

Policy and Sustainability Committee

10.00am, Tuesday, 22 February 2022

Seafield Masterplan Approach

Executive/routine Wards Council Commitments	Executive 14, 17 and 13 4, 10 and 13
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1. Recommendations

- 1.1 It is recommended that Policy and Sustainability Committee:
 - 1.1.1 Agrees to proceed with a partnership between the Council and the local community in order to prepare a masterplan for the Seafield redevelopment opportunity, as identified in City Plan 2030;
 - 1.1.2 Agrees the Masterplan Brief as provided in Appendix 1;
 - 1.1.3 Agrees to the use of up to £50,000, and identifies a further £80,000 contingency, from the City Strategic Investment Fund for the project and pre-approves the procurement of consultants to take forward this work; and
 - 1.1.4 Notes that the preparation of the masterplan and approval of the masterplan will be under the remit of the Planning Committee.

Paul Lawrence

Executive Director of Place

Contact: David Cooper, Head of Development and Regeneration

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

Seafield Masterplan Approach

2. Executive Summary

- 2.1 This report sets out a proposal for preparing a masterplan to move forward the significant development opportunity at Seafield as identified in City Plan 2030.
- 2.2 This is a sizeable development area that needs to be carefully planned in order to maximise the benefits to the local area and wider economy.
- 2.3 Agreement is sought to move forward with a masterplanning process and to use City Strategic Investment Fund (CSIF) for this purpose.

3. Background

- 3.1 The City Plan 2030 Choices document was the main issues report for the next local development plan and was agreed in January 2020. It identified Seafield as a potential Urban Area Housing Led Mixed Use Site.
- 3.2 The proposed designation prompted the local community and developers to start thinking about how the area could be redeveloped. Representatives from the Craigentinny/Meadowbank Community Council and neighbouring Community Council's Leith Harbour and Newhaven and Portobello contacted Council officials and requested that a collaborative approach be taken in developing proposals for the area.
- 3.3 Committee agreed to the establishment of the 'Seafield Sounding Board' in [August 2021](#) as a useful means of sharing information and establishing positive relationships between interested parties.
- 3.4 In [September 2021](#), the Planning Committee agreed the City Plan 2030 Proposed Plan and the statutory processes are now underway to secure adoption of the plan. Seafield is identified as a key growth area and policy 'Place 15 – Seafield' sets out the principles to be followed in taking forward development.

4. Main report

- 4.1 The Seafield redevelopment area, as identified through City Plan Choices and the Proposed Plan, is of a significant scale and is a great opportunity to meet the

development needs of a growing city while also bringing environmental improvements benefitting the surrounding communities. It is, however, a large area in multiple ownership with significant infrastructure requirements. It is therefore likely that the complete redevelopment of the area will take place over many years.

- 4.2 In order to ensure that this opportunity is fully realised, a masterplan, in line with the relevant policy in City Plan 2030, is required to establish a development framework and delivery strategy for the area. A brief, provided in Appendix 1, sets out the detail of the work required. Work is currently underway with the local community to prepare a Place Brief which will provide a visual representation of the City Plan Development Principles and other key considerations that will be taken into account when preparing the masterplan.
- 4.3 It is proposed that the Council will partner with the local community to take forward this work and there will also be full engagement with landowners and other key stakeholders. A Memorandum of Understanding (MOU) between the Council and community representatives will be drawn up to establish the working arrangements.
- 4.4 The Seafield Sounding Board will be provided with updates as the work progresses and feedback will be sought. The Planning Committee will be the relevant committee for consideration and approval of the masterplan.
- 4.5 The masterplan preparation has been costed at £130,000 and it is anticipated that this will be funded through a variety of sources, such as the Crown Estate Marine Fund and a contribution from the Scottish Government.
- 4.6 The Crown Estate Marine Fund can be used to support work with coastal communities. This year it provided an £80,000 contribution to the Council and it has been agreed this will be used as part of the Granton regeneration programme. The Council has been advised that the same amount is estimated as a contribution next financial year. Scottish Government officials have also indicated that funding may be available for the community to support the approach being proposed and discussions are underway.
- 4.7 A financial contribution from the Council will be required and £50,000 from the CSIF is requested in order that the project can proceed. It is also recommended that a further £80,000 is set aside from the CSIF as contingency, in the unlikely event that the Crown Estate Marine Funding does not materialise.

5. Next Steps

- 5.1 A team of consultants will be procured on an open basis through Public Contracts Scotland with the task of preparing the masterplan. It is envisaged that an appointment will be made in March this year and thereafter the commission will take approximately a year, including public consultation. It is proposed that the contract will be awarded under delegated powers, on the basis that the project is pre-approved by Policy and Sustainability Committee.

- 5.2 Planning Committee will be asked to approve a draft masterplan and then a finalised masterplan and will be responsible for deciding on the planning status to be awarded to the document.
- 5.3 Updates to Policy and Sustainability Committee will be provided in due course.

6. Financial impact

- 6.1 The Council's contribution to this work can be met from the CSIF. The current CSIF allocations were agreed by Committee in February 2021.
- 6.2 It is proposed that up to £130,000 (£50,000 plus £80,000 contingency) is reallocated from West Edinburgh to allow this work to proceed. It is considered that the remaining budget for West Edinburgh will be sufficient in the short term to take forward masterplanning activity in support of City Plan 2030, which will start later this year. This will result in the following allocations within the fund.

Project	Amount	Change
Fund value	£2,150,000	n/a
Edinburgh Waterfront	(£604,658)	n/a
BioQuarter	(£500,000)	n/a
DDI	(£200,000)	n/a
West Edinburgh	(£345,000)	-£130,000
ESSTS2	(£320,000)	n/a
Heat and Energy Study	(£50,000)	n/a
Seafield	(£130,000)	+£130,000
Unallocated balance	£342	n/a

- 6.3 The £2,150,000 within the CSIF for strategic development is fully allocated and, of this amount, £1,424,658 is now either spent or contractually committed. Officers will continue to look for opportunities to replenish this fund.

7. Stakeholder/Community Impact

- 7.1 An Integrated Impact Assessment (IAA) will be undertaken and will be revisited throughout the project. The final IAA will be prepared alongside the final version of the masterplan.

8. Background reading/external references

- 8.1 [City Plan 2030 Choices document.](#)
- 8.2 [City Plan 2030 Proposed Plan.](#)
- 8.3 City Strategic Investment Fund Allocations – Policy and Sustainability Committee Report, [February 2021](#).

9. Appendices

- 9.1 Appendix 1 – Seafield Masterplan Consultants Brief.

CT2675 PROFESSIONAL SERVICES FRAMEWORK

SERVICE REQUEST

CUSTOMER BRIEF

FRAMEWORK ID	CT2675 LOT NUMBER 11
SERVICE REQUEST NO.	SOC 150
PROJECT NAME	Seafield Masterplan
PROJECT VALUE	£130,000
CUSTOMER NAME	The City of Edinburgh Council
CONSULTANT NAME	[XXXXXXXXXX]

PROJECT BRIEF

Introduction and overview

The City of Edinburgh Council is seeking to appoint a consultant to prepare a Masterplan for the development of the Seafield Regeneration Area (SRA) of Edinburgh over the next 10-15 years. The Seafield Masterplan will be a strategic document that will bridge the gap between the City Plan and Seafield Place Brief (which set out high level principles for the development of the SRA) and detailed designs for individual plots. It will be utilised by the Council to guide investment decisions in the SRA and to assess development proposals brought forward by third parties. The Seafield Masterplan will comprise two elements: a Development Framework and a Delivery Plan.

Background

The SRA is defined in the appended Seafield Regeneration Area Boundary Plan. It is a relatively long, narrow tract of land stretching from Seafield Street in the northwest to King's Road in the southeast, bound by a railway line/Seafield Recreation Ground to the south/west and the Firth of Forth to the north/east. The SRA is bifurcated vertically by Seafield Road East; east-west permeability is currently limited. The SRA is currently dominated by industrial units, trade counters, and car dealerships; there is currently only a very small level of housing in the SRA. There is also very limited green/open space. The SRA has been identified as having potential to be comprehensively redeveloped into a new residential-led coastal neighbourhood.

The Seafield Place Brief is a high-level visualisation of the Seafield Development Principles set out by the Edinburgh City Plan (the principles are listed below). The Place Brief will be prepared by the Council and the Seafield community along with other key stakeholders. The Place Brief will explore different broad options for satisfying the Development Principles (for example, block layouts) to secure buy-in from key stakeholders for the general approach. The Place Brief will form the basis for the preparation of the Development Framework and will be provided to the successful tenderer as part of the brief for this commission

Seafield Development Principles

- a) A housing-led mixed use urban extension with a sense of community that can connect with neighbouring areas and the wider city.
- b) Appropriate mass, scale, height and layout of new development, having regard to views to it from the Firth of Forth.
- c) Ensure all homes are adequately served by play facilities and have access to open space in line with the Council's Open Space Strategy and proposal BGN57 (Seafield – Play facilities and Open Space).
- d) Deliver a SUDS solution to serve both the site and surrounding area in line with Proposal BGN9 (Seafield – Strategic SuDS).
- e) Provision of sustainable travel infrastructure, including where possible use of existing rail infrastructure:

CT2675 PROFESSIONAL SERVICES FRAMEWORK

- i. Mobility Hub.
- ii. Edinburgh Promenade upgrade and safe connections and safe crossing of Seafield Road East.
- iii. New active travel route: City Centre along Portobello Road/London Road.
- iv. New Active Travel Route: Along Seafield Road and connection to Craightinny Avenue via Fillyside.
- v. New Active Travel Route: Along Seafield Road and Portobello High Street.
- vi. Active Travel connections through Harry Lauder Junction.
- vii. New public transport route: Seafield Road to Leith.
- viii. Provide or contribute towards education, and healthcare infrastructure and community facilities.

Masterplan elements

1) Development Framework

The Development Framework will translate the preferred option/concept proposal from the Place Brief into a framework setting out more detailed proposals for the development of the SRA. The Framework should set out:

- A schedule of the approximate quantum of development across the SRA.
- A general arrangement showing the division of the SRA by block.
- A high-level design code/plot passport for each block setting out uses, maximum/minimum heights, massing, and principal elevations/active frontages.
- The different uses classes, including education, healthcare, and green space.
- The hierarchy of streets throughout the SRA.
- Public transport and active travel routes.
- Parking proposals.
- Daylight/sunlight analyses.
- Artist's impressions of key streets and blocks, to include Seafield Road East.

The Development Principles set out above and the Place Brief derived from these should shape the Development Framework. Additionally, the supplier should draw upon the below documents:

- [City Plan 2030](#) (2021)
- [Edinburgh Design Guidance](#) (2020)
- [City Mobility Plan](#) (2021)
- [Edinburgh Promenade Design Code](#) (2008)
- [North East Locality Improvement Plan](#) (2020)

Site-specific key considerations that should inform the Framework are:

- The key characteristic/asset of the SRA is its proximity to the waterfront and the Framework should reflect this.
- Seafield Road East should be the principal thoroughfare for the SRA, playing a similar role as Portobello High Street in Portobello, with active frontages.
- The Framework should seek to achieve high housing density, with default massing along the lines of the existing tenements at 1-16 Seafield Road East rather than the low-density suburban form predominant in Craightinny to the west.
- To accelerate delivery, where possible blocks should be aligned with landholdings (please refer to the appended Seafield Regeneration Area Ownership Plan).
- The SRA should be a low traffic neighbourhood with car travel de-emphasised and public transport/active travel prioritised, including potential increased use of the railway line running through the SRA for heavy rail/tram passenger services.

- The SRA is not regarded as a strategic employment area. Commercial space should be focused on class 1/2/3 space on Seaford Road East; class 4 space for micro/small business; and uses complementing the waterfront. Heavy industry should be de-emphasised.

2) Delivery Plan

The Delivery Plan will set out the steps required to translate the Development Framework into construction activity. The Delivery Plan should set out:

- The physical infrastructure required to support the levels of development in the SRA set out in the Development Framework and the projected costs of delivering this.
- The education (including early years, i.e. nurseries) and healthcare requirements of the SRA and the projected costs of delivering these.
- A landscape strategy for the SRA setting out green space, public realm, and gardens.
- An energy strategy for the SRA.
- A waste management strategy for the SRA.
- A transport strategy for the SRA, including road layouts; parking; public transport; and active travel.
- A phasing plan for the delivery of the Development Framework.
- A schedule of known constraints across the SRA (e.g. existing trees, levels, and water management issues).

Deliverables

The specific deliverables from this piece of work are:

- The Development Framework (as set out above).
- The Delivery Plan (as set out above).
- Materials for consultation.
- An index of all documents and drawings supplied.
- A report on the consultation undertaken over the course of the commission and how this shaped the final outputs.
- A record of all meetings and correspondence relating to the work.

The deliverables should adhere to the below standards:

- Documents should be provided in .PDF format. All CAD drawings shall be additionally provided in .DWG format.
- Sans serif fonts (minimum 12-point) should be used throughout.
- Plans should be at 1:500 scale, accompanied by larger scale drawings illustrating details or elements of the design of particular interest where appropriate.
- Where colour is used to illustrate information, care should be taken to ensure that the colours are clearly differentiated, giving due consideration to accessibility.

The Council will be granted an irrevocable licence to freely use all deliverables supplied.

Process

The client for the work is the City of Edinburgh Council. All outputs and deliverables produced by the supplier will be reviewed by a Project Board comprising Council officers, community representatives and, where relevant, other stakeholders. The supplier will be required to provide monthly progress reports to the Project Board along with weekly updates. Work in progress should be presented at monthly meetings for review and approval. The supplier will be responsible for preparing and circulating agendas and preparing and circulating records of all meetings, unless advised this is not required in specific instances. All meetings with the supplier will be held online via Microsoft Teams unless otherwise agreed by the Council and supplier.

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The supplier is required to carry out extensive consultation on the proposals with key stakeholders on the detailed proposals developed for the Development Framework and on the mechanisms and timing of delivery as set out in the Delivery Plan.

The key consultees include:

- The relevant service areas of the City of Edinburgh Council.
- Scottish Water.
- Crown Estate Scotland.
- Network Rail.
- Landowners (please refer to the appended Seafield Regeneration Area Ownership Plan).
- Transport for Edinburgh.
- Community councils
 - Craigentinny and Meadowbank Community Council
 - Leith Links Community Council
 - Leith Harbour/Newhaven Community Council
 - Portobello Community Council
- Schools
 - Craigentinny Primary School
 - Holy Rood High School
 - Leith Academy
 - Leith Primary School
 - St John's RC Primary School
 - St. Ninian's RC Primary School
- Businesses and third sector organisations in the SRA.
- Architecture + Design Scotland
- Edinburgh Urban Design Panel
- Architectural Liaison Officer (Police Scotland)
- Scottish Fire & Rescue Service
- SPOKES/Living Streets
- Historic Environment Scotland
- Sustrans

SERVICE REQUEST

CUSTOMER BRIEF

PROJECT MILESTONE	DEADLINE DATE
Return deadline	
Appointment of supplier	

ATTACHMENTS INCLUDED	Yes [X] No []
Attachment titles	1) Seafield Regeneration Area – Boundary Plan
	2) Seafield Regeneration Area – Ownership Plan

CT2675 PROFESSIONAL SERVICES FRAMEWORK

RETURN DEADLINE

XX/XX/XXXX at 00:00

CT2675 PROFESSIONAL SERVICES FRAMEWORK

SERVICE REQUEST

CONSULTANTS SUPPLEMENTARY TENDER

FRAMEWORK ID	CT2675 LOT NUMBER 11
SERVICE REQUEST NO.	[XXXXXXXX]
CONSULTANT PROJECT REF	[XXXXXXXX]
CONSULTANT NAME	[XXXXXXXX]

CONSULTANTS METHODOLOGY STATEMENT

Framework agreement dictates scope of service, for each consultant in line with various governing bodies, consultants are only to elaborate on additional or reduced requirements specific to this project.

[XXXXXXXX]

CT2675 PROFESSIONAL SERVICES FRAMEWORK

PROJECT TEAM			
NAME	JOB TITLE	CV ATTACHED	RESOURCE AVAILABILITY
[XXXXXX]	[XXXXXX]	Yes [] No []	
[XXXXXX]	[XXXXXX]	Yes [] No []	
[XXXXXX]	[XXXXXX]	Yes [] No []	
[XXXXXX]	[XXXXXX]	Yes [] No []	
[XXXXXX]	[XXXXXX]	Yes [] No []	
[XXXXXX]	[XXXXXX]	Yes [] No []	
[XXXXXX]	[XXXXXX]	Yes [] No []	
[XXXXXX]	[XXXXXX]	Yes [] No []	

PROFESSIONAL INDEMNITY INSURANCE

This Service Order requires professional indemnity insurance with a limit of indemnity of not less than £1,000,000 in relation to any one claim or series of claims and shall ensure that all professional consultants or Sub-Consultants involved in the provision of the Services hold and maintain appropriate cover (if applicable to the type of service).

PROPOSED FEE

[The Fee for the services under this Service Order shall be the lump sum fee of £[];]¹

[The percentage fee of £[] being []% of the Client’s budgeted contract sum in respect of the Project.

On completion of the contract procurement stage of the Project, the fee referred to in paragraph 1 above may, at the Client's request, be converted to a fixed lump sum fee by applying the percentage referred to above to the contract sum for the Project referred to in the Building Contract that is produced at completion of the contract procurement stage of works or in the event of a later conversion, the contract sum that is current at the date of the conversion. Any payments made to the Consultant by the Client prior to the fee being converted to a fixed fee shall be (or shall have been) made to the account of the fixed fee. In the event that the contract sum is increased due to any negligence, default and/or breach of this Service Order by the Consultant, it is hereby agreed that there will be no increase in the fee and in such circumstances the increase in the contract sum shall be ignored for the purposes of calculating the fee. Once the fee has been converted to a fixed fee, it shall not be increased or adjusted thereafter except in accordance with clause 4 (Additional Services) of the Conditions of Engagement or where there is reduction in the scope of the Project.]

The Fee shall be paid in accordance with the following Payment Profile and the manner set out in the Conditions of Engagement:²

¹ To be amended based on whether a lump sum or percentage fee is to be used

² Insert details for the appropriate RIBA Stages for the applicable Services, unless an alternative profile is agreed.

CT2675 PROFESSIONAL SERVICES FRAMEWORK

DATE/WORK STAGE*	%/AMOUNT OF FEE DUE	CUMULATIVE FEE	DUE DATE FOR PAYMENT

Fees for Additional Services

The Additional Fee for the Additional Services hereunder shall be £[]

The lump sum fee of £[]

and shall be paid in accordance with the following Payment Profile and the manner set out in the Conditions of Engagement:

Date/Work Stage*	%/Amount of Fee Due	Cumulative Fee	Due Date for Payment

COMMUNITY BENEFITS

This Service Order requires the delivery of [] points of Community Benefits.

The following Community Benefit offering is proposed:

CB No	Points Value	Community Benefit
[]	[]	[]
[]	[]	[]
[]	[]	[]
[]	[]	[]

CT2675 PROFESSIONAL SERVICES FRAMEWORK

FORM OF TENDER

We, the undersigned, having considered the brief and subject to CT2675 Framework Agreement and upon the Terms and Conditions of Contract contained in the said documents.

The Council/PSP's are not bound to accept this or any Tender for this project, this Tender remains open for consideration for **30 days** from the date fixed for receiving Tenders to the total value of £130,000 (one hundred and thirty thousand pounds).

We undertake to complete the delivery/performance of the whole of the Services set out in the brief within the times stated therein.

By submitting a Tender, we acknowledge that our Tender is a bona fide Tender, intended to be competitive, and that we have not fixed or adjusted the amount of the Tender by or under or in accordance with any agreement or arrangement with any other person.

Tenderer's Name (block capitals):	
Tenderer's Signature:	
Registered Company Name & Address:	
Company Registration Number:	
Witness Name (block capitals):	
Witness Signature:	
Date:	day of 20