

Planning Committee

10.00am, Thursday, 26 February 2015

Annual Review of Guidance

Item number	5.1
Report number	
Executive/routine	Executive
Wards	All

Executive summary

This report advises the Committee of changes in guidance in 2014 and those intended for the coming year.

Links

Coalition pledges	P15
Council outcomes	CO8, CO16, CO18, CO19
Single Outcome Agreement	SO1, SO4

Annual Review of Guidance

Recommendations

- 1.1 It is recommended that the Committee notes progress in consolidating and updating guidance for users of the planning service (Appendix 1).

Background

- 2.1 In 2011, the Planning Committee set a structure and programme for consolidating non-statutory topic guidance. The intention is that the new structure will be more user-friendly, and will help people understand the Council's expectations before proposals are formulated and submitted as applications. A previous annual review report ([28 February 2013](#)) included diagrams which illustrate this conceptually.
- 2.2 The programme of consolidation, as originally envisaged is now complete, although the principle of seeking to provide clear and concise guidance remains. It is considered useful to provide an update on planning guidance and to allow the Planning Committee to see the entire suite of guidance and the programme of review for the coming year.
- 2.3 Current and draft non-statutory guidance can be viewed online at www.edinburgh.gov.uk/planningguidelines . Emerging supplementary guidance can be viewed at www.edinburgh.gov.uk/supplementaryguidance.

Main report

Changes to guidance in 2014

- 3.1 Appendix 1 shows the current suite of guidance. Changes to non-statutory guidance in 2014 were as follows:
 - City Centre Retail Core – Supplementary Guidance approved February 2014.
 - Corstorphine Town Centre – Supplementary Guidance approved August 2014.
 - Gorgie/Dalry Town Centre – Supplementary Guidance approved August 2014.

- Developer Contributions and Affordable Housing – Non-statutory guidance approved February 2014. Further updates on contribution levels required in 2015.
- Advertisements, Sponsorship and City Dressing – approved in February 2014.

Current Consultations

3.2 These guidelines are currently the subject of consultation:

- The draft Street Design Guidance.
- The Student Housing Guidance.

Actions for 2015 and beyond

3.3 The following guidelines are due to be reviewed and potentially revised in 2015:

- Guidance for Householders – review section on dormer windows, to reflect recent practice and take account of appeal decisions.
- Street Design Guidance - draft new guideline, which will consolidate and eventually supersede several pieces of guidance.
- Student Housing – full review and potential revision informed by monitoring of three years of its use and analysis of census data.
- Development in the Countryside and Green Belt – full review and updates to reflect policy in LDP.
- Review and potential updating of the Edinburgh Design Guidance.

Supplementary Guidance

3.4 The above sections of this report deal with the Council's non-statutory guidance, which provides advice on interpretation of the development plan.

3.5 The Planning etc. (Scotland) Act 2006 introduced scope for a different, statutory type of guidance. Called 'Supplementary Guidance', it will form part of the development plan when formally adopted. There are certain procedural requirements for its preparation and it must only provide further information or detail in relation to identified policies or proposals in a local or strategic development plan.

3.6 The Proposed LDP (elsewhere on agenda) devolves policies on change of use in town centres down to individual supplementary guidance documents. This allows much more local engagement than is practicable in the LDP process. The individual documents can have more detail, and potentially be prepared on a faster cycle, which allows them to respond to emerging issues like longstanding vacant units and site opportunities.

3.7 Appendix 1 identifies those town centres for which emerging supplementary guidance has been prepared so far. Separate reports provide more detail. The

Proposed LDP pilots the use of supplementary guidance to plan out a specific location, at Edinburgh BioQuarter. This pilot will be monitored, along with experience in use of supplementary guidance elsewhere in Scotland, to inform future LDPs.

- 3.8 It should be noted that until the LDP is adopted, finalised supplementary guidance is not part of the development plan, but can be used as a material consideration in the determination of relevant planning applications.

Measures of success

- 4.1 Planning guidance is easier to understand for applicants and other stakeholders in the planning process.
- 4.2 It is kept up-to-date and relevant, and ensures that a high quality of development is delivered through the planning application process.

Financial impact

- 5.1 There is no direct financial impact arising from this report. The costs of publishing the updated guidance will be met from existing budgets.

Risk, policy, compliance and governance impact

- 6.1 This report does not raise any concern in relation to risk, policy, compliance and governance. Setting out progress made and work to be programmed is a positive step in relation to these considerations. Potential impacts are considered in relation to every individual strategy policy or guideline developed.

Equalities impact

- 7.1 The impact of this report in relation to the Public Sector Equalities Duty and the ten key areas of rights has been considered. The report has no significant direct impact on the delivery of the Council's three equality duties. However, the review of individual guidelines could, in due course, have an impact, and so each will be subject to an assessment. The appended updates to certain guidelines may have a positive impact on standards of living, by including improved controls on noise impacts of certain uses.

Sustainability impact

8.1 The impact of this report in relation to the three elements of the Climate Change (Scotland) Act 2009 Public Bodies Duties has been considered, and the outcome is summarised below.

- This report and the updates it recommends will have no impact on carbon emissions because it relates to a programme of consolidating guidance.
- This report and the updates it recommends will have no impact on the city's resilience to climate change because it relates to a programme of consolidating guidance, and the updates it recommends have no impact on the issue of climate change.
- This report will help achieve a sustainable Edinburgh because the review of guidance will not directly promote social justice, but several of the guidelines covered do.
- This report will help achieve a sustainable Edinburgh because it includes an update which clarifies elements of the Guidance for Businesses, which should make it easier for small businesses to understand and meet the Council's requirements.
- This report will have a positive impact on environmental stewardship because the updated guidance it covers will be published in electronic-only format, reducing the use of paper.

Consultation and engagement

9.1 Individual guidelines which have been fully revised are reported and published in consultative draft form. Consultation responses are taken into account when the guidelines are amended prior to final approval and use. There is no need for any additional consultation in relation to this report which is primarily for information purposes.

Background reading/external references

Annual Review of Guidance,

http://www.edinburgh.gov.uk/meetings/meeting/3233/planning_committee, 27 February 2014

www.edinburgh.gov.uk/planningguidelines

www.edinburgh.gov.uk/supplementaryguidance

John Bury

Acting Director of Services for Communities

Contact: David Cooper, Acting Senior Manager

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

Links

Coalition pledges	P15 Work with public organisations, the private sector and social enterprise to promote Edinburgh to investors
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 CO18 Green – We reduce the local environmental impact of our consumption and production 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	Appendix 1 – Status of Development Plan and Guidance

*

Status of Development Plan and Guidance

Title	Status and Date	Comment
Development Plan		
Strategic Development Plan	Approved June 2013	Supplementary Guidance on housing allocations approved Aug 2014
Edinburgh City Local Plan	Adopted January 2010	
Rural West Edinburgh Local Plan	Adopted June 2006	Alteration adopted June 2011
Emerging Development Plan		
Edinburgh Local Development Plan (Second Proposed Plan)	<i>Finalised Plan Feb 2015</i>	
Supplementary Guidance		
City Centre Retail Core	Approved Feb 2014	
Tollcross Town Centre	Finalised December 2013	Use as material consideration
Edinburgh BioQuarter & South East Wedge Parkland	Finalised December 2013	Pilot area SG. Use as material consideration
Corstorphine Town Centre	Approved Aug 2015	
Gorgie/Dalry Town Centre	Approved Aug 2015	
Remaining five town centres (Leith/Leith Walk, Morningside/Bruntsfield, Nicolson St/Clerk St, Portobello, Stockbridge)	2015 - 17	Aim to have drafted and consulted upon all by adoption of LDP. Proceed in alphabetical order.
Non-statutory Guidance		
Consolidated Guidelines		
Guidance for Householders	Approved Dec 2012	Guidance on dormers to be reviewed in 2015
Guidance for Businesses	Approved Dec 2012	Minor updates approved in February 2014 informed by monitoring feedback
Listed Buildings & Conservation Areas	Approved Dec 2012	
Edinburgh Design Guidance	Approved May 2013	To be reviewed following monitoring of use.
Street Design Guidance (Draft for consultaion)	Approved Feb 2014	
Developer Contributions & Affordable Housing	Approved Feb 2014	Further updates to be made during 2015.
Edinburgh Standards		
Edinburgh Standards for Streets	Approved 2006	Will be superseded when Street Design Guidance finalised
Transport guidance		
Parking Standards	Approved 2009	To be reviewed after Street Design Guidance
Movement and Development	Approved 2000	Will be superseded when Street Design Guidance finalised
Bus Friendly Design Guide	Approved 2005	
Tram Design Manual	Approved 2006	Retain until no longer needed
Other non-statutory guidance (alphabetical order)		
Advertisements, Sponsorship & City Dressing	Approved Feb 2014	
Art in Public Places	Approved 1998	
Communications Infrastructure	Approved Dec 2013	Minor updates
Development in the Countryside & Green Belt	Approved 2008	Will be reviewed to fit with LDP
Housing in Multiple Occupation	Approved 2006	Will be reviewed to fit with LDP
Open Space Strategy	Approved 2010	Second Audit due in late 2014
Student Housing	Approved 2010	Currently subject of consultation
Sustainable Lighting Strategy for Edinburgh	Approved 2012	Some sections relevant to Development Management.

Italics - due to be reported to same Committee meeting as Annual Review.
Excludes non-statutory area guidance: masterplans, development briefs etc.