local community groups through their websites and email networks. Residents and landowners directly affected by the potential boundary change will be consulted individually.

Measures of success

- 4.1 Completion of a programme of public consultation on the draft appraisal.
- 4.2 Incorporation of public feedback and production of the finalised Queensferry Conservation Area Character Appraisal.
- 4.3 Positive lessons learned for the ongoing review of appraisals.

Financial impact

- 5.1 The work will be undertaken within existing staff resources. There are no immediate financial implications for the Council arising from this report. There may be financial implications arising from recommendations for specific projects such as enhancement schemes, however these will require further approval from the relevant Committee as projects are developed.
- 5.2 If carried out, the potential boundary extension would generate some additional development management caseload. However the approximately 40 properties within this area would not create a significant additional burden and could be absorbed within existing capacity.

Risk, policy, compliance and governance impact

- 6.1 There are no significant risks associated with approval of the document as recommended. Completion of the review of the appraisal ensures the Council's compliance with its statutory duty to review its conservation areas contained in the Planning (Listed Buildings and Conservation Areas) (Scotland) Act 1997.
- 6.2 Review of the appraisal also helps to achieve a number of the aims of the Management Plan for the Forth Bridge. This will help to demonstrate the Council's commitment to protection of the site and its setting during its consideration for World Heritage status by UNESCO.
- 6.3 If not approved, there are implications for the loss of momentum of the appraisal review process and the consequent impact on the quality of decision making in the area. There may be a negative impact on the Council's relationship with community groups owing to delay or the failure to complete the review process. Failure to progress the review would also introduce a risk factor into the evaluation of the World Heritage nomination.

Equalities impact

- 7.1 The aim of conservation area status is to enhance the quality of the area. This has the potential to improve quality of life and supports sustainable communities.
- 7.2 No infringements of rights have been identified. No negative impacts on equality have been identified.

Sustainability impact

- 8.1 The impacts of this report in relation to the three elements of the Climate Change (Scotland) Act 2009 Public Bodies Duties have been considered, and

the outcomes are summarised below. Relevant Council sustainable development policies have been taken into account.

- Conservation of the built environment has the potential to minimise the use of natural resources and reduce carbon emissions.
- The need to build resilience to climate change impacts is not relevant to the proposals in this report because the proposals are neither positively nor negatively affected by climate change.
- The proposals in this report will help achieve a sustainable Edinburgh because the conservation and management of the historic environment contributes directly to sustainability in a number of ways. These include the energy and materials invested in a building, the scope for adaptation and reuse, and the unique quality of historic environments which provide a sense of identity and continuity.

Consultation and engagement

- 9.1 Early public engagement has been carried out in Queensferry to inform the content and emphasis of the draft appraisal. Queensferry and District Community Council, Queensferry Ambition and Queensferry History Group have provided invaluable support and feedback to this process. Once approved for public consultation, the draft appraisal will be taken to a broader audience for detailed comment.

Background reading/external references

Report to Planning Committee of 3 October 2013, Review of Conservation Area Character Appraisals.

John Bury

Acting Director of Services for Communities

Contact: Rachel Haworth, Planning Officer

E-mail: rachel.haworth@edinburgh.gov.uk | Tel: 0131 529 4238

Links

Coalition pledges P40 Work with Edinburgh World Heritage Trust and other stakeholders to conserve the city's built heritage.

Council outcomes	<p>CO19 Attractive Places and Well Maintained – Edinburgh remains an attractive city through the development of high quality buildings and places and the delivery of high standards and maintenance of infrastructure and public realm.</p> <p>CO23 Well engaged and well informed – Communities and individuals are empowered and supported to improve local outcomes and foster a sense of community.</p>
Single Outcome Agreement	<p>SO4 Edinburgh's communities are safer and have improved physical and social fabric.</p>
Appendices *	<ol style="list-style-type: none"> 1. Analysis of community survey results 2. Draft Queensferry Conservation Area Character Appraisal 3. Criteria for the designation or extension of a conservation area 4. Potential boundary extension at Forth and Rosshill Terraces

APPENDIX 1

Queensferry Conservation Area Character Appraisal Community Survey Analysis of results

An on-line SurveyMonkey questionnaire was set up to capture views about the character and appearance of the area and the current local issues of importance. The survey questions were designed by a working group consisting of representatives from the City of Edinburgh Council, Queensferry and District Community Council, Queensferry Ambition and Queensferry History Group. The survey ran between 13 February and 14 April 2014 and generated 29 responses.

Special characteristics

In the first section, respondents were asked whether they agreed with a series of statements about the special character of the area, taken from the existing character appraisal. The majority of respondents broadly or strongly agreed with all of the statements (96-100% of responses completely agreed with 10 of the 12 statements). The only statements on which respondents registered moderate disagreement, or a neutral response, were, "*Later villa area with large villas in spacious grounds surrounding the village core to the south*" and "*Traditional gabled frontages to the harbourside*" although responses to these were still predominantly positive.

When asked if there were any additional special characteristics or features that had been missed, the following areas were noted (in order of most frequent response):

- Cobbled streets
- Priory Church and surroundings
- Harbour and Craigs
- Council Chambers and Museum
- Varied architecture
- Back Braes
- Steeply-rising wooded landscape
- Port Edgar
- Binks picnic area

Boundary

When asked about the conservation area boundary, 63% of respondents agreed with its current extent, while 22% disagreed. 15% did not know where the existing boundary lies (a boundary plan was included in the survey but perhaps was not clear enough. This can be addressed next time). Suggestions for alterations to the boundary were to include outlying estates such as Echline and Port Edgar, the Forth Bridge construction yard and cottages at Forth Terrace, and to exclude development along the southern boundary. A few suggestions were also made for areas which are already within the boundary, such as Back Braes, Ferry Glen and Dalmeny Station.

Recent development

63% of respondents felt that development in the last 10 years reflected the character of the conservation area fairly or very well. The remainder held no opinion or felt it reflected the character fairly badly. Explanatory comments in this question focused on the low levels of recent development in the historic core; the relatively poor design quality of larger developments compared with individual sites of high quality; concerns re. development of open rigg and garden sites; concerns re. the impact of heavy traffic and

standards of maintenance of the High Street surface. One response noted that the cobbled surface of the High Street is not a historic feature.

Managing change

Respondents were asked how important they consider various types of change in safeguarding the special qualities of Queensferry Conservation Area. A series of eight issues were listed relating to common themes or concerns within the community regarding their local environment. The themes which raised the strongest levels of agreement were "*Improving facilities for and management of visitors*", "*Improving the setting of valuable historic structures including the Bridges*" and "*Improving public green spaces*" each considered very or fairly important by 93% of respondents. There was slightly more variation in neutral/disagree responses to the remaining themes. However, no themes raised a significant level of overall disagreement.

When asked about any other observations or concerns about Queensferry Conservation Area, responses reflected the Special Characteristics section, and focused on the following areas. Traffic management generated significantly more comments than any other single issue.

- Traffic management
- Surface repair in the High Street
- Concerns re. proposed parking within historic area
- Protection of riggs/gardens
- Paving and iron railings in Terraces
- Parking for High Street residents
- Protection/upgrade of vennels/closes
- Empty shops
- Importance of good design
- Protection of views from sea and escarpment

Appendix 2

QUEENSFERRY CONSERVATION AREA CHARACTER APPRAISAL

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1. Summary information

Location and boundaries

Queensferry lies on the south shore of the Firth of Forth, around 13km west of the centre of Edinburgh. The nucleus of the conservation area is formed by the historic old town, and also includes Ravel Bank, the heavily wooded area of the Hawes, and an area of land east of the rail bridge known as Gallondean which all contribute to the landscape setting of the town.

The conservation area is bounded on the north by the City of Edinburgh Council boundary at the mean low water spring; on the west by the Forth Road Bridge; along the south by the southern line of the disused Railway, Hopetoun Road and Station Road (excluding 19-33 Station Road and St. Margaret's Primary School). The boundary then includes Dalmeny Station before turning north and eastwards to a point on the shore known as Long Rib east of the rail bridge.

The area falls within Almond ward and is covered by the Queensferry and District Community Council. The population of Queensferry Conservation Area in 2011 was 937.

Dates of designation/amendments

The original South Queensferry Conservation Area was designated on 13 October 1977. A conservation area character appraisal was completed in 2001. The boundary was amended in 2003 to include the villa area at Station Road.

Statement of significance

The architectural form and character of Queensferry is rich and varied with many fine historic buildings dating from its origins as a medieval burgh and following through several periods including Georgian and Victorian, to the present day. The materials are traditional: stone and harl, slate and pantiles, timber windows and doors. The roofscape is important with its variations in form and features, such as crow-step gables, a variety of dormer styles and chimneys with cans. The shoreline setting embraces the waterfront buildings and the historic settlement is framed within the Victorian rail bridge and the 1960s road bridge.

Acknowledgements

This document has been produced with the assistance of Queensferry and District Community Council; Queensferry Ambition; Queensferry History Group and Queensferry Trust.

2. Conservation Area Character Appraisals

Purpose of character appraisals – why do we need them?

Conservation area character appraisals are intended to help manage change. They provide an agreed basis of understanding of what makes an area special. This understanding informs and provides the context in which decisions can be made on proposals which may affect that character. An enhanced level of understanding, combined with appropriate management tools, ensures that change and development sustains and respects the qualities and special characteristics of the area.

“When effectively managed, conservation areas can anchor thriving communities, sustain cultural heritage, generate wealth and prosperity and add to quality of life. To realise this potential many of them need to continue to adapt and develop in response to the modern-day needs and aspirations of living and working communities. This means accommodating physical, social and economic change for the better.

Physical change in conservation areas does not necessarily need to replicate its surroundings. The challenge is to ensure that all new development respects, enhances and has a positive impact on the area. Physical and land use change in conservation areas should always be founded on a detailed understanding of the historic and urban design context.” From PAN 71, Conservation Area Management.

How to use this document

The analysis of Queensferry’s character and appearance focuses on the features which make the area special and distinctive. This is divided into two sections: **4.1 Structure**, which describes and draws conclusions regarding the overall organisation and macro-scale features of the area; and **4.2 Key elements**, which examines the smaller-scale features and details which fit within the structure.

This document is not intended to give prescriptive instructions on what designs or styles will be acceptable in the area. Instead, it can be used to ensure that the design of an alteration or addition is based on an informed interpretation of context. This context should be considered in conjunction with the relevant Local Development Plan policies and planning guidance. Section **5 Management** outlines the policy and legislation relevant to decision-making in the area. Issues specific to Queensferry are discussed in more detail and recommendations or opportunities identified.

3. Historical origins and development

A review of the historical development of Queensferry is important in order to understand how the area has evolved in its present form and adopted its essential character.

Origins

The settlement of Queensferry probably has prehistoric origins and owes its name and existence to the ferry passage across the Forth. Its Gaelic name, *cas chillis* or *cas chaolas* means a fast-running strait. The linear rock formations of the foreshore created natural landing points and were later enhanced with piers and harbours. Queen Margaret, wife of Malcolm III (Canmore), King of Scotland 1057-1093, endowed the ferry crossing with boats, hostels and a right of free passage for pilgrims travelling to St Andrews and Dunfermline Abbey. As a result the crossing became associated with her royal title. This association was strengthened by her own canonisation in 1250 and interment in Dunfermline.

A Carmelite Friary was established close to the ferry landing, possibly as early as 1330, and a church and monastery were built c.1450. At the Reformation the Carmelite church building became the parish church. This was abandoned when worship moved to the Vennel in 1635, and was then restored in 1889 to form the current Episcopal Church, known as the Priory Church. It is the only medieval Carmelite church still in use in the British Isles.

Growth and trade

By the early 14th century, Queensferry had emerged as one of four Burghs owing allegiance to Dunfermline Abbey and in 1576-7 was made into a 'Burgh of Regality', with certain privileges of trading and customs. By the 1630s, Queensferry had become a flourishing seafaring town and in 1636 it became a Royal Burgh. Its leading burgesses were captains and shipmasters whose vessels were chartered, often by Edinburgh merchants, to carry cargoes such as timber, salt, fish and wine to and from other parts of Britain, Europe and Scandinavia. Their prosperity is reflected in the number of 17th century buildings in the town and tombstones surviving in the Vennel kirkyard marked with ships, anchors and navigational instruments.

In the late 17th and 18th centuries the merchant fleet dwindled and the Burgh's revenues fell. Fishing and herring salting brought intermittent prosperity. 18th century turnpike roads and fast stagecoach services from 1765 brought more trade to the ferries and this resulted in demands for greater efficiency and better landings. During the latter half of the 18th century, innovations in agricultural methods began to change the face of the rural landscape. The former open field system gave way to an enclosed field system and many woodlands, tree belts and estate landscapes around the area such as the Dalmeny and Dundas Estates date from this period.

The hamlet of New Halls to the east of the original settlement developed a pier and inns catering for the crossing traffic. Its name evolved into Hawes and it was

eventually amalgamated into the Royal Burgh. It later became the base for construction yards and workers' accommodation for the Forth Bridge.

Crossing the Forth

An Act of Parliament in 1810 introduced a Board of Trustees to take control of the ferry service. The Trustees were empowered to build new piers, buy new boats and generally to improve the quality of service. It is recorded that during the year 1810-11, four large sailing boats and four smaller yawls carried 1,515 carriages, 4252 carts, 18,057 cattle and 25,151 sheep, plus an average of 228 passengers per day. Sailing ships were gradually replaced with steam vessels, however, rail ferry links via Granton and Leith had captured much of Queensferry's passenger trade by the mid 19th century. From 1878, a rail steamer service linked Edinburgh and Dunfermline via the Trustees pier at Port Edgar. This seems to have been used by local traffic and in 1890 the opening of the Forth Rail Bridge made it redundant.

Bridges

Another brief but significant boom came in the 1880s and 90s, with the construction of the Forth Rail Bridge. The workforce of 4,600 men and tourists who came to see the work in progress brought trade and prosperity. A report on possible routes for a road bridge was commissioned in 1929, but plans were not approved until 1947, with the bridge opening in 1964. The arrival of the Road Bridge brought an end to the car ferry passage at Queensferry. In 2011 construction began on a third bridge, to the west of the Road Bridge and intended to relieve pressure on it, to be named the Queensferry Crossing.

Twentieth and twenty-first centuries

The naval base at Port Edgar, commissioned in 1917, a distillery and the shale oil works at Dalmeny benefited the town during the 20th century. Beyond the Burgh boundaries, the surrounding landed estates provided a steady source of trade and employment. The 1975 Local Government (Scotland) Act reorganised local authority boundaries and Queensferry's status as a Royal Burgh was removed. Electronics, tourism and the Hound Point tank farm and oil-loading facility have been more recent sources of employment for the area.

Summary

The medieval core of the Queensferry Conservation Area, with its rigg development pattern, remains fairly intact. Alternating periods of modest prosperity and gentle decay have left a richly varied townscape spanning five centuries. As a result, significant evidence of each phase of the town's history can still be read in the street pattern and buildings surviving today.

4. Special Characteristics

4.1 Structure

- Natural crossing point of the Forth, sheltered by the bay and steep escarpment.
- Unique setting framed by the Forth, steep rising landscape, the Forth Bridge and Forth Road Bridge.
- Woodland and open space surround the core of the town to south and east.
- Historic designed landscapes form the wider setting.
- Spectacular views out to the firth and bridges.
- Open views down from the bridges onto the picturesque roofscape.
- Dense medieval core in a linear pattern with riggs running north and south.
- Sculptural, multi-level townscape form.
- Bridges form gateways at east and west ends of town.
- Later villa areas have a separate and contrasting character from the historic core.
- Vertical, pedestrian circulation a unique feature.
- Wooded landscape and private amenity spaces predominate; public open space is less common.

Topography

Queensferry is located at one of the narrowest points of the Forth estuary before it broadens out eastwards to the sea, explaining its long history as the preferred crossing point. The early part of the town is located on the shoreline, at the foot of a steeply sloping bank and within a bay formed by two promontories, the Binks to the west and the Craigs to the east. The historic core is therefore set back from the Forth within a natural harbour and shelter. From Victorian times the town expanded at the top of the slope, first along the main access roads and more recently along the north bank in a semicircle around the old town.

Setting

The historic core of Queensferry is bounded by areas of woodland extending from the Gallondean/Hawes Brae in the east, through Jock's Hole and Back Braes to the former railway lands between Hopetoun Road and Shore Road. These areas have a high amenity and biodiversity value to the town and are included within the conservation area boundary.

The conservation area as a whole is bounded by twentieth century residential areas to the south and west and by the Forth Road Bridge and Port Edgar to the west. To the east and in its wider setting the protected gardens and designed landscapes of the Dalmeny, Dundas and Hopetoun estates add to the area's historic character. The

historic estate village of Dalmeny to the south-east is designated as a separate conservation area. To the north, most of the coastline and islands of the Forth are protected by national and international designations covering important habitats, species and geology.

Views

Views of the Firth of Forth and Forth Bridge originating in Edinburgh city centre are defined by the Council's Skyline Study. Prominent development within and around Queensferry would potentially impact in the fore- and middle ground of several key views. A similar system of viewpoints and associated policies may be developed to support the protection of the setting of the Forth Bridge.

In more local views, the sheltering topography of Queensferry means that its historic core is only visible in longer views from its piers and on the water. Views down from the rail and road bridges and from pathways at the upper levels of Back Braes and Ravel Bank provide panoramas of the town's picturesque roofscape against the backdrop of the Firth.

Within the conservation area, mid- and short-range views are important along the gently curving High Street and out towards the Forth, the Fife coast and the bridges through gaps in the northern building line and from the Hawes Promenade. Glimpse views along pends and narrow lanes, of the harbours and Forth to the north and gardens to the south, add to the picturesque qualities of the townscape.

Development pattern

Topography dictated the earliest development of the town within a restricted strip between the harbour and the southern escarpment. Development along the High Street follows a linear pattern and reflects the curve of the bay. The gentle curve in the street is emphasised especially on its south side by raised pavements. The building line forms an unbroken terrace wall, but widens and narrows in places such as the Black Castle. To the south, the narrow rigg ownership pattern radiates back from the High Street up the banks towards the former railway line.

On the north or seaward side, development largely fronts the High Street, turning its back to the harbour. There are a few survivals of L-shaped buildings with gables facing the coastline, typical of Scottish fishing villages. The building line is interrupted by wider breaks giving an awareness of the lower plane of the beach. These different levels following the coastline give the High Street a strong sculptural character. This multi-layered effect is continued with the spectacular separation in height between the rail or road deck levels of the bridges and the streets below. This gives a sense of calm isolation to the town, protected from the high-speed traffic flying past above.

The three road approaches on the landward side of the conservation area follow the historic routes connecting the town with Linlithgow, Kirkliston and Edinburgh. The road bridge at the west and the rail bridge in the east act as gateways and provide a sense of arrival. Seals Craig creates a kink in the line of the road and forms an inner

gateway and shelter to the High Street. The parish church and manse, and St. Margaret's Church on either side of the top of the Loan (Kirkliston Road) also function as a gateway.

The Hawes and the area of Victorian villa development at the west end of Station Road are notable for their physical separation and contrasting character from the High Street. Victorian expansion created a generous layout with wide streets and large plots. Their separation from the historic core allows the woodland to almost reach the water's edge, provides amenity and acts as a visual break between these areas of different character.

Grain and density

Density of development within the historic core is high, consistent with its constricted site and the relatively crowded character of medieval urban development. The solid building line conceals the open spaces of rear plots from the High Street except in glimpse views. Some of these riggs are divided into small garden courts, while others still retain early development, creating intimate groupings of small-scale spaces, buildings and narrow access ways. This is particularly evident on those plots that back on to Hawthornbank.

The Hawes is of a much lower density, with large Edwardian villas facing the spectacular view. Many of these have been converted to hotels, cafés and gift shops catering for visitors. Kirkliston Road, Station Road and Stewart Terrace have a strongly coherent pattern of well-spaced, detached villas set in generous, rectangular plots. These villa plots stand out from both the narrower but often longer plots of the historic core and from the smaller and denser pattern of later 20th century suburban development.

Streets

The sinuous curve of the High Street is reflected by its street surfacing and the alignment of pavements, terraces, railings and building frontages. Vertical circulation, formed by steps, closes and wynds, connects the various levels of beach, High Street, terraces, gardens and upper brae beyond. The Back Braes and Hawes Inn walkways connect the later Victorian development and Dalmeny Station right into the historic core.

20th century traffic engineering altered the townscape at the west end of the High Street, isolating Hopetoun Road from the main town centre and creating an artificial gateway at the Bell Stane.

Spaces

Queensferry has an abundance of open space with a variety of roles and characteristics. Private open space of gardens and courtyards play a significant role, softening the density and hard frontages of the historic core and providing visual relief and glimpse views.

Urban, public open space is less prominent but there are examples of small squares and formal gardens such as the garden around the Provost's drinking fountain next to Rosebery Hall, and the square opening onto the beach access steps between Mid and West Terrace. The Hawes esplanade is the most significant example of this type of space. Its value as amenity space is eroded by the visual dominance of parking alongside it. A small public park and bowling green are also located within the conservation area, just off Station Road. The beaches, harbours and piers provide distinctive spaces within the town and spectacular, panoramic viewpoints.

Woodland and landscape amenity space are critical to the character of Queensferry, enclosing the historic core and providing visual breaks between contrasting areas.

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4.2 Key elements

- Buildings dating from 17th to mid-20th century reflecting gradual evolution.
- Overall unity created by regular scale and proportions.
- Villa areas have detached buildings in generous plots with strong, formal compositions.
- The bridges are the dominant landmarks in long range views; local landmarks are more evident from within the High Street.
- Restricted palette of materials given variety through differing treatments and architectural styles.
- Gardens preserve historic rigg features.
- Ferry Glen and Back Braes are the key public green spaces.
- Distinctive raised terraces over projecting shops with historic ironwork
- Good quality historic and more recent streetscape and boundary features.

Scale

Buildings are mainly 2 to 3½ storeys in height. Narrow frontages set up a rhythm along the street, and vertical planes are emphasised by the subtle variation of heights which expose parts of gables. The continuity of frontages and narrow proportions of the street create a strong sense of enclosure. The buildings are also relatively shallow in depth. This results in regular contrasts of enclosure to openness, revealed in views down narrow wynds and low close entrances.

Building types and styles

The earliest surviving buildings are the merchants' houses of the 17th century, such as Plewlands House and the Black Castle. These are characterised by an L-plan form of main range and projecting jamb, steeply-pitched roofs with straight or crowstepped skews, small windows and, occasionally, surviving forestairs. Elements of buildings of this period are likely to survive elsewhere, disguised by later alterations and additions.

Georgian and early Victorian buildings predominate within the historic core and provide its underlying coherence through the largely continuous building line, the uniformity of building type, similar heights, narrow frontages, solid to void relationships and window sizes. It is difficult to distinguish which buildings are flatted, except possibly over shops, and those which are town houses.

Later insertions into the High Street largely conform to the earlier pattern of scale, building line and materials but add variety of style and decoration. These include the Baronial Clydesdale Bank at 35 High Street, and the Rosebery Memorial Hall built in the Scots Renaissance style in 1894. The Council offices and museum at 53 High

Street form an eye-catching, white-harled block with some Arts and Crafts features. The municipal housing at Hill Court, built in 1964, forms an L-plan at the corner of the High Street and The Loan. This is an interesting example of architecture of its date, and relates to the contemporary regeneration of historic fishing communities in Fife such as Dysart and Burntisland. However its siting and mass disrupt the strong historic pattern around it.

The Hawes and Station Road villa areas share some characteristics, being large dwellings set back from the road frontage in generous grounds. Apart from the Hawes Inn these buildings date from the Victorian and Edwardian expansions of the town. Station Road villas are relatively uniform in layout, scale and character, generally having formal, symmetrical front elevations, pitched roofs, large plate-glass sash and case windows and tall stacks. Tudor-inspired multi-gable forms also feature. The Hawes villas are more varied with no predominant style, although all have been heavily altered and extended reflecting their change from original domestic use to hotels, public houses and restaurants.

Landmarks

The Forth Rail and Road Bridges are the outstanding landmarks, dominating the town and the wider area with their sheer scale and presence. However, the bridges are often hidden from view within the enclosure of the High Street, allowing local landmarks to become more evident. These include the Tolbooth steeple, the Seals Craig Hotel and the spire of the parish church, viewed on the skyline from the north.

Materials and details

A significant level of uniformity is achieved from the use of local building materials, despite the considerable range of building styles. The predominant materials form a restricted palette of rubble and dressed sandstone, render and slate roofing. The variety of treatment provides interest with decorative tooling and carved stonework, often reflecting maritime connections, pediments, doorframes and marriage lintels, dressed or rendered margin bands, chamfered corners, gable windows and crowsteps, cast iron signs and railings.

The later villas are built in a more sombre and formal dressed stone and with more intricate and decorative detailing of entrances, bay windows, dormers and front gablets projecting out on exposed decorative trusses. There are also examples in the Arts and Crafts style with white render, painted timberwork and complex roof forms.

Trees and gardens

Gardens and landscapes are a dominant feature of the conservation area, both private gardens and publicly-accessible green spaces. The garden ground relating to the High Street preserves the historic rigg pattern of the medieval burgh. The managed, domestic scale and character of these spaces, along with the profusion of ornamental species, provide a rich green environment.

The large plots of the villa areas have a more open character with formal garden landscaping with prominent individual mature trees and hedges. The former gardens

of large houses in Station Road, such as Rosshill and Ashburnham House, have been developed for housing but preserve some of their trees and boundary features. The conservation area contains only one tree preservation order, off Station Road between Ashburnham Gardens and St Mary's RC Primary School.

These areas contrast with the informal, semi-wild planting and sinuous pathways of the Ferry Glen and Back Braes. The profusion of trees at various stages of maturity, along with the rich biodiversity they support, are important for their extent and cumulative effect rather than any single specimen or specific area.

Streetscape

The raised terraces of the High Street, providing pedestrian access across the roofs of ground-floor shops to terraced entrances above, are one of the outstanding streetscape features of Queensferry. Natural stone treads, paving, setts and cast iron railings survive along their length, although in poor condition in places. Examples of modern ironwork along the High Street have also added to the quality of detail in this area.

The majority of the traditional, natural stone finishes of the High Street are the result of streetscape enhancement works of the 1990s. However, the general design and material palette reflect the historic character of the street and respond to its distinctive features. Footway and carriageway surfaces elsewhere are generally in modern finishes.

In the Hawes and villa areas, property boundaries are generally formed by rubble walls – dwarf walls with hedges and gate piers in the villa area, and more substantial, high walls at the Hawes and Edinburgh Road. Stubs of traditional railings removed for the war effort occasionally remain. The Hawes waterfront is bounded by 1930s esplanade railings, adding to its distinctive, seaside air.

Activity

Queensferry is the largest settlement in rural west Edinburgh with four primary schools, a high school, library, churches, community centres, a leisure centre, museum, police station, health and welfare services. The High Street retains a variety of shops, bars and restaurants although most residents' convenience shopping is done in the larger supermarkets outwith the historic core of the town.

This sense of activity along the High Street contrasts with the peace and quiet of the villa area on the ridge above. The high ground behind the High Street to the south is used for informal recreation such as dog walking, walking and running. The Gallondean to the west has a coastal path linking with Cramond.

Visitors are a major factor in the town's activity, drawn by views of the bridges and access to the water. The Hawes Pier is used by boat trippers to the islands in the Forth and the harbour is used for private boat moorings. The Forth itself is a busy shipping channel, and provides a range of watersport activities. Cruise liners berth in

the Firth and visitors are ferried to Hawes Pier. Dalmeny Tank Farm is situated in the Forth and linked by pipeline to the tanker terminal at Hound Point.

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5. Management

5.1 Legislation, policies and guidance

Conservation areas

The Planning (Listed Buildings and Conservation Areas) (Scotland) Act 1997 states that conservation areas "are areas of special architectural or historic interest, the character or appearance of which it is desirable to preserve or enhance". Local authorities have a statutory duty to identify and designate such areas.

Special attention must be paid to the character and appearance of the conservation area when planning controls are being exercised. Conservation area status brings a number of special controls:

- The demolition of unlisted buildings requires conservation area consent.
- Permitted development rights, which allow improvements or alterations to the external appearance of dwellinghouses and flatted dwellings, are removed.
- Works to trees are controlled (see [Trees](#) for more detail).

The demolition of unlisted buildings considered to make a positive contribution to the area is only permitted in exceptional circumstances, and where the proposals meet certain criteria relating to condition, conservation deficit, adequacy of efforts to retain the building and the relative public benefit of replacement proposals. Conservation area character appraisals are a material consideration when considering applications for development within conservation areas.

Listed buildings

A significant proportion of buildings within Queensferry are listed for their special architectural or historic interest and are protected under the Planning (Listed Buildings and Conservation Areas) (Scotland) Act 1997. Listed building consent is required for the demolition of a listed building, or its alteration or extension in any manner which would affect its special character.

National policy

The Scottish Historic Environment Policy (SHEP) is the strategic statement of national policy relating to the historic environment.

The development plan

The Rural West Edinburgh Local Plan (RWELP) sets out policies and proposals for the development and use of land in and around Queensferry. The policies in the Plan are used to determine applications for development. In broad summary, the key policy areas affecting Queensferry Conservation Area are:

- The Coastline E12, E13

- Designed Landscapes E14
- Trees and Woodland E15, E16
- Nature conservation and biodiversity E17-E22
- Archaeology E29-E31
- Historic buildings E32-E34
- Conservation areas E35-E40
- Design of new development E41-E44
- Open space E51-E52
- Economic development and tourism ED2, ED11
- Transport TRA5-TRA7
- Retailing R1-R3, R5

The proposed City of Edinburgh Local Development Plan (LDP) contains broadly similar policies and is a material consideration in current planning decisions.

Planning guidance

More detailed, subject-specific guidance is set out in Planning Guidance documents. Those particularly relevant to Queensferry Conservation Area are:

- [Guidance for Householders](#)
- [Guidance for Businesses](#)
- [Listed Buildings and Conservation Areas](#)
- [Developer contributions and affordable housing](#)
- [Edinburgh Design guidance](#)
- [Communications Infrastructure](#)
- Street Design Guidance – *in draft, published May 2014*

In addition, a number of statutory tools are available to assist development management within the conservation area:

GPDO and Article 4 Directions

The Town and Country Planning (General Permitted Development) (Scotland) Order 1992, amended 2012, (abbreviated to GPDO), restricts the types of development which can be carried out in a conservation area without the need for planning permission. These include most alterations to the external appearance of dwellinghouses and flats. Development is not precluded, but such alterations will require planning permission and special attention will be paid to the potential effect of proposals.

Under Article 4 of the GPDO the planning authority can seek the approval of the Scottish Ministers for Directions that restrict development rights further. The Directions effectively control the proliferation of relatively minor developments in conservation areas which can cumulatively lead to the erosion of character and appearance. Queensferry Conservation Area has Article 4 Directions covering the following classes of development:

- 7 The erection, construction, maintenance, improvement or alteration of a gate, fence, wall or other means of enclosure
- 18 The carrying out on agricultural land in an agricultural unit of works for the erection, extension or alteration of a building; the formation, alteration or maintenance of private ways; or any excavation or engineering operations, for the purposes of agriculture.
- 38 Development by statutory undertakers for the purpose of water undertakings
- 39 Development by a public gas supplier
- 40 Development by an electricity statutory undertaker

Trees

Trees within conservation areas are covered by the Town and Country Planning (Scotland) Act 1997. This Act applies to the uprooting, felling or lopping of a tree having a diameter exceeding 75mm at a point 1.5m above ground level. The planning authority must be given six weeks notice of the intention to uproot, fell or lop trees. Failure to give notice will render the person liable to the same penalties as for contravention of a Tree Preservation Order (TPO).

TPOs are used to secure the preservation of trees which are of significant stature, in sound condition, and prominently located to be of public amenity value. When assessing contribution to amenity, the importance of trees as wildlife habitats will be taken into consideration. There is a strong presumption against any form of development or change of use of land which is likely to damage or prejudice the future long term existence of trees covered by a TPO. The removal of trees for arboricultural reasons will not imply that the space created by their removal can be used for development.

Landscape and Biodiversity

The Council has an obligation to take account of the impact of development on species protected by legislation and international commitments. The Nature Conservation (Scotland) Act 2004 places a duty on all public bodies to further the conservation of biodiversity as far as is consistent with their functions. The rich garden landscapes and open spaces of the conservation area give it a high amenity and biodiversity value. The conservation area boundary overlaps with the local biodiversity sites of Hopetoun Road, Dalmeny Estate and the Newbridge to South Queensferry Walkway. The Gallondean forms part of the Leuchold Wood ancient woodland.

The Firth of Forth is protected by a range of local, national and international landscape and environmental designations including the Firth of Forth Ramsar site, Special Protection Area and site of special scientific interest (SSSI).

Three historic landscapes included in the national Inventory of Gardens and Designed Landscapes surround Queensferry Conservation Area: Dalmeny, Dundas Castle and Hopetoun House.

Archaeology

Queensferry has been continuously inhabited for in excess of 1000 years. Its current townscape contains surviving elements from at least 700 years and there may be evidence of earlier occupation surviving below existing structures or landscapes. Canmore notes various discoveries of bones, funeral urns, etc in Queensferry and its immediate neighbourhood. Several cists, with skeletons and other remains of interment were reported found during railway construction from the 1850s and onwards.

The area may contain the remains of a wide range of historic sites and uses including the Carmelite friary complex, medieval (and later) ferry landings and facilities for pilgrims and travellers, maritime industries, activities associated with the rigg system, post-medieval land-based industries such as brewing and distilling, shale oil extraction, quarry sites, railway infrastructure and sites associated with the construction of the Rail and Road Bridges. Marine archaeology is also present along the foreshore.

Remains of these structures may survive below existing development, although the extent of their survival is currently unknown due to the lack of modern archaeological investigations in the area. Depending on the scale and impact of any development proposal, the City of Edinburgh Council Archaeology Service (CECAS) may recommend a pre-determination evaluation in order to assess the presence and significance of any surviving archaeological deposits and to determine the scope of any required mitigation including preservation. Similarly for works affecting standing structures of historic significance, a programme of archaeological building assessment and recording may be recommended.

There are no scheduled monuments located within Queensferry Conservation Area.

5.2 Pressures and sensitivities

In contrast with many conservation areas, the main pressures in Queensferry Conservation Area are not principally a result of private development but relate to infrastructure and the public realm. Their central role in the character and appearance of the conservation area makes all of the following issues key opportunities for enhancement.

Many of these issues are longstanding in origin, and solutions must involve community engagement and creative collaboration between multiple agencies. Community-led efforts to resolve some of these are already underway. The recommendations made below assume the historic environment is used as the starting point for creative decisions.

Historic streetscapes

Queensferry has a rich legacy of historic ironwork, complemented by high quality modern examples. The raised terraces unique to Queensferry are deteriorating in places, risking the loss of quality and special character of the High Street. The vennels leading north and south from the High Street are also at risk from privatisation of access, blocking of glimpse views and pedestrian routes, and erosion of traditional surfacing materials.

Recommendation: Historic surfacing materials, ironwork and detailing should always be retained and repaired where they survive. Lost features should be reinstated where there is evidence. Training and education in specification and maintenance of appropriate materials would assist in protecting these features in the longer term.

Development of riggs and gardens

The secluded green spaces of the historic riggs are a key amenity for the conservation area. Development of gardens and backland spaces has the potential to impact significantly on the area's special character, landscape quality and biodiversity. Archaeological remains may also be impacted by development.

Recommendation: The character, density and pattern of the context must be respected in any development proposal. Standing remains should be recorded and understood before proposals are developed. Where development is acceptable in principle it should be deferential in scale, appropriate in its use and enhance the distinctive character of the space.

Pedestrian connectivity

As a result of topography, maintenance and some 20th century traffic management decisions, disparate areas of the town centre have become isolated from each other. Access difficulties particularly affect vulnerable age groups, those with mobility problems, and visitors with no prior knowledge and in need of orientation. This reduces the attractiveness, vibrancy and active economic use of the historic town centre, which in the long term threatens its economic health and the protection of its character.

Recommendation: Historic routes and connections should provide the basis for enhancements to connectivity. Historic features can help to re-join fractured areas of the town and provide an appropriate context for new development. Sensitive traffic engineering and wayfinding should redress the balance between vehicular and pedestrian users, in conjunction with other infrastructure improvements such as parking.

Traffic management and parking

Existing pressures from visitors, residents and workers, along with projected increases in visitors as a result of enhanced interest in the Bridges, create serious pressures on existing traffic routes and parking areas.

Recommendation: The historic character of the town is a key amenity for all users of the town. Potential solutions for parking must therefore respect the character of the conservation area. A variety of solutions are likely to be necessary, including investigating new, peripheral parking areas, incorporating environmental enhancements into new or redesigned central parking areas and removing pressure from vehicular traffic by investigating alternative, sustainable transport methods where possible.

Shoreline, piers and harbours

The approach to Queensferry from the Forth was historically of central importance but this aspect of its character has been diminished since the loss of the ferries and fishing trade. Greater appreciation of the town from the water, piers and shoreline could create additional viewpoints as draws for visitors and generate interest in fuller, more productive, income-generating use of these facilities. The treatment of waterfront facades is also of key importance in protecting the character and appearance of the conservation area.

Recommendation: Proposals to develop and regenerate waterfront features should protect and repair historic fabric, and reinstate lost features where there is evidence for them. The historic character of these areas should be emphasised in proposals for change of use or development. The outstanding landscape and natural environment significance of these spaces will also be a critical consideration.

5.3 Opportunities for development

Small-scale development opportunities for infill or replacement may arise within the historic core, and will be considered under the policies and guidance listed at 5.1.

Development on a significant scale is unlikely to take place within the conservation area although a number of sites on its peripheries may be affected, such as Port Edgar, the Corus site adjacent to the Forth Bridges Contact and Information Centre and at the wider edges of the settlement, particularly when the Queensferry Crossing comes into use. In most instances development is unlikely to have a significant visual impact on the setting of the conservation area or the Bridges owing

to the topography, domestic scale and intervening development. However, proposals will be monitored to ensure the sensitivities of these features are taken into account. View protection (discussed below) also has a role to play in this issue.

A development brief has been produced for Port Edgar.

5.4 Opportunities for planning action

The Forth Bridge as a potential World Heritage Site

World Heritage Sites are places of outstanding universal value for their cultural, natural or combined qualities inscribed by the United Nations Educational, Scientific and Cultural Organisation (UNESCO) under the World Heritage Convention. There are currently 981 sites globally, with 28 in the UK and dependent territories, and 5 of these located in Scotland.

The UK Tentative List of potential world heritage sites was reviewed in 2010/11. The Forth Bridge was included in the shortlist of eleven candidate sites, and was subsequently chosen as the first site from that list to be submitted to UNESCO for consideration. An intensive period of research and consultation resulted in a nomination dossier being submitted in January 2014.

The nomination document makes the justification for the site's inscription, based on the criteria set out by UNESCO, includes a description of the site, details on the existing protection and management of the site, its state of conservation, and information on known threats and potential opportunities. This will undergo a demanding 18-month process of scrutiny and evaluation by UNESCO and its advisory body ICOMOS (International Council on Monuments and Sites). The final decision will be made at the meeting of the UNESCO Committee in summer 2015.

Statutory designations surrounding the bridge, particularly those covering the bridgehead communities of North and South Queensferry, will be the principal means of protecting the outstanding universal value of the Bridge and its setting.

This document aims to demonstrate the safeguards given by the planning authority to the setting of the bridge. It also offers a means for communicating local community support and interest in its historic environment.

Conservation area boundaries

The boundaries have been re-examined through the appraisal process. Suggestions were considered for various changes, both to include wider areas (such as Port Edgar, the wider suburbs of the town or the historic Bridge construction yard and workers cottages at Forth Terrace) and to reduce its size (for example by removing modern development along Station Road).

The current extent of the boundary, adopted in 2003, was carefully considered in order to encompass the most distinctive architectural and historic features of the settlement, and to include a suitable belt of the wooded landscape surrounding the

core of the town. This is considered to provide a zone of suitable breadth and quality to protect both the historic town core and the immediate setting of the Bridges. Reductions in its extent are not considered appropriate.

Most of the suggested areas of expansion are not considered to meet the criteria of being of special architectural or historic merit. Port Edgar however is considered to be of interest in its own right. Its national significance as a naval base, and the evidence for that history remaining in situ in the form of historic buildings, spaces, street layout, piers etc. potentially meet the criteria for selection and would merit further research.

However, its character contrasts with that of the main town of Queensferry and it is not considered appropriate as an extension of Queensferry Conservation Area. The majority of its significant structures are already protected by listing and the planning brief above sets out the key considerations for its potential future development. The merits of designating this area as a separate conservation area will be considered further as plans for its development evolve.

The area of the historic Forth Bridge construction yard and workers' cottages at Forth Terrace and Rosshill Terrace, east of Dalmeny station, is also considered to potentially meet the criteria for designation. The three terraces of cottages to the south of Station Road and the area including Forthview West and East to the north are surviving evidence of the construction and development of the Forth Bridge and its impact on the development of the town. They form an interesting grouping of buildings and gardens, related to the existing railway line, the station and the disused line to the west now used as a footpath and cycleway. They are not protected by listing and may be at risk from uncontrolled demolition or erosion of character. However some degree of unsympathetic alteration and infill development has already occurred.

It is recommended that the merits of expanding the boundary to include the Forth Terrace area are investigated further, including consultation with owners, the wider community and other interested groups.

View protection framework

Historic Scotland has carried out a study of key viewpoints and viewsheds around the Forth Bridge. This helps to understand its role and impact in views around the area and to inform its nomination as a World Heritage Site. The key viewpoints identified in the nomination document are a material planning consideration. If the nomination is successful, the merits of adopting a formal view protection system, complementing that already in place for the neighbouring Old and New Towns of Edinburgh World Heritage Site, will be considered.

5.5 Opportunities for enhancement

The pressures and sensitivities listed at 5.2 are considered the key opportunities for enhancement of the conservation area. Solutions, or improvements, to these issues would make a significant difference to the quality and vitality of the historic environment in the town. Quality of life would be enhanced for residents and other users, and the visitor experience would be improved.

DRAFT

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PAN 71, Conservation Area Management

Queensferry and District Community Council:

<http://queensferrycommunitycouncil.co.uk>

Queensferry History Group: www.queensferryhistorygroup.org.uk

APPENDIX 3

Criteria for designation or extension of a conservation area

The statutory definition of a conservation area is 'an area of special architectural or historic interest the character or appearance of which it is desirable to preserve or enhance'. The Scottish Historic Environment Policy specifies that it is the character or historic interest of an area created by individual buildings and open spaces and their relationship, one with the other, which the legislation covering conservation areas seeks to preserve.

The principles of selection for designation as a conservation area are broadly as follows:

- areas of significant architectural or historic interest in terms of specific listed buildings and/or ancient monuments;
- areas of significant architectural or historic interest in terms of building groupings, which may or may not include listed buildings and/or ancient monuments, and open spaces which they abut;
- areas with features of architectural or historic interest such as street pattern, planned towns and villages and historic gardens and designed landscapes; and
- other areas of distinctive architectural or historic character.

In designating a conservation area, consideration also has to be given to the reasons why it is felt that it should be protected. These may include:

- its special architectural and historic importance;
- its distinct character;
- its value as a good example of local or regional style;
- its value within the wider context of the village or town; and
- its present condition and the scope for significant improvement and enhancement.

The designation of a conservation area must, therefore, be based on the historic and architectural interest of an area. Conservation area status is not intended to act solely as a means of controlling development.

APPENDIX 4
Queensferry Conservation Area
Potential boundary extension, Forth Terrace/Rosshill Terrace



Relationship of proposed area to existing conservation area boundary



Rosshill Terrace/Forth Terrace images



