

Planning Committee (Special Meeting)

10.00am, Wednesday 26 June 2024

Present

Councillors Dalgleish (Convener), Booth, Cameron, Jones, Kumar (substituting for Councillor Gardiner), Mattos-Coelho, McNeese-Mechan, Mowat, Osler, Staniforth and Thornley.

1. City Plan 2030: Supplementary Guidance on Developer Contributions and Infrastructure Delivery – Consultation Draft

Approval was sought to consult on new statutory supplementary guidance on developer contributions and infrastructure delivery.

Decision

- 1) To agree that the Supplementary Guidance on Developer Contributions and Infrastructure Delivery – Draft would be published and consulted on for a period of eight weeks.
- 2) To agree to give officers authority to correct any errors that were identified in the draft Supplementary Guidance prior to consulting upon it.

(Reference - report by the Executive Director of Place, submitted.)

2. Annual report on the Pre-Application Advice Service

An update was given on the progress of the updated pre-application advice service implemented in April 2023, and minor amendments were proposed to the service to take account of the experience gained during the last 12 months of operation.

Decision

- 1) To agree that the proposed changes to the Council's pre-application advice service and the proposed charges for providing pre-application advice would be implemented from 1 July 2024.
- 2) To agree that a follow-up report would be brought to Committee 12 months after the implementation date.

(Reference - report by the Executive Director of Place, submitted.)

3. Motion by Councillor Mattos-Coelho - Development Management Sub-Committee Protocol

The following motion by Councillor Mattos-Coelho was submitted in terms of Standing Order 17:

- “1) To thank officers for all the work they do by preparing documentation that support members make informed decisions.
- 2) To note that revising procedures occasionally are needed, if we want elected office to be more welcoming, fairer, equal and diverse.
- 3) To ask that officers adapt current procedures to consider the requests below, when preparing meeting papers for Development Management Sub-Committees:
 - When private briefings are needed (for example to cover financial matters) before they take place on the day of the meeting, prior to the meeting (for example: private members briefing at 9:30 AM, prior to committee meeting starting at 10:00 AM)
 - That a cover sheet is added to each application (for example similar to the ones used at Licensing Sub-Committee; or report’s handling first page is adapted), where basic information is easy to access, including the date of non-determination
 - That officers aim to ensure applications are brought to sub-committee with sufficient time to allow committee to seek a continuation where it considers additional information is needed, avoiding appeals for non-determination
- 4) To note that there have been several recent reports seeking to amend planning approvals to remove the on-site provision of affordable housing. Committee reaffirms Council’s preference for affordable housing to be provided on-site. Where an applicant is seeking to modify an existing consent, removing on-site affordable housing provision, committee requests:
 - That officers consult with convener regarding all documents needed for committee to effectively scrutinise applications adding to the papers, including providing private financial reports to committee and for committee members to be provided with a private financial briefing in advance of the committee meeting.

Motion

To approve the motion by Councillor Mattos-Coelho.

- moved by Councillor Mattos-Coelho, seconded by Councillor McNeese-Mechan

Amendment

- 1) To thank you officers for all the work they did by preparing documentation that support members make informed decisions.
- 2) To acknowledge that the proper and effective functioning of the Development Management Sub-Committee demanded detailed and intensive reporting and

support from Officers to ensure fully informed and well-focused decision-making by Elected Members, all of which was very resource- intensive.

- 3) To note that regular training sessions and/or workshops were provided throughout the year and members were consulted upon themes and topics.
- 4) To note under the previous Administration a workshop was held to consider how best to facilitate sound decision-making by the Development Management Sub-Committee through such reporting and support.
- 5) To note that the workshop considered, amongst other things, how reports to be prepared by Officers and presented to Members might be re-structured or might contain different levels of detail.
- 6) To note that since this workshop was held there had been many changes to the Development Management Sub-Committee membership.
- 7) To agree that a further workshop would be held for all members of the Planning Committee and an invite extended to those who had attended Development Management Sub-Committee training, to enable Officers and Elected Members to discuss how Committee, could be improved to:
 - a) allow for it to be more welcoming, fairer and diverse for all that attend
 - b) provide for outputs as effectively and efficiently as possible,
- 8) To request a report on the same to be provided to the Committee within two cycles

moved by Councillor Osler, seconded by Councillor Thornley

Voting

The voting was as follows:

For the Motion - 5 votes

For Amendment - 6 votes

(For the Motion: Councillors Booth, Kumar, Mattos-Coelho, McNeese-Mechan and Staniforth.

For Amendment: Councillors Cameron, Dalgleish, Jones, Mowat, Osler and Thornley .)

Decision

To approve the amendment by Councillor Osler.