

MINUTE of MEETING of DEVELOPMENT AND TRANSPORT POLICY DEVELOPMENT AND SCRUTINY PANEL of WEST LOTHIAN COUNCIL held within COUNCIL CHAMBERS, LIVINGSTON, on THURSDAY 30TH OCTOBER 2014

Present – Councillors Cathy Muldoon (Chair), Tony Boyle, Harry Cartmill, Alex Davidson, Martyn Day and Greg McCarra

In Attendance – Brian Johnstone (West Lothian Association of Community Councils) and Robin Iver (Senior People's Forum Representative)

1. DECLARATIONS OF INTEREST

- Agenda Item 9 (Edinburgh Local Development Plan) – Councillor Tony Boyle declared a non-financial interest in that he was a council appointed member of SESPlan; and
- Agenda Item 9 (Edinburgh Local Development Plan) – Councillor Cathy Muldoon declared a non-financial interest in that she was a council appointed member of SESPlan.

2. MINUTE

The Panel confirmed the Minute of its meeting held on 28 August 2014 but subject to the correction that in relation to Minute Item 10 (page 129), Decision No.2 was to confirm that all historical data would be removed from future Performance Reports.

The Minute was thereafter signed by the Chair.

3. PROGRESS UPDATE ON EMPLOYABILITY INITIATIVES

The Panel considered the contents of three short DVD presentations and a report (copies of which had been circulated) by the Head of Area Services providing an update on the progress of employability work undertaken by Access2Employment (A2E) and the More Choices, More Chances Team (MCMC). The DVD presentations provided a practical demonstration of some of the employability initiatives in use in the work place.

The report provided an update on employability activity undertaken from April 2014 to end of September 2014 in that A2E had worked with 664 new clients and supported 394 clients into a positive destination of work, training or further education. A2E continued to deliver employability support on a full or part time basis in a range of locations based on the levels of unemployment within the area. Locations included Bathgate, Fauldhouse, Blackridge, Armadale and Stoneyburn. Work Clubs also continued to operate in Fauldhouse, Forestbank, Armadale, Bathgate and Broxburn with these facilities operating on an informal basis, where clients could drop in throughout the session to receive support.

The report continued to provide information on the impact of the welfare reforms, additional opportunities for young people as part of the Step n2 Work, the wage subsidy programme, the West Lothian Jobs Fund, Modern Apprenticeships and the Graduate Work Experience Programme.

The Head of Area Services continued to explain that the More Choices, More Chances Team supported the hardest to reach young people to access further education, training or employment and in many cases it could take it up to a year or more to provide this support and guidance. Key workers were based in eleven mainstream secondary schools and from April 2014 to August 2014, 31 people had been referred to the MCMC keyworkers. During this same period, 58 young people had progressed to a positive destination and 63 had left the service. This equated to a 92% positive outcome. Further information was detailed within the report concerning the Skills Training Programme and the Activity Agreements which were designed for those young people who were the hardest to reach.

The report also provided information on Internal Hubs operating in schools and which provided a range of interventions to enable schools to support young people requiring More Choices More Chances. This also included the Opportunities for You Programme and Business Partnerships.

It was recommended that the Panel note the significant progress that had been made in providing additional support and training opportunities in response to local need and in addressing the continued employability challenges faced in West Lothian.

Decision

Noted the contents of the report and DVD presentation.

4. SUPPLEMENTARY PLANNING GUIDANCE: DEVELOPER CONTRIBUTIONS FOR EXTENSION TO DEANS PRIMARY SCHOOL, LIVINGSTON

The Panel considered a report (copies of which had been circulated) by the Head of Planning and Economic Development advising of draft Supplementary Planning Guidance (SPG) for developer contributions for an extension to Deans Primary School, Livingston to provide an additional 102 places.

The Head of Planning and Economic Development advised that the West Lothian Local Plan proposed major housing growth and as a consequence a number of new schools and school extensions were required to support the local plan strategy.

There were two options to extend Deans Primary School, both of which would increase the listed school capacity by 102 pupils, from 360 pupils in 12 classes to 462 pupils in 16 classes. Details of the two options were summarised in the report.

The indicative cost for Option 1 was £735,285 which would require a developer contribution of £2,518 per residential unit. With the indicative cost for Option 2 being £778,773 which would require a developer contribution of £2,667.

The draft SPG would require consultation with landowners and developers and with other relevant stakeholders. A copy of the draft SPG was attached to the report at Appendix A. The outcome of the consultation would be reported to the Council Executive in due course.

It was recommended that the Panel :-

- a) Note the key principles included in the SPG and agree to consultation being carried out; and
- b) Agree that the outcome of the consultation be reported to the Council Executive for decision.

Decision

1. To note the contents of the report; and
2. Agreed that, following consultation, the report be reported to the next appropriate meeting of the Council Executive with the recommendation that it be approved.

5. SUPPLEMENTARY PLANNING GUIDANCE: DEVELOPER CONTRIBUTIONS FOR EXTENSION TO ST JOHN OGILVIE PRIMARY SCHOOL, LIVINGSTON

The Panel considered a report (copies of which had been circulated) by the Head of Planning and Economic Development advising of draft Supplementary Planning Guidance (SPG) for developer contributions for an extension to St John's Ogilvie Primary School, Livingston to provide an additional 47 places.

The Head of Planning and Economic Development advised that the West Lothian Local Plan proposed major housing growth and as a consequence a number of new schools and school extensions were required to support the local plan strategy.

St John Ogilvie Primary School currently had a listed capacity for 415 pupils in 14 classes, 7 of which were limited to 30 pupils maximum. An extension to the school could provide a listed capacity increase of 47 pupils to achieve a maximum 462 capacity if two full size classrooms were provided together with appropriate hall provision.

The current indicative cost of the extension proposal was £1,758,418 and there would be an additional requirement for £25,000 commissioning costs. Based on these indicative costs, a developer contribution rate of £3,902 per residential unit had been established.

The draft SPG would require consultation with landowners and developers and with other relevant stakeholders. A copy of the draft SPG was attached to the report at Appendix A. The outcome of the consultation would be reported to the Council Executive in due course.

It was recommended that the Panel :-

- a) Note the key principles included in the SPG and agree to consultation being carried out; and
- b) Agree that the outcome of the consultation be reported to the Council Executive for decision.

Decision

1. To note the contents of the report; and
2. Agreed that, following consultation, the report be reported to the next appropriate meeting of the Council Executive with the recommendation that it be approved.

6. PLANNING CONTROLS OVER PAY DAY LENDING PREMISES AND BETTING OFFICES - CONSULTATION BY SCOTTISH GOVERNMENT

The Panel considered a report (copies of which had been circulated) by the Head of Planning and Economic Development advising of a proposed response to a consultation paper on the proposed introduction of new planning controls on pay day loan shops and betting offices.

Betting shops and financial services were currently regulated by licensing laws at a UK level. However the Scottish Government was committed, following a summit in April 2014, to take whatever action it could to tackle the clustering of pay day lenders and gambling shops in Scotland's town centres and neighbourhoods.

Therefore the Scottish Government was seeking responses from local authorities to suggestions that planning legislation was changed to the effect that betting shops and premises offering pay day loans were brought under increased planning control. The report provided a summary of current legislation and the proposed changes.

A copy of the consultation document along with the proposed response was attached to the report as a series of appendices.

It was recommended that the Panel :-

- a) Note the terms of the report; and
- b) Agree to forward the report to the Council Executive with a recommendation that the response was sent to the Scottish Government.

Decision

1. To note the contents of the report; and
2. Agreed that the report be reported to the next appropriate meeting of the Council Executive with the recommendation that it be approved.

7. EDINBURGH LOCAL DEVELOPMENT PLAN - SECOND PROPOSED PLAN

The Panel considered a report (copies of which had been circulated) by the Head of Planning and Economic Development advising that the City of Edinburgh Council had undertaken consultation on its second proposed Edinburgh Local Development Plan.

The Head of Planning and Economic Development explained that since the publication of the first proposed Edinburgh Local Development Plan in 2013, the Strategic Development Plan (SDP) for South East Scotland had been approved by Scottish Ministers. As the SDP identified a larger housing land requirement for Edinburgh than previously anticipated, The City of Edinburgh Council had prepared a second proposed Local Development Plan, which was now out for consultation.

When the first proposed Local Development Plan was considered by West Lothian back in 2013 four representations were submitted in relation to matters which were specifically held to be of a direct consequence to the authority; these mostly related to the A89 and the Newbridge roundabout and associated developments which were likely to have a direct impact on the operation of the road network.

It was understood that over 2,200 submissions were received from individuals and organisations responding to the first proposed plan and City of Edinburgh had advised that these submissions would be considered as it progressed with the second proposed plan.

The Head of Planning and Economic further advised that the second proposed plan indicated that the specific matters which West Lothian Council had previously raised had not given rise to any revisions, with the plan remaining wholly unchanged. The City of Edinburgh's response to the issues raised by the council were essentially that a mechanism for measuring and mitigating cross boundary transport impacts was currently being developed which would involve the SESPlan authorities, SEStran and Transport Scotland and that such matters could not be addressed through the Edinburgh Local Development Plan in advance of the study reporting.

Given that the period for the submission of representations ended on 3 October 2014, the Head of Planning and Economic Development had made a submission to the City of Edinburgh Council under delegated authority outlining concerns and largely re-iterating the position set out in the council's previous submission to the first proposed plan. A copy of the

submission was attached to the report at Appendix 1.

Since lodging the submission in relation to the second proposed plan, officers from Development Planning and Transportation had met with representatives of City of Edinburgh to discuss the council's concerns allied to the issues of cross boundary traffic implications. While the meeting was constructive and had helped better understand matters, it should be noted that it did not succeed in securing the desired changes to the text of the Local Development Plan. In situations where the outstanding issues remained the procedure would be that the matter would be referred to the Reporter for Examination.

It was recommended that the Panel :-

- a) Note that technical comments on the proposed plan had been submitted under delegated authority by the Head of Planning and Economic Development;
- b) Note the terms of the submission by the Head of Planning and Economic Development;
- c) Note that initial discussions had taken place with officers from the City of Edinburgh Council at which it was intimated that the modifications requested by West Lothian Council were not likely to be agreed by City of Edinburgh Council;
- d) Note that the Head of Planning and Economic Development was now recommending that the council's initial response should now be treated as an objection; and
- e) Agree to forward the report to Council Executive with a recommendation of approval.

Decision

- 1. To note the contents of the report; and
- 2. Agreed that the report be reported to the next appropriate meeting of the Council Executive with the recommendation that it be approved.

8. BROXBURN CONSERVATION AREA BOUNDARY APPRAISAL

The Panel considered a report (copies of which had been circulated) by the Head of Planning and Economic Development advising of the proposed variation of the conservation boundary in Broxburn as a result of a Conservation Area Appraisal (CAA) carried out in compliance with Planning Advice Note (PAN) 71 : Conservation Area Management 2004.

The Head of Planning and Economic Development explained that a Conservation Area Appraisal was a management tool which helped identify the special interest and changing needs of an area. An appraisal provided the initial information to develop a development action plan in

relation to protecting and managing the factors which had led to the area being designated a conservation area.

The existing conservation area boundary in Broxburn had been in place for approximately forty years. Since being designated there had been many developments in Broxburn, the cumulative effect of which had had an impact on the character and appearance of the conservation area. Therefore the proposed boundary alteration, as detailed in the plan attached to the report, would reduce the area of the Union Canal, retain Port Buchan, omit School Road and include Station Road south to the A89. Other alterations would include changing the boundary line so that it followed the physical nature of the landscape thereby following the natural course of the Brox Burn to make the conservation area more practical and easier to interpret on the ground.

The next stage in the process would be for the collation of the conservation area appraisal documents and further detailed assessment. Also public consultation would be undertaken on the proposed changes and this would be carried out through a series of public exhibitions in early 2015. Meetings would also be held with the local area committee and the Broxburn Town Centre Management Group with results of the consultation exercise being reported to the Council Executive in due course.

The report concluded that the Planning (Listed Buildings and Conservation Areas) Act 1997 stated that it was the responsibility of the local authority to determine which parts of their district were areas of special historic interest. Therefore in compliance with the act and also SPP (2014) and PAN 71 the existing conservation area boundary had been reviewed and alterations were being proposed which would be subject to public consultation.

It was recommended that the Panel :-

- a) Note the content and conclusions of the conservation area appraisal of the Broxburn Conservation Area; and
- b) Note that consultation on the proposed changes would be carried out with the outcomes reported to the Council Executive for consideration at the end of the consultation period.

Decision

- 1. To note the contents of the report;
- 2. Agreed that, following consultation, the report be reported to the next appropriate meeting of the Council Executive with the recommendation that it be approved; and
- 3. Noted the suggestion that officers consult with the Older People's Forum and The Canal Society.

9. BROXBURN - THE GREAT BRITISH HIGH STREET AWARDS 2014

The Panel considered a report (copies of which had been circulated) by the Head of Planning and Economic Development advising on the progression of Broxburn Town Centre in reaching the final of the Great British High Street Awards.

The Head of Planning and Economic Development advised that in July 2014 the Town Centre Manager was notified of a national competition to find our Great British High Street. There were seven categories; these being Coastal, Market Town, City, Village, Local Parade, Town Centre and London.

This was seen as a good opportunity to highlight the work of the one-stop shop, known as the Business Gateway Shop, that had been established following the closure of the Vion Plant and which had been set up for business, employment, financial advice and town centre support and to highlight other local initiatives in the area. The application also highlighted the range of partners now using the Business Gateway Shop and the close working with the local community.

In September 2014 the council was advised that Broxburn and Uphall Town Centre had been shortlisted in the "Village" category along with projects from Meltham in Yorkshire and East Shilton in Leicester.

Two members of the judging panel from the Department of Communities and the Local Government High Streets Team visited Broxburn and Uphall on 20 October 2014. The judges enjoyed a tour of the town and allowed local businesses and partners to showcase Broxburn and Uphall.

The outcome of the Judging Panel was likely to be made during the National Towns Week commencing on 17 November 2014.

The report concluded that this had been an excellent opportunity for Broxburn and Uphall to showcase to a wider United Kingdom audience and promote achievements made to date. The Panel would be advised of the outcome of the judging.

It was recommended that the Panel :-

- a) Note the work of the Town Centre Management Group in reaching the final of the awards and the visit of the judging panel on 20 October 2014; and
- b) Note the on-going work in Broxburn town centre through the Town Centre Manager and Town Centre Management Group.

Decision

1. Noted the contents of the Work Plan;
2. Agreed to pass on a note of thanks to all the staff involved in preparing the submission for the Great British High Street Awards

2014.

10. WORKPLAN (HEREWITH)

The Panel considered a list of items that would form the basis of the Panel's work over the coming months.

Decision

1. Noted the contents of the workplan;
2. Agreed that the Head of Planning and Economic Development would prepare a timeline for progression of both the Local Development Plan and the SPG for Wind Energy Development; and
3. Noted that the Work Plan would be updated to reflect that the next meeting date was 18 December 2014.