

Planning Committee

2.00pm, Wednesday 22 August 2018

Local Development Plan – Elected Member Involvement – referral from the Housing and Economy Committee

Item number	9.2
Report number	
Executive/routine	
Wards	
Council Commitments	

Executive Summary

On 7 June 2018 the Housing and Economy Committee considered an update report by the Executive Director of Place on opportunities for elected members to be involved in the project to prepare a new local development plan for the city.

Terms of Referral

Local Development Plan – Elected Member Involvement – referral from the Housing and Economy Committee

1. Terms of Referral

- 1.1 The Committee Terms of Reference and Delegated Functions set out the decision making roles at elected member level for the statutory development plan project. The Housing and Economy Committee previously had the remit to approve the key project documents, including the Main Issues Report, Proposed Plan, submission to examination, and Plan as Modified following examination. Council, at its meeting on 28 June 2018, subsequently transferred these responsibilities to the Planning Committee. The full Council formally adopts the Local Development Plan (LDP) at the end of the process.
- 1.2 On 7 June 2018 the Housing and Economy Committee considered an update report by the Executive Director of Place on opportunities for elected members to be involved in the project to prepare a new local development plan for the city and proposed a cross-party forum for relevant Conveners, Vice-Conveners and opposition representatives in order to help achieve alignment of the new plan and other Council strategies and to provide an informal cross-party forum for relevant leaders in the Council to be briefed on key project issues and work as it progresses towards formal reporting. It will not have a decision-making role in the project.
- 1.3 The Housing and Economy Committee agreed:

Motion

1. To note the previously agreed opportunities for elected member involvement in the early stages of the project to prepare a new local development plan;
2. To agree that the project governance includes a forum for Conveners, Vice-Conveners and opposition representatives, the membership to be the Convener and Vice-Convener of the Housing and Economy, Planning and Transport and Environment Committees. Six opposition members (3 Conservative, 2 Green and 1 Liberal Democrat);
3. To refer the report to the Planning Committee for its information.

- moved by Councillor Kate Campbell, seconded by Councillor Cameron

Amendment

1. To note the previously agreed opportunities for elected member involvement in the early stages of the project to prepare a new local development plan;
2. To agree that the project governance includes a forum for Conveners, Vice-Conveners and opposition representatives, the membership to be the Convener and Vice-Convener of the Housing and Economy and Transport

and Environment Committees and the Convener of the Planning Committee.
Six opposition members (3 Conservative, 2 Green and 1 Liberal Democrat);

3. To refer the report to the Planning Committee for its information.

- moved by Councillor Miller, seconded by Councillor Jim Campbell

Voting

For the motion - 5 votes

For the amendment - 6 Votes

(For the motion – Councillors Cameron, Kate Campbell, Key, Munro and Work.

For the amendment – Councillors Jim Campbell, Lang, McLellan Miller, Rae and Rose.)

Decision

To approve the amendment by Councillor Miller.

2. For Decision/Action

2.1 The Committee is asked to note the earlier consideration of elected member involvement with the Local Development Plan, and the project governance arrangements previously proposed.

Background reading/external references

Housing and Economy Committee, 7 June 2018

Laurence Rockey

Head of Strategy and Insight

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3. Appendices

Appendix 1 – Report by the Executive Director of Place

Housing and Economy Committee

10.00am, Thursday, 7 June 2018

Local Development Plan – Elected Member Involvement

Item number

Report number

Executive/routine

Executive

Wards

All

Council Commitments

Executive Summary

This report provides the Committee with an update on opportunities for elected members to be involved in the project to prepare a new local development plan for the city. It sets out proposed membership of an informal 'leadership forum' of elected members for approval, following continuation from the previous meeting of the Committee.

Local Development Plan – Elected Member Involvement

1. Recommendations

- 1.1 It is recommended that Committee:
 - 1.1.1 Notes the previously agreed opportunities for elected member involvement in the early stages of the project to prepare a new local development plan;
 - 1.1.2 Agrees that the project governance includes a forum for conveners, vice conveners and opposition representatives as described in paragraph 3.7 and with membership as set out in appendix 1; and
 - 1.1.3 Refers this report to the Planning Committee for its information.

2. Background

- 2.1 At its meeting of [22 March 2018](#) the Committee received a report setting out an overview of the new local development plan project, which is now getting underway.
- 2.2 The Committee noted that a confirmed timetable will be reported later in 2018, as a new statutory Development Plan Scheme. The Committee also agreed the early stage engagement activities set out in the report.
- 2.3 The Committee continued for further consideration the membership of a proposed forum for conveners, vice conveners and opposition representatives.

3. Main report

Formal Project Management Arrangements

- 3.1 The overview report summarised the formal project governance arrangements. These include the formation of a Project Team, Project Board and Oversight Group, all comprised of Council officers, as previously reported.
- 3.2 The Committee Terms of Reference and Delegated Functions set out the decision making roles at elected member level for the statutory development plan project. The Housing and Economy Committee has the remit to approve the key project documents, including the Main Issues Report, Proposed Plan, submission to examination, and Plan as Modified following examination. The full Council formally adopts the Local Development Plan (LDP) at the end of the process.

Informal Elected Member Involvement

- 3.3 The report set out the main strands of early stage, informal engagement in the project. These include:
 - 3.3.1 Community briefings at a Locality geography with ward councillors and community council representatives. A round of these took place in late March and initial feedback was positive;
 - 3.3.2 Topic stakeholder sessions, with representatives from relevant industry/development sectors, also including community representatives and councillors as appropriate; and
 - 3.3.3 A children and young people's engagement programme.
- 3.4 The first two of these engagement strands provide opportunities for elected members to be involved in the new local development plan project at an early stage. The focus at this stage is to help shape the choices to be consulted on at the formal 'Main Issues Report' stage, and also to help inform how that consultation is carried out.
- 3.5 The report also proposed that the project should include a cross-party forum for relevant conveners, vice conveners and opposition representatives. This is proposed in order to:
 - 3.5.1 Help achieve alignment of the new plan and other Council strategies; and
 - 3.5.2 Provide an informal cross-party forum for relevant leaders in the Council to be briefed on key project issues and work as it progresses towards formal reporting.
- 3.6 The 'leadership forum' will operate most effectively as a small group. It will not have a decision making role in the project. That role is already defined for the Housing and Economy Committee and Full Council as described above and reported previously.
- 3.7 Accordingly, the forum will not be expected to take decisions potentially involving motions or votes, and as such will not require proportionality in terms of its make up from different groups of elected members. A total membership of nine is proposed, with one opposition representative per relevant committee. This would result in a total of three opposition representatives spread across party groups. The proposed membership is set out in appendix 1.
- 3.8 The frequency of forum gatherings will be set as part of the overall project timetable.
- 3.9 It is intended to report the confirmed project timetable and formal consultation details in a new Development Plan Scheme at the 30 August 2018 meeting of the Committee.

4. Measures of success

- 4.1 The measure of success is that the Council adopts a new LDP which can be used to deliver the vision, aims and outcomes identified by the Council in the Council Business Plan and achieves the other project objectives identified above.

5. Financial impact

- 5.1 There are no direct financial impacts arising from the approval of this report. The report to Committee on [22 March 2018](#) provides further information on how financial impacts will be considered in the project.

6. Risk, policy, compliance and governance impact

- 6.1 The risks associated with this area of work are significant in terms of finance, reputation, and performance in relation to the statutory duties of the Council as Planning Authority and in several of its other capacities.
- 6.2 Project governance arrangements include regular monitoring and management of identified risks.
- 6.3 Detailed project governance arrangements and controls have been informed by the findings of an internal audit. The recommendations of this audit were referenced in a recent report to the Governance, Risk and Best Value Committee on [16 January 2018](#).

7. Equalities impact

- 7.1 An Integrated Impact Assessment will be carried out as an integral part of the LDP 2 project.

8. Sustainability impact

- 8.1 There are no direct sustainability impacts arising from this report although the ability of the Council to manage successfully the impacts arising from the growth of the city is critical to achieving sustainable development.
- 8.2 A Strategic Environmental Assessment will be carried out as an integral part of the LDP 2 project.

9. Consultation and engagement

- 9.1 The formal consultation stages are set out in statute and focus in the Main Issues Report and Proposed Plan stages. These will be the subject of future statutory Development Plan Schemes, to be reported and published separately later in 2018.
- 9.2 Pre-Main Issues Report engagement activities are as reported to Committee on 22 March 2018.

10. Background reading/external references

- 10.1 Edinburgh Local Development Plan 2 – Project Overview, [Report to Housing and Economy Committee, 22 March 2018](#)
- 10.2 Community Engagement in Planning – detailing proposals, Report to Planning Committee, 14 March 2018
- 10.3 Development Plan Scheme, [Report to Housing & Economy Committee, 7 September 2017](#)
- 10.4 Edinburgh Local Development Plan - Adoption, [Report to Full Council, 24 November 2016](#)
- 10.5 Internal Audit Quarterly Update Report: Quarter 2 – (1 July – 30 September 2017), [Report to Governance, Risk and Best Value Committee, 16 January 2018](#)
- 10.6 Programme for the Capital – The City of Edinburgh Council 2017-2022, [Report to Full Council, 24 August 2017](#)
- 10.7 SESplan Strategic Development Plan 2, Proposed Plan (October 2016), available at: www.sesplan.gov.uk
- 10.8 Scottish Government [Circular 6/2013](#): Development Planning
- 10.9 Scottish Government [Planning Advice Note 82](#): Local Authority Interest Developments

Paul Lawrence

Executive Director of Place

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11. Appendices

Appendix 1 - Proposed representation on LDP leadership forum

Appendix 1

Local Development Plan Project Leadership Forum – Proposed Representation

Housing & Economy Committee	
Convener	1
Vice Convener	1
Opposition Representatives	1
Planning Committee	
Convener	1
Other Administration Representative	1
Opposition Representatives	1
Transport & Environment Committee	
Convener	1
Vice Convener	1
Opposition Representative	1
Total:	9

A total membership of nine is proposed, with one opposition representative per relevant committee, resulting in a total of three opposition representatives spread across party groups.