

# Rolling Actions Log

## Planning Committee

24 April 2024

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comment
1	14.06.23	West Edinburgh Placemaking Framework and Masterplan: Draft for Consultation	To note that a report would be brought back detailing the outcome of the consultation, along with a finalised Framework and Masterplan.	Executive Director of Place	December 2023 (Provisional date for additional committee being explored)	19 December 2023	<p><b>Recommended for Closure</b></p> <p><u>Update September 2023</u></p> <p>The West Edinburgh Placemaking Framework and Masterplan <u>consultation</u> closed on 4 October 2023.</p> <p>Separate report to Planning Committee on WEPFSM on 24 April 24.</p>
2	13.09.23	Business Bulletin – Planning Performance	1) To circulate the number of remaining legacy tree work cases to members.	Executive Director of Place	November 2023.	November 2023	<p><b>Closed November 2023</b></p> <p>This information was included in the Committee Business Bulletin on 15.11.2023</p>

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			2) To circulate the number of non-householder applications that had been withdrawn to members.	Executive Director of Place	November 2023	January 2024	<b>Recommended for Closure</b> Number of non-householder applications that had been withdrawn circulated to members.
3	13.09.23	Business Bulletin	To circulate the minutes of the Student Housing Workshop to members.	Executive Director of Place	November 2023	September 2023	<b>Recommended for Closure</b> Minutes have been circulated.
4	13.09.23	Planning Controls over Construction	1) To agree to establish a short life working group, consisting of representatives from communities affected by construction, representatives of developers and/or the construction industry, one representative per party group and the mover of the original motion, and relevant council officers, to consider options to encourage more responsible construction, and to report back to committee within three cycles.	Executive Director of Place	April 2024	April 2024	<b>Recommended for Closure</b> A report is included on the agenda for Committee on 24.04.2024

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			2) To engage with members on advice and expectations around construction that will be sent to developers.	Executive Director of Place	March 2024	24 April 24	<b>Recommended for Closure</b> A report is included on the agenda for Committee.
			3) To discuss with colleagues in environmental health on restricting the hours of construction sites.	Executive Director of Place	March 2024	24 April 24	<b>Recommended for Closure</b> A report is included on the agenda for Committee.
			4) To liaise with members on constituent feedback regarding issues surrounding construction sites.	Executive Director of Place	March 2024	24 April 24	<b>Recommended for Closure</b> A report is included on the agenda for Committee.
5	13.09.23	Addressing the Nature Emergency through Planning	1) To agree that party groups and independent councillors will be offered a briefing from officers on this framework and how the nature emergency will be incorporated into relevant guidance; further agrees that, when relevant guidance returns to committee for	Executive Director of Place	June 2024		<b><u>Update January 2024</u></b> Now expected June 2024.

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			approval, that those reports will consider the use of metrics and detailed guidance / checklists on biodiversity for developers, residents and others.				
			2) To note that a report on "planning training and awareness programme" is due to be presented to committee in November 2023, and agrees that this report will also consider the potential for nature emergency and biodiversity training for relevant officers and committee members."	Executive Director of Place	November 2023	November 2023	<b>Closed November 2023</b> This report was included on the agenda for Committee on 15.11.2023.
6	15.11.23	Affordable Housing Commuted Sums	1) To note the decision of Committee on 14 June 2023 that reports presented to Committee as part of the preparation of guidance once City Plan 2030 had been approved should include consideration of focussing	Executive Director of Place	Autumn 2024		

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			affordable housing policy on tenures which best delivered affordable rented accommodation.				
			2) To agree, at the latest, as part of the next report on the Affordable Housing Policy Update due in Autumn 2024 that options would be presented to maximise the effective use of commuted sums, including, but not limited to, exploring the potential to use some of the commuted sums fund to bring existing empty affordable homes back into use; and an overview of the calculation methodology and process utilised in determining commuted sums in collaboration with the Royal Institute of Chartered Surveyors Scotland.	Executive Director of Place	Autumn 2024		

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			3) To refer the report to Housing, Homelessness and Fair Work Committee for information.	Executive Director of Place	December 2023	December 2023	<b>Closed January 2024</b> Referred to the Housing Homelessness and Fair Work Committee meeting on the 5 December 2023.
7	15.11.23	Planning Customer Service Charter and Planning Enforcement Charter	1) To engage with officers to put the documents in a prominent location on the Council's website.	Executive Director of Place	Q1 2024	January 2024	<b>Recommended for closure</b> <b><u>Update January 2024</u></b> Link to charters included on Planning Homepage
			2) To circulate the link to the Charters to all elected members.	Executive Director of Place	November 2023	November 2023	<b>Closed January 2024</b> Links have been circulated to all elected members.
			3) To engage with colleagues in legal services about adding wording on the Council's online planning service page around offensive statements being reported to the police.	Executive Director of Place	Q2 2024		
8	15.11.23	Training and Awareness Raising Programme	To request training is included on the use of guidance and legislation.	Executive Director of Place	April 2024		

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9	15.11.23	Edinburgh as a Feminist City – Appointment of Working Group	To request the Working Group updates Committee, in due course, on the outcome of this work.	Executive Director of Place	Q3 2024		<b><u>Update January 2024</u></b> A report was submitted to Planning Committee on 15 November seeking approval to the Working Group. The first meeting of the Working Group will take place on 26 January 2024.
10	15.11.23	Responsible Construction – Appointment of Working Group	To request that a report on findings of the work is brought to Committee within two cycles.	Executive Director of Place	April 2024	24 April 24	<b>Recommended for Closure</b> A report is included on the agenda for Committee on 24.04.2024
11	15.11.23	Conservation and Adaption	1) To request that Planning Officers meet with the lead from each political group on Planning Committee to discuss: <ul style="list-style-type: none"> <li>A clear roadmap which states where responsibility for the powers regarding the issues found in this report in terms of local and national government, and specifically</li> </ul>	Executive Director of Place	June 2024		<b><u>Update January 2024</u></b> Work started on Roadmap. Initial draft expected to be available for discussion with political leads in February. Meeting with Green party being arranged for January.

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			<p>what powers local government has to change policy. To ascertain a clear understanding of how council policy such as permitted development and design guidance fits into the overall issues of adaptation and what further work can be done to address policy change, including discussions with the relevant Scottish Government Ministers.</p> <ul style="list-style-type: none"> <li>• If a working group is needed as a means to fully explore the issues discussed in this report in depth and create issue focused work-streams as a result.</li> <li>• What potential there is to work with established stakeholders with best knowledge on conservation and adaption issue, as well as having a clear focus on engaging with uncontacted external organisation, which may be experiencing similar</li> </ul>				



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			challenges to Edinburgh, to form best practices regarding building adaptation going forward.				
			2) To notify Planning Spokespeople and consult with them before action is taken on 5.1-5.3 (Next Steps) section of the report by the Executive Director of Place.	Executive Director of Place	Q2 2024		
			3) To request a report is brought back to Planning Committee in 3 cycles to agree upon the roadmap which has been discussed between Planning Officers and Elected Members.	Executive Director of Place	June 2024		
13	31.01.24	Business Bulletin	1) To request members are updated when the draft Climate Ready Edinburgh Plan for consultation would be discussed at the Policy and Sustainability Committee.	Executive Director of Corporate Services	April 2024	April 2024	<b>Recommended for Closure</b> The draft Climate Ready Edinburgh Plan is expected to be considered by Policy and Sustainability Committee in August 2024

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			2) To request a briefing on the Climate Ready Edinburgh Plan consultations.	Executive Director of Corporate Services			
14	31.01.24	Short-term Lets	1) To note Officers would inform Councillors of appeal outcomes and asked that links to the cases were added to the regular reporting in the business bulletin.	Executive Director of Place		April 2024	<b>Recommended for closure</b> Appeal outcomes of Committee Decisions are now being reported via the business bulletin.
			2) To request an update on how Planning and Licensing Officers were working together on STLs in the next Business Bulletin, recognising that this was an operational matter but considered that Committee needed to understand the process in order to exercise appropriate scrutiny.	Executive Director of Place	April 2024	April 2024	<b>Recommended for closure</b> Update provided in Business Bulletin.

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			3) To note that a letter was received from ASSC which was circulated to members and asked that officers provided a briefing on the matters raised and a report detailing this to the next Planning meeting.	Executive Director of Place	24 April 24	24 April 24	<b>Recommended for Closure</b> A report is included on the agenda for Committee on 24.04.2024
			4) To request that matters arising out of the Short-Term Lets working group were detailed in the Business Bulletin and notes that any matters requiring Committee decisions were brought to the relevant committee.	Executive Director of Place	24 April 24	24 April 24	<b>Recommended for Closure</b> STL working group noted in Business Bulletin.
			5) To refer the report to the Regulatory Committee for consideration.	Executive Director of Place	Summer 24	Summer 24	<b>Recommended for Closure</b> If approved, report will shared with Regulatory Committee for consideration.
			6) To agree training should be provided for Committee members on STLs and	Executive Director of Place	Spring 24	20 March 24	<b>Recommended for Closure</b>

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			training on appeal outcomes as referenced.				Training provided at briefing session.
15	31.01.24	Edinburgh Local Heat and Energy Efficiency Strategy and Delivery Plan	<p>To request a report an update in the Business Bulletin within three cycles setting out:</p> <p>a) the expected timetable for the remaining four actions assigned to planning which do not currently have a timetable: actions 60, 61, 69 and 70;</p> <p>b) whether the heat opportunities mapping guidance, last published in December 2018, is considered to be superseded by the LHEES, or whether it needs to be updated in light of the LHEES;</p> <p>c) whether planning might have a role in contributing to the delivery of action 41 on co-ordinating excavation works for heat networks with other</p>	Executive Director of Corporate Services	Autumn 24		

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			<p>infrastructure works, for example through informatives attached to planning consent, and that information in response to this request should also be reported back to Policy and Sustainability through their business bulletin, as per paragraph 12 of the agreed motion;</p> <p>d) whether the LHEES office could be included on the list of internal council consultees for larger developments, especially those in the identified 'heat network zones';</p> <p>e) whether, on adoption of City Plan 2030, further amendment or creation of supplementary guidance is required to more closely align policy Inf 16 'sustainable energy and heat networks' with LHEES, especially in</p>				

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			respect of 'heat network zones'.				
16	31.01.24	Old and New Towns of Edinburgh World Heritage Site Management Plan: draft for consultation	To hold an eight-week consultation on the draft plan with the aim of bringing the final plan back to the Planning Committee for approval in summer 2024	Executive Director of Place	June 2024		<b><u>Update April 2024</u></b> Consultation complete. Report now expected Summer / Autumn 2024.