



West Lothian  
Council

## ***Development and Transport Policy Development and Scrutiny Panel***

West Lothian Civic Centre  
Howden South Road  
LIVINGSTON  
EH54 6FF

3 August 2016

A meeting of the **Development and Transport Policy Development and Scrutiny Panel** of West Lothian Council will be held within the **Council Chambers, West Lothian Civic Centre** on **Monday 8 August 2016 at 2:00pm.**

For Chief Executive

### **BUSINESS**

#### **Public Session**

1. Apologies for Absence
2. Order of Business, including notice of urgent business
3. Declarations of Interest - Members should declare any financial and non-financial interests they have in the items of business for consideration at the meeting, identifying the relevant agenda item and the nature of their interest.
4. Confirm Draft Minutes of Meeting of Development and Transport Policy Development and Scrutiny Panel held on Monday 06 June 2016 (herewith).
5. Workplan (herewith)
6. Update on EU Structural and Investment Funds - Report by Head of Planning, Economic Development and Regeneration (herewith)
7. Strategic Development Plan and Budget Ratification - Report by Head of Planning, Economic Development and Regeneration (herewith)

DATA LABEL: Public

8. Draft Planning Guidance - Health Impact Assessment - Report by Head of Planning, Economic Development and Regeneration (herewith)
9. Linlithgow Public Realm Design Guide - Report by Head of Planning, Economic Development and Regeneration (herewith)
10. SESPlan Minutes (herewith)
11. SESTran Minutes (herewith)

-----

NOTE      **For further information please contact Val Johnston, Tel No.01506 281604 or email [val.johnston@westlothian.gov.uk](mailto:val.johnston@westlothian.gov.uk)**

MINUTE of MEETING of the DEVELOPMENT AND TRANSPORT POLICY DEVELOPMENT AND SCRUTINY PANEL of WEST LOTHIAN COUNCIL held within COUNCIL CHAMBERS, WEST LOTHIAN CIVIC CENTRE, on 6 JUNE 2016.

Present – Councillors Cathy Muldoon (Chair), Tony Boyle, Harry Cartmill, Alexander Davidson, Robert De Bold and Greg McCarra

In Attendance – Councillors Stuart Borrowman, Willie Boyle, Diane Calder, Lawrence Fitzpatrick, Carl John, Dave King, Sarah King and Tom Kerr; and Robin Lever (Senior People's Forum Representative)

1. ORDER OF BUSINESS

- 1) The Panel agreed to unanimously to hear a deputation request from Mr J Stewart in relation to Agenda Item 6 (Proposed Local Development Plan); and
- 2) The Chair advised the Panel that Agenda Item 6 (Proposed Local Development Plan) would be considered immediately following consideration of the Minute.

2. DECLARATIONS OF INTEREST

- 1) Agenda Item 6 (WL Local Development Plan – Proposed Plan) – Councillor T Boyle declared a non-financial interest in that he was a council appointed member to SESPlan and SESTran but would take part in the item of business;
- 2) Agenda Item 6 (WL Local Development Plan – Proposed Plan) – Councillor C Muldoon declared a non-financial interest in that she was a council appointed member to SESPlan and SESTran but would take part in the item of business; and
- 3) Agenda Item 5 (Business Loans Scotland Ltd) – Councillor C Muldoon declared a non-financial interest in that she was Chair of the Economic Growth Fund but would take part in the item of business.

3. MINUTE

The Panel confirmed the Minute of its meeting held on 18 April 2016. The Minute was thereafter signed by the Chair.

4. WEST LOTHIAN LOCAL DEVELOPMENT PLAN - PROPOSED PLAN

It was noted that all councillors had been invited to participate in the following item of business

Deputation from Mrs Jillian Stewart

The Panel heard Mrs Jillian Stewart explain that a number of residents from the Linlithgow area were seeking to have removed from the proposed plan the site known as HLL-12 (Preston Farm Field, Linlithgow). This was for a number of reasons including impact on the bio-diversity of the site, proximity and impact on the historic setting of Preston House, lack of transport links and limited opportunities to improve the local road network at both Preston Road and Manse Road.

Mrs Stewart continued to explain that 36% of the responses to the consultation on the LDP related to Linlithgow and that 110 residents were seeking to have this particular site removed from the proposed LDP.

Mrs Stewart also advised the panel that recently a developer had halted a formal public consultation process for the site which indicated that there was some question over the site's commercial viability.

Mrs Stewart concluded by suggesting that further consultation with the Linlithgow community would be welcome so that alternative sites to Preston Farm Field could be explored.

The members were then invited to ask questions of Mrs Stewart.

The Chair thanked Mrs Stewart for her contributions.

#### Report by Head of Planning, Economic Development and Regeneration

The Panel considered a report (copies of which had been circulated) by the Head of Planning, Economic Development and Regeneration advising of the outcome of the consultation on the West Lothian Local Development Plan (LDP) and to set out the next stages for progressing the LDP for submission to the Scottish Government's Planning and Environmental Appeals (DPEA) for Examination.

The panel were advised that the preparation of a development plan was a statutory requirement under the terms of the Planning, etc (Scotland) Act 2006. The development plan set out how places should change and what they could be like in the future. It also set out what type of development should take place and where and which areas should not be developed.

The current development plan for West Lothian comprised the Strategic Development Plan for Edinburgh and South East Scotland (SDP), approved by Scottish Ministers in June 2013 and the West Lothian Local Plan (WLLP), adopted by West Lothian Council in January 2009. The plan was also supported by a range of supplementary guidance.

The WLLP was in the process of being replaced by the West Lothian Local Development Plan (LDP) and the proposed plan was published for consultation in October 2015 and set out where new developments were proposed and the policies that would guide decision-making on planning applications. The LDP would cover a ten year period from 2014 to 2024.

The LDP proposed plan was published for a 6 week consultation period and resulted in 728 submissions being received. All submissions were



acknowledged and were available to view on the council's web pages. The consultation consisted of a statutory notice being placed in local newspapers, consultation with local communities including community councils, consultation with key agencies including SEPA and local developers, use of facebook and twitter accounts and a number of open events in communities.

A requirement of the new planning legislation governing the preparation of LDP's was that the LDP was submitted to the Scottish Government's Planning and Environmental Appeals Division (DPEA) for Examination. The report on the Examination was generally binding on the council. Prior to the start of the Examination the council was required to prepare a Statement of Conformity with a Participation Statement for the LDP which set out how the council had engaged with interested parties on the LDP.

In preparing the council's response to the representations the council was required to group the representations by issue and respond to these in a standard format known as a Schedule 4. The Schedule 4 contained a summary of all unresolved issues/representations received to the LDP, details of any modifications sought by the respondent, the council's response to these and any changes that the council would be prepared to support to the LDP. The Schedule 4 documents were contained in a series of appendices attached to the report.

In addition the council had received requests for new sites to be included in the LDP which had not been previously intimated to the council. And the council had received a number of requests for re-consideration of sites that were submitted back in 2014 however it was not proposed to alter the LDP to include these sites.

A key consideration for the LDP had been the approach to Linlithgow. The Proposed Plan allocated a number of sites in the town for development following a sequential approach. These allocations and the approach to the development of the town had attracted the most comment as had proposed residential development sites in Broxburn and Livingston. The proposed response to these submissions was set out in the relevant Schedule 4's. In all cases it was proposed to maintain the approach set out in the LDP which was considered to be robust and defensible and therefore not make any substantive changes to the LDP or the spatial strategy.

A number of changes were however required to the Proposed Plan to correct drafting errors in the document, update it and to address comments received following consultation. The proposed changes were considered to be minor changes and therefore did not require being subject to further public consultation.

In order to assist in the Examination process and the preparation of Schedule 4's, a number of Position Statements had been prepared which set out the background and justification for the council's position in relation to major land use issues such as housing land, countryside belts and landscape protection and education. Copies of these were provided in a series of appendices attached to the report. The report provided a

brief summary of the Position Statements.

The report continued to provide information on the Strategic Environmental Appraisal that had been carried out along with the preparation of a Habitats Regulations Appraisal.

The report concluded that it was anticipated that an Examination of the LDP by a Scottish Government Reporter would commence later this year. Officers were in liaison with the DPEA regarding the submission and anticipated examination process. At the conclusion of the Examination a report would be prepared by the Reporter and submitted to the council with the findings, in all but exceptional circumstances, binding on the council.

It was recommended that the panel notes and considers the following recommendations which were intended to be submitted to the Council Executive for approval :-

1. Approve the contents of the Proposed Schedule 4's for submission to the Scottish Government's Planning and Environmental Appeals Division (DPEA) (Appendix One),
2. Approve the contents of the West Lothian Housing Land Position Statement for submission to the DPEA to assist in the LDP Examination (Appendix Two);
3. Approve the contents of the West Lothian Countryside Belt Position Statement for submission to the DPEA to assist in the LDP Examination (Appendix Three);
4. Approve the contents of the West Lothian Local Landscape Designation Position Statement for submission to the DPEA to assist in the LDP Examination (Appendix Four);
5. Approve the contents of the West Lothian Education Position Statement for submission to the DPEA to assist in the LDP Examination (Appendix Five)
6. Approve the contents of the West Lothian LDP Statement of Conformity with the Participation Statement for submission to the DPEA as part of the LDP Examination process (Appendix Six);
7. Approve the list of minor changes proposed by the council to the West Lothian Local Development Proposed Plan and agree the details of proposed changes to the West Lothian Local Development Plan for consideration by the Reporter at Examination (Appendix Seven);
8. Delegates authority to the Head of Planning, Economic Development and Regeneration in consultation with the Executive Councillor for Development and Transportation to make non-substantive (minor) or technical changes to the Schedule 4 documents including consolidating the Schedule 4s to reduce them in number prior to submission of the LDP and associated

documents to the DPEA for Examination; and

9. Delegates authority to the Head of Planning, Economic Development and Regeneration in consultation with the Executive Councillor for Development and Transportation to make non-substantive (minor) or technical changes to the Position Statements and to update the draft Action Programme and Habitats Regulations Appraisal prior to submission of the LDP and associated documents to the DPEA for Examination; and
10. Note the timetable for progressing West Lothian Local Development Plan.

The members were then provided with an opportunity to examine each of the appendices in detail and ask questions of the officers in attendance.

Prior to noting the recommendations of the report Councillor De Bold wished to record the following :-

- That the Linhouse site should be included in the LDP as a site suitable for residential development; and
- That the council should re-engage with the Planning Forum of Linlithgow with regards to the site known as HLL-112 Preston Farm Field, Linlithgow.

#### Decision

1. Noted the contents of the report and its appendices;
2. Noted the contents of the representations made;
3. Noted the questions and comments from all those members in attendance including those specific comments from Councillor De Bold and which included the site at Linhouse being suitable for residential development and that the council should re-engage with the Planning Forum of Linlithgow regarding the site known as HLL-112; and
4. Agreed that the report be forwarded to the next appropriate meeting of the Council Executive containing those recommendations as detailed in the PDSP Report, which were to fundamentally approve the West Lothian Local Development Proposed Plan.

#### 5. BUSINESS LOANS SCOTLAND LIMITED

The Panel considered a report (copies of which had been circulated) by the Head of Planning, Economic Development and Regeneration advising of the performance of the East of Scotland Investment Fund (ESIF) since 2010-11, to note the winding-up of the EISF and to provide details of its successor Business Loans Scotland Ltd (BLS).

The report explained that the East of Scotland Investment Fund (ESIF) was formed in 2010-11 as a company limited by guarantee with founding and subscribing members comprising of ten local authorities. It sought to build on the success of West of Scotland Loan Fund (WSLF) and offered funding in the East as the WSLF did in the West.

The ESIF model consisted of loans from member authorities and matching European Regional Development Funding (ERDF). West Lothian Council loaned £40,000 to EISF and an additional £324,000 of EDRF grant was secured by the council.

Since 2010-11 West Lothian had made loans totalling £977,000 to 24 local firms employing over 350 staff in total. Average loans value was £40,000. Loans were secured against company assets; personal guarantees were often taken for the duration of the loan which was typically three years.

The revolving nature of the Fund, consisting of capital and interest loan repayments, helped to ensure its sustainability and as of the 31 March 2016 the council had a loan book value of £474,000.

In recent times, ERDF was keen to see a pan-Scotland loan fund established, bringing together all 32 local authorities. This would be known as Business Loans Scotland Ltd (BLS).

Officers from all 32 local authorities had assessed the viability of BLS noting that the fund would operate in the same way as the ESIF. It was anticipated that WLC would begin offering loans from September 2016.

For West Lothian to join the council's contribution would be a loan to BLS of £250,000. This would be secured from existing budgets in the council's Economic Growth Plan. The total match funding was £8.6 million which secured £5.7 million in EDRF. Therefore it was forecast the West Lothian Council would make business loans of £670,000 in the period to December 2018.

The market in West Lothian for BLS lending would be viable businesses in priority sectors and included, but not limited to, manufacturing, engineering, software development, life sciences and innovation. Applicant firms would have to demonstrate an ability to grow profitability in national and international markets

Going forward the key governance of BLS would be the responsibility of five directors. It was appropriate for West Lothian Council to be represented on the Regional Management Group (RMG) which was the tier below the Board. It was proposed that the Head of Planning, Economic Development and Regeneration represent the council and that an officer from Economic Development contribute to the monthly meetings of the BLS Operational Group. These changes would require an update to the Scheme of Delegation.

In conclusion the ESIF had proved an invaluable source of support for local businesses since 2010 and the council had been able to utilise

almost £1 million of working capital and leverage of a further £4 million during the years of restricted access to working capital through the main high street banks.

It was recommended that the Panel note the contents of the report.

Decision

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

6. WORKPLAN

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

Decision

To note the contents of the workplan



# DEVELOPMENT AND TRANSPORT POLICY DEVELOPMENT AND SCRUTINY PANEL

Data Label: Public

## WORKPLAN

	Issue	Purpose	Lead Officer	PDSP Date	Referral to Exec Com
1.	Update on European Funding	To update the panel on progress with European Structural Fund Operation proposals	David Greaves	08/08/2016	Yes
2.	SPG on Health Impact Assessment	To endorse updated supplementary planning guidance on the management of the assessment of health impact from development.	Fiona McBrierty	08/08/2016	Yes
3.	SESplan SDP2	To consider the terms of the SDP2 Proposed Plan.	Fiona McBrierty	08/08/2016	Yes
4.	Linlithgow Public Realm & Design Guide	To consider the terms of the proposed design guide for Linlithgow	Fiona McBrierty	08/08/2016	Yes
5.	SESplan Minutes	To inform the panel of SESplan business, activities and outcomes.	Fiona McBrierty	08/08/2016	No
6.	SEStran Minutes	To inform the panel of SEStran business, activities and outcomes.	Graeme Malcolm	08/08/2016	No
7.	Employability Initiative (Yearly report)	To update the panel on progress with employability initiatives.	Clare Stewart	31/10/2016	Yes
8.	Built Heritage awareness raising in West Lothian: Conservation Area information leaflet & Scheduled Ancient Monuments booklet	To advise on preparation of a conservation area leaflet and a booklet on Scheduled Ancient Monuments	Chris Alcorn	31/10/2016	Yes
9.	SPG on Noise	To endorse updated supplementary planning guidance on the management of noise.	Fiona McBrierty	31/10/2016	Yes
10.	SPG for Linlithgow Academy	To endorse the SPG for developer contributions for education infrastructure.	Fiona McBrierty	31/10/2016	Yes

	<b>Issue</b>	<b>Purpose</b>	<b>Lead Officer</b>	<b>PDSP Date</b>	<b>Referral to Exec Com</b>
11.	SPG for primary school provision in Armadale	To endorse the SPG for developer contributions for education infrastructure.	Jenny Sheerin	31/10/2016	Yes
12.	SPG for primary school provision in Bathgate	To endorse the SPG for developer contributions for education infrastructure.	Fiona McBrierty	31/10/2016	Yes
13.	SPG for St Joseph's Primary School, Linlithgow	To endorse the SPG for developer contributions for education infrastructure.	Fiona McBrierty	31/10/2016	Yes
14.	Kirknewton Conservation Area Appraisal	To advise on the appraisal of Kirknewton Conservation Area	Chris Alcorn	Early 2017	Yes
15.	Supplementary Guidance – Developer Contribution Towards Public Art	To update the panel on revised contribution for public art.	Fiona McBrierty	Early 2017	Yes
16.	Supplementary Guidance in support of the West Lothian Local Development Plan (topics to reflect requirements of the West Lothian LDP)	To advise the panel of revised supplementary guidance in support of the West Lothian Local Development Plan.	Fiona McBrierty	Various Dates	Yes
17.	Quarterly Performance Report	To provide the panel with a quarterly update on service performance.	Craig McCorriston	Various Dates	No





**DEVELOPMENT AND TRANSPORT POLICY DEVELOPMENT AND SCRUTINY PANEL**

**UPDATE ON EUROPEAN STRUCTURAL AND INVESTMENT FUNDS**

**REPORT BY HEAD OF PLANNING AND ECONOMIC DEVELOPMENT**

**A. PURPOSE OF REPORT**

The purpose of the report is to update the PDSP on the development of European Regional Development Fund (ERDF) and European Social Fund (ESF) programme activity in West Lothian.

**B. RECOMMENDATION**

It is recommended that the panel:

1. Notes that approval has been obtained for ERDF and ESF Operational proposals under Business Competitiveness and Employability Pipeline in West Lothian.
2. Supports a proposal that the Council Executive formally accepts the grant offers.

**C. SUMMARY OF IMPLICATIONS**

<b>I Council Values</b>	Focusing on our customers' needs; being honest, open and accountable; providing equality of opportunities; developing employees; making best use of our resources; working in partnership
<b>II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)</b>	<p>Legal services team is preparing a partnership agreement which will mitigate any risks for West Lothian Council.</p> <p>The requirements for environmental, equality, health and risk assessments are considered on a project by project basis.</p>
<b>III Implications for Scheme of Delegations to Officers</b>	None.
<b>IV Impact on performance and performance Indicators</b>	EU funding supports delivery of a number of business development, community regeneration and employment projects and programmes. The EU programme supports approx. 250 additional companies and 750 job outcomes per annum in West Lothian.

<b>V</b>	<b>Relevance to Single Outcome Agreement</b>	<p>Outcome 2: We are better educated and have access to increased and better quality learning and employment opportunities.</p> <p>Outcome 3: Our economy is diverse and dynamic, and West Lothian is an attractive place for doing business.</p>
<b>VI</b>	<b>Resources - (Financial, Staffing and Property)</b>	<p>Operational Proposals under the ESF West Lothian Employability Pipeline £1,562,000.</p> <p>Operational proposals under the ERDF West Lothian Business Accelerator - £525,000.</p>
<b>VII</b>	<b>Consideration at PDSP</b>	Update on previous report in February 2015.
<b>VIII</b>	<b>Other consultations</b>	Community Planning Partners, Finance, Legal & Procurement.

## **D. TERMS OF REPORT**

### **D1 Background**

Previous reports to the PDSP have highlighted the slow progress in the development of the Structural and Investment Funds programmes in Scotland. At the February 2016 PDSP it was noted that the Scottish Government had revised the timescales for approving Operation Applications for the 2014-2020 European Structural and Investment Funds. The decision followed unforeseen delays in the completion of the Management and Control System (MCS).

This further delay in the decision process was extremely disappointing as the new Structural Fund Programmes were intended to be in place from mid-2014 onwards and 11-months had elapsed since the Strategic Intervention proposals had been submitted. These concerns have been raised with Scottish Government through joint lobbying channels. However, such is the importance attached to this issue that a letter was sent to the Cabinet Secretary for Infrastructure, Investment and Cities (Keith Brown) from Councillor Muldoon, seeking resolution on this issue and confirmation that the project approval would be retrospective to allow activity and grant income to be drawn down from October 2015. A response was received (appended to this report) confirming that retrospection was possible and indicating the intention to confirm approval of operational applications by 31 March 2016.

Since the last PDSP report, the referendum on EU membership has taken place. With regard to Structural Funds, Scottish Government officials have indicated that Scottish Government has legally committed European funds to projects up until the end of 2018 and in some cases 2019. The projects being funded support important economic, employment and social priorities. Scottish Government has a duty to manage the funds responsibly.

## **D2 ERDF - Business Competitiveness**

This Strategic Intervention Proposal was developed to enhance the delivery of Business Gateway provision – supporting business and employment growth for SMEs. The ERDF package will subject to confirmation from Council executive, be co-ordinated for the Edinburgh and Lothians by West Lothian Council although there are separate ERDF allocations for each council area. The total value of activity in West Lothian for first three and a quarter years is £1,325,000 (net ERDF £525,000).

It is anticipated that 482 businesses in West Lothian will benefit from intensive growth assistance, consultancy and access to specialist support.

## **D3 ESF - Employability Pipeline**

As previously reported to this PDSP, a Strategic Intervention Application demonstrating the overall approach and expected results of ESF supported activity was submitted in March 2015, initially covering the period to end of 2018 and deploying £1,562,000 in ESF funding and total value of activity of £3,905,000.

The West Lothian package focuses on tackling youth unemployment and targeting support for other inactive individuals with multiple barriers to employment including: disabilities, mental health issues, looked-after young people, and lone parents.

The menu of support proposed includes targeted interventions at all stages in the employability pipeline:

- Key worker support to young people
- Delivery of literacy, numeracy and core IT skills and ESOL
- Intensive personal and social development
- Entrepreneurship and self-employment support
- An integrated package for mainly young people with disabilities
- Work based training
- Short job specific vocational skills
- Job brokerage

It is anticipated that the overall package will Support 2,200 job candidates with 910 progressing into employment and deliver training to 550 individuals in insecure/low paid employment.

## **D4 Project Grant Offers**

Approval of the Operational proposals was finally confirmed (on 31 March 2016) and formal grant offers have been received.

## **D5 ESF - Social Inclusion**

An additional allocation of ESF to deliver additional social inclusion activity has been earmarked to West Lothian. A Strategic Intervention has now been developed and submitted for consideration to Scottish Government which focuses on:

- Additional support to address mental health related issues experienced by unemployed and economic inactive;
- Advice on financial inclusion and access to financial services;
- Additional provision to improve employment prospects for lone parents and address gender imbalance in the job market.

The Strategic Intervention application was submitted to Scottish Government in May. Once this is approved, a detailed operational activity proposal to be developed and submitted.

## **E. CONCLUSION**

Scottish Government has now confirmed approval for operational proposals under the two main ERDF and ESF Strategic Interventions applicable to council led business development and employability programmes. It is recommended that the PDSP recommends that the Council Executive confirms acceptance of the grant offers.

## **F. BACKGROUND REFERENCES**

Files held by Economic Development.

Appendices/Attachments: letter from Cabinet Secretary for Infrastructure, Investment and Cities.

Contact Person: David Greaves, Policy Manager Tel: 01506-283097,  
[david.greaves@westlothian.gov.uk](mailto:david.greaves@westlothian.gov.uk)

**Craig McCorriston**  
**Head of Planning and Economic Development**

8 August 2016

Cabinet Secretary for Infrastructure, Investment and Cities  
Keith Brown MSP

T: 0300 244 4000  
E: scottish.ministers@gov.scot



Councillor Cathy Muldoon  
West Lothian Council  
West Lothian Civic Centre  
Howden South Road  
LIVINGSTON  
West Lothian  
EH54 6FF



Your ref: CM/mm  
Our ref: 2016/0005372  
18 February 2016

*Dear Cll. Muldoon,*

Thank you for your letter of 8<sup>th</sup> February 2016, regarding the further delays to the operational applications to the European Structural Funds programmes 2014-2020. I note all that you write.

The Managing Authority (ESFD) has had to revise the timescales for approving Operation applications for the 2014-2020 European Structural Funds Programmes. This is due to delays in the completion of the Management and Control System (MCS) because of the audit problems encountered in the 2007-13 Programmes. The MCS is being developed extensively by my officials to avoid the past audit failures which triggered the current suspensions to three of the 2007-13 programmes by a number of organisations.

The current 2014-2020 programme Operation applications submitted in November 2015 should be approved by end of March 2016. Within the terms of the regulations Lead Partners may commence activity without a formal offer of grant letter, but do so at their own risk as ineligible expenditure/activity may be identified during technical and eligibility checks of the application. Several local authorities have opted to commence their operations without a formal offer letter, and expect to recover funds already spent, while bearing this risk in mind. This is common practice at the start of new programmes.

Although there have been delays in the new programme a small number of Operation Applications to the Youth Employment Initiative (YEI) recently formed part of a pilot scheme to test the MCS. If this had not happened then valuable EU youth employment funding would have been lost to Scotland. These applications were approved by 31 December 2015.

Finally, your offer of support to work with my Officials to ensure the 2014-2020 programmes operate effectively and compliantly is very welcome. I am sure they will be in touch should the need arise.

Kind regards

**KEITH BROWN**





**DEVELOPMENT AND TRANSPORT POLICY DEVELOPMENT AND SCRUTINY PANEL**

**STRATEGIC DEVELOPMENT PLAN 2 AND BUDGET RATIFICATION**

**REPORT BY HEAD OF PLANNING, ECONOMIC DEVELOPMENT AND REGENERATION**

**A. PURPOSE OF REPORT**

The purpose of this report is to advise the panel of preparation of Strategic Development Plan 2 (SDP2). SDP2 has been approved by the SESplan Joint Committee but needs endorsement by each of the constituent council's before consultation can commence.

The report also advises of a need to ratify SESplan's 2016/17 operating budget following its approval by the SESplan Joint Committee on 14 December 2015.

**B. RECOMMENDATION**

It is recommended that the panel notes and considers the following recommendations which are intended to be submitted to Council Executive for approval following consultation:

1. ratifies the decision of the SESplan Joint Committee of 20 June 2016 to publish SDP2 Proposed Plan for public consultation;
2. notes the terms of the Environmental Report prepared in support of SDP2 Proposed Plan;
3. notes the terms of the Equalities and the Human Rights Impact Assessment prepared in support of SDP2 Proposed Plan;
4. notes the terms of the draft Action Programme prepared in support of SDP2 Proposed Plan;
5. notes the terms of the background papers, prepared in support of SDP2 Proposed Plan;
6. notes the proposals for engagement and consultation on SDP2 Proposed Plan;
7. notes that minor editorial changes of a non-policy nature to the SDP2 Proposed Plan and the supporting documents are delegated to the SDP Manager in consultation with the SESplan chair; and
8. to ratify SESplan's 2016/17 operating budget and approve the payment of £46,550 as the council's contribution.

## C. SUMMARY OF IMPLICATIONS

<b>I Council Values</b>	Focusing on our customers' needs; being honest, open and accountable; and making best use of our resources.
<b>II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)</b>	SDP2 will form part of the development plan once approved. The SDP is the subject of a SEA and Equality and Human Rights Impact Assessment.
<b>III Implications for scheme of delegation</b>	None.
<b>IV Impact on performance and performance indicators</b>	<p>Preparation of strategic development plans (SDPs) and local development plans (LDPs) are statutory requirements. Progress with the preparation of the SDP and LDP are monitored by Scottish Government as a performance indicator for local authorities. Local Authorities are required to review and update plans at least every five years.</p> <p>SDP2 will be a material consideration in the determining of planning applications.</p>
<b>V Relevance to Single Outcome Agreement</b>	<p>Outcome 3 - Our economy is diverse and dynamic, and West Lothian is an attractive place for doing business.</p> <p>Outcome 8 - We make the most efficient and effective use of resources by minimising our impact on the built and natural environment.</p>
<b>VI Resources - (Financial, Staffing and Property)</b>	As one of six planning authorities comprising SESplan, the council makes annual budget provision to contribute towards the SESplan operating budget. The council's proposed requisition payment to SESplan in 2016/17 of £46,550 and is provided for in the 2016/17 General Fund Revenue Budget.
<b>VII Consultations at PDSP</b>	This is the first time SDP 2 Proposed Plan has been considered by the panel.
<b>VIII Other consultations</b>	Consultation has been undertaken with Transportation, Housing and Construction Services and the Head of Finance and Estates.



## **D. TERMS OF REPORT**

### **D.1 Introduction**

Preparation of a development plan is a statutory requirement under the terms of the Planning etc (Scotland) Act 2006. The development plan sets out how places should change and what they could be like in the future. They set out what type of development should take place and where, and which areas should not be developed. They also give an indication as to when development is anticipated to be delivered, inform decisions on investment in infrastructure e.g. schools and roads, and are used to inform decisions on planning applications. Development plans must be reviewed every five years.

The current development plan for West Lothian comprises the Strategic Development Plan for Edinburgh and South East Scotland (SDP), approved by Scottish Ministers in June 2013 and the West Lothian Local Plan (WLLP), adopted by West Lothian Council in January 2009. The WLLP is on the process of being replaced by the West Lothian Local Development Plan (LDP).

The 2006 Planning (Scotland) Act introduced Strategic Development Plans (SDPs) for the four largest city regions in Scotland - Aberdeen City and Shire, Edinburgh and South East Scotland (SESplan), Glasgow and the Clyde Valley, and Dundee, Angus and Fife (TAYplan). This new system has been operational since 2009, when the relevant planning Regulations came into force and detailed guidance was issued by the Scottish Government. SDPs are approved by Scottish Ministers.

The Main Issues Report (MIR) for SDP2 was published on 21 July 2015 for consultation. The consultation ran for 10 weeks and ended on 30 September 2015. Comments received on the MIR have informed preparation of the Proposed Plan. The Proposed Plan was approved by the SESplan Joint Committee on 20 June 2016 for ratification of each of the SESplan member authorities. SDP2 is attached as Appendix One. The proposed supporting documents can be viewed at [www.sesplan.gov.uk](http://www.sesplan.gov.uk)

### **D.2 The Spatial Strategy**

SDP2 covers a twenty year period from 2018 - 2038 and sets out a spatial strategy which directs growth along growth corridors, principally transport corridors which are already subject to development as set out in SDP1. SDP2 also develops the spatial strategy under key themes of place to do business, a place for communities, a better connected place and sets out a vision for the area. The vision is for a city region that is easier to move around and where there are better public transport options. Although the plan covers a 20 year period it requires to be reviewed every five years.

The SDP2 proposes that most growth in the SESplan area will be focused in and close to the City Region Core with the City of Edinburgh meeting a larger proportion of the area's housing need than in the previous plan period set out in SDP1 which covered the period 2009 – 2024. For the period 2018 – 2030 it envisaged that the need for housing and employment land will largely be met in the Strategic Development Areas as defined in SDP1. Most of these are located either in the City Region Core or along transport corridors.

Beyond 2030, strategic growth is to be focused in the City Region Core and Long-term Growth Corridors. This is seen as providing a more compact framework to meet longer term growth requirements beyond 2030. The Long-term Growth Corridors reflect the place-making principle that new development should be located near existing public transport hubs, or in locations where there are planned infrastructure projects to enable easy access to the public transport network.

Place-making principles include amongst others recognising the distinctive characteristics of the area, creating a safe and pleasant environment within which it is easy to move around and the efficient use of resources.

In a West Lothian context, West Lothian will lie within the Edinburgh and West Growth Corridor. For West Lothian this will mean that development will continue to be focussed principally on the Core Development areas of Armadale, Livingston and the Almond Valley (Calderwood, Mossend, Cleugh Brae and Gavieside) and Broxburn/Winchburgh in addition to the strategic allocations at Bangour, Drumshoreland, Heartlands (Whitburn) and Wester Inch, Bathgate. In essence, there will be little or no change in the spatial strategy for West Lothian that is currently being taken forward through the West Lothian Local Plan and the West Lothian Local Development Plan. This will allow the council maximum flexibility to determine the future pattern of development for the area within a SESplan context. The spatial strategy for West Lothian is set out in Figure 3.1 of SDP2.

Housing numbers have been informed by a Housing Need and Demand Assessment. This indicates that the demand for private accommodation is likely to reduce. Over the period 2018- 2030 West Lothian will need to provide for a total of 8,356 homes, an average of 696 completions per annum. This is significantly less than requirements set out in SDP1. As such, it is anticipated that there will be minimal allocations of new land required to be identified in LDP2 for West Lothian.

The current established land supply indicates that there is sufficient supply to meet the Housing Land Requirement for the 2018-2030 period in East Lothian, Fife, Midlothian, Scottish Borders and West Lothian. This is due to the existing land supply set out in Local Development Plans based on housing requirements in SDP1. The current established land supply indicates that City of Edinburgh will have a shortfall of land and will therefore need to allocate additional housing land in the Local Development Plan. In doing so priority is to be given to brownfield sites within the City Region Core before new development is allocated on peripheral greenfield land. In addition, new allocations will be required to support the SESplan place making principles and seek to maximise the use of existing infrastructure capacity.

LDPs will be required to demonstrate a five year effective supply of housing land at all times which is to be measured against Housing Supply Targets set out in the SDP2. Where there is a shortfall in the five year effective supply, LDPs will be required to allocate additional land or grant planning consent for the Housing Supply Targets to be achieved. LDPs would be required to set out clear criteria based policies for this process, factoring in the presumption in favour of sustainable development and follow the SDP spatial strategy and place making principles. In addition, these criteria are required to ensure that any additional infrastructure capacity required as a result of the development is either committed or to be funded by the developer.

In terms of employment growth SDP2 identifies significant business clusters i.e. broad locations where groups of similar or complementary business sectors or industries operate and where there are opportunities for expansion. It is within these areas that opportunities for economic growth are to be focussed. The West Lothian cluster comprises Broxburn and Livingston Enterprise Areas, Heartlands and Livingston.

The plan sets out some of the key strategic transport improvements that are likely to be needed to address these cross-boundary impacts. It also sets out the principles underpinning a Developer Contributions Framework, to be established through Supplementary Guidance. Other infrastructure projects include the green network. Strategic transport projects identified in West Lothian are Winchburgh Station & M9 Junction, M9 and J3 upgrade and A801 improvements.

SDP2 also sets out guidance for LDPs in relation to green networks, promotion of town centres, protection of green belt and similar protected areas (within a West Lothian context this would include the countryside belts), and promotion of walking and cycling.

### **D.3 Supporting Documents**

A number of supporting documents to sit alongside SDP2 have been prepared. These provide background information which has informed the development strategy set out in SDP2 and are available on the SESplan website at [www.sesplan.gov.uk](http://www.sesplan.gov.uk) Key papers to note are set out below.

#### ***Housing Background Paper***

The Housing Background paper provides information which has informed the housing land requirement and housing supply targets for SDP2 and the number of additional homes to be delivered over the period 2018 to 2030. The majority of need and demand for housing is for households who cannot afford buy or rent at market prices - owner occupation or private rent tenures. The housing supply target for West Lothian is to deliver an annual average of 633 completions (7,596 new homes over the plan period) with the housing land requirement of annual average completions of 696 new homes (8,356 new homes over the plan period). The Housing Supply Target is the estimated level of additional housing that can actually be delivered on the ground over the period of the Strategic Development Plan (SDP). The housing land requirement provides a margin of generosity added to determine the annual housing requirement. The level of housing required to be delivered in West Lothian is substantially less than that of previous development plans.

#### ***Transport Appraisal***

An appraisal known as the Cross Boundary Study (CBS) is currently being undertaken to identify the impact of the SESplan Strategic Development Plan (SDP1), assess points of stress within the highway network and identify potential mitigation measures. SYSTRA were appointed by SESplan to undertake a Transport Appraisal to inform the SESplan Strategic Development Plan (SDP2) Proposed Plan stage.

The objective of the Transport Appraisal is to identify the potential transport impacts associated with the delivery of the additional housing required in Edinburgh to meet the Housing Supply Targets set out in SDP2 relative to the level of housing and other developments modelled in the Cross Boundary Study. The potential transport impacts of other developments are however, not considered. The Transport Appraisal will require sign off by Transport Scotland.

### ***Green Network***

Delegated authority has been given to SESplan by the SESplan Joint Committee to publish a revised Green Network Technical Note in support of the SDP2.

## **D.4 Action Programme**

The purpose of the Action Programme is to set out the key strategic actions needed to deliver the vision of the Strategic Development Plan for South-east Scotland. Section 21 of the Planning etc. (Scotland) Act 2006 requires SESplan to prepare an Action Programme that sets out how the authority expects to implement the Plan. Key points to note from a West Lothian perspective are the inclusion of key transport infrastructure projects including the delivery of a new junction on the M9 associated with the Winchburgh CDA, a four way junction at Linlithgow M9 junction 3, a new railway station at Winchburgh and various park and ride requirements across the area.

## **D.5 Environmental Report and Habitats Regulation Appraisal**

A Strategic Environmental Assessment (SEA) was undertaken in parallel with the preparation of the Main Issues Report for SDP2 as required by the Environmental Assessment (Scotland) Act 2005. The SEA assesses the impact of the development strategy set out in SDP2 on the environment and has been reviewed in the context of the SDP2 Proposed Plan. An Addendum to the SEA prepared in support of the Main Issues Report for SDP2 has been prepared to reflect the terms of the development strategy set out in SDP2. It has been concluded that there will be an overall positive effect on the SEA objective to protect and enhance natural heritage assets compared to the assessment at MIR stage. The SEA is to be sent to the SEA Gateway Authorities for their consideration as part of the formal public consultation process on SDP2. A Habitats Regulation Appraisal is also required in support of the SDP Proposed Plan.

## **D.5 Equalities and Human Rights Impact Assessment**

Preparation of an Equalities and Human Rights Impact Assessment (EqHRIA) is a statutory requirement. The purpose of the EqHRIA is to help ensure that proposals set out in SDP2 are not discriminatory and that, where possible, opportunities to promote equality, as well as all other human rights and good relations between groups are progressed. The EqHRIA prepared in support of SDP2 updates that prepare at MIR stage.

## **D.6 Timeline for SDP2**

The timetable for progressing SDP2 is set out in Development Plan Scheme 8 (DPSNo.8) approved by the SESplan Joint Committee on 216 March 2016 and available on the SESplan website at [www.sesplan.gov.uk](http://www.sesplan.gov.uk)

DPS No.8 advises that it is anticipated that the SDP2 Proposed Plan will be published for consultation in late summer 2016 and submitted to Scottish Government for Examination in spring 2017.

#### **D.7 SESplan Operating Budget**

The SESplan operating budget for 2016/17 was approved by the SESplan Joint Committee on 14 December 2015, subject to ratification by the six member councils. The SESplan report and the operating budget itself are attached as Appendix Two. It is estimated that SESplan's fixed costs – mainly salaries, accommodation and IT - will be £264,336. Costs are to be met by equal contributions from member authorities totalling £279,300 and the shortfall made up from reserves and other income.

Each council's contribution for 2016/17 is £46,550. This represents no change on budget contributions for 2015/16 and the Joint Committee agreed to maintain this contribution over the next three years. The council's contribution to the SESplan Operating Budget is provided for through the General Revenue Fund.

#### **E. CONCLUSION**

Preparation of the SDP is a statutory requirement. SDP2 will replace the current SDP approved in 2013. Preparation and consultation on the Proposed Plan will be carried out prior to submission of the Proposed Plan to Scottish Government for Examination. SDP2 will set the context for the preparation of the LDP2.

The Proposed Plan sets the direction of development to 2038 providing a long term vision for the area. Ratification of the decision of the SESplan Joint Committee on 30 May 2016 to approve the SDP2 Proposed Plan is required by member authorities to allow public consultation to commence.

The council's SESplan Operating Budget remains unchanged from 2015/16.

#### **F. BACKGROUND REFERENCES**

Strategic Development Plan for Edinburgh and South East Scotland 2013

Strategic Development Plan for Edinburgh and South East Scotland (SDP2) Main issues Report 2015

Appendices/Attachments: Two

Appendix One: Strategic Development Plan 2 (Proposed Plan)

Appendix Two: SESplan Operating Budget 2016/17

Contact Person: Fiona McBrierty, Development Planning and Environment Manager, 01506 282418  
Email: [fiona.mcbrierty@westlothian.gov.uk](mailto:fiona.mcbrierty@westlothian.gov.uk)

**Craig McCorriston**  
**Head of Planning Regeneration and Economic Development**

**8 August 2016**







# SESplan

The Strategic Development Planning Authority  
for Edinburgh and South East Scotland

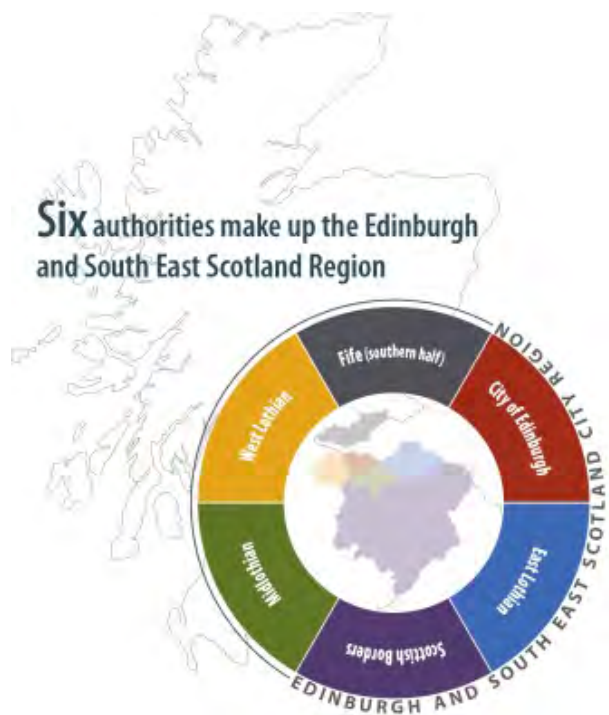
*Thriving, Successful, Sustainable*  
**Proposed Strategic Development Plan**

September 2016









## SESplan and the Strategic Development Plan

SESplan is the Strategic Development Planning Authority for the Edinburgh and South East Scotland region. The region covers six council areas including City of Edinburgh, East Lothian, Midlothian, West Lothian, the Scottish Borders and the southern half of Fife. SESplan works in partnership with these six councils to prepare a Strategic Development Plan for the area.

A Strategic Development Plan is a statutory planning document which is prepared or updated every five years and covers a twenty year time period. It communicates strategic level and cross-boundary planning policy and applies national policy and guidance from the Scottish Government. It is used to inform the Local Development Plans prepared by each of the Local Authorities in the region.

## SESplan

### Have Your Say

SESplan is currently at a key stage in the preparation of the replacement Strategic Development Plan where we publish the Proposed Strategic Development Plan. The Proposed Strategic Development Plan is effectively a draft plan which represents our settled view on the final content of the replacement Plan. It has been informed by the responses received during the [Main Issues Report](#) consultation which took place between 21 July and 30 September 2015.

We are now inviting formal comments to be made on the Proposed Strategic Development Plan. At this stage representations should be limited to explaining what changes you consider should be made to the plan along with justification for the proposed changes.

The Proposed Strategic Development Plan publication period runs from XX September to XX October 2016. If you wish to submit a representation you should do so through the SESplan consultation Portal: [sesplan.objective.co.uk/portal](http://sesplan.objective.co.uk/portal).

In line with Scottish Government advice, the detail of each representation should be expressed in a concise way (no more than 2,000 words). A concise summary is also required (up to a maximum of 400 words), together with the change that is sought to the Proposed Plan.

Following completion of the publication period, SESplan is required to address all the representations and decide if any of them warrant modification to the Proposed Plan. If no modifications are considered appropriate then all of the representations and SESplan's response to them will be submitted to the Scottish Government alongside the Proposed Plan for examination.

The Proposed Strategic Development Plan and supporting documents can be viewed on the website [www.sesplan.gov.uk](http://www.sesplan.gov.uk), in public libraries, local planning authority offices and at the SESplan office at:

SESplan, Civic Centre, Howden South Road, Livingston, West Lothian, EH54 6FF

For more information, or if you are unable to submit a representation through the Consultation Portal, please contact us on 01506 282883 or [contactus@sesplan.gov.uk](mailto:contactus@sesplan.gov.uk)

To keep up-to-date you can sign up to our mailing list, follow us on Twitter @SESplan or like us on Facebook.

## Foreword and Introduction

This plan sets out an ambitious vision to guide the growth of the South East Scotland region over the next 20 years. Our vision is for a city region that is easier to move around and where there are better public transport options. The success of Edinburgh's Trams and the Borders Railway has demonstrated that people will choose non-car options where a good service is available, with consequent benefits to our environment, health and economy. However, if we're to deliver a better transport system for everyone, we need to step up the pace of the delivery of transport infrastructure, particularly for public transport, walking and cycling and find new ways to pay for it. This plan sets out a number of proposals to help us do that.

Recognising the challenge of meeting people's needs for a home, member authorities have worked together to ensure that the targets for housing delivery are ambitious, but achievable. A spatial strategy focused on growth corridors with good public transport will ensure that this housing will be directed to the right places. A series of placemaking principles and a plan-led approach to green networks means that this growth can be delivered without damaging the natural assets that make the region a great place to live, work and visit.

The announcement that a City Region Deal for our region will be developed, in partnership with the UK and Scottish Governments, means that there will be opportunities to fund and deliver infrastructure in more innovative ways in the years ahead. The partner authorities are committed to an ambitious proposal to deliver a step change in the region's economic performance. We will play our full part in that process and make use of the fiscal powers to ensure that this region continues to be the best place to live in Scotland.

Councillor Stuart Bell

Convenor SESplan



## Distinctive Heritage and Culture

Home to over half of the top **20** most visited attractions in Scotland and 1 in the UK top **10**



Festival City – Edinburgh hosts the largest annual cultural festival in the world. Generating over **£260** million in the Scottish economy

**Two UNESCO World Heritage Sites - Old and New Towns of Edinburgh and the Forth Bridge**



Scotland's Golf Coast  
Musselburgh to Dunbar

## A World Class Environment

**Two** National Scenic Areas - Eildon & Leaderfoot and Upper Tweeddale



Tweed Valley Forrest Park - including Glentress Mountain Biking Centre

Pentland Hills Regional Park - Edinburgh's Playground & Lomond Hills Regional Park - Fife's playground!



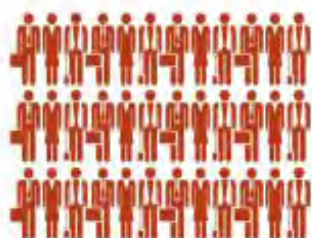
**3** National Nature Reserves - Blawhorn Moss, Whitlaw Mosses & St Abb's Head



Over **20** Natura Sites - Protected Areas of European Importance including most of the Firth of Forth Coast and Islands

## A Smart Economy

City Region contributes over **£33** billion of Gross Added Value to Scotland's economy.  
**26%** of the country's output



Edinburgh is the second most prosperous city in the UK (2013)



There is a skilled workforce  
**31.7%** working age population educated to degree or equivalent level (Scotland 26.4%) and we are home to **4** major universities

The city is a centre for excellence for financial services and the region is one of the UK's leading technology hubs





## Advanced Engineering and Infrastructure



The Queensferry Crossing is the longest three-tower, cable-stayed bridge in the world and the **tallest bridge in UK**.



Borders Railway - longest domestic railway constructed in Britain for over **100** years.



Edinburgh Airport  
Scotland's Busiest Airport  
with over **11** million  
passengers

## A Region of Opportunities



## SESplan Assets

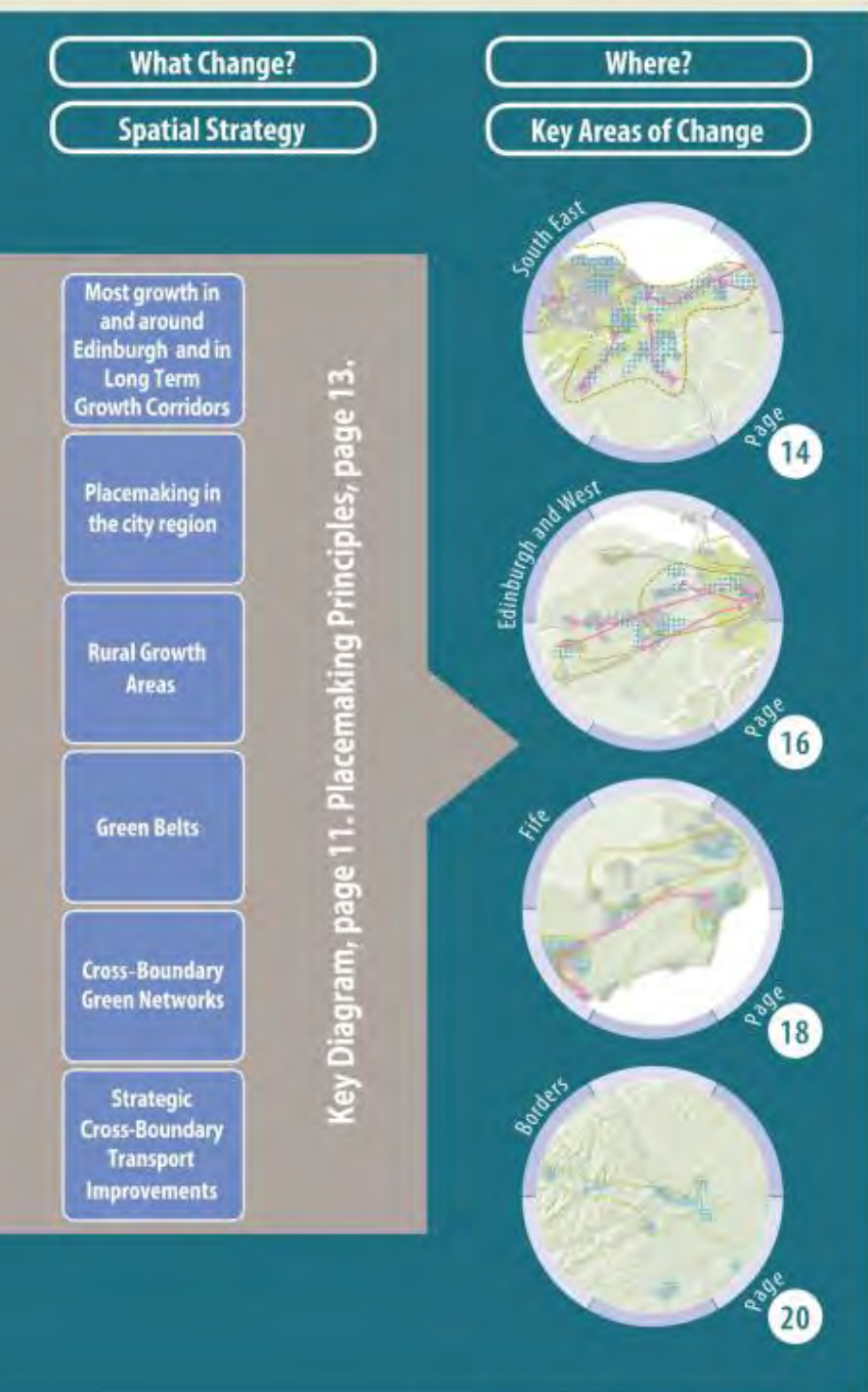


# City Region Vision for 2038

*Thriving, Successful, Sustainable*

Sustainable growth has been achieved by carefully managing those assets that provide the most benefits and by making well designed, successful places where people can thrive. More people are able to afford a home in a place near where they work. A series of cross-boundary transport projects has made travel by public transport easier and more people are cycling and walking to work. The economy continues to grow and the region remains an outstanding place to live, work and visit. Communities in the region are healthier and there is less inequality and deprivation.





## 2 The Vision

### Delivering the Vision

**2.1** The Strategic Development Plan will help achieve the SESplan vision by:

- Providing direction to Local Development Plans in the city region. Specific directions to Local Development Plans are emboldened and begin "**Local Development Plans will...**"
- Providing a context for development management – all planning applications have to be determined in accordance with the Development Plan<sup>(1)</sup> unless material considerations indicate otherwise. Specific statements relevant to development management are emboldened and begin "**Development should...**" or "**Development must...**"
- Influencing and supporting investment plans, strategic plans and other strategies affecting the region
- Identifying key strategic actions in the plan and in the SESplan Action Programme. Specific statements committing individual SESplan member authorities to take action begin "**SESplan member authorities will...**". Statements committing SESplan to take action begin "**SESplan will...**"

### SESplan Action Programme

**2.2** Many of the actions needed to deliver this plan are already set out in the action programmes related to each of the Local Development Plans in the city region. The SESplan Action Programme published alongside this plan will therefore focus on actions:

- to deliver cross-boundary infrastructure and infrastructure of regional importance
- to help deliver national developments
- that require the input and coordination of more than one local planning authority to deliver

<sup>1</sup> The Development Plan for each of the local authority areas within this city region comprises the relevant Local Development Plan and the Strategic Development Plan (supported by relevant supplementary guidance)



## City Region Deal

**2.3** The member authorities are currently engaged in negotiations to conclude a 'City Region Deal' for the city region. This is a deal between the Scottish Government, UK Government and SESplan member authorities that allows greater fiscal autonomy on the basis of an investment programme that demonstrates additional economic growth. It is likely that this investment will help deliver some of the infrastructure needed in areas already allocated for development.

**2.4** It is too early to predict the impact of this potential new investment on the economy of the region or the extent to which economic growth may affect housing demand. However, taking into account the potential opportunities, this plan includes ambitious housing targets and a generous housing land requirement. These reflect estimates of housing demand based on an economic future where the public and private sector provide the kind of strong leadership that is a key feature of City Region Deal. The impact of any City Region Deal on the pace of economic growth and any consequent impacts on the amount of development land required will be considered in relation to subsequent plans and strategies related to infrastructure delivery.



# Spatial Strategy

## The Spatial Strategy 3

## The Spatial Strategy

**Most growth in and around Edinburgh and in Long Term Growth Corridors**

**3.1** Over the next 20 years, most growth will be focused in and around Edinburgh and in indicative Long Term Growth Corridors (See Figure 3.1). The City of Edinburgh will meet a larger proportion of the region's housing need than in previous plans. This will help minimise commuting by car and reduce transport related carbon emissions, as well as making best use of existing infrastructure. 'A Place for Communities' (page 33) sets out the housing land requirement for each local authority area in the period 2018-2030 and provides an indication of the scale of housing land required beyond 2030.

**Strategic Growth 2018-2030**

**3.2** For the next 12 years, the need for strategic growth will be largely met by land already identified in existing and proposed Local Development Plans. The key diagram identifies the broad location of this as 'Strategic Growth 2018-2030'. Most of this will occur in and around Edinburgh and along transport corridors.

**Growth Beyond 2030**

**3.3** Beyond 2030, growth will be directed to locations in and around Edinburgh, locations along Long Term Growth Corridors and settlements within Rural Growth Areas. The purpose of the Long Term Growth Corridors is to direct growth to those transport corridors of primary importance for long term strategic growth. Rural Growth Areas identify those rural settlements in the Scottish Borders with potential for long term growth. The Placemaking Principles set out in Table 3.1 will be relevant over the long term and subsequent Strategic Development Plans will also include Placemaking Principles that guide the location and scale of development.

**3.4** If required to do so on the basis of future assessments, subsequent Strategic Development Plans will identify more specific locations suitable for further strategic growth in line with this long term growth strategy and the Placemaking Principles. In doing so they may direct subsequent Local Development Plans to release land, including land from the green belt, at locations along the Long Term Growth Corridors. These Local Development Plans may give more explicit policy protection to green networks in the remaining 'green wedges', in a way that recognises the full range of benefits and services that green networks provide (para. 5.20).






**Placemaking in the City Region**

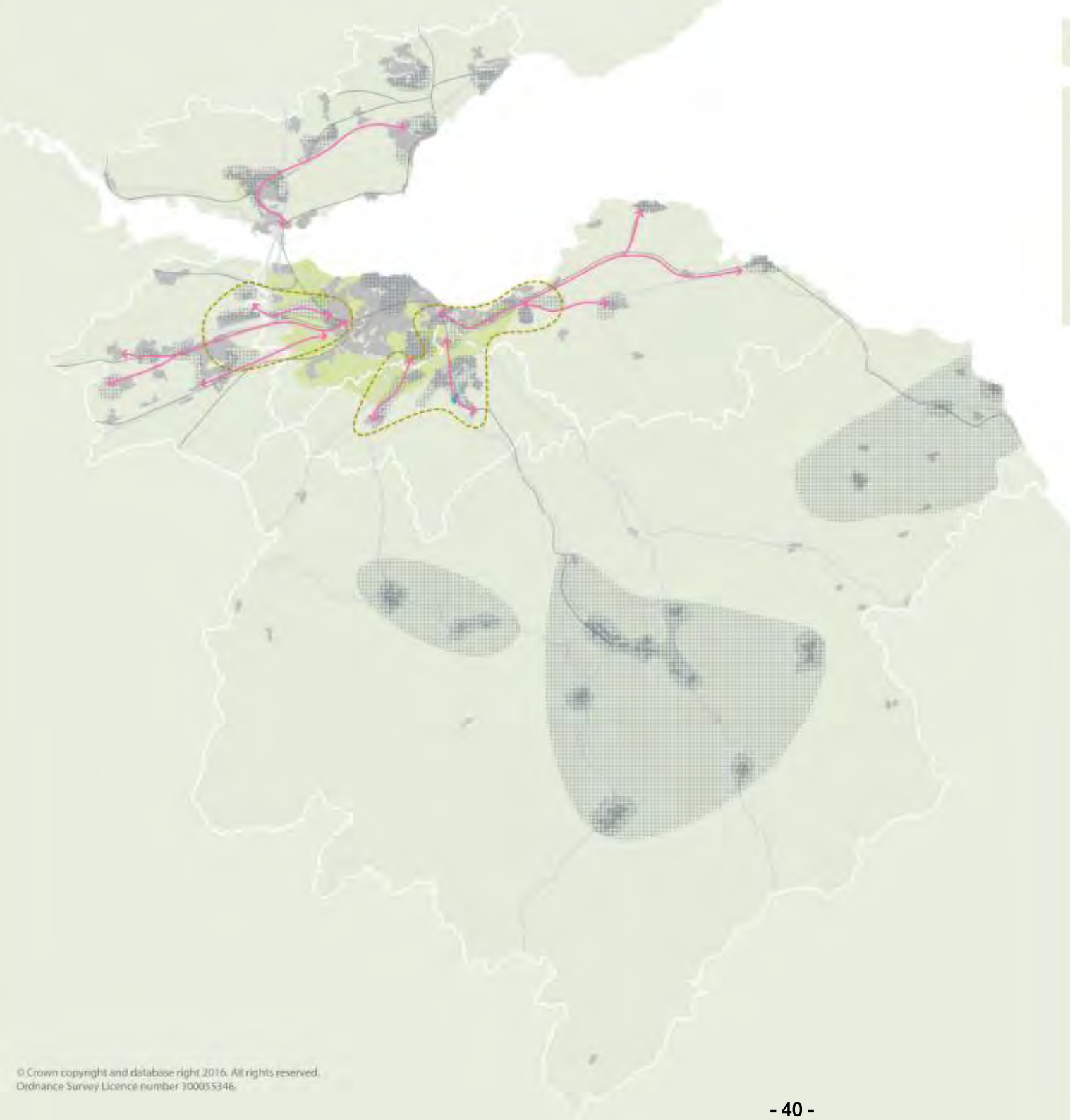
**3.5** Placemaking is a collaborative process that includes design, development and renewal of our urban and rural built environments. Good places play a fundamental role in attracting investment and supporting economic growth, promoting healthy lifestyles and providing a sense of identity and community. **SESplan member authorities will ensure that communities are involved in the design and shaping of development at an early stage, using tools such as the Place Standard to engage local people in conversations about what places should be like.**

**3.6** Development should take account of the Placemaking Principles set out in Table 3.1. **Local Development Plans will include development frameworks, masterplans and design briefs that are aligned with relevant community plans and have been developed jointly with local people. Local Development Plans will be guided by the Placemaking Principles detailed in Table 3.1. and ensure that all international, national and locally designated areas are afforded the appropriate level of protection.** The City Region Assets on page 4 illustrate many of the key natural and historic assets of international, national and regional importance.



Figure 3.1 Key Diagram

-  Strategic Growth 2018-2030
-  Long Term Growth Corridor 2030+
-  Rural Growth Areas
-  Cross-boundary Green Network Priority Areas
-  Green Belt



## The Spatial Strategy 3

### Strategic Cross-Boundary Transport Improvements

**3.7** Increasing traffic congestion has a major impact on movement into Edinburgh but also on movement to and between the western and south eastern fringes of the city. While the majority of these congested areas lie within the City of Edinburgh boundary, many of the journeys that contribute to that congestion are generated in the other SESplan member authority areas. This plan sets out some of the key strategic transport improvements that are likely to be needed to address these cumulative and cross-boundary impacts. It also sets out the principles underpinning a Cross-Boundary Transport Contributions Framework, to be established through Supplementary Guidance, and the matters that the guidance will address.

### Green Belts and Related Countryside Designations

**3.8** Figure 3.1 Identifies the broad location of the existing green belts around Edinburgh and to the west of Dunfermline. **Local Development Plans will identify and maintain green belts and other countryside designations fulfilling a similar function where they are needed:**

- **To maintain the identity, character and landscape setting of settlements and prevent coalescence**
- **To protect and provide access to open space**
- **To direct development to the most appropriate location and support regeneration**

**In doing so, Local Development Plans will take into account any relevant guidance on green networks.**

### Cross-Boundary Green Networks

**3.9** Two Cross-Boundary Green Network Priority Areas have been identified to focus action on places where a coordinated, cross-boundary approach is needed to maximise the benefits of green infrastructure. **SESplan will prepare Strategic Frameworks for two cross-boundary Green Network Priority Areas (Edinburgh and West, Edinburgh and East) and adopt the frameworks as Supplementary Guidance to the plan. These frameworks will:**

- **Identify and safeguard those elements of the green network that provide, or have the potential to provide, the greatest benefits for people and nature**
- **Identify strategic enhancements to green networks that will add value to existing settlements, developments for which land has already been allocated and any new allocations in subsequent Local Development Plans**
- **Provide an additional context for planning decisions**

### 3 The Spatial Strategy

**Table 3.1 Placemaking Principles**

<b>Distinctive</b>	Areas important for maintaining the character, landscape setting and distinctive identity of existing and proposed settlements should be protected and enhanced, particularly where they are needed to avoid the coalescence of settlements. The contribution of the natural and historic environment to making distinctive places should be maximised. Key views of the surrounding landscape should be integrated into developments to provide a sense of place and identity. Views of the Southern Uplands, the Lammermuir Hills, the Firth of Forth, the Pentland Hills, the Lomond Hills, the Bathgate Hills and key the landmarks of Edinburgh are particularly important in supporting a sense of place and making settlements distinctive.
<b>Safe and Pleasant</b>	Public spaces should be free from excessive traffic noise and air pollution and the needs of people should be considered before the movement of motor vehicles. Public spaces should be overlooked by housing, so that the people who use them feel safe and the people who live nearby feel a sense of ownership. It should be easy for people to access green/open space, including places where they can enjoy nature. Developments should be located within a network of green and blue infrastructure that provides a pleasant outlook for the people living and working there.
<b>Welcoming</b>	Gateways into settlements and extensions to existing settlements should be interesting, memorable and contribute to local distinctiveness. A wide range of public spaces of different types and character, accessible to all, should be provided that appeal to people of different ages and with different interests. Neighbourhood centres should include attractive and safe indoor and outdoor spaces where people can interact.
<b>Adaptable</b>	Development should be located where a wide range of densities, tenures and uses can be supported to meet the changing needs of the community into the future. Green networks should be multi-functional. They should comprise infrastructure that provides a range of benefits and can be adapted and enhanced depending on the local need for growing spaces, play spaces, natural spaces, public parks, sustainable urban drainage and the need to adapt to climate change.
<b>Resource Efficient</b>	New development should be located near existing public transport hubs, or in locations where there are planned infrastructure projects to enable easy access to the public transport network. The re-use or re-development of brownfield land should be considered before new development takes place on greenfield land, including Prime Agricultural Land and other land important for food production. Development should be located and orientated to maximise passive solar heating and opportunities for solar power generation. Heat mapping and other approaches should be used to identify opportunities to co-locate sources of high heat demand (e.g. housing) with sustainable sources of heat supply (e.g. biomass power plants). Development should be located away from functional flood plains and areas of medium to high flood risk. Areas important for flood storage and conveying capacity should be safeguarded for a range of compatible uses such as recreation, water quality management, flood attenuation and habitat creation. Development should be designed to minimise the area of impermeable surface and incorporate Sustainable Drainage Systems (SuDS) as appropriate.
<b>Easy to Move Around</b>	There should be good walking and cycling networks close to where people live, providing safe and convenient access to local facilities and to public transport stops. There should be a range of public transport options that provide easy access into Edinburgh, strategic centres, town centres, local centres and centres of employment. Developments should integrate with, and contribute to, the enhancement of walking and cycling networks.

## The Spatial Strategy 3

## Key Areas of Change South East

**3.10** Edinburgh city and the Long Term Growth Corridors radiating east and south east encompass a range of strategic development opportunities over the next 20 years. The challenge in this area is to ensure that infrastructure is delivered that enables existing allocated sites to fulfil their potential.

**3.11** Edinburgh Waterfront remains a high priority for growth. The tram extension to Leith and Granton and the establishment of an attractive cycleway and footpath is fundamental to achieving a thriving low carbon waterfront community connected to the city.

**3.12** Blindwells could benefit from interventions to accelerate its development. If Blindwells is capable of expansion beyond the current allocation, it could become one of the largest investment opportunities in south east Scotland, potentially delivering over 6,000 homes, employment opportunities and a strategic town centre serving the wider area. Realising these opportunities will require further planning studies and close cooperation between landowners and the public sector. In particular, more effective partnership working is needed to deliver the education and transport infrastructure required to unlock its full

economic potential and enable it to contribute to the regeneration of neighbouring communities in the west of East Lothian.

**3.13** Sites around existing East Lothian settlements will provide a significant amount of land to meet the requirements of the emerging East Lothian Local Development Plan. Once the development anticipated around Musselburgh is delivered, environmental and infrastructure constraints are expected to limit further significant expansion of settlements in the Musselburgh area. Any further development requirements for East Lothian will be dispersed to locations further east along the Long Term Growth Corridors. Subject to future growth requirements for East Lothian, there may be a need for a second new settlement in the east of East Lothian.

**3.14** Shawfair station is at the centre of what will be a new community in Midlothian with the potential to deliver over 4,000 new homes and significant new employment land over the next 20 years. The scale of the proposal means there will be opportunities to provide more innovative low carbon power and heat solutions to support a more sustainable place. Eskbank station will provide ready access to the Midlothian Community Hospital and a ten minute rail link between Edinburgh College campuses in Midlothian. New transport links from Shawfair station to the Royal Infirmary

of Edinburgh will be needed to deliver benefits to patients and visitors from Midlothian and the Scottish Borders.

**3.15** A modified A1 junction and underpass near Queen Margaret University will enable land adjacent to the university to be developed to support the Innovation and Science Cluster. This land also provides opportunities for start ups with a focus on life sciences, research and learning and food and drink. Improved capacity and rail services on the East Coast line and new rail stations at East Linton and Blindwells will help reduce commuting by road.

**3.16** Leith is a strong location for large scale manufacturing, installation, operations and maintenance for the renewables industry as well as a centre for the creative industries. The former Cockenzie Power Station site is not currently subject to specific proposals for carbon capture and storage and thermal generation. It remains part of an Area of Coordinated Action, but relevant stakeholders should consider a wider range of potential future uses for this site. The BioQuarter, Bush and BioCampus are key elements of the Edinburgh Science Triangle, one of the top ten research and development locations in Europe. They offer opportunities for academic, commercial and clinical research and a range of expansion opportunities for technology and bio-industries.

### 3 The Spatial Strategy

The tram line extension to the BioQuarter, Newcraighall and Queen Margaret University would provide a major contribution to reducing traffic into and out of Edinburgh.

**3.17** Midlothian, City of Edinburgh and East Lothian Councils will work together to take a plan-led approach to identifying and, where possible, enhancing the key green infrastructure around the periphery of Edinburgh. The priorities for action include addressing the City Bypass as a barrier to active travel and upgrading cycle routes on the A199 to become a strategic functional cycle route, providing an artery linking East Lothian with Edinburgh. Green Belts and Countryside Around Town designations will provide the framework for establishing and maintaining a high quality landscape setting for existing and future settlements and identifying and safeguarding key strategic areas of open space.

**3.18** In order to deal with what is one of the region's major challenges in delivering sustainable growth, a range of transport interventions are likely to be needed. These include major upgrades to the A720, other improvements to the strategic road and rail networks and improvements to local road networks. Major upgrades to walking and cycling infrastructure and public transport provision will also be needed to encourage more people to leave their car at home for journeys into and around Edinburgh.



Figure 3.2 South East



### 3 The Spatial Strategy

#### Key Areas of Change Edinburgh and West

**3.19** The completion of a new railway station is a key requirement in the delivery of an expanded settlement at Winchburgh in West Lothian, with the potential to accommodate over 3,000 homes and additional employment land. However, developers will need to address some of the additional infrastructure challenges relating to education provision. The new village at Calderwood and growth at Armadale and Bathgate (Wester Inch) will also make a substantial contribution to meeting housing needs.

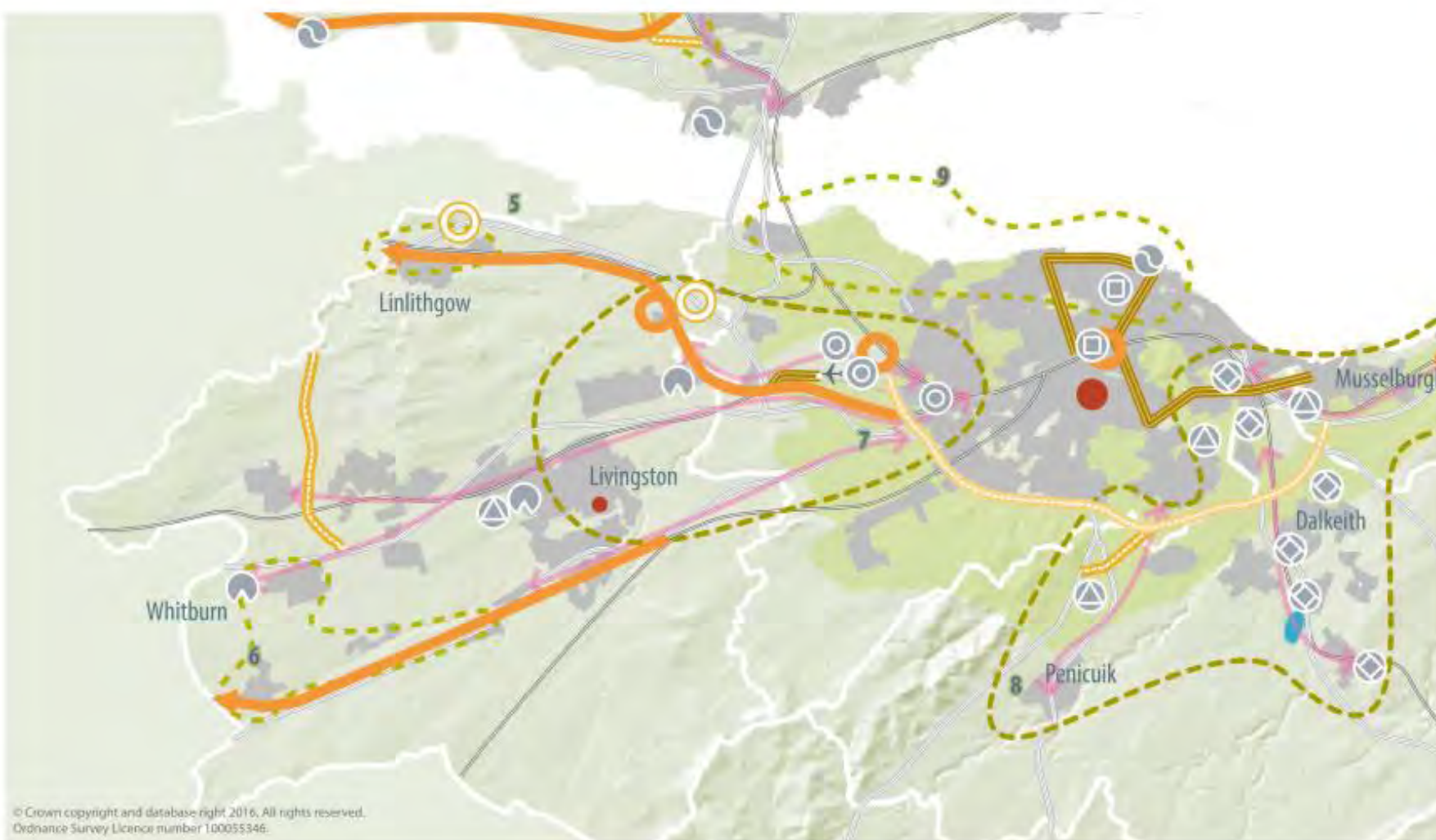
**3.20** Livingston is the largest area of employment outside Edinburgh providing a range of opportunities for information and communication industries, life sciences, technology and precision engineering. Heartlands is an emerging community near Whitburn combining residential, business, retail and leisure opportunities with opportunities for further environmental improvement. The Polkemmet and Breich Water Green Network Priority Area provides a focus for partners to deliver a plan-led approach to identifying and delivering these improvements.

**3.21** West Edinburgh has the potential to deliver a range of opportunities for strategic growth, including the delivery of substantial housing developments with good transport connections. Edinburgh International Business Gateway provides a focus for substantial business-led investment and the land adjacent to Edinburgh Airport has been identified for a range of commercial and mixed uses. A long term masterplan for International Business Gateway is already in development, with the site being positioned as a top quality global business location aimed at attracting high value jobs from other areas of the UK and Europe.

**3.22** The Gogar Rail Interchange station on the Edinburgh to Fife line and a new stop on the Edinburgh Tram network will improve access to the airport. In addition, the City of Edinburgh Local Development Plan has safeguarded land for a future extension to the tram system to Newbridge. In the longer term there may be opportunities to extend this line to Broxburn, Uphall and Livingston.

**3.23** The Edinburgh and West Cross-Boundary Green Network Priority Area provides an opportunity for the City of Edinburgh and West Lothian to collaborate on a more plan-led approach to identifying the value of the green infrastructure within and beyond the Edinburgh green belt. A key priority will be to enhance landscape character at and around settlement gateways. Key opportunities here include the completion of a River Almond Walkway and a A71 cycle super highway linking south Livingston with Balerno, Currie and West Edinburgh. The creation of a high quality, segregated route will provide a key strategic link in the region's cycling network. Innovative approaches to water management, including the de-culverting of the Gogar Burn, will be needed to deliver growth opportunities in this area without increasing flood risk.

Figure 3.3 Edinburgh and West



- STRATEGIC TRANSPORT IMPROVEMENTS**
- Junction New/Improvement
  - Road New/Upgrade
  - Tram Extension
  - Rail Improvement/Upgrade
  - A720 Improvements and Orbital Bus
  - Rail Station New/Improvement
- SIGNIFICANT BUSINESS CLUSTERS**
- Forth Coast Cluster
  - Innovation and Science Cluster
  - Central Business Cluster
  - West Edinburgh Business Cluster
  - West Lothian Cluster
  - Borders Rail Cluster
- GREEN NETWORK PRIORITY AREAS**
- 5 Linlithgow
  - 6 Polkemmet and Breich Water
  - 7 Edinburgh and West
  - 8 Edinburgh and East
  - 9 Forth Shores
- City Centre
- Strategic Centres
- Edinburgh Airport
- Strategic Growth 2018-2030
- Long Term Growth Corridor 2030+
- Green Belt



### 3 The Spatial Strategy

#### Key Areas of Change Fife

**3.24** The Forth Bridges are a key gateway to employment and business. The opening of the Queensferry Crossing in 2016 and the use of the Forth Road Bridge for public transport, walking and cycling has been important in ensuring Fife can continue to benefit from opportunities in the city region and beyond.

**3.25** However, if this plan's vision is to be delivered in full, it is important that Fife's socio-economic needs continue to be met locally where possible in order that the area's towns can continue to thrive and the need to travel to employment is reduced. Rosyth Waterfront, Burntisland Port and Energy Park Methil (part of the 'Forth Coast Cluster') provide a range of business opportunities, including renewables manufacture and servicing. Improvements to the port at Rosyth will provide some of the Additional Freight Handling Capacity on the Forth (a National Development) needed in relation to heavily used North Sea freight shipping routes. Further environmental assessment work is currently being carried out to support the marine consents needed to progress this work.

**3.26** Areas around Dunfermline have the potential to deliver over 6,000 homes. Key to the delivery of these sites is the provision of a northern relief road and a western distributor road. These will work alongside new park and ride schemes and a new rail halt at Halbeath park and ride. Together with better access to the Forth Bridge, these will provide a range of travel options for this key area of growth.

**3.27** A taskforce is currently developing a masterplan for the former powerplant at Longannet, with a focus on maximising employment opportunities. Significant growth is also planned in Kirkcaldy and development along the northern arc of the Fife Circle railway line will help bring about the regeneration of brownfield land associated with the former mining communities of the Ore Valley and Upper Leven Valley. The Levenmouth Rail Link would encourage more non-car travel, opportunities for more rail-freight and provide a further incentive to those looking to invest in the area.

**3.28** A Green Network Priority Area has been identified near Dunfermline, recognising that there are opportunities to strengthen the landscape setting of the settlement to the north and west and provide a more joined up walking and cycling network providing access to Townhill Country Park. Green Network Priority Areas have also been identified for the Ore Valley, the Kirkcaldy Gateways and Levenmouth and Coast, where there are a number of opportunities to help deliver green network improvements alongside new housing to strengthen the sense of place.

Figure 3.4 Fife

© Crown copyright and database right 2016. All rights reserved.  
Ordnance Survey Licence number 100055346.



- STRATEGIC TRANSPORT IMPROVEMENTS**
- Junction New/Improvement
  - Road New/Upgrade
  - Rail Improvement/Upgrade
- SIGNIFICANT BUSINESS CLUSTERS**
- Forth Coast Cluster
- GREEN NETWORK PRIORITY AREAS**
- 1 Dunfermline North and East
  - 2 Ore Valley
  - 3 Kirkcaldy Gateways
  - 4 Levenmouth and Coast
- Strategic Centres**
- Strategic Centres
- Strategic Growth 2018-2030**
- Strategic Growth 2018-2030
- Long Term Growth Corridor 2030+**
- Long Term Growth Corridor 2030+
- Green Belt**
- Green Belt

### 3 The Spatial Strategy

#### Key Areas of Change Scottish Borders

**3.29** Strategic growth in the Scottish Borders will be directed to three Rural Growth Areas in Central Borders, Western Borders and Berwickshire. Border towns within these growth areas provide the focus for retail, commercial and strategic employment opportunities. Improved connectivity to Edinburgh to the north and Newcastle and Carlisle to the south is essential for the future economic growth of this area.

**3.30** The Borders Railway is the longest new railway to open in the UK for over a hundred years. New stations along the route provide new opportunities for businesses and communities. It has performed beyond expectations and provides an impetus to drive new development and business opportunities into the rural heartlands of the Scottish Borders. To maximise the opportunity, areas around the line as far south as Hawick have been given Assisted Area status.

**3.31** In Galashiels, Tweedbank and neighbouring communities, the Borders Rail line provides further opportunities to connect and grow communities. A potential future extension of the railway to Hawick and beyond is currently being considered by the Scottish Government. Major flood schemes in Selkirk, Hawick and Galashiels will also provide opportunities for growth and regeneration in the Central Borders.

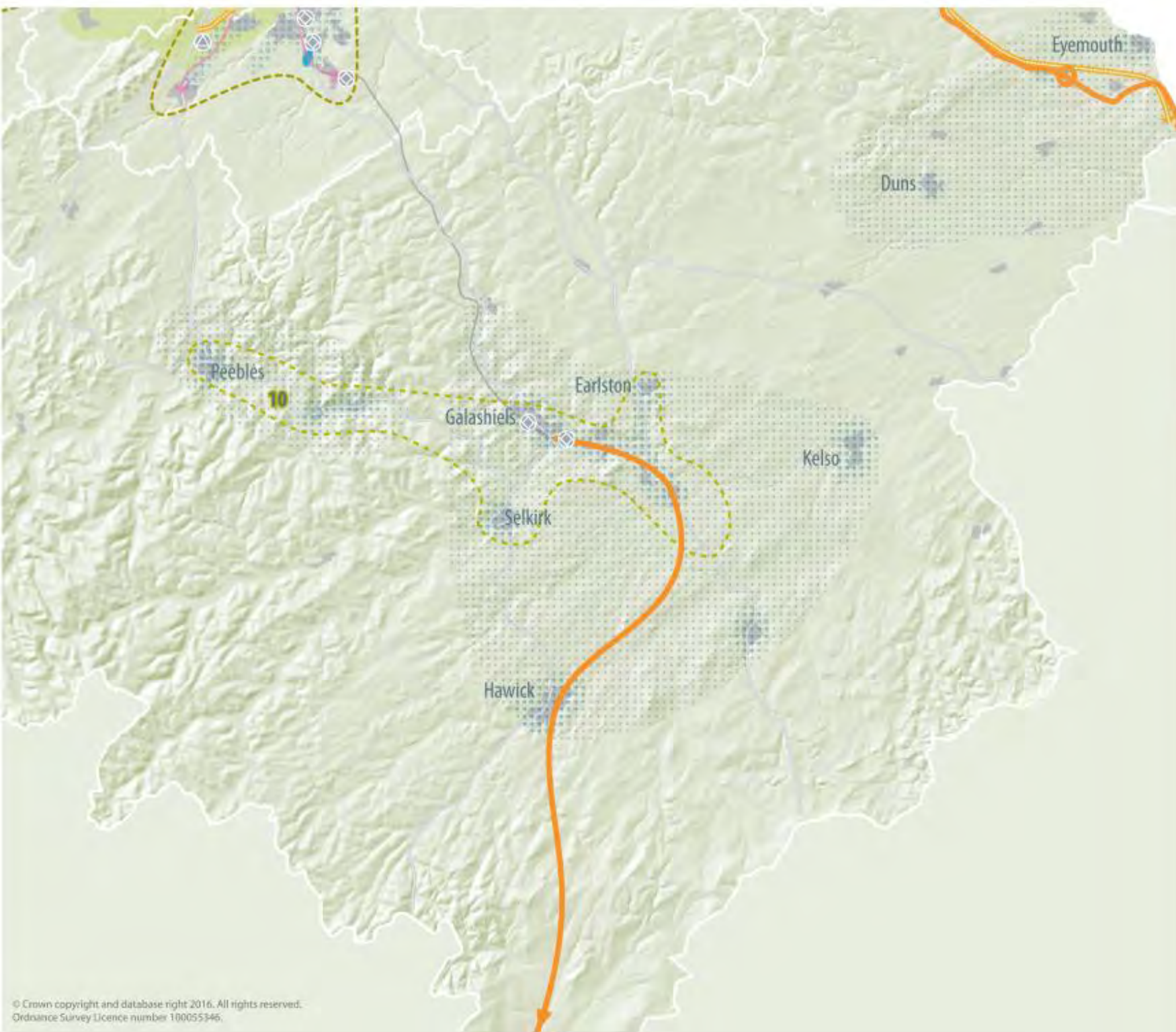
**3.32** The line has made it easier for people in Edinburgh to travel to the Scottish Borders, widening the labour catchment and making it easier for businesses to recruit. It has provided a boost for retail and tourism businesses and better access to education opportunities at Borders College and the Heriot-Watt School of Textiles and Design. The rail link has also underpinned significant investment at the Central Borders Business Park at Tweedbank.

**3.33** On the East Coast Main Line, a new station at Reston will provide settlements in the Berwickshire with easier access to employment and education markets in Edinburgh and encourage more people to visit the area. Dualling of the A1 and local improvements to the A68 and A7 will improve journey times to and from England.

**3.34** The Countryside around Town designation provides the framework and setting for the Central Borders area and surrounding towns. A Strategic Green Network Priority Area connects settlements in the Central Borders with Peebles and Innerleithen in the western borders. Former railway lines represent a network of former track beds which link many of the larger towns. The network offers considerable potential for walking and cycling access to town centres and to tourism sites including Traquair House, Glentress Mountain Biking Centre, Abbotsford, Melrose and Dryburgh Abbey, Eildon and Leaderfoot National Scenic Area and the River Tweed.



Figure 3.5 Borders



- STRATEGIC TRANSPORT IMPROVEMENTS**
- Rail Improvement/Upgrade
  - Rail Station New/Improvement
- SIGNIFICANT BUSINESS CLUSTERS**
- Borders Rail Cluster
- GREEN NETWORK PRIORITY AREAS**
- 10 Scottish Borders
- GROWTH AREAS**
- Strategic Growth 2018-2030
  - Rural Growth Areas





# A Place to do Business



## Locations for Investment

**4.1** This region has the potential to make a huge contribution to boosting Scotland's competitiveness and tackling inequality in line with the Scottish Government's Economic Strategy. This section sets out a range of strategic opportunities for investment in the region's infrastructure to help businesses to grow, innovate, and create good quality employment opportunities.

### Significant Business Clusters

**4.2** This plan identifies a number of significant business clusters. These are broad locations where groups of similar or complementary business sectors or industries operate and where there are opportunities for expansion. This plan also includes clusters of different types of businesses or opportunities that share a common geography, such as the new opportunities made possible by the new Borders Rail Link and opportunities along the East Coast transport corridors.

**4.3** The clusters have been identified for their contribution or potential contribution to the city region's distinctive economy. Aligned with the spatial strategy and operating across local authority boundaries, the clusters provide opportunities for continued growth and expansion supporting a growing sustainable economy and increasing jobs.

**4.4** The clusters incorporate growing and established sectors and areas experiencing economic change where there are significant new opportunities. They include the growth sectors and National Developments identified by the Scottish Government and Scottish Enterprise<sup>(2)</sup> but also the industries and related sectors particular to the economy of south east Scotland.

**4.5** SESplan member authorities will promote investment in the locations identified in Table 4.1. Local Development Plans will safeguard their future expansion by identifying and safeguarding sufficient land and supporting infrastructure including public transport and walking and cycling provision. Local Development Plans will adopt a flexible approach to allow for new long term employment opportunities.

**4.6** Local Development Plans will also consider whether to identify local based business clusters. Identification of clusters at a local level can ensure the alignment of employment uses with housing and infrastructure, including sustainable travel networks.

**4.7** The strategic centres identified in the Place for Communities section are also key areas for investment and economic development.

<sup>2</sup> [National Planning Framework \(2014\)](#), [Enterprise Areas](#), [National Renewables Infrastructure Plan](#)

Figure 4.1 Significant Business Clusters

-  Forth Coast Cluster
-  Innovation and Science Cluster
-  Central Business Cluster
-  West Edinburgh Business Cluster
-  West Lothian Cluster
-  East Lothian Cluster
-  Borders Rail Cluster



**Table 4.1 Significant Business Clusters**

Significant Business Cluster	Comprises	Principal Sectors	Opportunities
Forth Coast Cluster	Fife Energy Corridor: Rosyth Waterfront, Burntisland Port, Energy Park Fife, Methil, sites of former power stations Cockenzie and Longannet; Torness and Leith Port	Energy and Port Use	Cluster of coastal sites providing opportunities for a range of uses. In particular, port use such as renewables manufacture and servicing, thermal and low carbon energy generation or other uses associated with an Area of Coordinated Action. These locations also present significant opportunities for innovative reuse and regeneration making use of the well serviced sites and their coastal locations. Subject to a review of the National Planning Framework, locations at the former Longannet and Cockenzie power station sites may have potential for a wider range of uses.
Innovation and Science Cluster	Edinburgh BioQuarter; Midlothian BioCampus: Easter Bush and Bush Estate, Midlothian; Alba Innovation Centre, West Lothian; Edinburgh Napier, Queen Margaret University; Heriot-Watt University and Edinburgh University (multiple campuses)	Research, Knowledge, Academia and Vocational Learning	Unique internationally recognised institutions supporting life science and technology research, innovation, academic and vocational education and training. The majority of sites and locations can accommodate space for start-ups, for spin-outs and grow-on businesses, as well as for more established businesses. Includes the Enterprise Areas at BioCampus and BioQuarter, where the extension of Edinburgh's tram network will enhance accessibility. Land adjacent to Queen Margaret University also provides opportunities for start ups, with a focus on life sciences, research and learning and food and drink.
Central Business Cluster	Edinburgh City Centre and Leith	Business and Financial Services, Tourism, Service and Creative industries	Extensive cluster in central Edinburgh reflecting the status as one of Europe's most important areas for financial and business services, service industries, tourism and the creative industries. Opportunities for continued growth associated with redevelopment in the city centre and expansion in Leith supported by proposed tram line extensions.

## 4 A Place to do Business

Significant Business Cluster	Comprises	Principal Sectors	Opportunities
West Edinburgh Business Cluster	International Business Gateway, Edinburgh Airport and Scotland's National Showground; Edinburgh Park, South Gyle and Gogarburn	Business and Financial Services	Growing cluster of existing and emerging developments located to the west of Edinburgh with a strong focus on business and financial services supported by mixed-uses including conference facilities and tourism.
West Lothian Cluster	Broxburn and Livingston Enterprise Areas and Heartlands Business Park	Manufacturing, Information and Communication	Comprises the West Lothian Enterprise Area (plots at Broxburn and Livingston) focused on food and drink manufacture and a range of opportunities associated with Heartlands Business Park including technology, media and logistics, making use of good connections to the transport network.
Borders Rail Cluster	Sites in Midlothian and Central Borders enabled by the Borders Rail Line.	Business Services, Food and Drink, Tourism	Presents opportunities for tourism, recreational development and wider business and industrial growth and investment in the central Borders. Scottish Government match funding to projects in Borders and Midlothian and recent investment in Tweedbank present significant opportunities. Closer to the city there are opportunities associated with planned new mixed-uses at Shawfair and at other locations close to the rail line.
East Lothian Cluster	Blindwells, Macmerry, Spott Road Dunbar, and Dunbar cement works once operations there cease	Business Services, Manufacturing, Energy, Tourism and Food and Drink	Land at Blindwells and Macmerry could provide for financial services, business and manufacturing. Land at Spott Road Dunbar and, over a longer term, Dunbar cement works presents opportunities for business and manufacturing. Mixed use development on these sites may be supported if it facilitates mixed communities and enables the development of land for employment uses.

## Rural Economy

**4.8** The city region benefits from a large rural area which holds a significant proportion of Scotland's prime agricultural land. The rural areas provide significant benefits to the urban population including food production, water supply, renewable energy, timber production and tourism and recreation. The region boasts an attractive coastline and a number of operational harbours. An impressive network of long distance routes, including the John Muir Way and the Fife Coastal Path means that visitors and residents can easily access the countryside and the historic settlements of our rural areas.

**4.9** These assets support a diverse range of loose business clusters in small and medium scale businesses include tourism, food and drink, textiles manufacturing, farming and forestry, low carbon and creative and niche industries. These businesses make a significant contribution to the city region economy.

**4.10** The Borders railway and the proposed new stations in East Linton and Reston present opportunities to promote diversification. The Tyne Esk Leader Project and the Borders Leader programme support diversification of agriculture and rural business. Diversification of the fishing and fish-processing industry in East Lothian, Scottish Borders and Fife is being supported by the Forth Fisheries Local Action Group.

**4.11** The Borderlands initiative is a national cross-border project involving Scottish Borders Dumfries and Galloway, Carlisle City, Cumbria and Northumberland Councils. It seeks to deliver improved infrastructure, transport and communications links, economic growth and employment opportunities in rural areas of southern Scotland and northern England.

**4.12** There are issues to be addressed to ensure the continued viability of the rural industries. These include the development of high speed broadband; the promotion of economic opportunity within the Fisheries Local Action Group area, the potential for harbours such as Eyemouth and Dunbar to service offshore wind farms; the promotion of low carbon opportunities including solar and hydro; the promotion of opportunities to maximise the benefits from the area's forestry, including the potential for sawmills and wood chip plants and the sustaining of mart and abattoir resources to serve the area's farming industries. **SESplan member authorities will therefore support the continued operation, diversification and expansion of rural businesses.**

## 4 A Place to do Business

### Employment Land Supply

**4.13** To achieve the vision of a thriving, successful and sustainable city region it is essential that there is sufficient employment land which is both available and situated in the right locations to provide jobs to meet the region's growing population. **Local Development Plans will identify and safeguard a sufficient supply of employment land taking account of market demands and existing infrastructure. This land should be able to deliver sites which are serviced or serviceable over the plan period.**

**4.14** Local Development Plans will identify and safeguard large scale employment sites where necessary in line with the spatial strategy and, where appropriate, within the significant business clusters. This is to ensure employment opportunities are accessible by public transport and walking and cycling networks, to enable the regeneration of former sites and to strengthen the region's key economic sectors.

**4.15** Local Development Plans will support diversification and re-categorisation of existing employment sites where this facilitates wider business opportunities, mixed-uses or an increased density of development, whilst ensuring an overall sufficient supply of employment land is maintained.



## Responsible Resource Extraction

**4.16** An adequate source of minerals for construction, manufacturing and energy, close to where they are needed, is essential to support economic growth and a low carbon city region. Minerals extraction also supports a range of jobs.

**4.17** A sufficient supply of construction aggregates is required to meet the anticipated construction needs in the city region over the Strategic Development Plan period. Identification and safeguarding of these resources provides for a more sustainable and economically self-sufficient city region with less reliance on importing resources from elsewhere.

**4.18** SESplan will establish a Minerals Working Group. This group will review the aggregate resources of the city region (based on Scottish Government minerals survey data and relevant locally sourced information) to ensure there is a sufficient aggregates landbank of permitted reserves for construction aggregates of at least 10 years.

**4.19** Local Development Plans will use the relevant monitoring information to identify and safeguard sufficient construction aggregates to form a land bank of reserves for a minimum of 10 years. These should be in locations where there are deposits of sufficient scale and quantity for commercial extraction and which could be worked without unacceptable environmental or amenity impacts in accordance with Scottish Planning Policy.

**4.20** Local Development Plans will identify coal, oil and gas reserves to support a diverse energy mix, giving sufficient weight to the avoidance of long term environmental impacts and greenhouse gas emissions from their use. The Scottish Government is currently maintaining a moratorium on granting development consents for unconventional oil and gas development across Scotland.

**4.21** The region has a legacy of sites where minerals were formerly extracted. There are a number of examples in the region where sites have undergone, are currently undergoing, or will undergo restoration or regeneration to provide homes and employment or new settlements. These include sites such as Heartlands (West Lothian), Blindwells (East Lothian) and Dunbar cement works and quarry, once operations there cease. **Where relevant, Local Development Plans will identify former mineral sites and the potential means of restoration and regeneration in accordance with the vision and spatial strategy of the Strategic Development Plan.**

## 4 A Place to do Business

### A Low Carbon Economy

**4.22** The spatial strategy reflects the need for the region to grow in a way that contributes to a low carbon economy. New development is directed to locations where the need to travel is reduced and there are good public transport links. A range of public transport infrastructure enhancements and improvements to regional walking and cycling routes will also mean there are more opportunities to choose low carbon travel.

**4.23** In line with the Placemaking Principles (Table 3.1), **Local Development Plans will identify, as appropriate, opportunities to co-locate sources of high heat demand (e.g. housing) with sources of heat supply (e.g. biomass power plants) and to locate new development where passive solar heating and solar power generation can be maximised.**

### Energy Generation

**4.24** The site of the former Cockenzie Power Station is not currently subject to specific proposals for carbon capture and storage and thermal generation. However, the Cockenzie site, along with the former Longannet power station are retained within the Forth Energy Business Cluster, reflecting the opportunity for these sites to contribute to renewables manufacture, servicing of offshore renewables and any possible

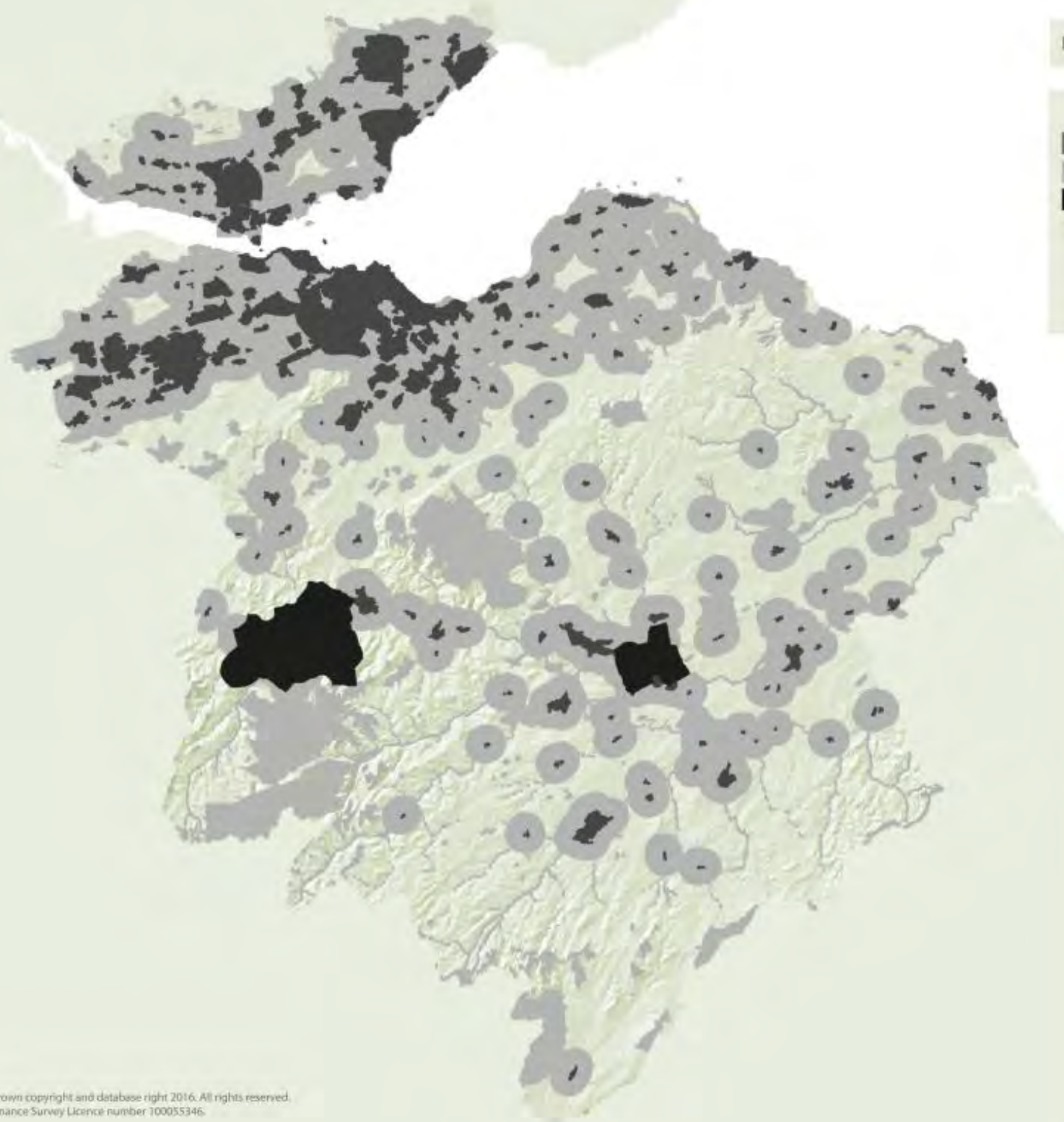
longer-term opportunities to contribute to a Carbon Capture and Storage Network. The potential for the regeneration of Longannet and Cockenzie provides opportunities to explore more innovative approaches to delivering low carbon places, such as district heating and energy storage schemes. In addition to the Forth Coast Cluster, The Innovation and Science Cluster (page 24) includes the University of Edinburgh, Napier University and Heriot-Watt University, all at the forefront of renewable energy research.

**4.25** Wind farm developments in the region, particularly in the Scottish Borders and in East Lothian have already made a major contribution to Scotland's transition to a low carbon economy. There are also significant areas of peatland habitat in the Scottish Borders important for carbon sequestration. Figure 4.1 sets out a spatial framework that identifies areas with potential for wind farm development, subject to landscape capacity and detailed consideration against relevant Local Development Plan policy criteria. Included in this framework is a 2km separation zone around settlements. **Local Development Plans will apply these 2km separation zones up to a maximum of 2km from an identified settlement envelope or edge.**

**4.26** SESplan will establish a Cross-Boundary Windfarm Working Group to explore the potential for a plan-led approach to identifying strategic capacity for wind farms and repowering opportunities (i.e. replace old turbines with new ones) in areas where there are likely to be cross-boundary effects. Relevant member authorities will pursue a collaborative plan-led approach to re-powering in order to minimise the impact on key cross-boundary assets.

**4.27** Local Development Plans will also set out the full range of additional considerations they will apply to wind farm proposals based on the particular characteristics of each area. In doing so, they should liaise closely with neighbouring authorities to identify and establish a consistent policy approach to key strategic cross-boundary assets. These assets will include, but will not be limited to, the Pentland Hills Regional Park, the Lomond Hills Regional Park, the Lammermuir Hills and the Firth of Forth.

Figure 4.2 Onshore Wind Spatial Framework



- Settlements
- Areas of significant protection \*
- Areas where wind farms not acceptable
- Areas with potential for wind farm development \*

\* Includes carbon and peatland data from SNH consultation draft dataset 2015

\* Subject to landscape capacity and other assessment

## 4 A Place to do Business

### Zero Waste

**4.28** The Scottish Government's Zero Waste Plan seeks to make the most efficient use of resources by minimising demand and maximising reuse, recycling and recovery. The principle of 'zero waste' means wasting as little as possible and recognising that waste is an economic resource that can contribute to a low carbon economy.

**4.29** Local Development Plans will support proposals which encourage recycling and recovery of waste where these are in accordance with the Zero Waste Plan and take account of environmental, transport, economic and amenity factors. Opportunities for co-location with other uses which can make use of any recovered heat will be supported. The current landfill capacity in the city region is in excess of the requirements set out by the Scottish Government.





# A Place for Communities



## 5 A Place for Communities

### Increasing Housing Delivery

**5.1** New housing is needed to provide homes for those already living in the region, including younger people who need a first home, families who want to move up or older people who may wish to downsize. New homes are also needed for those who want to move here, helping the economy grow so that strategic centres and town centres can continue to thrive. Access to well designed, energy efficient, affordable homes supports health and wellbeing and helps create successful places.

This plan sets out ambitious targets for housing and a generous land requirement to enable these targets to be met.

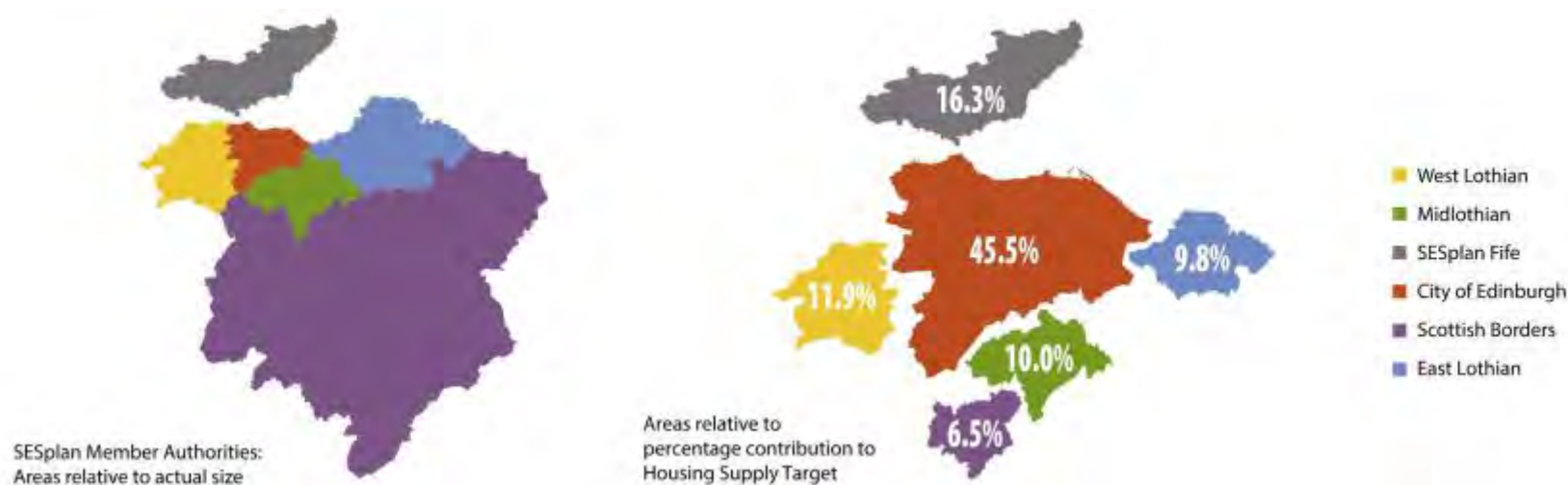
### Housing Supply Targets and Housing Land Requirements

**5.2** Table 5.1 sets out the number of homes (The Housing Supply Target) to be built in the SESplan Housing Market Area. This has been divided between member authorities in a way that reflects housing need and demand as well as environmental and infrastructure capacity. This

provides a Housing Supply Target, split into market and affordable, for each local authority area over the years 2018-2030.

**5.3** The Housing Land Requirement (Table 5.2) sets out the generous level of housing land needed to allow the Housing Supply Targets to be met. A 10% generosity margin has been applied to the Housing Supply Targets to calculate the Housing Land Requirements. The 10% margin provides for a generous land supply whilst ensuring that the viability of allocated sites is not undermined by an over supply of land.

**Figure 5.1 Distribution of SESplan Housing Supply Target**





**Table 5.1 Housing Supply Targets 2018-2030**

Area	Number of Homes Annual Average			Number of Homes Period Total		
	Market	Affordable	Combined	Market	Affordable	Combined
City of Edinburgh	1,220	1,200	2,420	14,640	14,400	29,040
East Lothian	330	189	519	3,960	2,268	6,228
Fife <sup>(3)</sup>	605	262	867	7,260	3,144	10,404
Midlothian	369	165	534	4,428	1,980	6,408
Scottish Borders	220	128	348	2,640	1,536	4,176
West Lothian	333	300	633	3,996	3,600	7,596
<b>SESplan</b>	<b>3,077</b>	<b>2,244</b>	<b>5,321</b>	<b>36,924</b>	<b>26,928</b>	<b>63,852</b>

3 SESplan Fife

## 5 A Place for Communities

Table 5.2 Housing Land Requirements 2018-2030

Area	Number of Homes Annual Average	Number of Homes Period Total
City of Edinburgh	2,662	31,944
East Lothian	571	6,851
Fife <sup>(4)</sup>	954	11,444
Midlothian	587	7,049
Scottish Borders	383	4,594
West Lothian	696	8,356
<b>SESplan</b>	<b>5,853</b>	<b>70,237</b>

4 SESplan Fife

## A Place for Communities 5

**5.4** The Housing Supply Targets were informed by the 2015 SESplan Housing Need and Demand Assessment. The targets are reasonable, deliverable and supported by compelling evidence, set out in the SESplan Housing Background Paper. Evidence is drawn from economic, environmental and infrastructure analysis as well as delivery opportunities and funding. In summary:

- The majority of need and demand identified in the 2015 Housing Need and Demand Assessment is for affordable housing. Whilst the affordable targets are ambitious and set higher than 2010-2015 delivery levels, it is not possible to deliver the 4000+ affordable homes per annum suggested by the Housing Needs and Demand Assessment. Instead, the targets are a realistic estimate of what might be deliverable based on a range of factors, including potential levels of funding available to support affordable housing
- Market targets exceed the level of demand identified to help meet some of the shortfall in affordable housing need. This will be achieved through more affordable models of market housing, the role of help to buy schemes and an increased role for new build private rented housing

- A greater proportion of the region's housing need and demand is being met in the City of Edinburgh than previously. The distribution of the Housing Supply Targets supports the plan's strategy to locate housing nearer where people work, support public transport use and encourage more people to walk and cycle to work. This will help to improve air quality and reduce climate change impacts

**5.5** Delivering the plan will require an ambitious affordable housing delivery programme. This is in line with SESplan member authority and Scottish Government plans to increase affordable housing delivery. **Local Development Plans will set out the proportion of affordable housing that will be sought on market sites, taking into account relevant local factors. Affordable housing will also be developed by housing associations and councils, making best use of the public estate.**

**5.6** Specialist housing, including a wide range of housing with care and support, plays an important role in enabling people to live healthy lives with dignity and independence. **SESplan member authorities will ensure that Local Housing Strategies and Local Development Plans enable the types of homes that will address the needs of a growing, ageing population and the growth in the number of smaller households.**

**5.7** The housing needs of gypsies and travellers is a potential cross-boundary issue. **SESplan member authorities will work together through the South East Scotland Housing Forum to update housing need information for these communities.**

## 5 A Place for Communities

### 2018-2030 Period

**5.8 Local Development Plans will ensure that there is a sufficient supply of housing land to meet the Housing Land Requirements over the 10 year period from the expected date of plan adoption.** Estimates indicate that there is sufficient housing land supply to meet the Housing Land Requirements for the 2018-2030 period in East Lothian, Fife, Midlothian, Scottish Borders and West Lothian. This is due to the existing land supply set out in Local Development Plans based on housing requirements in the previous Strategic Development Plan.

**5.9** Estimates indicate that City of Edinburgh may have a shortfall of housing land. To meet any shortfall, the **City of Edinburgh Local Development Plan will give priority to brownfield sites in the urban area within the Green Belt's inner boundary and ensure all allocations are consistent with this Strategic Development Plan.**

**5.10** For all SESplan member authorities the level of housing land to be allocated will depend on the estimates of housing land at the time of Local Development Plan preparation. This could include evidenced allowances for windfall sites and demolitions. **SESplan member authorities will also consider deallocating sites carried over from multiple plan cycles where action taken has proved ineffective in making them deliverable**

over a number of plan periods. SESplan member authorities will also consider deallocating sites where they are not required to meet plan objectives or consider changing such sites to long term growth opportunities.

**5.11** A step change in the level of home building is needed for the Housing Supply Targets to be achieved. **SESplan member authorities will monitor the availability of effective housing land in relation to the SESplan Housing Market Area and by Local Authority Area. This will be monitored and updated annually through the housing land audit. They will maintain a five year effective housing land supply at all times measured against the five year housing supply targets. These are calculated by multiplying the annual average housing supply targets (Table 5.1) by five.**

**5.12** Where a SESplan member authority determines there is a shortfall in the five year effective land supply, they will consider permitting proposals for additional housing supply, subject to the following criteria:

- **Development must be consistent with the spatial strategy of the development plan;**
- **The scale of the proposal and the proportion of affordable and market housing in the development must reflect the type (market or affordable) and scale of the shortfall identified;**
- **Development must demonstrate that a significant proportion of the total number of homes proposed will be completed in the next five years**
- **The scale, location and design of development must take account of the Placemaking Principles (Table 3.1);**
- **Development must align with any SESplan member authority guidance on green networks;**
- **Development must align with green belt objectives or the objectives of other designations fulfilling a similar function (Para. 3.6); and**
- **Development must demonstrate that any infrastructure required is already committed and funded, or will be delivered by the developer.**

**2030-2038 Period**

**5.13** Indications of the scale of housing required have been provided for 2030-2038 based on the 2015 Housing Need and Demand Assessment estimates. These figures do not take into account wider factors that may influence delivery, given the difficulty of making robust assumptions about these at this time. They are higher than the Housing Supply Targets for 2018-30 and will require a further step-change in the rate of delivery of affordable housing if the full level of affordable need is to be met. Housing land allocations are likely to be required in all authorities for the 2030-2038 period to meet this need. These allocations will need to be made in Local Development Plans being prepared after the next Strategic Development Plan, in line with the spatial strategy. The next Strategic Development Plan will identify more specific locations for these to be met in line with the spatial strategy.



## 5 A Place for Communities

**Table 5.3 Indicative Scale of Housing Required 2030-2038**

Area	Number of Homes Combined Annual Average	Number of Homes Combined Period Total
City of Edinburgh	2,491	19,928
East Lothian	534	4,274
Fife <sup>(5)</sup>	892	7,139
Midlothian	550	4,397
Scottish Borders	358	2,866
West Lothian	652	5,212
<b>SESplan</b>	<b>5,477</b>	<b>43,816</b>

5 SESplan Fife

## A Place for Communities 5

## Thriving Town Centres

**5.14** The City of Edinburgh is the regional core of south east Scotland and provides a broad range of functions of regional and national importance. In addition, we have identified four strategic centres. These serve wide geographical areas and provide a range of functions at a sub-regional level, attracting significant footfall from beyond the settlement they serve.

**5.15** The role of town centres is changing to promote a wider mix of uses which will enhance their vitality and viability. **Local Development Plans**

will support all uses in town centres that generate significant footfall such as retail and commercial leisure, offices, community, cultural facilities and opportunities for town centre living. **Local Development Plans** will also encourage the development of an evening/ night-time economy in town centres.

**5.16** **Local Development Plans** will identify, taking account the hierarchy of centres in Table 5.4, a network of centres including town centres, local centres and commercial centres and explain how they can complement each other. **Local Development Plans** will apply a Town Centre First

policy. This means that when planning for any use that generates significant footfall, locations should be considered in the following order of preference:

- Town Centres (including the City Centre and Strategic Centres)
- Edge of town centre
- Other commercial centres identified in the development plan; and
- Out of centre locations that are easily accessible by a choice of transport modes or will be made so by investment delivered by relevant development

**Table 5.4 Hierarchy of Centres**

Hierarchy	Centres	Function
City Centre	Edinburgh City Centre	Diverse mix of uses including shopping, residential, leisure and evening economy, national government and cultural resources of national importance
Strategic Centres	Dunfermline, Glenrothes, Kirkcaldy and Livingston	Diverse mix of uses including shopping, residential, local governance, leisure and evening economy to support a wide geographical area
Town Centres	To be identified in Local Development Plans	Diverse mix of uses including shopping, residential, leisure and evening economy
Local Centres	To be identified in Local Development Plans	Mix of uses to support local needs
Commercial Centres	To be identified in Local Development Plans	Specific focus on retail and leisure uses

## 5 A Place for Communities

### Enhanced Green Networks

**5.17** Green infrastructure is the use of ecosystems, green spaces and water in strategic land use planning to deliver benefits for people and nature and to add value to the economy by supporting sustainable growth. Green infrastructure includes parks, open spaces, playing fields, woodlands, wetlands, floodplains, road verges, allotments and private gardens, as well as blue infrastructure such as sustainable urban drainage ponds, swales, wetlands, rivers and canals.

**5.18** Green networks are connected areas of green and blue infrastructure. Well designed, multi-functional green networks are a fundamental component of successful places. They provide a range of benefits including:

- Improving quality of place to make the area more attractive to residents and investors
- Opportunities for biodiversity to flourish so that people can experience nature close to where they live
- Climate change mitigation and adaptation

- Flood management
- Opportunities to get outdoors and lead healthier lives
- Strengthening the landscape character that makes places distinctive
- Opportunities for safe and pleasant walking and cycling
- Improving vacant and derelict land
- Providing places to play and meet with friends, or take a break from work

**5.19** Two Cross-Boundary Green Network Priority Areas and eight additional Green Network Priority Areas have been identified within the region. These indicate broad areas of greatest strategic importance for green network protection and enhancement and represent a significant component of the Central Scotland Green Network identified as a National Development in National Planning Framework 3.<sup>16)</sup>

**5.20** SESplan will prepare Strategic Frameworks for the two Cross-Boundary Green Network Priority Areas and adopt these as

**Supplementary Guidance to the Strategic Development Plan within one year of plan approval. SESplan member authorities will prepare non-statutory Frameworks for the other Green Network Priority Areas and incorporate the key elements of these frameworks into the relevant Local Development Plan at the first opportunity.**

**5.21** These frameworks will:

- **Identify and safeguard those elements of the green network that provide, or have the potential to provide, the greatest benefits for people and nature**
- **Identify strategic enhancements to green networks that will add value to existing settlements, developments for which land has already been allocated and any new allocations in subsequent Local Development Plans**
- **Provide an additional context for planning decisions**

6 Note however that the Scottish Borders Green Network Priority Area is not part of the Central Scotland Green Network National Development

Figure 5.2 Strategic Green Network Priority Areas

- 1 Dunfermline North and East
- 2 Ore Valley
- 3 Kirkcaldy Gateways
- 4 Levenmouth and Coast
- 5 Linlithgow
- 6 Polkemmet and Breich Water
- 7 Edinburgh and West
- 8 Edinburgh and East
- 9 Forth Shores
- 10 Scottish Borders





# A Better Connected Place



## A Better Connected Place 6

**Supporting Non-Car Travel**

**6.1** Improved connectivity, with a better walking and cycling network and more public transport options, will make the region an easier place to do business and a better place to live. The region currently experiences significant rail and road transport pressures, particularly on approaches to and journeys around Edinburgh. The spatial strategy in this plan, underpinned by the placemaking principles, addresses the need to reduce travel and to encourage more low carbon transport choices. It supports the SEStran Regional Transport Strategy hierarchy of provision by enabling more journeys to take place by walking, cycling and by public transport. This will contribute to improved air quality, help reduce greenhouse gas emissions and have significant health benefits for our communities.

**6.2** The design, density, siting, layout and mix of uses in a place determines how easy it is to move around and influences the travel choices that people make to get to and from that place. **Development should take account of the needs of people before the movement of cars. Therefore in addition to the Placemaking Principles set out in Table 3.1, new development should be designed in accordance with [Designing Streets](#) to ensure that non-car travel is an easy and convenient choice.**

**6.3** Local Development Plans will ensure that large scale housing development is located where there is good access to town centres and employment locations by walking and cycling routes and by public transport. Where new infrastructure is needed to enable this access, Local Development Plans will ensure that this is delivered ahead of, or as part of, new development.

**6.4** Developments should be designed so that the density, use and layout helps reduce the need to travel by car. Developments should include clear and direct links to public transport nodes and good access to walking and cycling networks. Development close to public transport nodes and interchanges should be at higher development densities.

## 6 A Better Connected Place

### Walking and Cycling

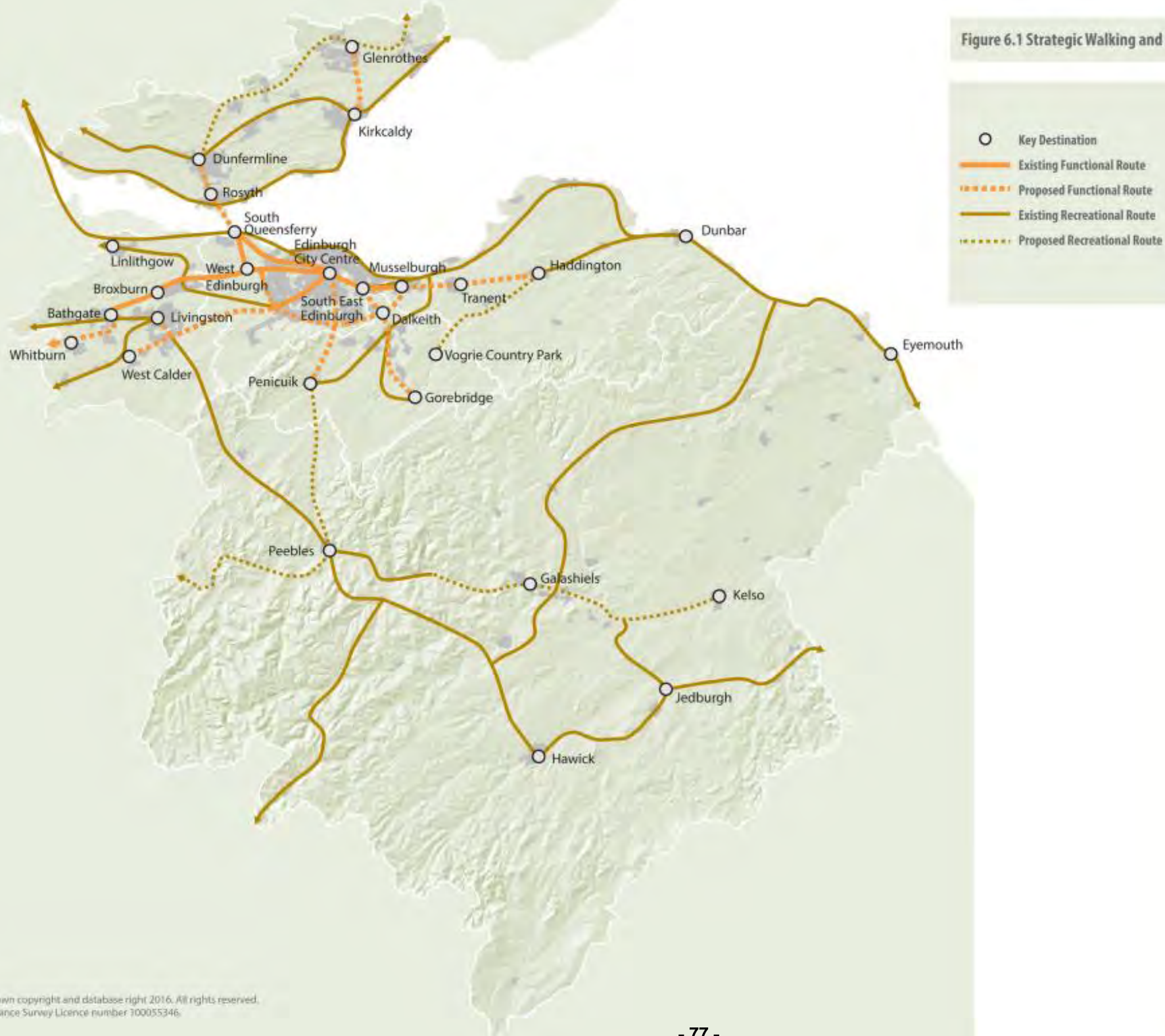
**6.5** Significant infrastructure improvements are needed to help support the Scottish Government's vision for walking and cycling set out in the [National Walking Strategy](#) and the [Cycling Action Plan for Scotland](#). SESplan supports the objective that by 2020, 10% of all journeys taken in Scotland will be made by bike. Figure 6.1 identifies priority strategic functional (transport) and recreational routes to help support this objective and the Action Programme sets out the specific improvements to the network.

**6.6** A strategic **Functional Route** is a continuous walking and cycling route providing a fast, direct route between multiple key destinations. It should be largely off road or physically separated from traffic, have a smooth surface and be appropriately lit and maintained so that it suits people of all abilities. A key purpose of these routes is to encourage more people to cycle or walk to school, work and the shops. A strategic **Recreational Route** may be indirect, can suit a range of different uses such as horse riding and may be of varying quality. Some of these will make an important contribution to the national long distance walking and cycling network, identified as a national development in National Planning Framework 3.

**6.7** Figure 6.1 sets out the new routes prioritised for delivery and existing routes that require upgrading, with a focus on cross-boundary routes. These routes connect major settlements, growth areas and transport interchanges. **Local Development Plans will identify and safeguard the land needed to support the delivery of these strategic functional and recreational routes, taking into account the potential future re-use of old rail lines for rail and tram transport. Development near the routes identified in Figure 6.1 should provide good connections to them and contribute towards their delivery and upgrade where appropriate.**

**6.8** In addition to strategic routes, improvements to local and more urban routes, not identified in this plan, will be essential in shifting journeys to walking and cycling. Combined, these improvements will support the development of exemplar walking and cycling friendly settlements as nodes on the regional and national network. **Local Development Plans will safeguard local routes and the route alignments needed to expand the local network. SESplan member authorities will ensure that Local Development Plan Action Programmes and walking/cycling plans set out how these local routes will be delivered.**

Figure 6.1 Strategic Walking and Cycling Routes



## 6 A Better Connected Place

### Strategic Transport Improvements

#### Strategic Projects

**6.9** A range of transport infrastructure is needed to support the vision of this plan for a better connected place. Column A of Table 6.1 sets out strategic improvements that affect more than one SESplan member authority or are likely to have region-wide benefits. These projects will enable better movement around the region and better connections to and from other city regions in Scotland and the UK. Some of the projects in this column require further appraisal work before a commitment can be made to their delivery, but provided the need is supported by this further work, these projects are expected to come forward with the plan period.

#### Potential Strategic Cross-Boundary Projects

**6.10** An ongoing Cross-Boundary Transport Appraisal will identify the additional cumulative and cross-boundary impacts from traffic likely to be generated from development associated with existing Local Development Plan allocations. This will be supplemented by an ongoing transport appraisal of this Strategic Development Plan. Column B of Table 6.1 sets out a potential list of projects that are currently being appraised. When the appraisals are complete, **SESplan will set out (based on a review of the projects listed in column B of Table 6.1) the specific infrastructure required to mitigate cross boundary movements in a Cross-Boundary Transport Contributions Framework and in subsequent SESplan Action Programmes. This contributions framework will be adopted as Supplementary Guidance within one year of the approval of this plan.**

#### Strategic Longer Term Projects

**6.11** Column C of Table 6.1 sets out strategic longer term projects that may not be delivered in this plan period but are supported by SEStran and SESplan member authorities. They will improve journey times, reduce congestion, support economic growth and increase the accessibility of towns. Those marked § will require further appraisal work before a commitment can be made to their delivery.

**6.12** Information on more local projects and those affecting a single authority is set out in Local Development Plans, the SEStran Regional Transport Strategy and accompanying Delivery Plan. The latter also sets out levels of commitment and funding status.

**6.13** Local Development Plans will safeguard land as necessary for strategic projects, including potential strategic cross boundary projects and longer term projects. Local Development Plans will also safeguard land as necessary for local transport projects.



Figure 6.2 Strategic Transport Improvements

-  Junction New/Improvement
-  Road New/Upgrade
-  Tram Extension
-  Rail Upgrade/Extension
-  A720 Improvements and Orbital Bus
-  Rail Station New/Improvement





## 6 A Better Connected Place

Table 6.1 Strategic Transport Improvements

A. Strategic Projects 2018-2030	B. Potential Strategic Cross-Boundary Projects	C. Strategic Longer Term Projects
Edinburgh - Glasgow Rail Improvements	A720 Improvements, including Sheriffhall Junction - Junction Upgrades, Intelligent Transport Systems and Non-Car alternatives	High Speed Rail to England <sup>††</sup>
East Coast Mainline: Ongoing and Planned Improvements*	Improvements associated with trunk road approaches to Edinburgh including Junction Upgrades and Non-Car Alternatives such as Park and Ride Schemes <sup>†</sup>	A1 Dualling between Dunbar and Berwick Upon Tweed <sup>§*</sup>
Edinburgh-Glasgow via Shotts Rail Line Electrification	Edinburgh Orbital Bus and Associated Park & Ride Sites*	Borders Rail Extension to Hawick and Carlisle <sup>§*</sup>
East Linton* and Reston* Rail Stations on new Edinburgh-Berwick service	Edinburgh Cross-rail Services <sup>*†</sup>	Dunfermline-Alloa Passenger Rail Link <sup>§*</sup>
Edinburgh Waverley Capacity Improvements	Strategic Walking and Cycling Routes	East Coast Main Line: formation of four line section of track between Blindwells and Drem, including new station and over bridge for Blindwells <sup>§*</sup> .
Levenmouth Rail Link*		New trunk road interchange on the A1(T) at Adniston <sup>§*</sup>
Strategic Walking and Cycling Routes		
A801 Improvements		
Tram extensions: York Place to Newhaven*		

## A Better Connected Place 6

A. Strategic Projects 2018-2030	B. Potential Strategic Cross-Boundary Projects	C. Strategic Longer Term Projects
City Centre to Edinburgh BioQuarter, Newcraighall and Queen Margaret University*  Newhaven to Granton*  Roseburn to Granton*  Ingliston to Newbridge*		
A1 Junction Improvements*		
A92 Junction Improvements		
Dunfermline Northern Relief Road & Western Distributor Road		
A701 Relief Road and A702 Link		
Winchburgh Rail Station		
Winchburgh M9 Junction		
M9 J3 Upgrade		
* Not Committed † Not Mapped ‡ National Development § Further Appraisal Required		

## 6 A Better Connected Place

### National Transport Developments

**6.14** Freight by rail, road, sea and air plays an essential role in the regional economy. The most significant of these ports is Rosyth. The freight handling capacity of these ports is essential for North Sea shipping routes. **Local Development Plans will support Increased Freight Handling Capacity of Ports on the Forth and the need for associated infrastructure, safeguarding land where appropriate.**

**6.15** In addition to its role as international gateway, Edinburgh Airport is a hub for wider investment and business development. Enhancement of the airport is a National Development. **SESplan member authorities will continue to work with the Edinburgh Airport operators to develop enhanced transport options for passengers using the airport, support the delivery of relevant masterplans and ensure that transport infrastructure improvements are integrated with the wider network in the region.**

## Funding Transport Infrastructure

**6.16 SESplan will prepare a Cross-Boundary Transport Contributions Framework to help fund some of the transport improvements needed to deliver the vision and adopt the framework as Supplementary Guidance to the plan within one year of plan adoption. The framework will focus on mitigating the most significant cumulative and cross-boundary impacts at specific 'hotspots' on the network, as identified in the relevant transport appraisals.** A list of potential cross-boundary projects that may benefit from developer contributions is set out in Table 6.1 column B. **SESplan will set out (based on a review of the potential projects listed in column B of Table 6.1) the specific infrastructure required to mitigate cross-boundary movements, once the relevant transport appraisals have been completed.**

**6.17** The Supplementary Guidance will set out:

- The detailed location and boundaries of the contribution zones within which the contributions may be required. These zones will be identified in and around Edinburgh and at those locations along Long -term Growth Corridors where developments are most likely to contribute to the impacts at cross boundary hot-spots;
  - The link between development in each contribution zone and the proposed infrastructure improvement that will benefit from contributions generated from that zone;
  - The specific infrastructure to be funded;
  - The method for calculating the contributions required; and
  - How, when and to whom payments should be made.
- 6.18** The Contributions Framework will be based on the the following principles:
- It will be informed by the outputs of the Cross-Boundary Transport Appraisal and the Strategic Development Plan Transport Appraisal;
  - In principle, it will apply to housing, business, industrial retail and commercial leisure developments within contribution zones that do not have planning consent at the time of the adoption of the Supplementary Guidance. The impacts of requested contributions on the viability of these types of developments will be examined during preparation of the Supplementary Guidance;
  - The Framework will complement and not duplicate existing approaches to securing transport contributions from developers
  - The Framework will complement and not duplicate other potential funding mechanisms such as the City Region Deal;
  - A set of standard charges will be applied to each contribution zone;
  - Charges will be in proportion to the scale and impact of development;
  - The level of the standard charges will be considered in light of the potential impacts on development viability; and
  - It will comply with the tests that apply to planning obligations.

**6.19** These projects will not mitigate all impacts on the strategic transport network. **SESplan member authorities will therefore continue to seek contributions towards the non-cross boundary transport infrastructure needed to mitigate impacts on local networks and infrastructure required to connect development sites with the transport network. Local Development Plans will be accompanied by transport appraisals in accordance with Scottish Government guidance.**



# Glossary



## Glossary

## Glossary

Term	Description
Action Programme	Accompanies the Strategic Development Plan and identifies the how when and by who of delivery of the plan.
Affordable Housing	Housing of reasonable quality that is affordable to people on modest incomes.
Allocation	Land identified in a local development plan for a particular use.
Area of Coordinated Action	Locations identified in National Planning Framework 3 that would benefit from co-ordinated action and masterplanning to deliver low carbon infrastructure.
Areas of Medium to High Flood Risk	Areas where the annual probability of coastal or watercourse flooding is greater than 0.5% (1:200 years).
Areas of Significant Protection (Wind farms)	Areas where wind farms may be appropriate in some circumstances, but where further consideration will be needed to demonstrate that any significant effects on the qualities of these areas can be substantially overcome by siting, design or other mitigation.
Assisted Area Status	Areas with Assisted Area Status are places where government can offer additional financial support to businesses under European Commission state aid rules.
Brownfield Land	Land which has previously been developed. The term may cover vacant or derelict land, land occupied by redundant or unused building and developed land within the settlement boundary where further intensification of use is considered acceptable.
City Region Deal	Funding mechanism in which contributions and risks are shared between councils and central government and across sectors, based on the improved performance of the regional economy.
Climate Change Adaptation	The adjustment in economic, social or natural systems in response to actual or expected climate change.

## Glossary

Term	Description
Commercial Centre	Examples include out-of-centre shopping centres, commercial leisure developments, factory outlet centres, retail parks or clusters of larger mixed retail units and leisure units.
Cross-Boundary Green Networks	Areas where Green Network Priority Areas cross local authority boundaries and require a coordinated approach to deliver enhancements.
Development Plan	A document setting out how places should change and what they could be like in the future. It stipulates what type of development should take place and where should not be developed. The Development Plan for each of the local authority areas within this city region comprises the relevant Local Development Plan and the Strategic Development Plan (supported by relevant supplementary guidance).
Effective Land Supply	The part of the established housing land supply which is free or expected to be free of development constraints in the period under consideration.
Established Land Supply	The total housing land supply including the effective housing land supply plus remaining capacity for sites under construction, sites with planning consent, sites in adopted local development plans and where appropriate other buildings and land with agreed potential for housing development.
Green Belt	Area of countryside around cities or towns which aims to prevent urban sprawl and inappropriate development.
Green Infrastructure	Green infrastructure is the use of ecosystems, green spaces and water in strategic land use planning to deliver benefits for people and nature and to add value to the economy by supporting sustainable growth. Green infrastructure includes parks, open spaces, playing fields, woodlands, wetlands, floodplains, road verges, allotments and private gardens, as well as blue infrastructure such as sustainable urban drainage ponds, swales, wetlands, rivers and canals.
Green Network	Green networks are connected areas of green and blue infrastructure.
Green Network Priority Areas	Areas of greatest strategic importance for green network protection and enhancement.

## Glossary

Term	Description
Greenfield Land	Land in a settlement or rural area which has never been developed, or where traces of any previous development are now such that the land appears undeveloped.
Heat Mapping	Mapping showing heat demand and supply of heat used for buildings.
High Speed Rail	Type of rail transport that operates significantly faster than normal trains, typically over 125mph in the UK.
Housing Market Area	Geographical space in which people will search for housing and within which they are willing to move while maintaining existing economic and social relationships.
Housing Need and Demand Assessment (HNDA)	The evidence used as a basis for identifying future housing requirements to ensure suitable land is allocated through development plans.
Infrastructure	Public transport, roads, sewerage, water supply, schools, gas, electricity, telecommunications etc. which are needed to allow developments to take place.
Moratorium	The delay or suspension of an activity or law.
Natura site	Internationally important nature conservation sites designated under the Habitats and Birds Directives.
Place Standard	The Place Standard tool is an online resource providing a simple evaluation framework for evaluating places. It enables people to think about and discuss the physical and social elements of a place in a structured way.
Significant Business Cluster	Broad areas where similar or complementary uses operate.
Spin-outs	Businesses attempting to take ideas and inventions to market.
Supplementary Guidance	Guidance that can be adopted and issued by a strategic development planning authority in connection with a Strategic Development Plan, or by a planning authority in connection with a Local Development Plan. On adoption, any such guidance will form part of the development plan.

## Glossary

Term	Description
Thermal Generation	Steam driven power supply.
Windfall	A site which becomes available for development during the plan period which was not anticipated to be available when the plan was being prepared.
World Heritage Site	A site designated by the United Nations Educational, Scientific and Cultural Organization (UNESCO) that are of outstanding universal value to humanity and have been inscribed on the World Heritage List to be protected for future generations to appreciate and enjoy.

## Supplementary Guidance

Supplementary Guidance	Timescale
Cross-Boundary Transport Contributions Framework	To be adopted within 1 year of approval of Strategic Development Plan
Edinburgh and West Cross-Boundary Green Network Framework	To be adopted within 1 year of approval of Strategic Development Plan
Edinburgh and East Cross-Boundary Green Network Framework	To be adopted within 1 year of approval of Strategic Development Plan



## Photographs



Photographs: 1. Queensferry Crossing Construction (Courtesy of Transport Scotland); 2. Central Scotland Green Network, Fife; 3. Quatermile, Edinburgh; 4. King's Park, Midlothian; 5. A90 Cycle Path (Courtesy of Sustrans); 6. Tram St Andrew Street, Edinburgh.

# SESplan

The Strategic Development Planning Authority  
for Edinburgh and South East Scotland



• EDINBURGH •  
THE CITY OF EDINBURGH COUNCIL

  
East Lothian  
Council

  
Fife  
COUNCIL

  
Midlothian

  
Scottish  
Borders  
COUNCIL

  
West Lothian  
Council



<b>For Decision</b>	✓
<b>For Information</b>	

## **ITEM 8 – FINANCE**

Report by: Ian Angus, SDP Manager

### **Purpose**

This Report presents the following for SESplan Joint Committee consideration:

- Expenditure against the approved Operating Budget for 2015 / 2016 up to October 2015;
- Total forecast expenditure against the approved Operating Budget for 2015 / 2016; and
- Operating Budget for 2016 / 2017, 2017 / 2018 and 2018 / 2019.

### **Recommendations**

It is recommended that the SESplan Joint Committee:

1. Notes the expenditure against the approved Operating Budget for 2015 / 2016 up to October 2015 as set out in Appendix 1;
2. Notes the total forecast expenditure against the approved Operating Budget for 2015 / 2016 as set out in Appendix 1;
3. Approves the Operating Budget for 2016 / 2017 as set out in Appendix 1;
4. Notes the Operating Budgets for 2017 / 2018 and 2018 / 2019 as set out in Appendix 1;
5. Agrees that member contributions for financial year 2016 / 2017 will be set at £46,550 (excluding VAT) per authority, payable to Fife Council by the 30 April 2016; and
6. Notes that Member Authorities will be required to ratify the approval of the Operating Budget for 2016 / 2017 at Recommendation 3 of this Report and to make their required contributions by the due date.

### **Resource Implications**

As set out below and in Appendix 1.

### **Legal and Risk Implications**

There are risks to the process if sufficient funding is not available to progress the Strategic Development Plan (SDP) at a rate which provides up to date strategic planning policy context for the timeous progression of the member authorities' Local Development Plans (LDP), as is required by the relevant legislation. All risks and responses to these are detailed in the SESplan Risk Register and reported to Joint Committee on an annual basis.

### **Policy and Impact Assessment**

No separate impact assessment is required.

## **1. Operating Budget 2015 / 2016**

---

### **Monitoring Expenditure to Date**

- 1.1 The Annual Audit identified one action related to the presentation of financial monitoring reports to the Joint Committee. This was identified as a risk as the Joint Committee may not be fully informed of the ongoing financial position and emerging financial risks of the Authority. It was agreed at the 28 September meeting of the Joint Committee that detailed financial monitoring reports would be submitted for Committee consideration twice a year with one occasion being at the end of each financial year. This Report therefore notes the total expenditure to October 2015 of £151,014 against the approved Operating Budget for 2015 / 2016 of £300,874 (See Appendix 1).
- 1.2 To date spend on variable costs totals around £25,917. Expenditure on technical support to date includes amongst other items around £16,210 for GIS and graphics support provided by Scottish Borders and City of Edinburgh, £1,300 for placing the statutory notice advertising the publication of MIR2 within the Scotsman newspaper, £3,600 for printing hard copies of MIR2 and supporting documents for distribution to Community Councils, Member Authority planning receptions, key agencies and neighbouring authorities amongst others and £900 consultants fees for finalising the second SESplan Housing Need and Demand Assessment for robust and credible assessment by the Centre for Housing Market Analysis within the Scottish Government.
- 1.3 In terms of income, to date, Fife Council only has paid the required contribution of £46,550. Invoices have been raised and forwarded to Member Authorities (City of Edinburgh, East Lothian, Midlothian, Scottish Borders and West Lothian) for the remaining member contributions of £232,750 to be paid.

### **Forecast Expenditure against Approved Operating Budget**

- 1.4 This Report also notes the total forecast expenditure in 2015 / 2016 relative to the Operating Budget for 2015 / 2016 which was approved at SESplan Joint Committee on the 15 December 2014 (See Appendix 1).
- 1.5 The 2015 / 2016 Budget included provision for staffing within the Core Team of the SDP Manager, Lead Officer (0.8 FTE), Planner and Temporary Planner (contract to December 2016). To provide technical and administrative support to the Core Team, a Student Planner was appointed on a temporary (one year) full time contract in August 2014. The contract was extended for a further year in August 2015 on a part time basis (0.4 FTE) and will end in August 2016.
- 1.6 There is a forecast total overspend of £4,792 on staffing in 2015 / 2016 due to additional costs related to maternity leave (assumed 12 months from January 2016).



- 1.7 In terms of other fixed costs there is a forecast total overspend of £1,800 on travel expenses and mileage, with total forecast spend for 2015 / 2016 estimated at £5,100. This is primarily a result of the relocation expenses for the Core Team associated with the office accommodation move from Edinburgh to Livingston which are payable for a four year period (December 2014 – December 2018). Ordinary travel expenses have also increased following the move from central Edinburgh to Livingston and it has been assumed that expenses will remain at the £5,100 level for 2016 / 2017 and into 2017 / 2018 and 2018 / 2019. Additional travel expenses were also incurred in the current financial year as a result of the Main Issues Report 2 consultation.
- 1.8 There is a total forecast underspend of £3,000 on administration support. It was envisaged that administration support would be sought from West Lothian Council to assist with the Main Issues Report 2 consultation. Administration support was not required and it is anticipated that minimal support will be required over the period to March 2016. The total allowance has therefore been reduced from £4,000 to £1,000 to cover any administration support should it be required.
- 1.9 The forecast is that the full variable budget of £44,000 will be spent over the financial year 2015 / 2016.
- 1.10 The difference between income and expenditure in 2015 / 2016 will be covered by funding expenditure from reserves brought forward from prior years.

## **2. Operating Budget 2016 / 2017 and Forecast Operating Budgets 2017 / 2018 and 2018 / 2019**

---

- 2.1 Appendix 1 sets out a proposed Operating Budget for the financial year, 2016 / 2017. As is required under SESplan's Financial Rules, the Budget is presented for discussion and approval by the Joint Committee before ratification of that decision by the Member Authorities.
- 2.2 The 2016 / 2017 Operating Budget includes an allowance for staffing within the Core Team of the SDP Manager, Lead Officer (1 FTE – Maternity Leave cover over the period January 2016 – January 2017), Planner and Temporary Planner, a total of £227,199. The existing contract for the Temporary Planner ends in December 2016. It is proposed that the Temporary Planner post will be extended for a further year to December 2017. This will provide for stability within the Core Team over the period to submission of Strategic Development Plan 2 to Ministers (programmed for Spring 2017), allow for work streams relating to engagement and improved graphics to be progressed and take forward the actions from the lessons learned in the Main Issues Report 2 consultation.
- 2.3 The Student Planner post at 0.4 FTE will end in August 2016. There is no allowance for continuation of the Student Planner post.
- 2.4 The SESplan Core Team is also reliant on resources within the Member Authorities to assist with processing of responses received on consultations as well as technical assessments related to

transport, the spatial strategy and housing amongst other topics. It should be noted that there is a risk to the preparation of the SDP in not maintaining the resource within the Core Team, since the resources within Member Authorities to backfill any SESplan resource gaps are also limited and increasingly under pressure.

- 2.5 Accommodation costs within West Lothian Civic Centre in Livingston have been assumed at £7,500 in 2015 / 2016 with an increase of 1.5% per year for inflation. The Core Team moved into the Civic Centre in December 2014. Confirmation of the heads of terms and lease for the SESplan accommodation has been sought but the contract has yet to be signed with West Lothian Council. The issue has been identified as a risk on the SESplan Risk Register in the meantime.
- 2.6 In terms of IT / Software, the Operating Budget includes £12,000 for Objective and £1,500 per annum for Objective Connect. These systems allow management of the drafting of the plan and supporting documents and consultations on these and the sharing of papers with members and other stakeholders. Also included is the annual hosting of the SESplan website and recharge for West Lothian IT services who provide IT hardware and support to the Core Team.
- 2.7 Audit fees in 2014 / 2015 were £3,380 and costs have been assumed to be the same in future years (i.e. no reduction but also no inflation). The Budget also includes some provision for administrative support from West Lothian on an annual basis.
- 2.8 The 2016 / 2017 Operating Budget includes £20,000 for spend on technical support plus £2,000 contingency. The largest spend in this financial year will relate to GIS / Graphics support for the Proposed Plan and the Proposed Plan Period for Representations, primarily the costs of placing the statutory advert and printing hard copies of the Plan for distribution to Members Authorities and Community Councils amongst others.
- 2.9 The 2017 / 2018 Operating Budget includes £25,000 for spend on technical support plus £2,500 contingency. The largest spend in this financial year will relate to the Examination. The Examination for Strategic Development Plan 1 cost just under £25,000, therefore the Budget for 2017 / 2018 is considered realistic. However there is likely to be a requirement for Hearings on the Proposed Plan which may require the use of the contingency budget. TAYplan will be submitting its Proposed Plan for Examination ahead of SESplan and costs associated with that will provide an indication of likely costs for SESplan.
- 2.10 The 2018 / 2019 Operating Budget includes £20,000 for spend on technical support plus £2,000 contingency. The largest spend in this financial year will relate to pre Main Issues Report 3 engagement and evidence gathering.
- 2.11 Reserves would be maintained at around £20,000 per annum in each of the three years.

- 2.12 Each member authority is liable for one sixth of the annual Operating Budget. Members' contributions are payable to Fife Council on or before 30 April each year. In 2008, the members agreed a budget of £360,000 (£60,000 per authority). The actual budget for 2008 / 2009 only required a contribution of £17,000 per authority. The contributions increased to £40,000 per annum in 2009 – 2012, due to the Core Team then having a full staff complement and the costs of preparing the Main Issues Report and Proposed Plan. The one off government grant and 'carry forwards' were spent over these years and exhausted at the point when costs were expected to be the greatest, in 2012 - 2013.
- 2.13 Due to this combination of pressures, an increase in members' contributions to £49,000 per authority in 2012 / 2013 was agreed by the Joint Committee at its meeting on the 5 December 2011. Contributions were set at that level taking into account cyclical changes to the variable costs such as the Examination process and activity on SDP2 and to provide certainty to Member Authorities and the SESplan Budget planning process.
- 2.14 In anticipation of savings in 2014 / 2015, including in accommodation costs following the relocation of the Core Team, then expected early in that year, the Joint Committee agreed that a target of 5% savings would be set for 2014 / 2015 and following years. This is equivalent to a £2,450 reduction in the Member Authorities' annual contributions and this was refunded to members in 2014 / 2015. It was agreed that SESplan's costs continue at a reduced level in 2015 / 2016 and that contributions were maintained at £46,550 in 2015 / 2016. It is proposed that contributions continue to be maintained at £46,550 per authority per annum over the next three years.

### **3. Conclusion**

- 3.1 The SESplan Financial Rules state that Member Authority contributions are to be in place by the end of April each year, within one month of the start of the financial year. It will therefore be requested that £46,550 be paid to Fife Council on or before the 30 April 2016.
- 3.2 It is requested that all member authorities take steps now in their budget setting to ensure that contributions will be in place by the start of the next financial year.

### **Appendices**

- 1 SESplan Operating Budget 2015 / 2016 (Expenditure to October 2015 and Total Forecast) and Three Year Operating Budget (2016 / 2017 - 2018 / 2019)

**Report Contact** [alice.miles@sesplan.gov.uk](mailto:alice.miles@sesplan.gov.uk) / 01506 282880

**Report Agreed By:** Ian Angus, SDP Manager

**Author Name:** Alice Miles, Lead Officer

**APPENDIX 1 – SESPLAN OPERATING BUDGET 2015 / 2016 (EXPENDITURE TO OCTOBER 2015 AND TOTAL FORECAST) AND THREE YEAR OPERATING BUDGET (2016 / 2017 - 2018 / 2019)**

**Appendix 1 - SESplan Operating Budget 2015 / 2016 (Expenditure to October 2015 and Total Forecast) and Three Year Operating Budget (2016 / 2017 - 2018 / 2019)**

DESCRIPTION	2015 / 2016 Operating Budget	2015 / 2016 Expenditure to October 2015	2015 / 2016 Forecast	2015 / 2016 Variance	2016 / 2017 Operating Budget	2017 / 2018 Operating Budget	2018 / 2019 Operating Budget
Single Status Staff Costs	218,708	121,972	223,500	4,792	227,199	217,384	220,984
Training	2,000	250	2,000	0	1,000	1,000	1,000
Rent	7,500	-2,084	7,500	0	7,613	7,727	7,843
Travel Expenses / Mileage	3,300	2,862	5,100	1,800	5,100	5,100	5,100
IT / Software	16,000	1,955	16,000	0	16,000	16,240	16,484
Telephone Rental	516	86	516	0	524	532	540
Audit Fees	3,350	0	3,350	0	3,400	3,400	3,400
Administration Support	4,000	0	1,000	-3,000	2,000	2,000	2,000
Consumables	1,500	56	1,500	0	1,500	1,500	1,500
<b>Fixed</b>	<b>256,874</b>	<b>125,097</b>	<b>260,466</b>	<b>3,592</b>	<b>264,336</b>	<b>254,883</b>	<b>258,851</b>
Technical Support	40,000	25,917	40,000	0	20,000	25,000	20,000
Contingency 10%	4,000	0	4,000	0	2,000	2,500	2,000
<b>Variable</b>	<b>44,000</b>	<b>25,917</b>	<b>44,000</b>	<b>0</b>	<b>22,000</b>	<b>27,500</b>	<b>22,000</b>
<b>Expenditure</b>	<b>300,874</b>	<b>151,014</b>	<b>304,466</b>	<b>3,592</b>	<b>286,336</b>	<b>282,383</b>	<b>280,851</b>
Member Authority Contributions	-279,300	-46,550	-279,300	0	-279,300	-279,300	-279,300
Sales	-250	0	-250	0	-250	-250	-250
Income / Interest on Revenue Balance	-1,000	0	-1,000	0	-1,000	-1,000	-1,000
<b>Income</b>	<b>-280,550</b>	<b>-46,550</b>	<b>-280,550</b>	<b>0</b>	<b>-280,550</b>	<b>-280,550</b>	<b>-280,550</b>
<b>Net</b>	<b>20,324</b>	<b>104,464</b>	<b>23,916</b>	<b>3,592</b>	<b>5,786</b>	<b>1,833</b>	<b>301</b>
(Take From) / Add to Reserves	-20,324		-23,916	-3,592	-5,786	-1,833	-301
<b>NET TOTAL</b>	<b>0</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Usable reserve balance</b>	-30,512		-26,920	3,592	-21,134	-19,301	-19,000
<b>Usable reserve balance at 1/4/15</b>	-50,836						
<b>Usable reserve as % of expenditure</b>			-8.8%		-7.4%	-6.8%	-6.8%
<b>Additional contributions</b>							
Target reserve (1 month's operating costs)					23,861	23,532	23,404
Shortfall on target reserve of 1 month's operating costs					0	0	0
Councils					6	6	6
Additional contribution required per council					0	0	0







**DEVELOPMENT AND TRANSPORT POLICY DEVELOPMENT AND SCRUTINY PANEL**

**DRAFT PLANNING GUIDANCE – HEALTH IMPACT ASSESSMENT**

**REPORT BY HEAD OF PLANNING, ECONOMIC DEVELOPMENT AND REGENERATION**

**A. PURPOSE OF REPORT**

The purpose of the report is to advise the panel of revised draft Planning Guidance on Health Impact Assessment and to set out the next steps towards finalisation and approval of the guidance. The proposed guidance is attached as Appendix One.

**B. RECOMMENDATION**

It is recommended that the panel notes and consider the following recommendation which is intended to be submitted to the Council Executive for approval following consultation:

1. approves the content of the revised draft guidance.

**C. SUMMARY OF IMPLICATIONS**

<b>I Council Values</b>	Focusing on our customers' needs; being honest, open and accountable; providing equality of opportunities; developing employees; making best use of our resources; working in partnership.
<b>II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)</b>	<p>SEA – an Environmental Report for the West Lothian Local Development Plan (LDP) has been prepared. The proposed planning guidance has been prepared to support the LDP.</p> <p>There are no equality impact or health and risk assessment issues.</p>
<b>III Implications for Scheme of Delegations to Officers</b>	None
<b>IV Impact on performance and performance Indicators</b>	None

<b>V</b>	<b>Relevance to Single Outcome Agreement</b>	Outcome 4 – We live in resilient, cohesive and safe communities.  Outcome 7 – We live longer, healthier lives and have reduced health inequalities.
<b>VI</b>	<b>Resources - (Financial, Staffing and Property)</b>	No financial implications for the council are identified other than the need to review health impact assessment reports. NHS Lothian public health will provide support to do this.
<b>VII</b>	<b>Consideration at PDSP</b>	This is the first consultation by the Development and Transport PDSP of the revised guidance.
<b>VIII</b>	<b>Other consultations</b>	The guidance has been drafted by NHS Lothian in consultation with the council's Planning and Environmental Health services.

#### **D. TERMS OF REPORT**

Scottish Planning Policy 2014 (para 15) states that, *'planning can provide opportunities for people to make sustainable choices and improve their quality of life. Well-planned places promote well-being, a sense of identity and pride, and greater opportunities for social interaction. Planning therefore has an important role in promoting strong, resilient and inclusive communities. Delivering high-quality buildings, infrastructure and spaces in the right locations helps provide choice over where to live and style of home, choice as to how to access amenities and services and choice to live more active, engaged, independent and healthy lifestyles'*.

Health Impact Assessment (HIA) is a way to identify and improve the health consequences of any defined policy or proposed development, including unintended and unanticipated consequences. An HIA includes explicit consideration of how impacts may affect different groups in the population. It includes recommendations to mitigate any harm to health and enhance any benefits. An HIA should not only identify potential harms to be mitigated but should also identify and support positive aspects of a development that bring opportunities for good health.

Supplementary Planning Guidance (SPG) on Health Impact Assessment has been in place in West Lothian since 2008. A review of the current SPG found that it was infrequently applied. However, to encourage use it could be improved by streamlining the process. The West Lothian Local Development Plan (Proposed Plan) indicates that revised Planning Guidance (PG) on HIA will be brought forward subsequent to the adoption of the Local Development Plan.

New Planning Guidance in relation to Health Impact Assessment has been prepared by NHS Lothian working in partnership with the council. In submitting applications for planning permission for major residential developments or developments that require Environmental Impact Assessment, the guidance requires applicants to hold a screening workshop with stakeholders (including members of the local community, council officers and other stakeholders as appropriate). This aims to identify key areas of health impact and determine whether a full health impact assessment is required. This workshop may be integrated with pre-application consultation.

If the workshop indicates that the health implications are clear, the applicant should provide to the council a report detailing how they will be addressed in the planning application. If further assessment is required, the applicant should provide a scoping report and carry out a detailed health impact assessment. Where appropriate, this may be done as part of an Environmental Impact Assessment. The guidance sets out the evidence that should be used and how applicants should present this to show the likely health impacts of a proposed development.

The Planning Guidance ensures community involvement from the earliest stage of an HIA. It also offers the opportunity to streamline the process by integrating with pre-application consultation and prioritising assessment to applications for which the health implications, or ways to mitigate them, are unclear.

NHS Lothian Public Health Department has committed to providing advice on HIA reports and the revised guidance includes criteria to assess these.

The draft guidance will be consulted on for 6-8 weeks with interested parties including community councils and the development industry. Further revisions may be made following this consultation and comments will be reported to Council Executive together with the version of the guidance which it is intended to approve.

## **E. CONCLUSION**

Use of the revised Planning Guidance is intended to ensure that developments in West Lothian are designed in a way that maximises the potential benefits to health and wellbeing of residents, while ensuring the approach is proportionate and where appropriate integrated within other processes.

## **F. BACKGROUND REFERENCES**

Scottish Planning Policy (2014)  
<http://www.gov.scot/Publications/2014/06/5823>

Supplementary Planning Guidance Health Impact Assessment (2008)  
[http://www.westlothian.gov.uk/media/2472/SPG-Health-impact-assessment/pdf/Health\\_impact\\_assessment.pdf](http://www.westlothian.gov.uk/media/2472/SPG-Health-impact-assessment/pdf/Health_impact_assessment.pdf)

West Lothian Local Development Plan Proposed Plan (2015)  
<http://www.westlothian.gov.uk/media/9837/Proposed-Plan/pdf/CONSOLIDATED-ProposedPlan-FINAL.pdf>

Appendices/Attachments: One  
Appendix One: Planning Guidance: Health impact Assessment

Contact Person: Fiona McBrierty, Development Planning and Environment Manager, 01506 282418

Email [fiona.mcbrierty@westlothian.gov.uk](mailto:fiona.mcbrierty@westlothian.gov.uk)

**Craig McCorriston**  
**Head of Planning Economic Development and Regeneration**

**8 August 2016**







## Health Impact Assessment



# Contents

BACKGROUND	1
Purpose	1
Context	1
What is HIA	1
Development Planning	2
Development Management	2
Procedure for HIA submission and consideration	2
GUIDANCE ON HIA	3
Screening to identify possible impacts	3
Scoping	4
Appraisal	4
Community profiling	4
Evidence from stakeholder consultation	5
Literature evidence	5
Presentation of findings	6
Assessing significance	6
Recommendations	6
Content of the HIA report	7
APPENDIX 1: Health impact checklist	8
APPENDIX 2: Using a checklist to identify possible impacts	9
APPENDIX 3: Criteria to assess reports	11
APPENDIX 4: Links, resources and supporting documents	12



## PLANNING GUIDANCE for HEALTH IMPACT ASSESSMENT

### BACKGROUND

#### Purpose

1.1 This Planning Guidance provides guidance on the preparation of Health Impact Assessments (HIAs) for selected new developments in West Lothian. These should identify key determinants of human health and provide sufficient information for them to be taken into account in decision making, in order to protect and promote health.

#### Context

1.2 Scottish Planning Policy 2014 (para 15) states that, 'planning can provide opportunities for people to make sustainable choices and improve their quality of life. Well-planned places promote well-being, a sense of identity and pride, and greater opportunities for social interaction. Planning therefore has an important role in promoting strong, resilient and inclusive communities. Delivering high-quality buildings, infrastructure and spaces in the right locations helps provide choice over where to live and style of home, choice as to how to access amenities and services and choice to live more active, engaged, independent and healthy lifestyles'.

1.3 There is growing evidence of the various ways in which planning decisions may affect health. Significant planning issues that affect health include, but are not restricted to:

- Availability, quality, affordability of housing to meet differing needs
- Active travel infrastructure
- Protection from environmental hazards
- Availability, access to, and quality of green and open space
- Availability of and access to services, amenities and employment
- Design of neighbourhoods to promote active connections and social cohesion

1.4 Major planning applications are generally required to be accompanied by an Environmental Statement, which is a report of an environmental impact assessment. European legislation requires these for selected applications under the Environmental Impact Assessment (EIA) Directive (2014/52/EU). These will assess environmental impacts, which may affect human health, but do not include the full range of potential health impacts.

1.4 Health Impact Assessment (HIA) is well established and often used in other parts of the UK and internationally. Sources of guidance and quality standards for HIA include, for example, the HIA Gateway, the World Health Organisation and the Scottish HIA Network. Links for all of these are given in Appendix 4.

## What is HIA

1.5 HIA is a way to identify and improve the health consequences of any defined policy or proposed development, including unintended and unanticipated consequences. An HIA includes explicit consideration of how impacts may affect different groups in the population. It includes recommendations to mitigate any harm to health and enhance any benefits. An HIA should not only identify potential harms to be mitigated but should also identify and support positive aspects of a development that bring opportunities for good health.

1.6 HIA usually involves consulting with stakeholders, including local communities, on the potential impacts and how they may occur in the local context. This does not replace the requirement for consultation laid out in the Planning (Scotland) Act (2006). However, it may be integrated within this and the HIA may draw on consultation findings.

## Development planning

1.7 The planning system seeks to promote development that will create healthy and sustainable communities. The impacts of major planning decisions are long lasting. West Lothian Council has published the Proposed Plan for the West Lothian Local Development Plan (LDP) that sets out the spatial strategy for West Lothian for a ten year period together with a supporting policy framework. The LDP establishes the overall vision for the area and the policy framework within which planning applications are assessed.

## Development management

1.8 West Lothian Council will request Health Impact Assessments for selected planning applications that are most likely to impact on human health. These include:

- Major residential developments (currently defined as 50 units or more); and
- Developments requiring an Environmental Impact Assessment

1.9 The HIA report may be a standalone document or integrated into an Environmental Statement. In either case the assessment should be informed by a screening exercise that considers a full range of potential health impacts. It is recommended that applicants discuss the scope of the HIA with the council before formally submitting their planning application. Guidance on scoping, and on completing an HIA, is provided below.

## Procedure for HIA submission and consideration





## GUIDANCE ON HIA

2.1 The steps to carry out an HIA are well established, and are similar to the steps for Environmental and other Impact Assessments. They are generally described as follows:

Pre Screening	In this context an HIA is needed if the proposed development is in one of the categories defined above.
Screening	Hold a stakeholder workshop (see below) to identify relevant populations and impacts
Scoping	Define terms of reference for appraisal Ensure appropriate expertise is included – this should include someone with training in or experience of HIA.
Appraisal	Collate evidence from a range of sources to identify and assess likely health impacts from the proposed development. Evidence is likely to include: <ul style="list-style-type: none"><li>▶ Proposed development and policy analysis</li><li>▶ Community profile</li><li>▶ Stakeholder engagement</li><li>▶ Published literature</li></ul>
Make recommendations	Use findings to recommend changes to the proposed development or other changes that would improve health impact.

### Screening to identify possible impacts

2.2 An understanding of potential impacts is needed to determine whether further assessment is required. To do this, it is recommended that applicants hold a workshop with stakeholders. Stakeholders should include members of the local community, local health, education and other professionals with an understanding of the community. Planning and other relevant council officers may also be invited as stakeholders. The workshop should use a health impact checklist (Appendices 1&2) to identify the relevant populations and potential impacts. This exercise may be integrated within pre-application consultation with local communities.

2.3 If potentially significant impacts are identified and/or further evidence is needed regarding the health issues identified, applicants should proceed to scoping.

2.4 If the health implications are clear, applicants should provide a screening report that includes:

- ▶ The methods used and participants involved in the screening workshop;
- ▶ The relevant populations and impacts identified; and
- ▶ A statement that demonstrates how the issues identified will be addressed within the planning process and final planning application.

2.5 This report will be reviewed by Development Management who will seek advice from NHS Lothian Public Health. Further assessment may be requested if potentially significant health impacts have been identified or there is uncertainty about the likely impacts.

## Scoping

2.6 If further assessment of the potential health issues is requested, applicants should provide a scoping report that outlines:

- The populations and impacts identified during screening
- Questions to be addressed, and sources of evidence for these
- Indicate whether these questions will be addressed within an environmental assessment or as a separate health assessment
- Terms of reference for further HIA
- Indicate the skills that will be required to complete the work. It is recommended that this should include someone with training in, or experience of, HIA.

## Appraisal

2.7 The purpose of the appraisal stage is not simply to describe health impacts but to inform recommendations for change. This may include cross-referencing the assessment of impacts with the local profile and investigating the mechanisms and causal pathways through which actions may lead to impacts. This information will help, for example, to decide which impacts are 'significant' as defined below, to weigh up benefits and harms or to suggest ways to mitigate adverse impacts.

Assessment questions may include, for example:

- How many people, from which population groups, will be affected by each impact?
- Will any population groups with already poorer health be affected?
- What are the pathways by which impacts will occur?
- Is there research evidence to support the predicted steps in the pathway?
- What value and priority do stakeholders place on each impact?

Most HIAs use evidence from:

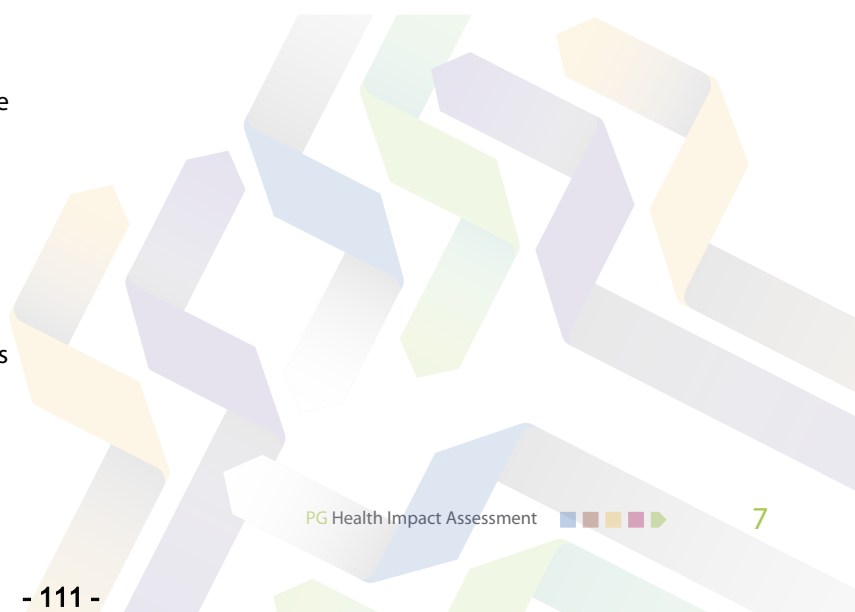
- A community profile
- Involvement of stakeholders and affected populations
- Literature review of relevant research findings

## Community Profiling

2.8 An HIA report should include a profile of the local community or communities. This helps to inform identification of impacts, characterise the relevant population groups who may bear these impacts, and provide background information to help apply literature evidence to the local context. This involves collating available data on:

- Demographic make-up of the local population: especially any particularly susceptible or socially excluded groups, as identified in the scope
- Health status of the local population including common health conditions: again, consider susceptible and socially excluded groups
- Social, cultural, economic features of the local area covered by the proposed development
- Features of the local area: e.g. facilities and amenities, environmental challenges
- Current provision relevant to the specific proposed development

2.9 The data used in the profile may include routine demographic, health and other data. In some cases primary data may be used, for example primary qualitative evidence may inform a 'pen profile' of an affected community. The Scottish Public Health Observatory is a useful source of routine data.



## Evidence from stakeholder consultation

2.10 Stakeholders are people with an interest in the proposed development being assessed, and include potentially affected people. Informants are people with relevant information, such as knowledge of the local area or of the topic area. The assessment should seek where possible to consult with and involve the different population groups included in the scope.

2.11 Stakeholders may hold some of the evidence that is needed for the assessment and it is important to ensure their views and values are taken into account to increase transparency of decision making. Applicants should make particular attempts to seek views of people whose voices are not likely to be heard otherwise.

2.12 Information from pre-application consultation may usefully be used in an HIA. Focus groups, questionnaire surveys, open meetings, workshops and other methods may be needed to address specific assessment questions.

## Literature evidence

2.13 Research literature may provide information on the health impacts of similar proposals and may also explore the evidence for each link in the hypothesised pathway. The review may also seek evidence on the likely effectiveness of the HIA recommendations. The applicant should formulate the questions to be addressed in the literature review, based on the evidence that is required to predict impacts and make recommendations.

2.14 Impacts in another setting or location may differ from those that arise in the context of the HIA. When carrying out an HIA the research evidence should be integrated with other kinds of evidence about the local context to inform a judgement about whether the research findings are transferable. This would include the local profile and qualitative evidence from key informants who have knowledge of the local context and how previous proposals have affected the local area.

2.15 Evidence reviews are available, such as those produced by the Scottish Health and Inequalities Impact Assessment Network (see links in Appendix 4)



## Presentation of findings

2.16 The assessment should use the above sources of evidence to show clearly how the proposed development will impact on health determinants and thereby on health. The report should include a narrative description of each impact that shows the evidence that underpins the conclusions made. It should also include a summary matrix like the one shown below.

Issues	Health Impact	Positive or Negative	Affected populations	Likelihood: definite probable possible	Severity: major moderate minor	Number of people affected
Parking/ Transport						
Potential increase in parking spaces	Easy parking access at venue	Positive	Staff Venue users	probable	minor	1000s
	Less stress					
	Increased car use Adverse impact on environment Reduced physical activity levels	Negative	Staff Venue users	possible	moderate	1000s
Improved public transport access	Increased use of sustainable travel modes	Positive	Staff Venue users	probable	moderate	1000s
Targeted green transport plan	Reduced adverse impact on environment		Specific user groups: cyclists; walking groups			
Walking groups	Increased physical activity levels					

## Assessing significance

2.17 Significant impacts may be:

- potentially severe or irreversible negative impacts
- impacts affecting a large number of people
- impacts affecting people who already suffer poor health or are socially excluded
- positive impacts with potential for greater health gain

## Recommendations

2.18 The overall aim of an HIA is to inform changes to improve health, so it should include recommendations and/or suggestions. These aim to mitigate any adverse impacts arising from the proposed development and enhance the benefits. They should relate to the identified impacts. Applicants should show how the recommendations have been taken account of in the planning application. If appropriate, this may take the form of a Health Management Plan. This will define the actions that flow from each recommendation, who will do them, timescale, resources and how their implementation will be monitored. If the HIA identifies a need for further monitoring, the applicant should include this in a Health Management Plan and show how it will be done.





## Content of the HIA report

2.19 The HIA report may be a standalone document or may form part of an Environmental Statement. In either case it should include sufficient information for it to be appraised by others and to justify the recommendations made. In particular, it should detail the methods and sources of evidence used for the assessment. Suggested content of the report includes:

- Summary of findings and recommendations
- The proposal and options assessed
- Methods used in the assessment
- Policy context
- Evidence from community profile

- Evidence from stakeholder engagement
- Evidence from literature
- Description of each impact including affected populations, size, certainty, causal pathway
- Matrix of impacts and affected populations
- Recommendations, and if appropriate a Health Management Plan
- Conclusions, which may include reflection on the HIA process

2.20 It is good practice to produce a short version for those who may not want to read the technical report.



## APPENDIX 1: Health Impact Checklist

### People

Who do you think is likely to be affected by the proposed development? Consider:

- |   |  |
|---|--|
| <input type="checkbox"/> People in different age groups               | <input type="checkbox"/> People in different ethnic and religious groups |
| <input type="checkbox"/> Men, Women                                   | <input type="checkbox"/> People who are susceptible or vulnerable        |
| <input type="checkbox"/> People with a disability or health condition | <input type="checkbox"/> Residents, Visitors, Workers                    |
| <input type="checkbox"/> People of low socio-economic status          |  |

### Impacts

Do you think the proposed development could impact on the following (positively or negatively)?

#### Physical infrastructure

- ☐ Living and working conditions
- ☐ Housing quality, mix, flexibility
- ☐ Natural space – quality and access
- ☐ Care and maintenance of buildings and spaces
- ☐ Impact of vehicles
- ☐ Pollution – air, water, soil
- ☐ Flooding, safety

#### Connections

- ☐ Walking and cycling routes
- ☐ Public transport provision
- ☐ Car dependency
- ☐ Streets and spaces

#### Social networks

- ☐ Identity and belonging
- ☐ Social status and inclusion
- ☐ Social interaction and participation
- ☐ Support networks
- ☐ Influence and sense of control
- ☐ Equality of opportunity
- ☐ Crime
- ☐ Healthy behaviours – physical activity, nutrition, substances, self-help

#### Services and facilities

- ☐ Quality of and access to facilities, services and amenities – healthcare, education, social institutions
- ☐ Indoor and outdoor public spaces
- ☐ Play and recreation
- ☐ Local economy, work and learning

### Other Impacts

(This is an example but other similar checklists are available – see the resources in Appendix 4)

## APPENDIX 2: Using A Checklist To Identify Possible Impacts

A health impact checklist is best used in a group exercise as one person working alone cannot identify all the relevant impacts. The checklist does not contain questions with factual answers but is intended to stimulate thinking in a 'structured brainstorm'. The group discussion allows several perspectives to be heard, and important recommendations often emerge in the interaction between participants.

The checklist can be used in a group exercise involving 6-12 people, or in larger participatory workshops in which participants are divided into smaller groups to use the checklist. It is useful to have a facilitator and a scribe.

If participants do not have detailed knowledge of the proposal already, they should be given a detailed (written or verbal) briefing, and have the opportunity to ask questions about it before the exercise begins.

The checklist is intended to help participants:

- Identify relevant populations and potential impacts.
- Suggest recommendations to improve the impacts.
- Identify where further evidence may be required to demonstrate impact and inform the recommendations.

Participants should have a copy of the checklist as an aide memoir to structure the discussion of the group.

The group first jointly identifies the different population groups who may be affected by the proposal. The group should then consider the groups of people suggested in the checklist and agree which may be differentially affected by the proposal, and how. Population groups need not be mutually exclusive.

The group then considers possible impacts on health and wellbeing. The checklist is intended to help people think broadly about the indirect and unintended effects of the proposal as well as the direct intended ones. Impacts do not have to be limited to the issues shown but these should stimulate thinking. Participants are asked to identify both positive and negative impacts.

Usually group members work individually for 10 minutes or so to go through the determinants on the checklist and make a note of the impacts they think the proposal may have on the spaces on the checklist. Then the group discusses these ideas collectively.

The group should try to specify whether each identified impact will be positive or negative, or whether this is uncertain and needs further investigation. The group should also identify which population groups will bear each impact. Sometimes impacts are positive for some populations but negative for others. Sometimes some members of the group think an impact will be positive but others think it will be negative. In these situations the group can often make recommendations to promote a positive impact. Impacts may last for a short time or continue for a longer period. Some impacts may be negative in the short-term but neutral or positive later on. Timescales should therefore be mentioned if they are relevant to the proposal and potential impacts.

The scribe should try to capture the group's understanding of how each impact will arise, as well as documenting the impacts. Often the same underlying impact will be identified at different points in the checklist. For example, a proposal may bring employment and so also impact on income. In this case the underlying issue to identify in the exercise is the potential employment – further assessment might focus on the quality of the employment, who would benefit etc.

At the end of this stage it is helpful for the facilitator to summarise the impacts identified. This helps to highlight the impacts that the group thinks are most significant and lead discussion about further evidence and recommendations.

Having identified impacts, the group identifies what further information is needed, the questions to be answered and kinds of evidence that would be appropriate.

## APPENDIX 3: Criteria to assess screening, scoping and HIA reports

### Criteria to assess screening reports

	Yes/No/NA
A broad range of health determinants was considered systematically	
Identification of impacts has involved range of relevant stakeholders including community interests	
Participants have had an opportunity to comment on the findings	
The report identifies potentially significant impacts appropriately	
The report identifies uncertainties and any further evidence needed	
If appropriate, the report documents how health issues will be addressed within planning process and final application	

### Criteria to assess screening reports

	Yes/No/NA
The report identifies the relevant populations and impacts, based on screening	
The report identifies the appropriate questions and sources of evidence related to these impacts	
Terms of reference for the assessment are clearly defined and appropriate	
Appropriate skills are available to do the assessment	

### Criteria to assess screening reports

	Yes/No/NA
The aims and scope of the HIA are clearly defined	
A systematic approach was used to identify impacts	
The methods and evidence used are clearly stated and appropriate to the assessment questions	
Relevant stakeholders have been involved	
The report includes a profile of health, health determinants and susceptible populations in the affected communities	
Research and other evidence is used appropriately	
The assertions in the report are supported by appropriate evidence	
There is a summary impact matrix showing the impacts and pathways	
The recommendations are related to the impacts and evidence presented	
The recommendations are feasible, clearly specified and if appropriate there is a SMART Health Management Plan	

## APPENDIX 4: Links, Resources and Supporting Documents

### HIA Websites

Scottish Health and Inequalities Impact Assessment Network: The network's website includes reviews summarising the evidence of the links between health and other sectoral areas – currently these include Transport, Housing, Greenspace, Rural Development and Community Venues. <http://www.scotphn.net/networks/scottish-health-and-inequalities-impact-assessment-network-shian/introduction/>

HIA Gateway: The Gateway provides access to HIA resources including guidance, reports, evidence reviews, sources of training. [http://www.apho.org.uk/default.aspx?QN=P\\_HIA](http://www.apho.org.uk/default.aspx?QN=P_HIA)

London Health Observatory: Has produced HIA resources including a Guide to Reviewing Published Evidence for Use in Health Impact Assessment <http://www.lho.org.uk/viewResource.aspx?id=10846>

World Health Organisation: Provides access to HIA guidance, evidence and examples. <http://www.who.int/hia/en/>

### HIA Training

International Health Impact Assessment Consortium (IMPACT): provides HIA training and resources <https://www.liv.ac.uk/psychology-health-and-society/research/impact/about/>

### Health and Planning Guides and Checklists

Healthy Urban Development Unit: The London Healthy Urban Development Unit (HUDU) helps to create healthy sustainable communities and ensure that new developments are planned with health in mind. Publications include a healthy urban planning checklist and rapid HIA tool. <http://www.healthyurbandevelopment.nhs.uk/>

Spatial Planning and Health Group: This group aims to study, promote and disseminate knowledge on the relationship between spatial planning and health, and to promote policies and action based upon evidence. Published a report containing a spatial planning and health checklist. <http://www.spahg.org.uk/>

New South Wales Healthy Urban Development Checklist: This is a long document that includes evidence on links between health and planning. It has a summary checklist on p42-44 [https://www.google.co.uk/url?sa=t&rct=j&q=&esrc=s&source=web&cd=1&ved=0ahUKEwj67cTI7MnJAhWMaRQKHfvAAwQFgggMAA&url=http%3A%2F%2Fwww.health.nsw.gov.au%2Furbanhealth%2FPublications%2Fhealthy-urban-dev-check.pdf&usq=AFQjCNEOt\\_rN8K5WuMkjm3Yta9V90RU7DA&cad=rja](https://www.google.co.uk/url?sa=t&rct=j&q=&esrc=s&source=web&cd=1&ved=0ahUKEwj67cTI7MnJAhWMaRQKHfvAAwQFgggMAA&url=http%3A%2F%2Fwww.health.nsw.gov.au%2Furbanhealth%2FPublications%2Fhealthy-urban-dev-check.pdf&usq=AFQjCNEOt_rN8K5WuMkjm3Yta9V90RU7DA&cad=rja)

### Routine Data

Scottish Public Health Observatory (ScotPHO): Provides routine data on health, risk factors, behaviours and wider health determinants. <http://www.scotpho.org.uk/>

### National Policy

Good Places Better Health: Good Places, Better Health was launched in 2008 as the Scottish Government's strategy on health and the environment. <http://www.gov.scot/Topics/Health/Healthy-Living/Good-Places-Better-Health>

Place Standard: The aim of the Place Standard tool is to support the delivery of high quality places – which can be instrumental in reducing health inequalities. <http://www.creatingplacesscotland.org/place-standard-tool-new-draft>

Scottish Planning Policy 2014: Sets out national planning policies. <http://www.gov.scot/Topics/Built-Environment/planning/Policy>



## **DEVELOPMENT AND TRANSPORT POLICY DEVELOPMENT AND SCRUTINY PANEL**

### **LINLITHGOW PUBLIC REALM DESIGN GUIDE**

#### **REPORT BY HEAD OF PLANNING, ECONOMIC DEVELOPMENT AND REGENERATION**

##### **A. PURPOSE OF REPORT**

The purpose of this report is to advise members of the content of the Linlithgow Public Realm Design Guide. The design guide establishes a vision for the public realm in Linlithgow, sets out best practice in promoting good quality urban design and sets out priorities for public realm improvements which can be addressed through capital investment in the town by the council and its partners.

##### **B. RECOMMENDATION**

It is recommended that the panel notes and considers the following recommendation which is intended to be submitted to the Council Executive for approval following public consultation:

1. approves the content of the Linlithgow Public Realm Design Guide as planning guidance in support of the West Lothian Local Development Plan.

##### **C. SUMMARY OF IMPLICATIONS**

<b>I Council Values</b>	Focusing on our customers' needs; being honest, open and accountable; working in partnership and making best use of our resources.
<b>II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)</b>	<p>The West Lothian LDP (Proposed Plan) has been the subject of SEA, equality, health impact assessment. The design guide will form planning guidance in support of the LDP.</p> <p>The need for further Strategic Environmental Assessment, equality, health and/or risk assessments will be considered when improvement projects arising from the design guide are agreed.</p>
<b>III Implications for scheme of delegation</b>	None.
<b>IV Impact on performance and performance indicators</b>	Appendix 4 of the West Lothian Local Development Plan Proposed Plan (LDP)



	includes reference to the preparation of public realm guides as planning guidance in support of the LDP. The design guide will support the terms of the LDP. Preparation of the LDP is a statutory requirement.
<b>V Relevance to Single Outcome Agreement</b>	<p>Outcome 3 – Our economy is diverse and dynamic and West Lothian is an attractive place for doing business.</p> <p>Outcome 8 – We make the most efficient and effective use of resources by minimising our impact on the built and natural environment.</p>
<b>VI Resources - (Financial, Staffing and Property)</b>	<p>A capital budget has been agreed for traditional town centres in each year of the council's 10 Year Capital Investment Programme. This includes Linlithgow town centre. The council cannot commit to spend more than is already identified in the capital programme for town centres.</p> <p>In addition to the council's funding there is also an opportunity to secure funding from the second round of the Scottish Government's Town Centre Regeneration Fund. An application for West Lothian towns (which included Linlithgow) was submitted on 28 August 2009 with the decision on applications made in November 2009. Work on other public realm design guides approved by the council is currently taking place.</p> <p>There may be ongoing revenue implications arising from projects set out in the design guide. Private investment through the Linlithgow BID may be available.</p> <p>Wherever possible revenue implications would be kept to a minimum and other means of meeting revenue costs investigated, for example sponsorship of floral displays.</p>
<b>VII Consultations at PDSP</b>	This is the first time the design guide has been considered by the PDSP.
<b>VIII Other consultations</b>	<p>The Linlithgow Area Local Area Committee agreed to the commissioning of the design guide on 10 September 2013. The Linlithgow Town Centre Management Group was consulted during preparation of the guide.</p> <p>The Head of Finance has been consulted.</p>

## **D. TERMS OF REPORT**

- D1** In 2009 the council undertook to commission public realm design guides for each of the five traditional towns in West Lothian – Armadale, Bathgate, Broxburn, Linlithgow and Whitburn. The council's 10 Year Capital Investment Strategy includes provision for supporting improvements in the council's five traditional towns. The council cannot commit to spend more than is already identified in the capital programme for town centres. Studies were commissioned in four of the towns but, as a result of other capacity building projects in Linlithgow at the time, a study was not pursued for Linlithgow. The outcomes from the studies in the four towns were subsequently adopted as supplementary planning guidance and have since informed decisions capital investment projects and on planning applications in the towns.

While Linlithgow benefits from being an Outstanding Conservation Area and a range of supplementary planning guidance is available to inform capital investment projects and planning applications, the town does not benefit from having specific guidance on public realm design. A draft design guide has now been prepared by Brindley Associates and EK:JN Architects in response to a brief prepared by the council and provides guidance and sets out a vision for the public realm in the town. The public realm design guide provides the detail on considerations relating to the public realm and should be read in the context of the West Lothian Local Development Plan which provides the overall context for development in the town. The design guide is attached as Appendix One.

### **D2 The Draft Design Guide**

The importance of the traditional towns to the vibrancy and wellbeing of West Lothian is recognised in the adopted West Lothian Local Plan and the emerging Local Development Plan. The WLLP and emerging LDP recognise that good design is a practical means of achieving a wide range of social, economic and environmental goals. They provide a framework for the development management process to ensure that high standards of design are achieved and that development proposals which are poorly designed will not be supported. Policy IMP15 of the WLLP and policy TCR1 of the LDP refer. The design guide will assist in promoting these objectives.

The guide has been prepared to meet three main objectives:

1. to set out the vision and strategy for the public realm in Linlithgow with a design framework adopted as planning guidance to support the development plan;
2. provide a 'Design Tool' for both planning officers and developers that offers a clear interpretation of national policy guidance and urban design best practice that is specific to Linlithgow and will be used in development management to support the quality of design, adding clarity and consistency to the planning process; and
3. provide a clear understanding of how small and incremental change can support place making and deliver a stronger, more vibrant and more sustainable town centre.

The aim of the design guide is to appraise the existing public realm of Linlithgow High Street; provide key concepts for identified character areas and provide urban design criteria guidelines appropriate to Linlithgow's High Street which can be used by all interested parties to create coherent high quality public spaces and public realm. This could assist in addressing issues associated with areas of conflict in the urban form of Linlithgow High Street and highlighting wider town centre connections that can be made.

The town centre has been split into 5 'Character Appraisal' areas which are assessed in detail and focus on the section of Linlithgow High Street between West Port and Low Port. Consideration is also given to public open spaces lying to the north and south of the High Street, including Rosemount Park, Learmonth Gardens, Regent Square and Provost Road. The guide sets out key design principles and relates these to design guidelines for development management decisions and recommends that planning applications for town centre development should be accompanied by a design statement which seeks to address some or all of these key design principles.

Key objectives and concepts for the public realm are set out and include:

- enhancing the existing character of the High Street;
- improving ease of movement for pedestrians;
- improving legibility of public realm;
- improving less visually attractive areas;
- promoting a co-ordinated and cohesive streetscape appearance and typology that reflects the historic core of the High Street; and
- ensuring natural surveillance and improve visual and physical connections to adjacent open spaces.

These design guidelines are set out at 'Key concepts' and can be summarised as follows:

- detailed guidance for new development on enhancing accessibility/connectivity, respecting traditional urban structure, public realm landscaping, scale and massing, elevational treatment, materials, adaptability and energy efficiency;
- shopfront improvements including advice on fascias, materials, colours, signage, security measures and illumination;
- advice on creating key gateways into the town and within the town improving links, for example improving access and views to the loch, and to create a sense of arrival and a high quality profile and image when entering the High Street of the town;
- improving linkages to greenspace and wider connections;
- improving and extending pedestrian crossing opportunities on the High Street; and
- urban design criteria guidelines including surfacing, street furniture, planting, public art, cycle provision, lighting and signage.

The design guide also sets urban design criteria guidelines in relation to improving the quality of the public realm including ease of pedestrian movement, guidelines relating to surfacing, street furniture and planting and guidance on lighting and signage. Key to this is that any developments must preserve or enhance the character and appearance of the conservation area.

A draft Action Plan and Phasing Strategy up to 2017 and beyond is set out in Section 6 of the design guide which would be completed following consultation with the various interest groups operating in the town and relevant council services. This includes in the short term preparing deteriorating shop fronts and improving public access and paving at specific locations whilst in the medium term (2015-2017) assisting in repair and maintenance of buildings and public art projects. Longer term items include re-use of the Victoria Halls and County Buildings.

It is intended that the design guide would be the subject of public consultation for a period of six weeks, including consultation with the community council and other groups active in the town. Once approved, by Council Executive, the design guide would be adopted as planning guidance in support of the West Lothian LDP and would inform decisions on planning applications.

## **E. CONCLUSION**

The design guide provides a sound basis for improving the public realm and building design within Linlithgow and identifies priority actions for future public and private sector investment in the town. Public consultation would be undertaken prior to adoption of the design guide as planning guidance in support of the development plan. The council's 10 Year Capital Investment Programme contains a capital budget for traditional town centres in each year of the programme, much of which has already been spent. The council cannot commit to spend more than is already identified in the capital programme for town centres.

## **F. BACKGROUND REFERENCES**

Adopted West Lothian Local Plan 2009 <http://www.westlothian.gov.uk/WLLP>

West Lothian Local Development Plan [www.westlothian.gov.uk/LDP](http://www.westlothian.gov.uk/LDP)

Report to Linlithgow Area Committee, 10 September 2013: Linlithgow Public Realm Design Guide

Appendices/Attachments: One

Appendix One: Linlithgow Public Realm Design Guide

Contact Person: Steve McLucas, Planning Officer - Development Planning, 01506 282425  
Email: [steve.mclucas@westlothian.gov.uk](mailto:steve.mclucas@westlothian.gov.uk)

**Craig McCorriston**  
**Head of Planning and Economic Development**

**8 August 2016**





# Linlithgow Public Realm Design Guide

SECOND DRAFT





# Contents



	Page
<b>1.0 Introduction</b>	<b>1</b>
1.1 Extent of Study Area Plan	2
1.2 Historical Development of Linlithgow High Street	3
1.3 Legislative Background	4
<b>2.0 Character Areas Appraisal</b>	<b>5</b>
2.1 Area 1 Character Appraisal	6
2.2 Area 2 Character Appraisal	8
2.3 Area 3 Character Appraisal	9
2.4 Area 4 Character Appraisal	10
2.5 Area 5 Character Appraisal	11
<b>3.0 Concepts for Improvements</b>	<b>13</b>
3.1 Town Improvements Plan	14
3.2 Key Concept 1 – West End	15
3.3 Key Concept 2 – Linlithgow High Street	16
3.4 Key Concept 3 – The Vennel	17
3.5 Key Concept 4 – Station Road	18
3.6 Architectural Recommendations Location Plan	19
3.7 Architectural Recommendations	20
<b>4.0 Pedestrian &amp; Cycle Linkages &amp; Wider Connections</b>	<b>22</b>
4.1 Linkages to Green Space	23
4.2 Potential Pedestrian Crossings	24
<b>5.0 Urban Design Criteria Guidelines</b>	<b>25</b>
5.1 Surfacing	26
5.2 Street Furniture	27
5.3 Planting	28
5.4 Public Art Strategy	29
5.5 Cycle Provision, Lighting & Signage	30
5.6 Further Recommendations & Vision	31
<b>6.0 Action Plan – Phasing Strategy</b>	<b>32</b>
<b>Appendix 1 – Architecture Appraisal</b>	<b>33</b>

## 1.0 Introduction

This public realm design guide has been prepared by Brindley Associates Ltd Landscape Architects with EK:JN Conservation Architects on behalf of West Lothian Council (WLC) Town Centre Management Department for Linlithgow town centre, West Lothian. This design guide focuses on the section of Linlithgow High Street between West Port and Low Port, defined by WLC as the geographical extent of the study in June 2014 see plan overleaf. Consideration is also given to public open spaces lying to the north and south of High Street at the request of WLC to include Rosemount Park, Learmonth Gardens, Regent Square, Provost Road, The Peel, Palace Rose Garden and Lochside area in accordance with the Civic Trust's 'Vision' document.

The purpose of this design guide is to provide a series of guidelines and concepts at a town level with a view to enable future continuous project based efforts to improve Linlithgow's High Street by encouraging and maintaining a high quality of public realm for residents, tourists and businesses.

The aim of this design guide is to:

- Appraise the existing public realm of Linlithgow High Street including urban form, existing public spaces, pedestrian links and movement patterns;
- Provide key concepts for each identified character area to define a sense of place and cohesion; and
- Provide urban design criteria guidelines appropriate to Linlithgow's High Street which can be used by all interested parties to create coherent high quality spaces and public realm.

The objectives of this design guide are to:

- Address issues associated with areas of conflict in the urban form of Linlithgow High Street; and
- Highlight wider town centre connections that can be made.

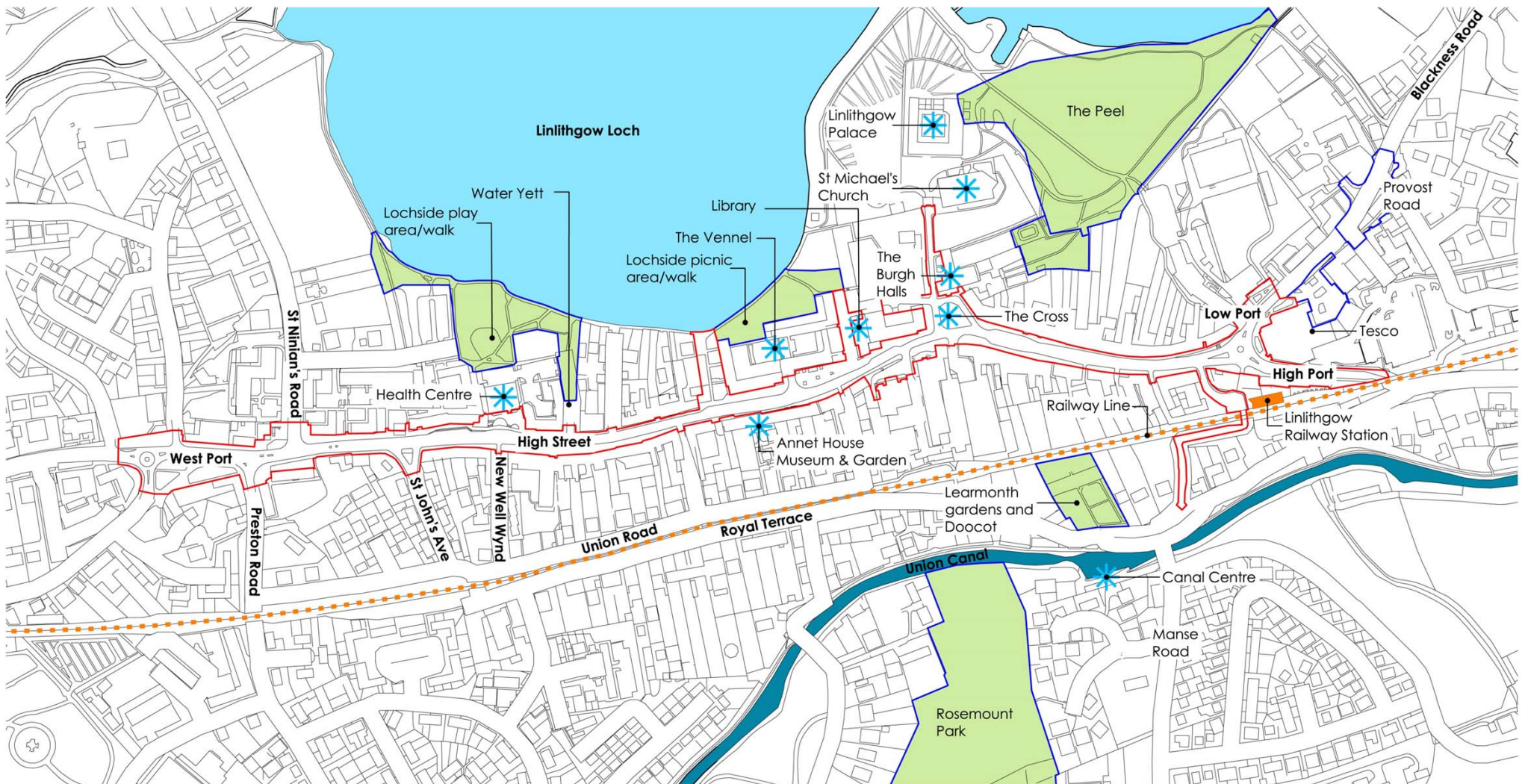
In the preparation of this 2nd draft Linlithgow Public Realm Design Guide a number of historical documents were passed to us for review and consideration including: A vision for Linlithgow 2005-2015 by Linlithgow Civic Trust (December 2005); Linlithgow Town Centre Study by Halcrow Fox Associates (March 1992); A Sustainable Travel Action Plan for Linlithgow by JMP (November 2011); together with comments from local interest groups including Town Centre Management Group, Linlithgow Civic Trust, Burgh Beautiful and Transition Linlithgow.





# Introduction

## 1.1 Extent of Study Area Plan

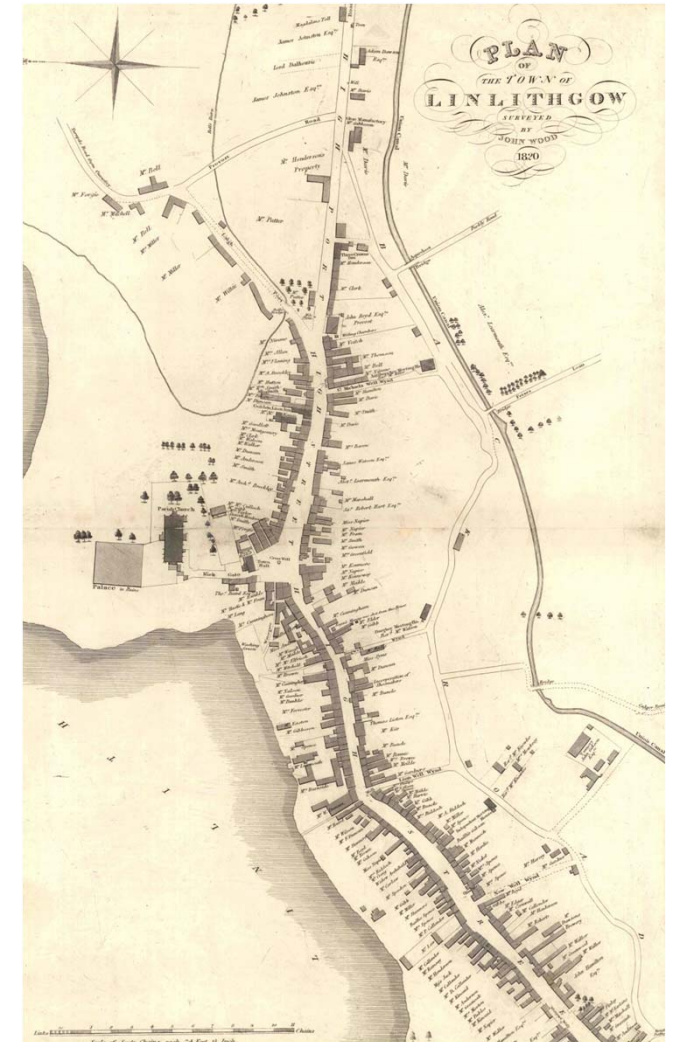




# Introduction

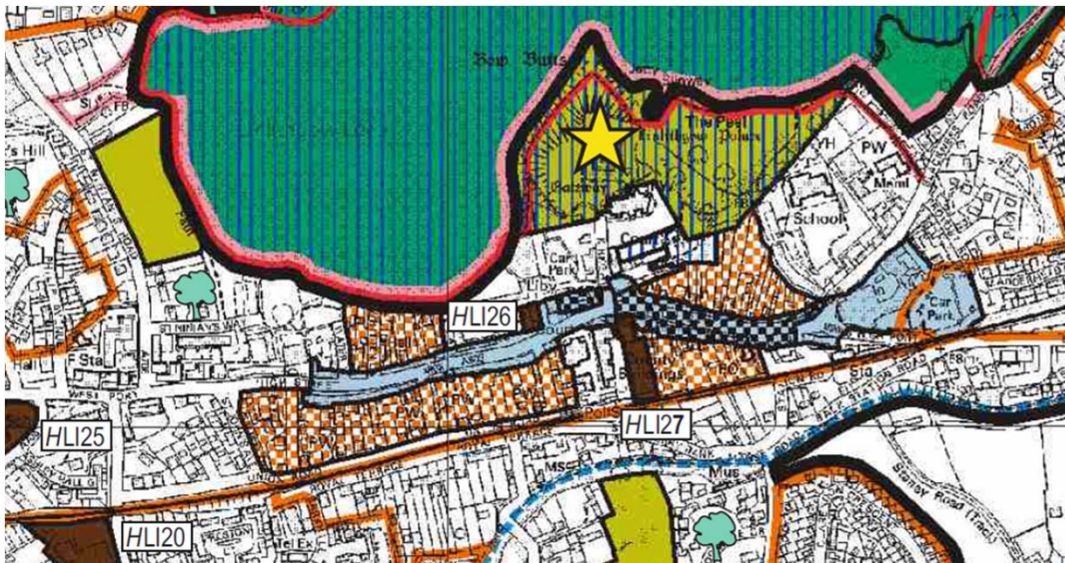
## 1.2 Historical Development of Linlithgow High Street

Located on the southern banks of Linlithgow Loch, Linlithgow has developed in an east-west orientation centred on the old Edinburgh-Stirling road. This road now forms the main thoroughfare for Linlithgow and is called High Street. Plots of farmed land, known as rigs, ran perpendicular to High Street and comprised much of the town's development until the 19th century. Growth was restricted to the north by Linlithgow Loch, and by the steep hill to the south, but, in the late 19th & early 20th centuries, development began to take place much further south of High Street. Demand for housing in the late 20<sup>th</sup> century saw many residential developments take place much further south, as well as spreading into new areas. The southward development of Linlithgow was bisected by the Union Canal and latterly the main Edinburgh-Glasgow railway line. The historical development and character of the street are recognised with its inclusion in the Linlithgow Palace and High Street conservation area. Notable buildings in the conservation area include Linlithgow Palace and St Michael's Church which occupy elevated positions overlooking the loch.



# Introduction

## 1.3 Legislative Background



The entire length of Linlithgow High street sits with the "Linlithgow Place and High Street" Outstanding Conservation Area.

The Outstanding Conservation Area designation brings a number of planning restrictions into play which are aimed at conserving and enhancing the town's architectural heritage.

Within the Conservation Area there is a preference for "heritage" colours for window frames, shopfronts and other painted features.

Alterations to any of the buildings should be restricted to changes which will improve or enhance the Conservation Area.

Guidance is available from the Planning department for what types of shopfront signage are acceptable in the Conservation Area.

Many of Linlithgow's buildings are listed by Historic Scotland of being of significant architectural interest. Such 'listed' buildings are graded either A, B or C. Additional restrictions apply to buildings that are listed.

Planning policy HER21 restricts backland development on Linlithgow "rigs", the long walled gardens that run behind the High Street on both sides.

The entire High Street is within 800m of Linlithgow Palace and Peel, which brings a requirement for Planners to consult with Scottish Ministers on all planning applications.

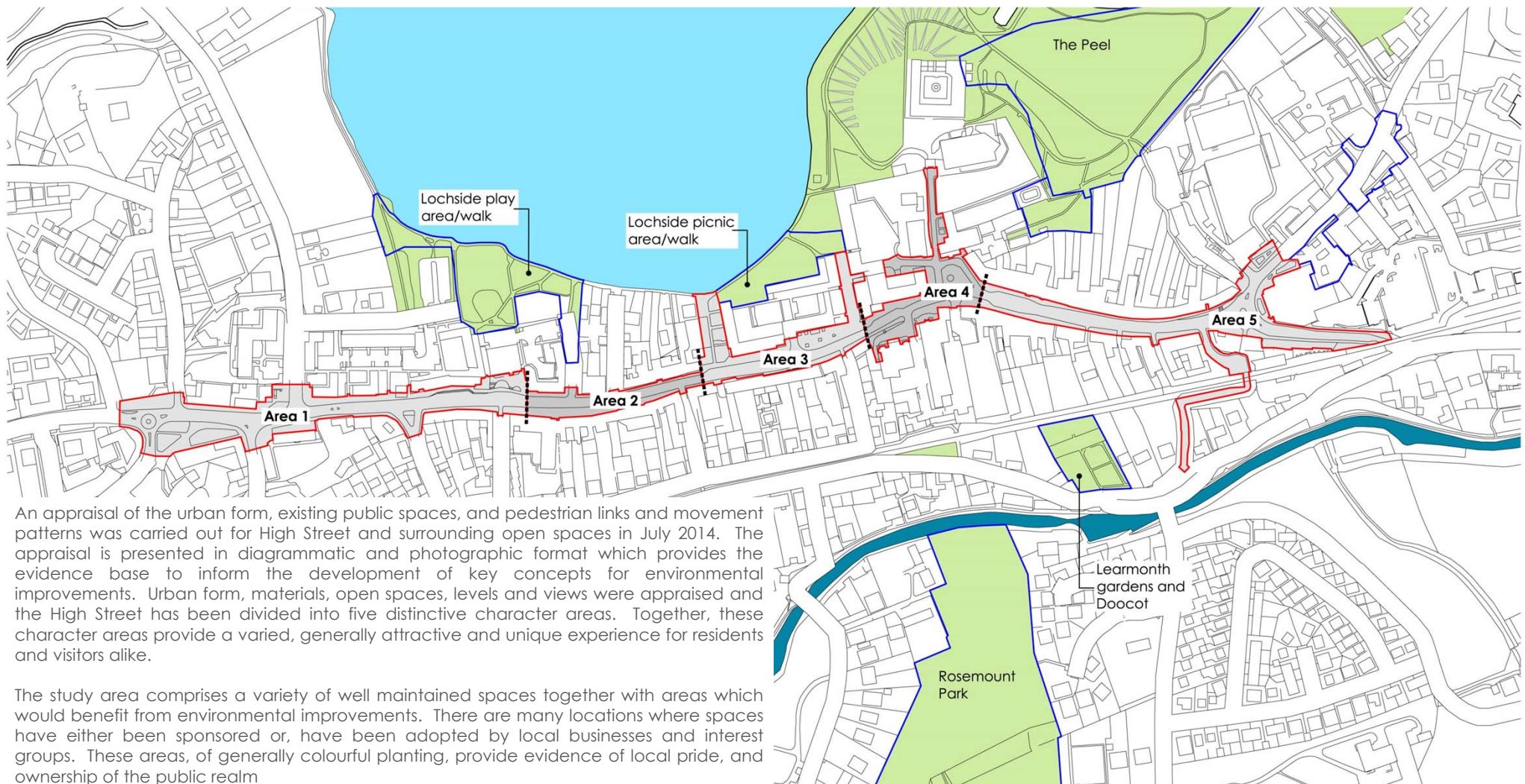
The East end of the High Street, from the Cross to the Lowport area is restricted by planning policy TC15 which discourages change of use from Class 3 (retail) to Class 2 (financial and professional services).

West Lothian Council have Premises Improvement guidelines for Whitburn and Bathgate. A similar document should be produced for Linlithgow.



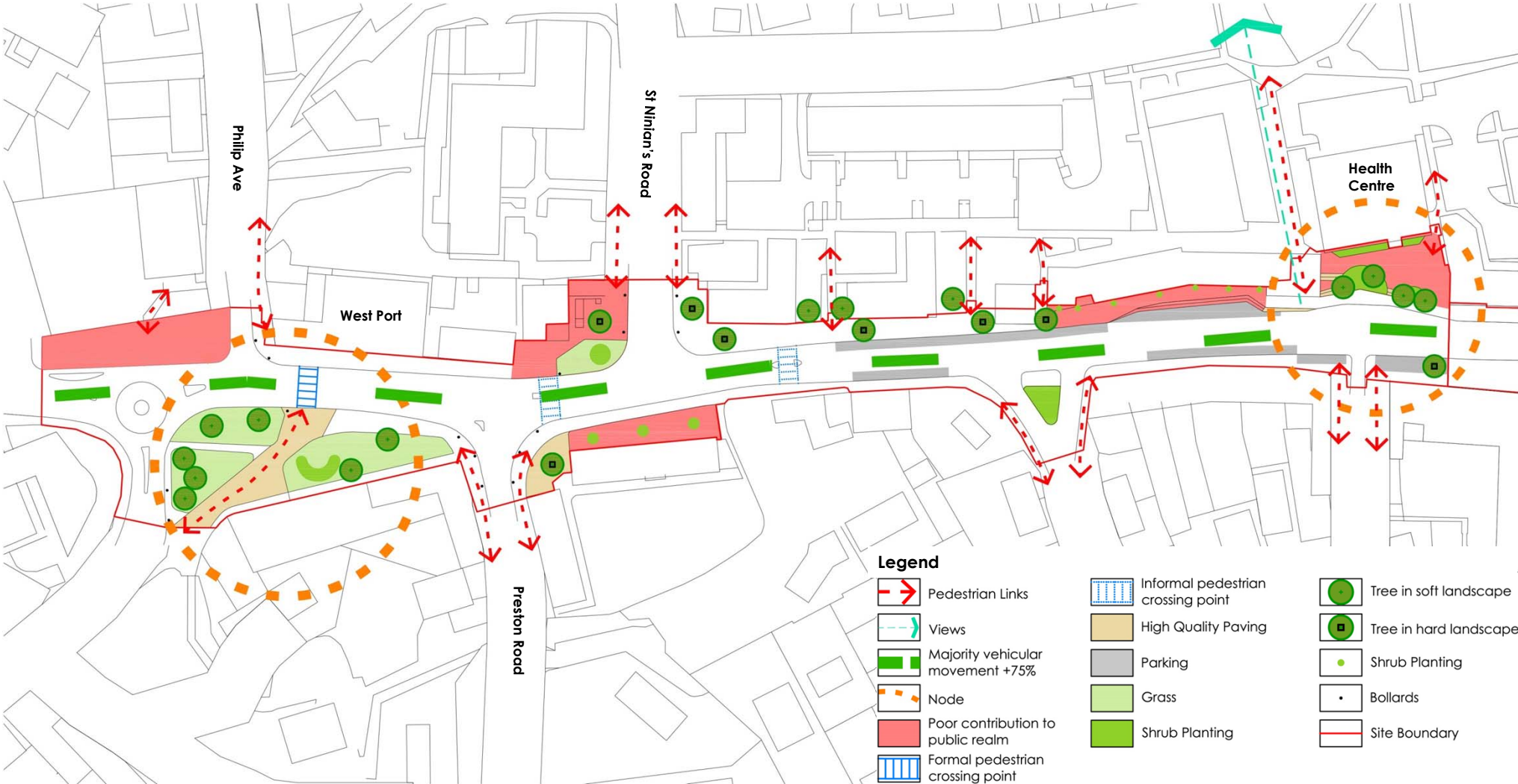


## 2.0 Character Area Appraisal Plan



# Character Areas Appraisal

## 2.1 Area 1 Character Appraisal





# Character Areas Appraisal

## 2.1 Area 1 Character Appraisal



The Katie Wearie Sundial and associated green space provides an attractive focus to West Port arrival and meeting space.



Stone walling and raised planter provides visual interest along street scene.



Well maintained, colourful hanging baskets along High Street engender sense of ownership.



Shrubs encroaching over High Street seating and poorly located litter bin create an unattractive and unusable public realm at St. John's Avenue.



Inappropriate and damaged shrub planting within red gravel against modern flatted development falls short of Linlithgow's standard of attractive and well-maintained public planting areas.



Large, cylindrical concrete bollards around West Port are a potential trip hazard and contrast with black cast-iron street furniture located elsewhere along the High Street.



Opportunity for seating to be arranged along southern edge of green space at the Katie Wearie Sundial. This would allow users to address the floral planting and create more of a separation between the recreational seating area and the road.



Area adjacent to the Health Centre currently under-utilised as recreational open space. Enhancing hard and soft landscape features would help establish this area as a recreational hub along the High Street.



Visual connectivity between the High Street and Lochside Park is restricted. Improving visual linkages and pedestrian routes would promote the town's distinctive water-side setting.

# Character Areas Appraisal

## 2.2 Area 2 Character Appraisal



**Left:** Enclosed urban form provides a distinctive sense of place for this section of the High Street.



**Right:** Under provision of cycle racks.



**Left:** Historic buildings provide defining characteristics of the public realm.



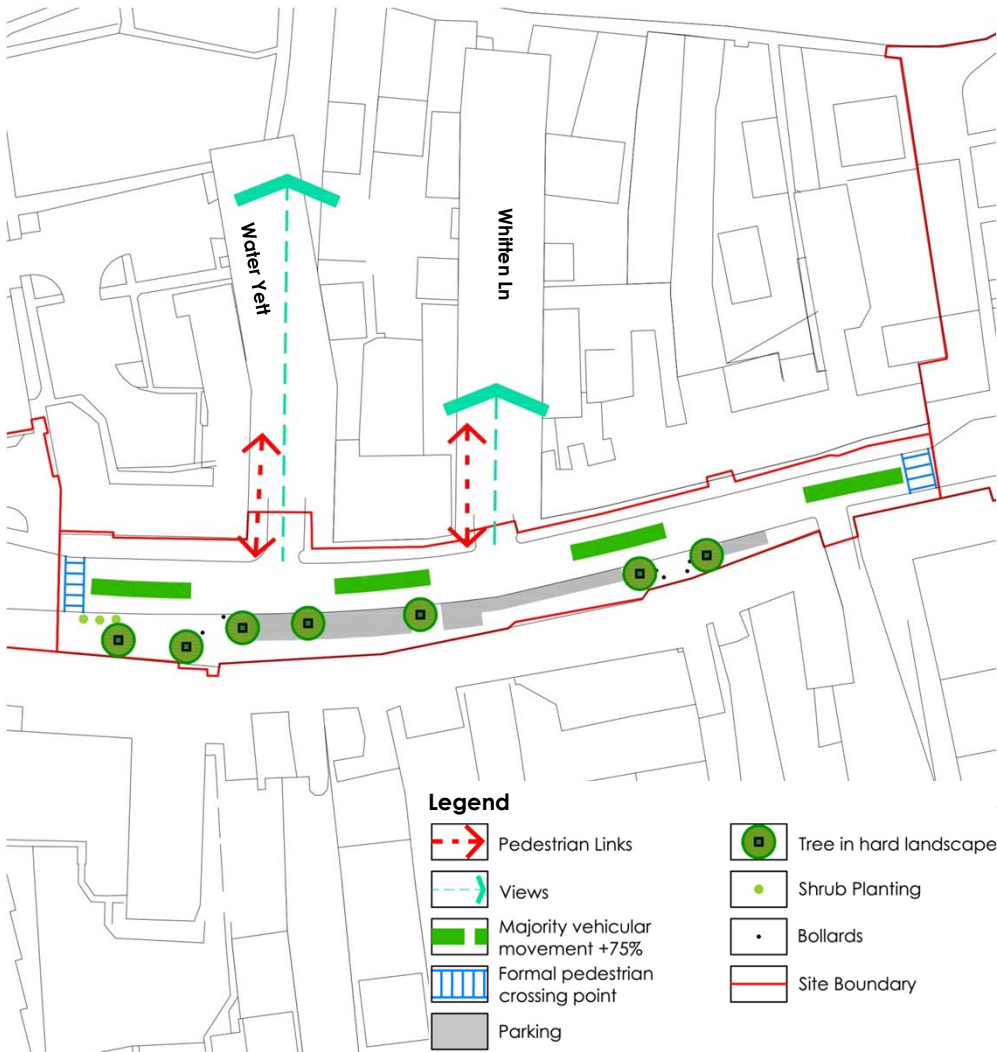
**Right:** Shop canopies provide interest in some building elevations.



**Left:** Epicormic growth on Lime trees obscures views.



**Right:** Abrupt change in surface materials at transition into character area.





# Character Areas Appraisal

## 2.3 Area 3 Character Appraisal



**Left:** Low tree canopies obscure views to Linlithgow Loch from High Street.



**Right:** Uninviting dead-end space terminating in a blank wall.



**Left:** Modern shop frontages and poor street tree planting detract from the High Street.



**Right:** Rendered concrete walls create unused isolated spaces between the Vennel and High Street.



**Left:** Modern flats and low tree canopies restrict views to Linlithgow Loch from town centre.



**Right:** Poor quality paving, walling and tree planting detracts from public realm and discourages use of space.





# Character Areas Appraisal

## 2.4 Area 4 Character Appraisal



**Left:** Well used public open space at The Cross with high quality materials and street furniture.



**Right:** Poorly defined pedestrian route from The Cross discourages access to The Peel.



**Left:** High quality paving leading up to Linlithgow Palace and St Michael's church flanked by high stone walling.



**Right:** Architecturally uninspiring flattened development adjacent to The Cross.



**Left:** Poor quality implementation and attention to detail detracts from quality of materials and leads to potential trip hazards



**Right:** Example of absence of tree grille in hard landscape and lack of underground support for tree.

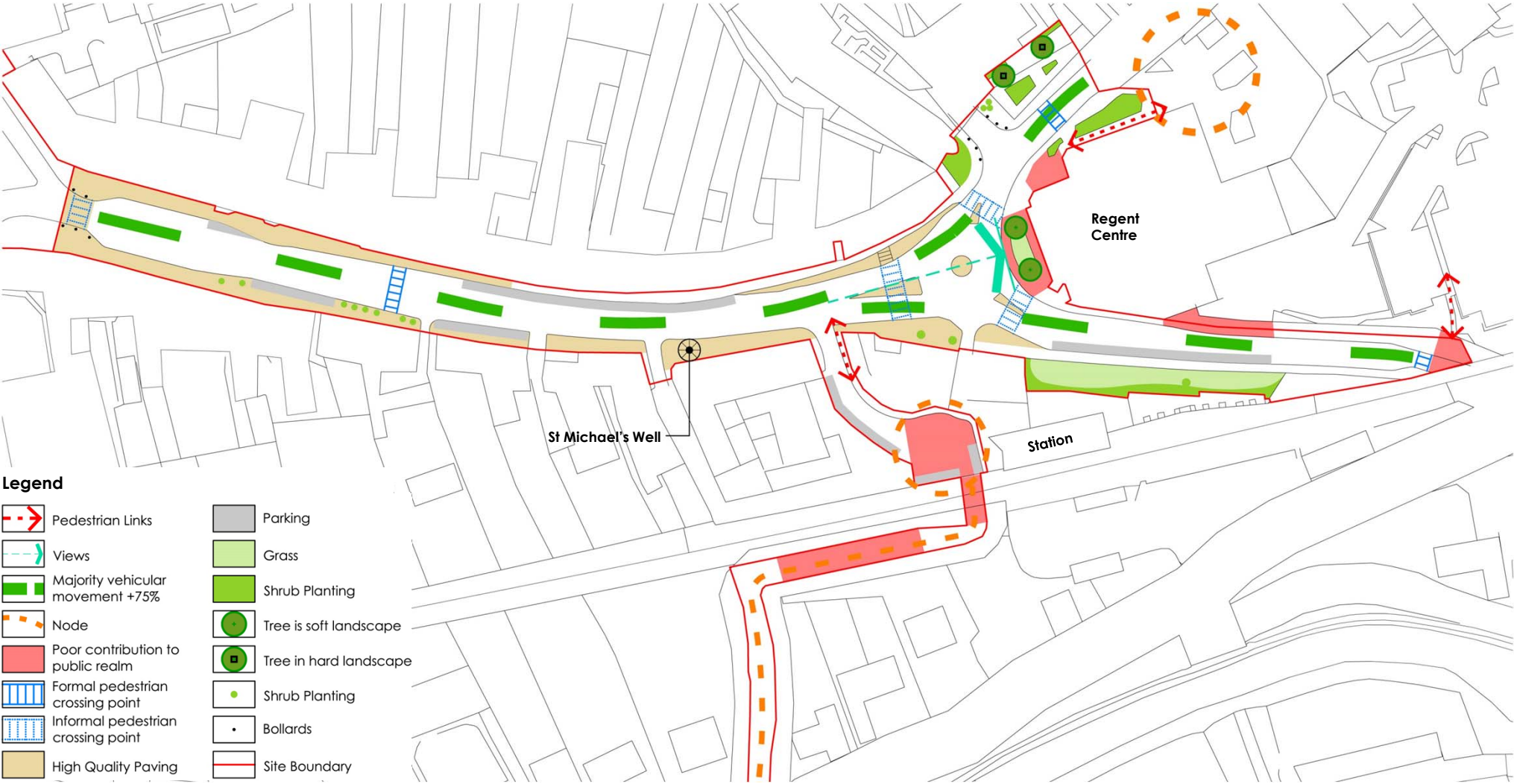
### Legend

- Pedestrian Links
- Views
- Majority vehicular movement +75%
- Node
- Poor contribution to public realm
- Formal pedestrian crossing point
- Informal pedestrian crossing point
- High Quality Paving
- Parking
- Grass
- Tree in soft landscape
- Tree in hard landscape
- Shrub Planting
- Bollards
- Site Boundary



# Character Areas Appraisal

## 2.5 Area 5 Character Appraisal





# Character Areas Appraisal

## 2.5 Area 5 Character Appraisal



High quality existing stone materials could be reused to resolve levels issues.



Examples of high quality street furniture. Inappropriately placed and under used cycle parking.



Herbaceous planting adds variety and seasonal colour.



Poorly lit, unsightly and uninspiring underpass leading to Station Road immediately adjacent to train station exit.



Poor quality blank rendered wall detracts from appearance of High Port and the arrival into the town from the south



Numerous level changes impede pedestrian flow.



Area well used by Low Port School as a gathering point at peak times but poor paving and layout of space detract from entrance to Linlithgow.



Visual focus at east end of High Street is terminated by low quality architecture.



Entrance to station dominated by car parking and vehicular movement. Uninviting underpass leading to Station Road with no sense of what lies beyond.

## 3.0 Town Improvements

Illustrated key concepts for each character area identified in the appraisal for improvements to public realm and architecture along High Street include the West Port, High Street, The Vennel and Station Road. These locations were highlighted as making a poor contribution to the historic public realm of Linlithgow High Street and as having potential for improvement in terms of quality and use of space.

Key objectives for the Public Realm:

- Enhance the existing character of High Street
- Improve ease of movement for pedestrians
- Improve legibility of public realm
- Improve less visually attractive areas
- Promote a co-ordinated and cohesive streetscape appearance and typology that reflects the historic core of High Street
- Ensure natural surveillance and improve visual and physical connections to adjacent open spaces

In addition to the key concept ideas specific recommendations are made along the length of High Street. These recommendations could be considered in isolation or as a series of interventions ranging from low key operations such as raising tree canopies to allow views to the Loch, to more significant works such as rationalising footpath levels and surfacing, see plan for further details.

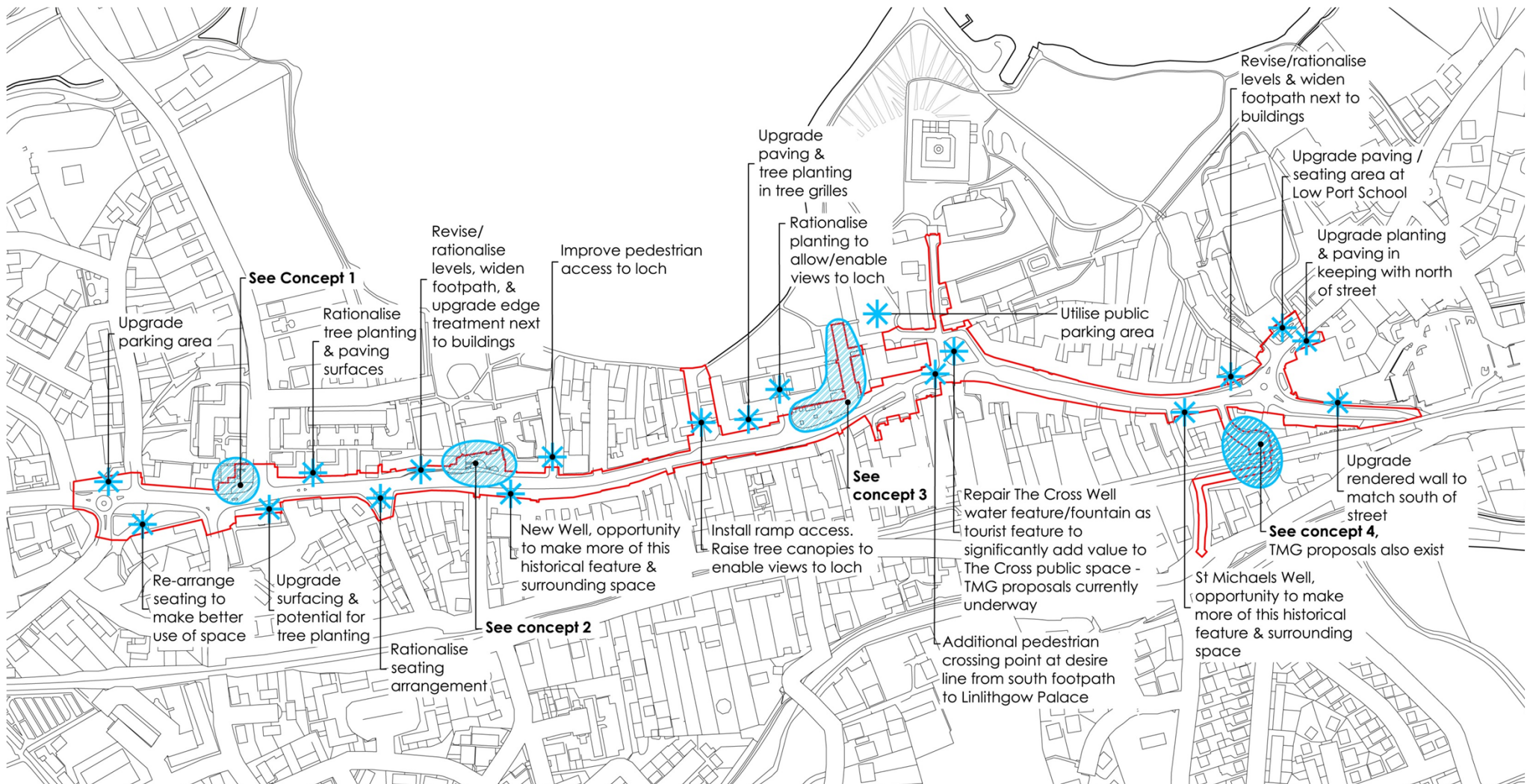
The key concepts provide aspirations for environmental improvements, they are not prescriptive and should be used to inform professionally prepared and well considered detailed designs which will require planning consent prior to implementation of works.





# Concepts for Improvement

## 3.1 Town Improvements Plan



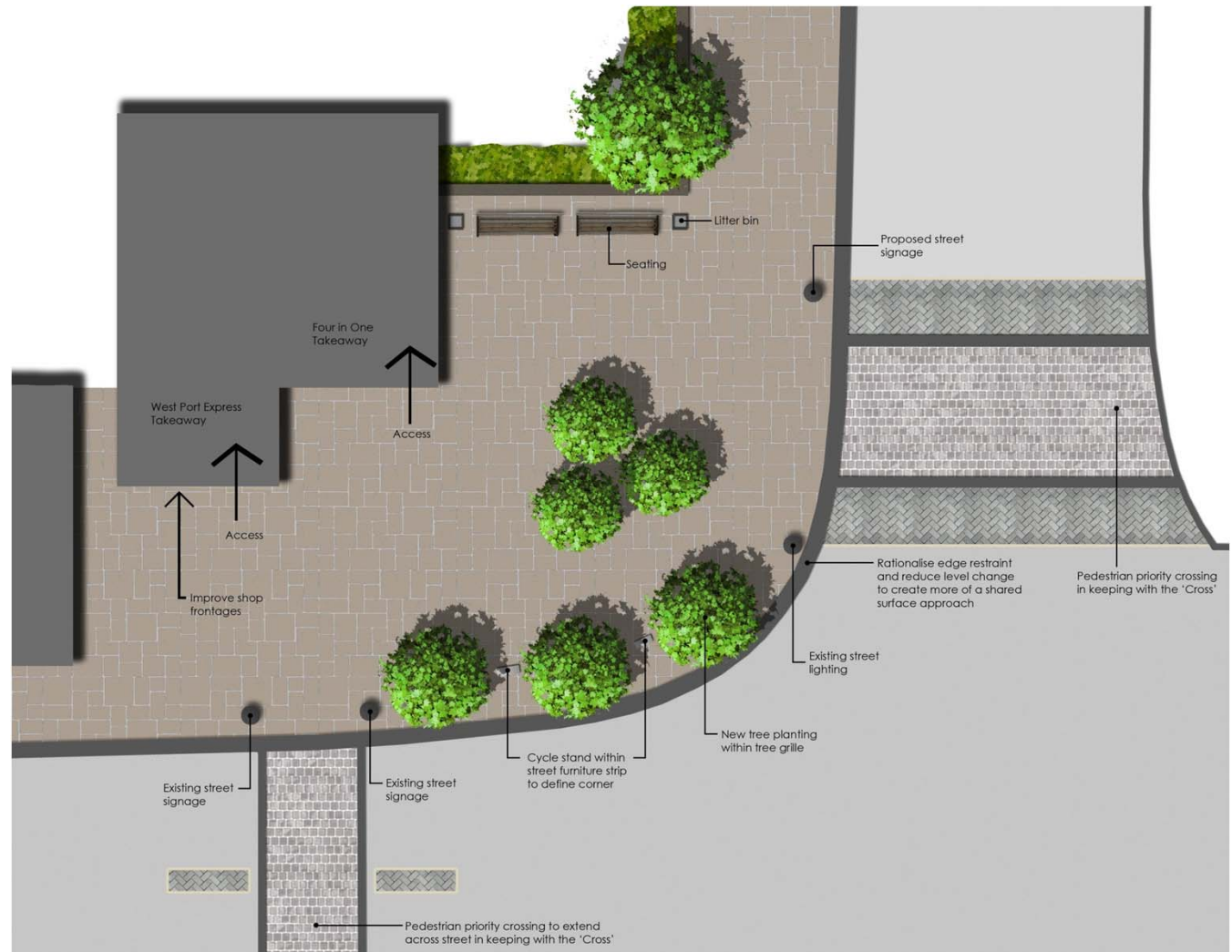


# Concepts for Improvement

## 3.2 Key Concept 1 - West Port

Aspirations for defining features of the public realm and improving the relationship of the street corner with immediate surroundings could include:

- Establishing good quality street trees
- Installing improved quality hard landscape/paving materials
- Installing complimentary street furniture to define edge of pavement
- Installing seating to encourage use of the space
- Removal of unsightly concrete bollards
- Creating pedestrian priority paved road crossing points

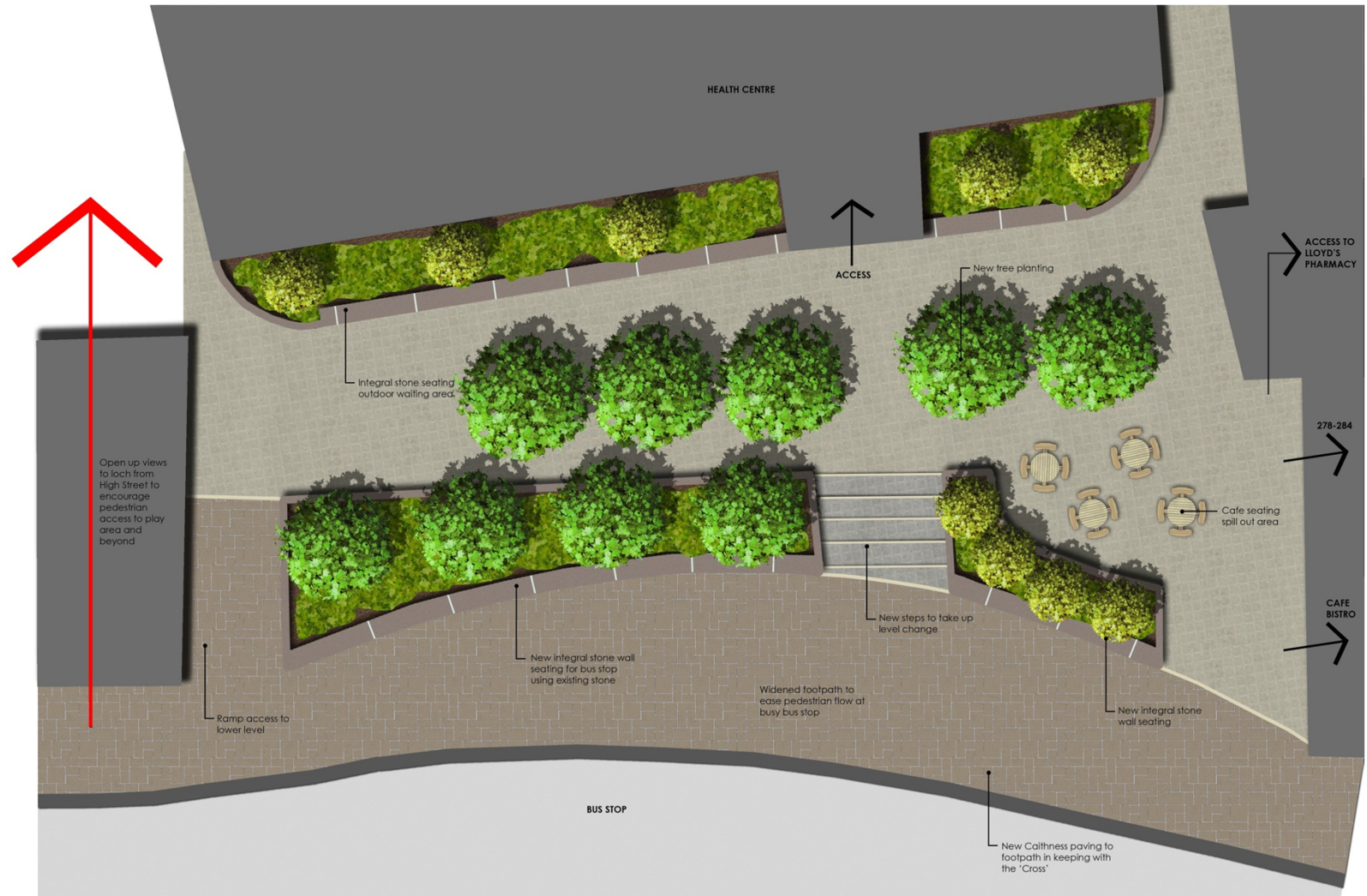


# Concepts for Improvement

## 3.3 Key Concept 2 – Linlithgow High Street at the Health Centre

Aspirations for defining features of the public realm and improving functionality of the open space between the footpath, bus stop, health centre and to play area beyond could include:

- Establishing good quality tree and shrub planting
- Installing high quality hard landscape/paving materials
- Installing integral seating to encourage use of the space and accommodate level changes, possibly re-using existing stone
- Ensuring ease of access to buildings for all users
- Widening footpath adjacent to bus stop to improve pedestrian movement



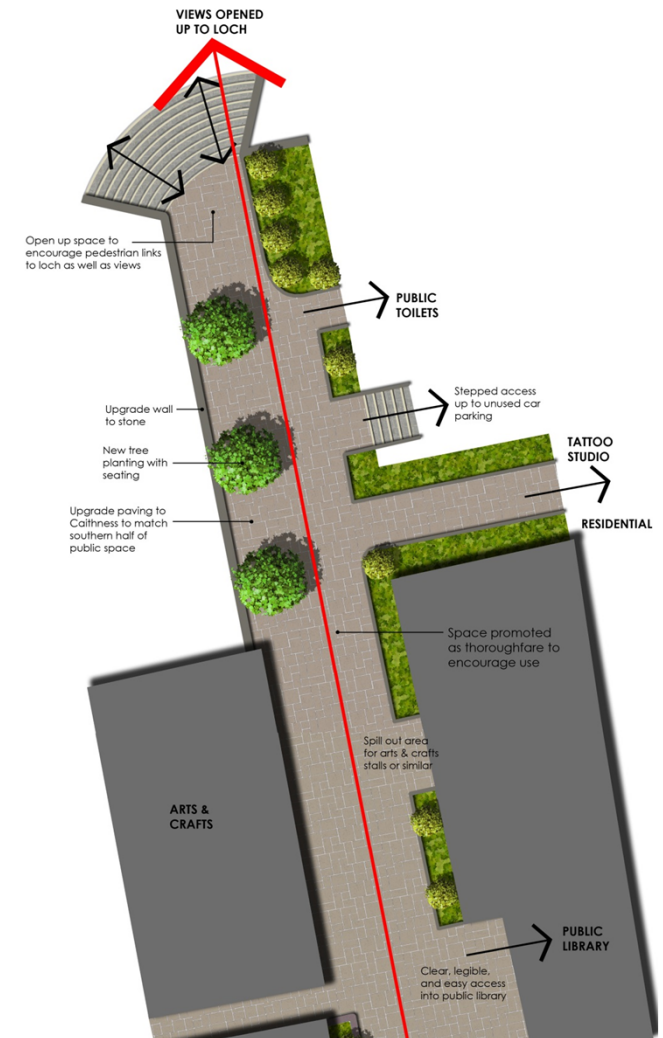
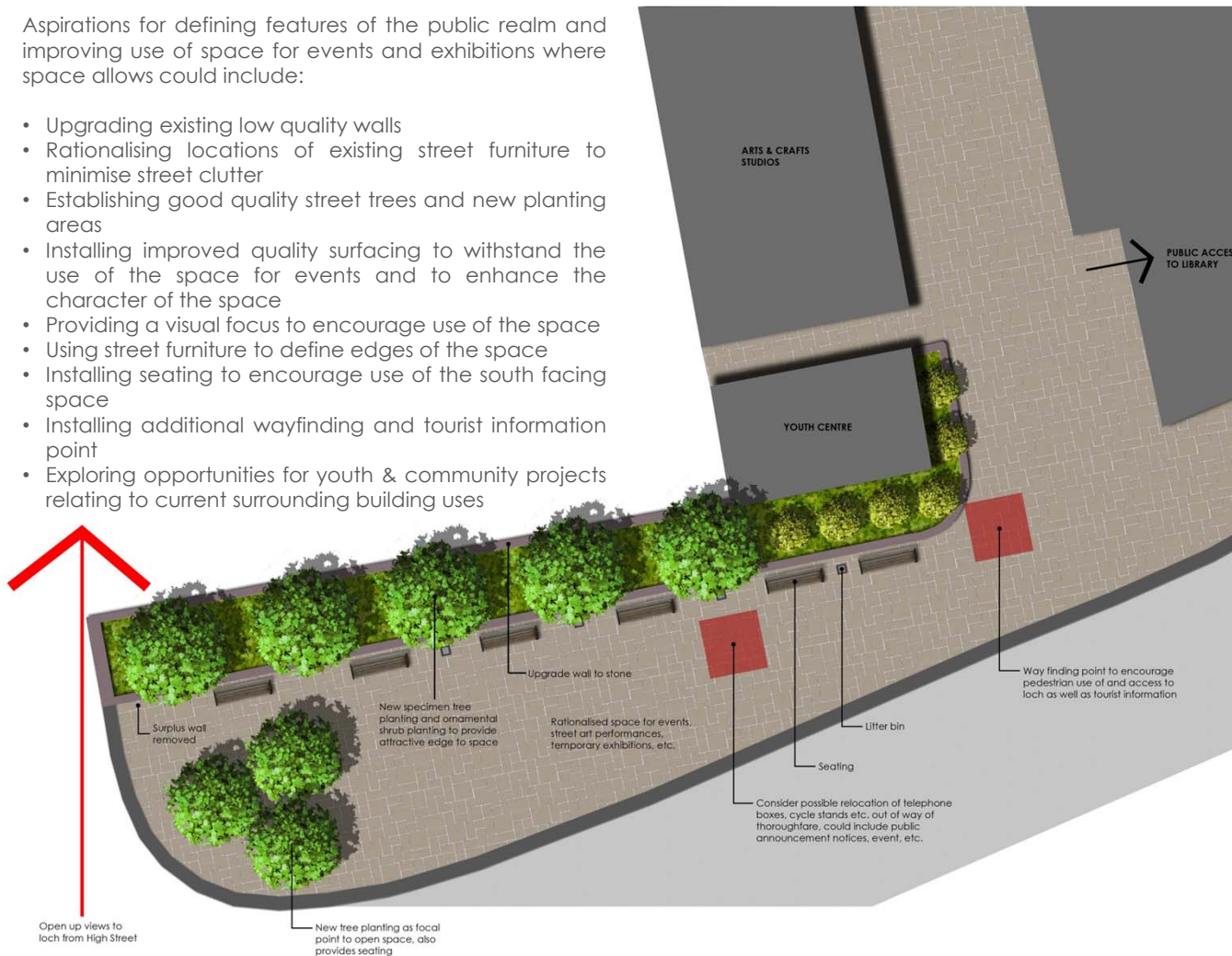


# Concepts for Improvement

## 3.4 Key Concept 3 – The Vennel

Aspirations for defining features of the public realm and improving use of space for events and exhibitions where space allows could include:

- Upgrading existing low quality walls
- Rationalising locations of existing street furniture to minimise street clutter
- Establishing good quality street trees and new planting areas
- Installing improved quality surfacing to withstand the use of the space for events and to enhance the character of the space
- Providing a visual focus to encourage use of the space
- Using street furniture to define edges of the space
- Installing seating to encourage use of the south facing space
- Installing additional wayfinding and tourist information point
- Exploring opportunities for youth & community projects relating to current surrounding building uses

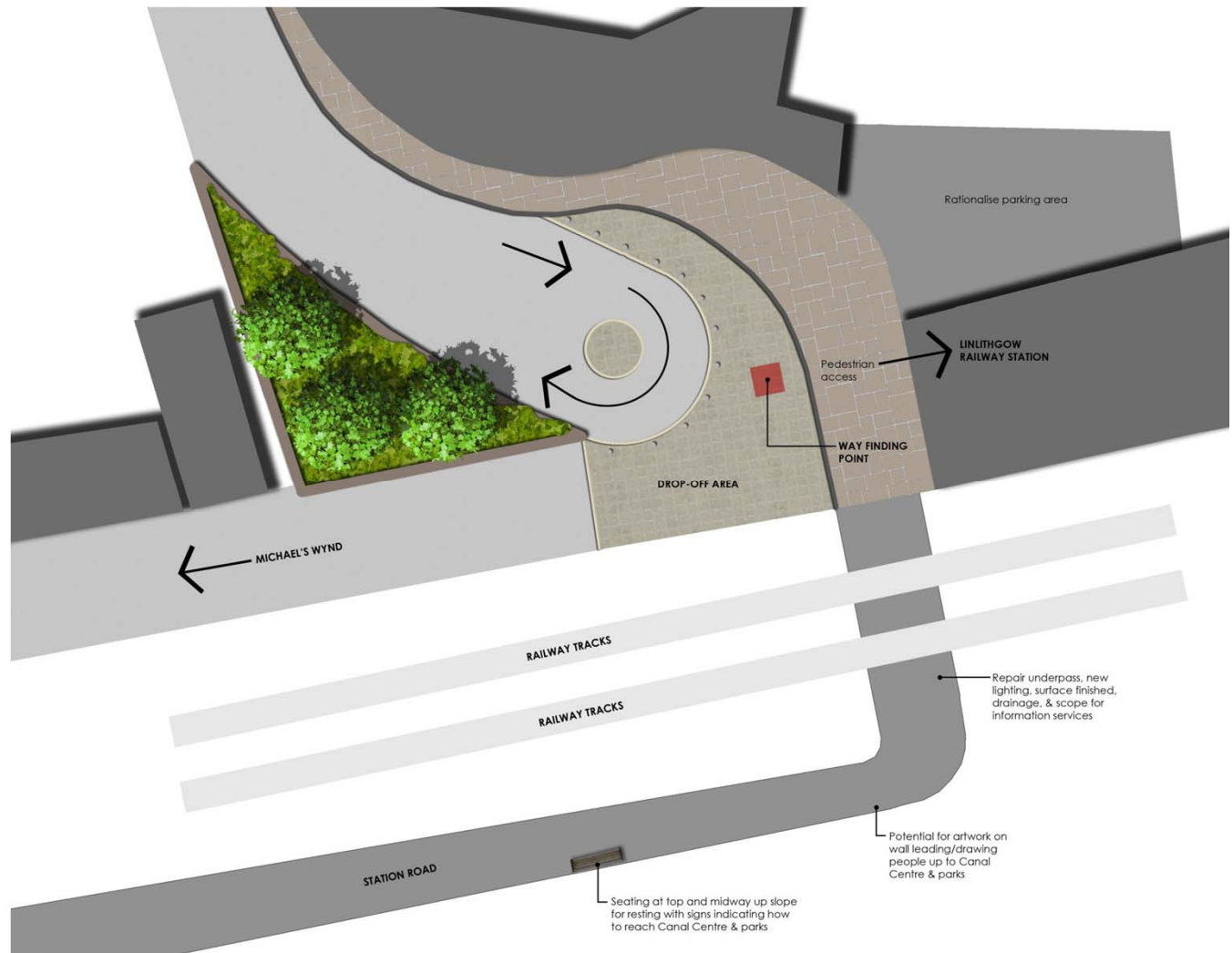


# Concepts for Improvement

## 3.5 Key Concept 4 – Station Road

Aspirations for defining features of the public realm and improving arrival drop off area at the train station would require detailed discussion with and the consent of Network Rail and could include:

- Renovating the underpass, to improve the quality of surfacing and lighting
- Rationalising road layout, parking area and pedestrian access/ drop off area
- Establishing good quality street trees and shrub planting
- Installing high quality hard landscape features and paving materials
- Installing additional of wayfinding point and tourist information





# Concepts for Improvement

## 3.6 Architectural Recommendations Location Plan





# Concepts for Improvement

## 3.7 Architectural Recommendations

The following recommendations are made for the buildings along Linlithgow High Street as extracted from the Architectural Appraisal in Appendix 1. For full details on the appraisal of the built form and Linlithgow High Street's Architecture please refer to Appendix 1.

1	12-14 Westport: The Black Bitch Inn	Some slipped slated requiring attention. Non-traditional windows in No 12 should be replaced with traditional 12-pane sash and case when opportunity presents. Some weeds growing on ledges r.h.
2	6.8 Westport: Four in One takeaway	Improvements to reduce the visual impact of the ugly steel chimney might be considered.
3	318-348 High Street	Some repairs to rainwater goods and harling would improve this façade. Proliferation of satellite dishes detracts.
4	290-316 High Street	Some repairs to rainwater goods and harling would improve this faced. Proliferation of satellite dishes detracts.
5	264-284 High Street	Proliferation of satellite dishes detracts.
6	258-260 High Street	Dormers and rainwater goods in need of maintenance.
7	246-248 High Street	Dormers and rainwater goods in need of maintenance. Frontage includes flags on poles, and an unused bracket for a hanging sign.
8	238 High Street	Missing chimney pots. Weeds growing at roof level.
9	230 High Street	First floor windows, right and centre are new in heritage colours, but left is in need of matching replacement.
10	226-228 High Street	Lost chimney-stack to left l.h. and weeds growing in the roof here. UPVC windows in dormers should be replaced with traditional 12-pane sash and case when opportunity presents.
11	224 High Street: The Baird Hall	Front windows in need of maintenance. Replacement of the windows with a style better suited to original character of the building's heritage could be considered.
12	212, 214 High Street	Façade includes brackets for flagpoles, unused.
13	56-99 The Vennel	Weeds growing on various ledges and roofs.
14	28 The Vennel	Harling and parapet cappings in need of maintenance. UPVC windows.
15	The Cross	The fountain was repaired circa 2005, but is no longer functioning. To have running water in the Cross Well's fountain would add significantly to the value of this area as a public space.
16	114 High Street	Small but significant building in a key location in the town, in need of general maintenance currently being refurbished (2014).
17	106,108 High Street:Hole in the Wall pub	Roof and segmental dormer in need of maintenance.
18	102,104 High Street	Dormer in need of general maintenance. Painted façade in need of maintenance. Non-traditional casement windows could be replaced with traditional 12-pane sash and case when opportunity allows. Missing chimney cans on l.h.
19	82-86 High Street: Dancewear	UPVC sliding sash windows should be replaced with traditional 12-pane sash and case when opportunity presents.
20	Victoria Jubilee Hall	2014: Local Community Trust investigating potential future uses of the site.
21	78-80 High Street: Oyster Oyster	Poor quality top-hung windows would benefit from replacement with traditional 12-pane sash and case.
22	26-28 High Street	Missing chimney cans l.h.
22	10-18 High Street	Missing chimney cans.
23	297, 299 High Street: Westport House	Overgrown metal gate/path detracts.
24	247-255 High Street	Some weeds at roof level. Leaking rainwater pipe staining the façade.
25	259,261 High Street	Rounded front dormers in need of maintenance.
26	275 High Street	Some weeds at roof level.

# Concepts for Improvement

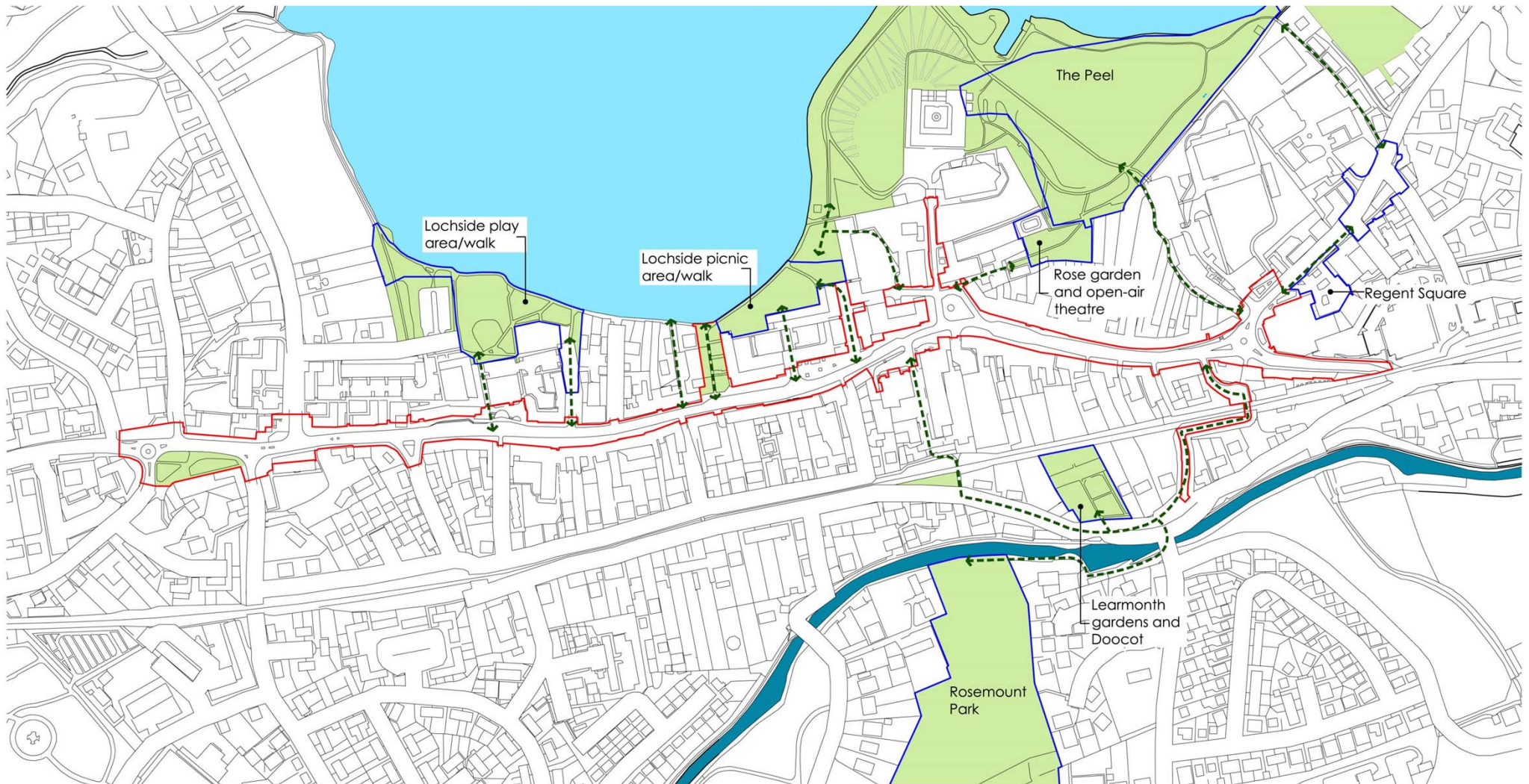
## 3.7 Architectural Recommendations cont.

27	245 High Street	First floor windows are non-traditional UPVC. Could be replaced with traditional 12-pane sash and case windows if opportunity presents.
28	161 High Street	Inappropriate metal door to central pend is out of character. Weeds growing l.h. chimney stack.
29	165 High Street	Weeds in chimney stack. Painted finish on upper floor in need of maintenance.
30	169-173 High Street	Dormers in need of maintenance.
31	177,179 High Street: The Crown Arms	Rounded front dormer in need of maintenance. Top floor windows are non-traditional UPVC. Could be replaced with traditional 12-pane sash and case windows if opportunity presents.
32	145 High Street	Top storey Windows might be replaced with 12-pane sash if opportunity presents.
33	147 High Street	Windows might be replaced with 12-pane sash and case to match 149 if opportunity presents.
34	111,113,115 High Street: Football & Cricketers Inn	Dormers in need of maintenance.
35	123-127 High Street: Shoemaker's land	Modern metal entrance door is out of character. Consider replacement if opportunity presents.
36	Former Sherriff Courthouse	Weeds growing on ledges l.h. elevation
37	107-109 High Street	Weeds growing in chimney r.h.
38	63 High Street	Weeds growing in l.h. chimney
39	73-75 High Street	Traditional timber shopfront requiring maintenance r.h. end to prevent loss of detailing. Detail already lost l.h. end. Shopfront improvement grant could help to repair this.
40	77,79 High Street	Dormer in need of maintenance.
41	89-91 High Street	Weeds growing in parts of the frontage. l.h. finial top is absent.
42	43,45,47 High Street	Weeds growing in pediment. Missing chimney cans.
43	49,51 High Street	Leaking gutter in centre causing staining. Possibly hopper blocked with weeds.
44	57,59 High Street	White plastic pipework on the frontage detracts and should be replaced with cast iron, painted to match stone.
45	59-61 High Street	Plants growing in façade, l.h.
46	23-27 High Street	Weeds growing in chimney head r.h
47	St Michael's Well	Painted finish on carving now faded. The adjacent air quality monitoring equipment (2013) detracts significantly.
48	St Michael's Well: Air Monitoring Equipment.	Modern beige metal air monitoring equipment, out of character with surroundings.
49	From Lowport to Highport. This area has suffered from lack of attention for many years.	Rear wall of the service yard for Tesco is in need of routine maintenance. The railway bridge heading out towards Edinburgh Road could be much improved, and the historic gateway which once led into the Nobel factory is in need of maintenance. Weeds growing in the Nobel gateway and on the stonework of the railway bridge.
50	Disused water trough, stagnant water. Potential health risk.	Better use could be made of this feature
51	Railway bridge spanning across the Edinburgh Road.	This entrance to the town from Edinburgh Road is in poor condition. Weeds growing in the stonework, utilitarian signage, poor paint finish, soiled and stained stonework. No clear indication of which way to go to enter the town centre. Opportunities may exist for a better welcome to the town at this point.
52	Pedestrian underpass and route leading up to canal basin. Underpass recently cleaned.	No signage linking town centre to canal basin. Opportunity for significant improvement to this route.
53	Railway Station: Listed Grade C	Some weeds growing on ledges

# 4

## Pedestrian & Cycle Linkages & Wider Connections

### 4.0 Potential Linkages to Green Space Plan





# Linkages & Wider Connections

## 4.1 Linkages to Green Space

### 4.1.1 Improved Access to Public Open Spaces

There are a number of open spaces that are closely associated with the town centre, some of which are not obvious and as a consequence are not used to their full potential. There are opportunities for enhancing connections and defining key pedestrian linkages with these spaces and the following recommendations are made for improving access and connectivity:

### 4.1.2 Improved Access and Connectivity to Lochside Areas

Local environmental improvements to areas that connect High Street to the Lochside, including creating pedestrian priority routes, restricting car parking and widening footpaths to minimum of 2m (e.g. at Water Yett), opening out views to the Loch to increase visual connectivity in key locations (e.g. at The Vennel and the health centre) .

### 4.1.3 Improved Access to the Union Canal

Environmental improvements to the areas that connect the station to the Union Canal are vital to encouraging use of the canal towpath and improving awareness of the Canal Centre and its adjacent open spaces. Improvements to the railway underpass and Station Road to encourage pedestrian and cycle access could include the provision of improved lighting, seating, handrails, steps and DDA compliant ramps. There are also opportunities to use the walls for artworks, indicating the presence of the canal and adjacent open spaces, to encourage movement up the hill.

### 4.1.4 Improved Access to The Peel

Local environmental improvements could enhance connectivity between the Low Port, Regent Square and The Peel via the Low Port Centre by encouraging pedestrian and cycle access separated from the parking areas. Existing connections to The Peel could be made more distinct through signage and clear footpath links defined from Provost Road past St Michael's Church to Linlithgow Loch and from The Cross through the Rose Garden via Market Lane.

### 4.1.5 Improved Access to Learmonth Gardens and Doocot

By improving access to the canal via Station Road, use of Learmonth Gardens and Doocot will increase. A second access route to Learmonth Gardens is achievable from High Street past County Buildings, passing under the railway and up Strawberry Bank. Local environmental improvements to the underpass and steps would improve and encourage access and signage would also enhance the legibility and pedestrian use of this link.

### 4.1.6 Improved Access to Rosemount Park

Currently Rosemount Park is relatively remote, being accessed via a poorly signposted woodland path to the north from Manse Road, an unidentified private road to the estate and a footpath link from a housing estate to the south west, which is again unidentified. Improving access and signage to Rosemount Park would greatly benefit its use and integration with the wider network of routes and spaces. Environmental improvements for access should provide a direct connection from the Canal Centre to the north of the park along the south side of the Canal.





# Linkages & Wider Connections

## 4.2 Potential Pedestrian Crossings



High Street is a busy thoroughfare dominated by an east – west movement of vehicular traffic and by car parking.. This combination of parked cars and vehicle priority makes it difficult to cross from one side of the street to the other due to the limited number of formal crossing points. The above plan identifies potential locations for additional crossing points to improve pedestrian safety and comfort. The crossing points could be articulated with the same palette of materials as those used at The Cross to remind drivers to slow down.

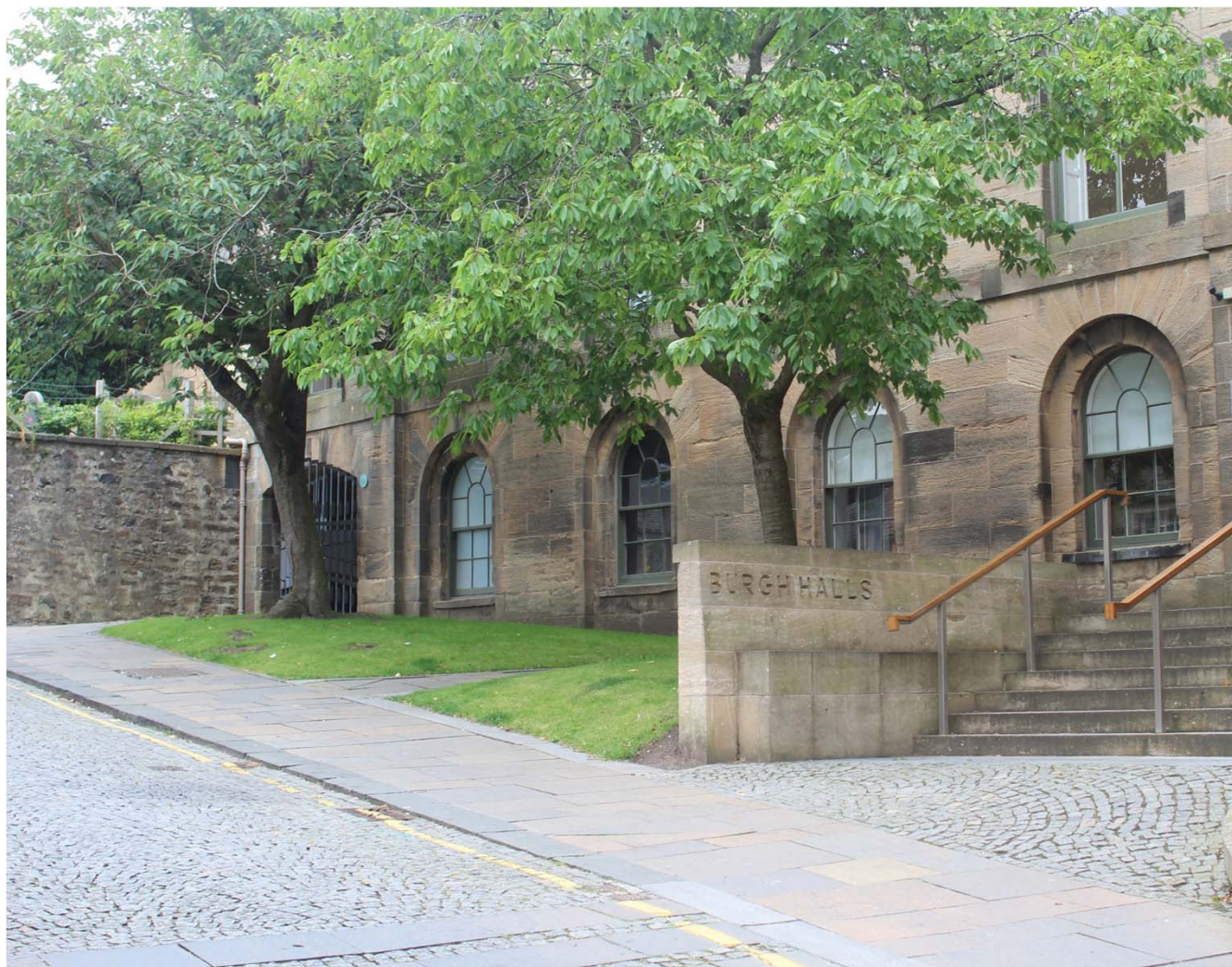
It is noted that High Street Paving Working Group have previously made suggestions for improvements to High street including proposals for improvements to carriageway, footways, parking / service bays and suggestions for paving materials and crossing points. This work should be extended, in collaboration with West Lothian Council Highways department, to ensure a coherent and comprehensive approach to the detail design and implementation of any new works.



## 5.0 Urban Design Criteria Guidelines

These urban design criteria guidelines are intended to promote high quality public spaces and an urban realm appropriate for Linlithgow High Street. They provide an inventory of paving, furniture and planting for various design scenarios & implementation of the various elements that may arise in the short to medium term. The guidelines together with the concepts for improvements can also be used to provide an overview of spatial ambitions to initiate a range of diverse projects with different scopes and delivery timescales.

The guidelines are intended to reinforce the sense of place along High Street through the use of an integrated palette of materials, paving, street furniture and typologies. These guidelines are not striving for uniformity but aim to create a common design language to provide a recognisable street theme with indications of acceptable levels of material quality throughout the various zones within the public realm. These guidelines may be used to inform planning conditions.



# Urban Design Criteria Guidelines

## 5.1 Surfacing

### 5.1.1 Surfacing

It is recognised that budgets for surfacing works will not always allow for high quality paving throughout the public realm therefore a range of quality of paving should be considered for less prestigious and locations with lower footfall. These materials should be specified to integrate with the colours and finishes of the local vernacular and be able to relate to the existing high quality paving (at the Cross for example) to ensure an overall consistency of public realm is achieved. The importance of good quality paving in high visibility locations to enhance the character of key spaces should not be overlooked.

The colours of all paving should integrate with the existing good quality paving found at The Cross to provide a coherent surfacing strategy along the length of High Street and the connecting routes and spaces, such as Vennels and wynds.

The following paving principles apply to the different areas of High Street:

### 5.1.2 High Quality Paving in high footfall areas

Use of Caithness paving slabs, granite setts, granite and whinstone kerbs and cobblestones

- Typical location: The Cross, The Health Centre, station, north side of High Street between The Cross and station



### 5.1.3 Moderate Quality Paving in medium footfall areas

Use of high quality concrete paving containing natural stone, such as Marshalls 'La Linia' or similar, in conjunction with use of 'Conservation' kerbs and occasional areas of natural stone detailing, such as granite setts. Colours of concrete paving should be in keeping and integrate with the grey colours of natural stone used in high quality areas

- Typical location: West Port, The Vennel and Low Port



### Guidelines for footpath widths

- 2m width minimum along length of High Street, maintained clear of street furniture and other street clutter
- 3m width minimum in high footfall areas, maintained clear of street furniture and other street clutter
- All footpaths should be DDA compliant as far as possible.

### Carriageways

Use of mainly black tarmac with the use of some granite and whinstone paving to highlight key areas such as additional informal crossing points, The Cross, the key viewpoint of the loch opposite St Peter's Church and the west and east entrance features along High Street.

### Parking and Service Bays

Use of 'Tegula' block for parking bays, both on street and located within wide footways, delineated by kerb edges and drainage channels.

### 5.1.4 Cost Effective Paving in low footfall areas

Use of cost effective, but good quality concrete block paving such as Marshalls 'Tegula' or similar in colours to relate to the grey colours of natural stone used in high quality areas, for example Pennant Grey, Charcoal and Bracken.

- Typical location: Water Yetts, Strawberry Brae, Provost Road





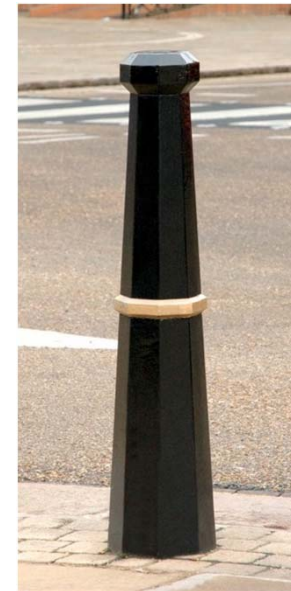
# Urban Design Criteria Guidelines

## 5.2 Street Furniture

Easy access along the length of High Street is the priority and any street furniture or other elements associated with the streets should be rationalised to allow a clear pathway for pedestrian movement. This principle extends to the placement of signage, information boards, lighting poles, CCTV cameras, free standing hanging baskets and telephone boxes.

The use of bollards and railings should be kept to a minimum and only used where necessary. All new tree planting in hard landscape areas should include flush permeable surfacing, such as Arboresin, or tree grilles. Trees are to be located to avoid the need for tree guards.

Street furniture should be selected for its functionality and appearance whilst being robust and low maintenance. The use of a limited palette of furniture is crucial to ensure consistency along the length of High Street, preferably kept to a single type of black metal as is currently found at The Cross. Street furniture should be used consistently with the Linlithgow Black Bitch emblem to reinforce the sense of place and visual coherence.





# Urban Design Criteria Guidelines

## 5.3 Planting

### 5.3.1 Trees

Consider the removal of poor quality, dead, dying and damaged trees and also trees where the mature size is inappropriate to its location and proximity to buildings. Consider works to trees, including raising canopies to allow key views to be opened up. Retain appropriate trees which are in good condition and provide additional good quality tree planting where the streetscape requires supplementing.

Generally, any new tree planting within the streetscape should be:

- Upright in form with a maximum mature canopy spread of 5m
- Good quality planting stock to BS3936
- Minimum size 18- 20cm girth and be either rootballed or containerised
- Clear stem 2.5-3m to allow views beneath

All trees planted in hard landscape should include tree grilles and appropriate underground guying and irrigation systems to promote good establishment and ease of maintenance.

Typical suitable street tree species include:

- *Tilia cordata* 'Greenspire'
- *Sorbus aucuparia* 'Streetwise'
- *Acer campestre* 'Streetwise'

The selection of trees within soft landscape areas should be appropriate to the function of the space and should consider provision of shade, screening, wildlife habitat, seasonal colour and landscape focus.

### 5.3.2 Shrubs

Consider removal of over mature shrubs and tall shrub planting where it blocks key sightlines and views.

Any new shrub planting should be comprised of a mix of evergreen and deciduous low level and groundcover species to prevent obstructing views, to maximise amenity value and to minimise maintenance. Appropriate shrub planting will provide structure for any herbaceous planting and ensure year round interest.

Typical suitable shrub species include:

- Skimma, Spiraea, Lonicera, Prunus, Euonymus, Potentilla, Hebe, Hedera and Pachysandra



### 5.3.3 Herbaceous Plants

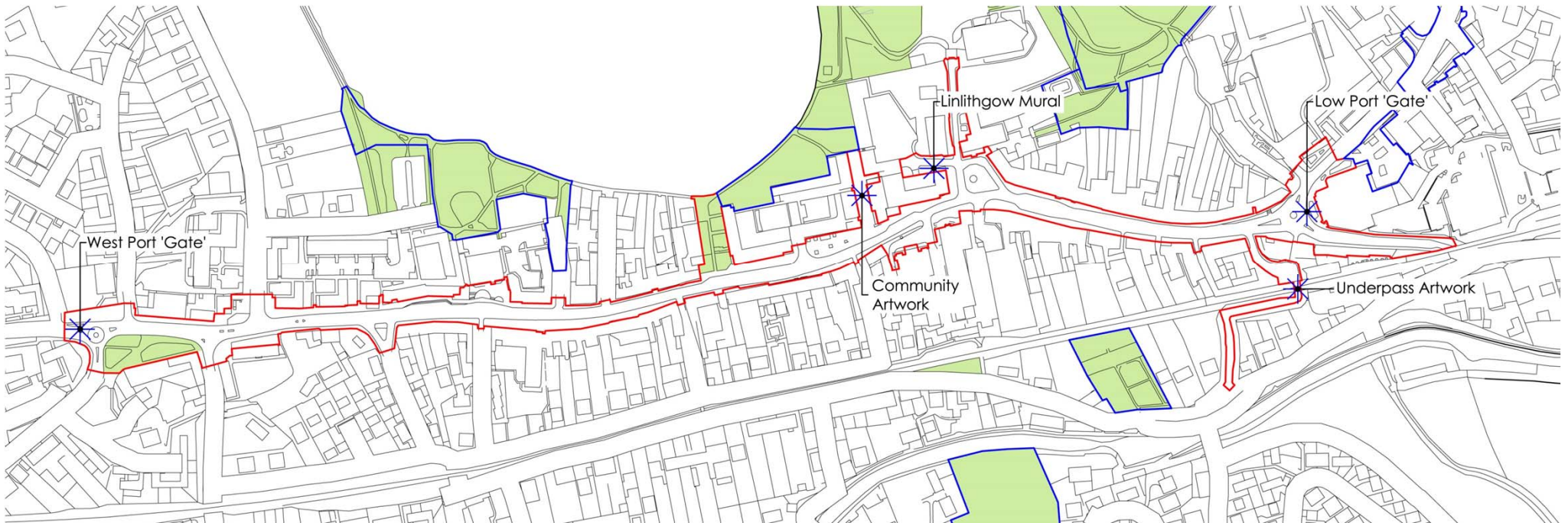
The use of herbaceous, bedding, hanging basket and 'food' planting carried out by local groups is invaluable. It enhances the local biodiversity, provides seasonal interest and also provides opportunities for local community involvement and education. This type of planting and is to be encouraged as part of a cohesive and planned strategy for environmental improvements along High Street.





# Urban Design Criteria Guidelines

## 5.4 Public Art Strategy



Public art can be incorporated into the public realm in Linlithgow in a number of key locations as identified on the Town Improvements Plan, including:

- At West Port, Low Port and High Port to signal arrival into the town centre and reference the historical nature of the gates which once stood either end of the town. These should be complimentary to the historical references and refer to each other rather than individual one off pieces of art. The artwork could take the form of sculptural pieces, bespoke walling features or paving details and features.
- At the station underpass artwork could improve this bleak and uninviting route. Artwork could include lighting features and historical references to the canal and station.
- At the Vennel, artwork could improve the public image of this 1960s development which is adjacent to The Palace. The artwork should include historical references of The Palace and history of Linlithgow and could take the form of murals or wall freezes to utilise the blank and uninspiring rendered walls available on the building. There are opportunities to involve local youth and community art groups in this area.



# Urban Design Criteria Guidelines

## 5.5 Cycle Provision, Lighting and Signage

### 5.5.1 Cycle Provision

Within the town centre there is a distinct under-provision of cycling facilities. These should be increased to foster sustainable travel for residents, businesses and tourists. Locations for cycle racks and dedicated cycle parking areas should link to public amenities, cycle ways, the station and the Union Canal. They should be sited in convenient locations, close to local services to encourage use.

Areas for cycle parking provision could include:

- The station;
- Tesco's supermarket
- The Library;
- The Health Centre; and
- The Palace and Burgh Halls

There is the opportunity for a bike hire facility to be implemented in the town centre (associated with cycle shops) or at the train station to encourage sustainable commuting and exploration of the town and further afield by tourists.



### 5.5.2 Lighting

Any new lighting within High Street and surrounding open spaces should be based upon the existing lighting strategy and avoid the introduction of more light standard posts in order to prevent further clutter of the pavements. Spaces should be well-lit for pedestrians and cyclists for example at The Vennel and Station Road, whilst avoiding unnecessary light spill in other areas such as Linlithgow Loch. The use of LED uplighters should be considered on listed buildings, wells and focal point trees along High Street where lighting provision is lacking.



### 5.5.3 Signage

Along High Street there already exists a series of layers of signage including wayfinding and interpretation; therefore any new signage needs to take this into account to provide a cohesive sign strategy that is not confusing or contradictory. Any new signage designs should be in keeping with the existing street signage already in existence along High Street and used sparingly to encourage legible and logical understanding of the spaces and movement from one area to another. Potential for new wayfinding points are identified in the key concept plans – the inclusion of maps in these signs could be useful for tourists to point out the key landmarks including The Loch, The Palace and Annet House and their current location relative to them.

Instances where new signage would be appropriate include:

- Routes which are not currently defined leading to open spaces from High Street including Union Canal, Rosemount Park and The Loch Play Area
- Routes to the Train Station and the Train Station itself





# Urban Design Criteria Guidelines

## 5.6 Further Recommendations & Vision for Linlithgow High Street

1. Appoint a project lead officer to monitor all projects that are implemented in the town from an independent perspective;
2. Encourage improvements to colonnade covered pavements and wynds that link from High Street to Linlithgow Loch and to the south to encourage use and connectivity;
3. Promote direct access from High Street to connect with the Loch and surrounding open spaces;
4. Encourage property owners to carry out building maintenance on a regular basis via the Town Centre Management Group;
5. Use of heritage colours for architectural features instead of white, where it is appropriate.
6. Use of existing brackets for projecting hanging signs and flagpoles etc;
7. Stipulate that any restoration work or development work must preserve or enhance the character and appearance of the conservation area;
8. Preparation of Linlithgow Premises Improvements Guidelines for the town similar to those in place for Whitburn and Bathgate;
9. Preparation of a tree planting strategy where tree locations and species are identified to ensure the right tree is planted in the right place;
10. Inspect pavement surfacing annually for any damage or poor areas of paving and replace in accordance with the surfacing guidelines;
11. Enhance coherent areas to create links between the separate zones of the historical high street and embrace 'The Cross' at its centre;
12. Ensure that any transportation or circulation policy pays attention to pedestrians, people with disability and cyclists as this contributes significantly to the creation of a place that is pleasant to visit, live and work in;
13. Establish a co-ordinated and cohesive approach to any new development or alterations within High Street;
14. Instigate a fast track approval process for shop front signage, to enable new business ventures to have signage in place for the day their business opens;
15. Commission a comprehensive detailed design for the entire length of High Street to include carriageway, parking footway and crossing point locations, in collaboration with West Lothian Council Highways department; and
16. Use these public realm design guidelines to inform planning conditions.





## 6.0 Action Plan – Phasing Strategy

It is well documented that investment in public space and realm is required to create the catalyst to deliver an attractive public realm and Linlithgow is no exception. There are many revenue streams which are available and could be used to implement these guidelines over the short to medium term.

This section has been prepared in draft and will be completed following consultation with the various interest groups operating in the town and relevant departments in the local authority. This action plan is intended to inform future priorities based upon consultation responses.

### Immediate items (in 2015)

- Put the Cross Well into working order;
- Repair deteriorating traditional shop fronts;
- Instigate a fast-track planning process for shop front/projecting signage;
- Prepare detail design, in keeping with the character of conservation area, and install disabled access ramp from High Street to the loch at the Vennel;
- Prepare detail designs to improve Station Road, the pedestrian underpass and the route to the canal (see concept 4) and implement the improvements;
- Prepare detail designs to improve The Vennel (see concept 3) and implement the improvements;
- Open up pedestrian access between County Buildings & the new McCarthy Stone development to allow direct access from High Street to the car park;
- Work with Network Rail to improve station underpass and access;
- Prepare detail designs to improve the paving along the length of the high street in consultation with the Council Highways team and High Street Paving Working Group and implement improvements;

### Medium term items (2015-2017)

- Obtain access equipment to assist in repairs and maintenance to high level roofs and dormers, repainting, removal of plant growth, replace missing chimney cans etc.
- Improve the setting of St Michael's Well.
- Prepare detail designs to improve pedestrian area at Health Centre (see concept 2) and implement improvements;
- Prepare detail designs to improve the street corner at the West Port (see concept 1) and implement the improvements;
- Instigate public art projects to acknowledge the lost well heads (New Well, Lion Well, Dog Well and Westport Well) and maintain/repair existing well heads and water fountains.
- Improve the High Port (East port) railway bridge
- Ongoing process to remove satellite dishes, aerials etc. and replace with alternatives;
- Improve paving to parent waiting & seating area at frontage to Low Port School

### Longer term items (2017 onwards)

- Reuse Vic Hall site
- Reuse County Buildings



# Appendix 1

## Linlithgow High Street's Architecture

### 1693 drawing Prospect of Linlithgow by John Slezer

Linlithgow High Street has a mix of building styles from different periods of history. Linlithgow once had many more gable frontages than at present, Georgian architects favouring wider frontages with horizontal cornice lines having gradually replaced the medieval buildings with their new aesthetic. Victorians architects, in their turn, revived the earlier skyline with their own gable-fronted and turreted additions to the streetscape, recalling an earlier 'baronial' feel.



Quote from German novelist Thedore Fontane dated 1858:

"[Linlithgow] is a little town like a thousand others and if anything in it is calculated to arouse our interest it is the circumstance that these tenement houses sometimes painted green and sometimes painted yellow remind us of our homeland and not of the towns of England which, though they have many other advantages, are wearying in their uniformity"



# Linlithgow High Street's Architecture

## Scope of this study

The scope of this study is limited to general comments on the current status of the public face of buildings fronting the main streets of the town from Westport to Lowport.

The High Street's buildings are considered into 5 distinct areas:

- Westport
- The West end
- The Cross
- The East end
- Lowport

We have also considered Highport, Station Road, Kirkgate and The Vennel.

## General observations

Buildings facing Linlithgow High Street are well-maintained on the whole. However there are some common issues that could be addressed.

Access for maintenance to roof level is difficult in many cases. Weeds are commonly seen growing in chimney stacks and gutters and on stone ledges. High-level dormer windows, and top-storey windows are in need of general maintenance and repair in many instances.

Tackling such issues will require access equipment and temporary restrictions on footways/roads. A concerted effort by all stakeholders will be necessary to address these issues, as has been achieved successfully in other towns.

There are several premises with brackets for projecting hanging signs, flagpoles and the like that are not being used. Encouraging the reuse of such features can add character to the High Street

Window frames tend to be painted white, where the preference would be to use heritage colours where possible.

## Linlithgow's Wells

Linlithgow's historic wells are a lost opportunity in the streetscape.

- The Cross Well (listed grade B) is not functioning.
- St Michael's Well (listed grade A) is dwarfed by ugly modern street furniture
- New Well (listed grade C) is entirely overlooked.
- Westport Well, Dog Well and Lion Well have all been lost entirely in the past few decades.

The old rhyme 'Glasgow for bells, Lithgow for wells' no longer rings true.

A determined effort to recapture some of this lost history could be made.

## Other references

Linlithgow Civic Trust published a document in 2005 entitled "A Vision for Linlithgow 2005-2015". Some of the proposals in the 'Vision' have come to fruition, mostly funded by the Local Authority, but there are still many improvements that can be made to Linlithgow's public realm.

Linlithgow's businesses recently voted to create a Business Improvement District (BID) in the High Street. The BID will run for a minimum of 5 years, allocating funds to a number of improvement projects in the town. Projects initially proposed include the provision of town-wide free Wifi, a High Street footfall counter, and assistance for Linlithgow's Burgh Beautiful and Pride+Passion campaigns.

Linlithgow's Town Centre Management Group (TCMG) has a programme of projects within the town. Recent successes have included the new sundial sculpture Katie Wearie at the Westport, the addition of supports/poles for hanging baskets and a tidy-up regime for the railway underpass leading to the canal. Further projects are being proposed.



# The North side of the High Street: Westport

## The Westport area

Originally the Western gateway into the Royal Burgh. The gateway and wall were removed circa 1800 when this area was redeveloped.



Westport flats.  
Constructed 2004,  
incorporating former  
Victorian school  
building on this site.  
Asymmetrical facades.  
Contemporary style.  
Harled, concrete block  
and timber  
weatherboard walls.  
Aluminium window  
frames  
Slate roof  
Architects: Cooper  
Cromar

Longcroft Hall:  
Not listed?  
Carved plaque in  
gable "Infant School  
1809"  
Asymmetrical facade.  
Cream sandstone  
Slate roof  
Timber sash and case  
windows.  
Finialled gables

26 Westport:  
Listed Grade C.  
Cream sandstone with  
slate roof.  
Refurbished 2013 and  
incorporated into the  
adjacent Westport  
Hotel.  
Heritage colours used  
to good effect.

Westport Hotel:  
Not listed?  
Constructed 1935  
Painted and ruled  
harling with slate roof.  
Refurbished 2013.  
Heritage colours used  
to good effect.  
Dormers include finials

Original bracket for  
projecting sign at r.h,  
no sign attached.

CCTV camera on  
projecting bracket at  
l.h.



# The North side of the High Street : West End

## From Westport to The Cross



12-14 Westport:  
The Black Bitch Inn:  
Listed Grade C.  
19th century.  
Ruled and lined harling.  
Slate mansard roof.

Evidence of earlier demolished  
building to r.h. gable.

Some slipped slates requiring  
attention

Non-traditional windows in No  
12 should be replaced with  
traditional 12-pane sash and  
case when opportunity presents.

Some weeds growing on ledges  
r.h.

6,8 Westport:  
Four in One takeaway:  
20<sup>th</sup> century infill, out of  
character with its  
neighbours.

Improvements to  
reduce the visual  
impact of the ugly steel  
chimney might be  
considered.

374-396 High Street:  
Flatted development  
circa 1970.  
Metal roof, UPVC  
windows.

The Crown Inn once  
stood on this site (maps  
1820 and 1895), with  
the Westport Well in the  
street adjacent, now  
lost.

The modern buildings in  
this area followed slum  
clearance in the  
1960's, with significant  
loss of historic  
townscape. The  
redevelopment of this  
area also removed  
disused tanneries and  
gas works that  
occupied the land  
between High Street  
and Linlithgow Loch,  
preventing access to  
the loch-side.

# The North side of the High Street : West End

## From Westport to The Cross



350-372 High Street:  
Flatted development  
circa 1970.  
Metal roof, UPVC  
windows.



318-348 High Street:  
Flatted development  
circa 1975.  
Harled walls under a  
mix of slate and tiled  
roofs.  
Design includes  
colonnaded walkway  
over the pavement,  
historically a common  
feature of Linlithgow  
High Street largely lost  
by 1900.

Some repairs to  
rainwater goods and  
harling would improve  
this façade.  
Proliferation of satellite  
dishes detracts.

The modern buildings in  
this area followed slum  
clearance in the  
1960's, with significant  
loss of historic  
townscape. The  
redevelopment of this  
area also removed  
disused tanneries and  
gas works that  
occupied the land  
between High Street  
and Linlithgow Loch,  
preventing access to  
the loch-side.

# The North side of the High Street : West End

## From Westport to The Cross



290-316 High Street:  
Flatted development  
circa 1975.  
Harled walls under a  
mix of slate and tiled  
roofs.  
Design includes  
colonnaded walkway  
over the pavement,  
historically a common  
feature of Linlithgow  
High Street largely lost  
by 1900.

The modern buildings in  
this area followed slum  
clearance in the  
1960's, with significant  
loss of historic  
townscape. The  
redevelopment of this  
area also removed  
disused tanneries and  
gas works that  
occupied the land  
between High Street  
and Linlithgow Loch.

286,288 High Street:  
Linlithgow Health  
Centre

264-284 High Street:  
Retail/Flatted  
development circa  
1975.  
Harled walls under a  
mix of slate and tiled  
roofs.

Some repairs to  
rainwater goods and  
harling would improve  
this faced.  
Proliferation of satellite  
dishes detracts.

# The North side of the High Street : West End

## From Westport to The Cross



264-284 High Street:  
Retail/flatted  
development circa  
1975.  
Harled walls under a  
mix of slate and tiled  
roofs.  
Design includes a  
colonnaded walkway  
At the Water Yett.

Proliferation of satellite  
dishes detracts.

Water Yett, leading to  
Linlithgow's loch-side  
car park

258-260 High Street:  
Listed Grade C.  
Early 19<sup>th</sup> century.  
Asymmetrical ground  
floor.  
Symmetrical upper  
floor and dormers.  
Rounded fronts to  
dormers.  
Cream sandstone  
under slate roof.  
Traditional 12 pane  
sash and case  
windows.

Dormers and rainwater  
goods in need of  
maintenance.

250-256 High Street:  
Not listed?  
Note the rounded  
fronts to the dormers.

246-248 High Street:  
Listed Grade C.  
The Swan Tavern.  
Early 19<sup>th</sup> century.  
Asymmetrical ground and  
first floor.  
Cream sandstone under  
slate roof with traditional  
sash and case windows.  
Good example of  
traditional shopfront in  
heritage colours.

Dormers and rainwater  
goods in need of  
maintenance.

Frontage includes flags on  
poles, and an unused  
bracket for a hanging sign.

Note the curved stonework  
at the corner with Whitten  
Lane



# The North side of the High Street : West End

## From Westport to The Cross



238 High Street:  
Listed Grade C.  
Early 19<sup>th</sup> century.  
Asymmetrical ground and.  
Regular but asymmetrical first floor.  
Cream sandstone under slate roof.  
Traditional 4-pane sash and case windows.

Note the curved stonework on the corner with Whitten Lane.

Missing chimney pots.  
Weeds growing at roof level.

232-236 High Street:  
Listed Grade B.  
Early 19<sup>th</sup> century.  
Asymmetrical ground floor.  
Symmetrical first floor.  
Central parapet apex (compare to 257 High Street)  
Arched carriage pend.  
Painted sandstone under slate roof.  
Traditional 12-pane sash and case windows in heritage colour.

Mansard roof.

230 High Street:  
Not listed.  
Symmetrical ground floor, not centred on the symmetrical first floor.  
Modern dormers and mansard roof.

First floor windows, right and centre are new in heritage colours, but left is in need of matching replacement.

226-228 High Street:  
Not listed.  
Note the rounded front dormers.

Lost chimney-stack to left l.h, and weeds growing in the roof here.

UPVC windows in dormers should be replaced with traditional 12-pane sash and case when opportunity presents.

224 High Street:  
The Baird Hall.  
Listed Grade C.  
Late 19<sup>th</sup> century former school house.  
Symmetrical façade.  
Architects: Brown & Wardrop.  
Converted to dwelling.

Façade follows an earlier building line.

Front windows in need of maintenance.  
Replacement of the windows with a style better suited to original character of the building's heritage could be considered.

# The North side of the High Street : West End

## From Westport to The Cross



222,224 High Street:  
Listed Grade C.  
Early 19<sup>th</sup> century.  
Asymmetrical ground floor.  
Symmetrical first floor.  
Upper storey windows are smaller.  
Cream sandstone under slate roof.  
Traditional 12-pane sash and case windows

One of many properties with the street number neatly painted in a circle on the stonework beside the door.

220 High Street:  
Listed Grade C.  
Early 19<sup>th</sup> century.  
Symmetrical ground floor off-centre compared to the symmetrical first floor.  
Painted stone under slate roof.  
Traditional 12-pane sash and case windows

Refurbished 2012

216,218 High Street:  
Listed Grade C.  
Early 19<sup>th</sup> century.  
Asymmetrical ground floor.  
Symmetrical first floor.  
Cream sandstone under slate roof.  
Traditional 12-pane sash and case windows  
Note the rounded front dormer.

212, 214 High Street:  
Listed Grade B.  
Early 19<sup>th</sup> century.  
Asymmetrical ground floor with arched carriage pend.  
Near symmetrical first floor.  
Cream sandstone under slate roof.  
Traditional sash and case windows.

Evidence of earlier demolished building to r.h gable.

Façade includes brackets for flagpoles, unused.

Open space, access to loch-side.



# The North side of the High Street : The Vennel

## From Westport to The Cross



56-99 The Vennel:  
Retail and flatted  
development circa  
1970.  
Harled walls under a  
flat roof.

Weeds growing on  
various ledges and  
roofs.

The modern buildings in  
this area followed slum  
clearance in the  
1960's, with significant  
loss of historic  
townscape. The  
redevelopment of this  
area also removed  
disused tanneries and  
gas works that  
occupied the land  
between High Street  
and Linlithgow Loch,  
restricting access to  
the loch-side.

28 The Vennel:  
Retail unit circa 1970.  
Harled walls under a  
flat roof.

Harling and parapet  
cappings in need of  
maintenance.  
UPVC windows.

The Vennel precinct.

In 2015 Linlithgow's  
library is due to vacate  
the premises at the  
Vennel, moving into  
the County Buildings as  
part of the Partnership  
Centre. The future of  
the vacant unit is not  
known, but the closure  
will have a significant  
impact on the Vennel  
precinct.



# The North side of the High Street : The Vennel

## From Westport to The Cross



### Linlithgow Library:

In 2015 the library is due to vacate the premises at the Vennel, moving into the County Buildings as part of the Partnership Centre. The future of the vacant unit is not known, but the closure will have a significant impact on the Vennel precinct.

1-29 The Vennel:  
Retail and flatted development circa 1970.  
Harled walls under a flat roof.

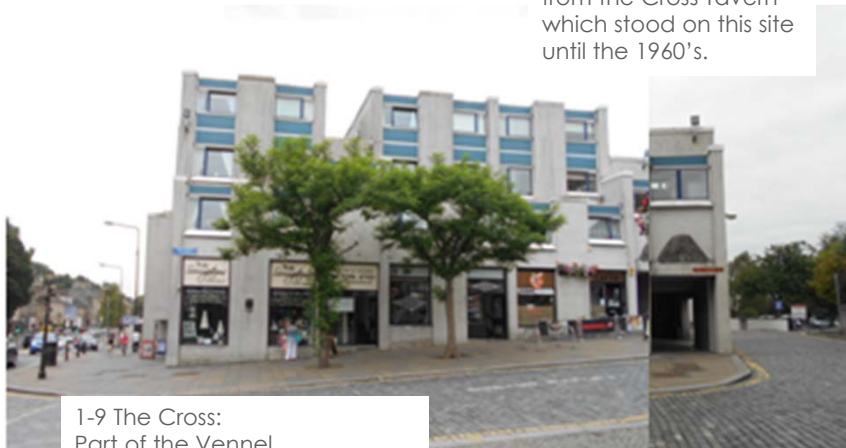
The Vennel development is not popular with today's Linlithgow residents who feel it detracts from the historic character of the town. Designed by Architects Rowand Anderson Kininmonth & Paul in 1967 it was awarded a Saltire Society award for good design in 1969.

The modern buildings in this area followed slum clearance in the 1960's, with significant loss of historic townscape. The redevelopment of this area also removed disused tanneries and gas works that occupied the land between High Street and Linlithgow Loch.



# The North side of the High Street : The Cross

## The Cross



Carved pediment dated 1675. This came from the Cross Tavern which stood on this site until the 1960's.

1-9 The Cross:  
Part of the Vennel development of 1967.  
The 1969 Saltire Society award is commemorated by a bronze plaque on this façade.

The Burgh Halls, clock tower and forestairs:  
Listed Grade A.  
Was for centuries Linlithgowshire's municipal buildings.  
Originally 1668. Façade carries the carved inscription " Destroyed by fire 1847 restored 1848 Adam Davidson, Bonnytown Provost"  
Clock tower added 1857.  
Forestairs designed by W Scott 1906.  
Interior alterations by Rowand Anderson Kininmonth and Paul in 1963.  
Upgrade and extension 2011 by Malcolm Fraser Architects.  
12-pane sash and case windows in heritage colours.  
Thistle, rose and fleur-de-lis carvings above windows (more decorative on the back elevation).

12 The Cross:  
Listed Grade C.  
Late 19<sup>th</sup> century.  
Altered 1968 by Rowand Anderson Kininmonth & Paul.  
Cream sandstone, slate roof.  
Symmetrical façade.

14 The Cross:  
Listed Grade C.  
Late 19<sup>th</sup> century.  
Symmetrical façade including nepus gable.  
Hopperheads decorated with dragons.  
Cream sandstone, slate roof.  
Ground floor used as Post Office prior to 1904.

Effective use of heritage colours in the shopfronts.

11 The Cross:  
Listed grade C.  
19<sup>th</sup> century  
Cream sandstone with slate roof.  
Traditional sash and case windows, mostly 8-pane.

5 The Cross: Cross House:  
Listed Grade A.  
Circa 1700.  
Harled and painted stone under a slate roof.  
Asymmetrical ground floor.  
Near symmetrical upper floors.  
Traditional 12-pane sash and case windows.



# The North side of the High Street : The Cross

## The Cross

The Cross:  
Considered one of the finest civic spaces in Scotland

The Cross Well:  
Listed Grade B.  
Carved in 1807 by one-handed stonemason Robert Gray as a replica of the original well dating from 1535.  
Cream sandstone, decorative figures and gargoyles.  
Carved tablet commemorates the Royal Burgh's 600<sup>th</sup> year in 1989.

The fountain was repaired circa 2005, but is no longer functioning. To have running water in the Cross Well's fountain would add significantly to the value of this area as a public space.



114 High Street:  
Listed grade C.  
19<sup>th</sup> century.  
Cream sandstone with slate roof.  
Curved on plan with pedimented facade.  
Dragon hopperheads.

Good example of Victorian shopfront in heritage colours.

Small but significant building in a key location in the town, currently vacant (2014) and in need of general maintenance.

106,108 High Street:  
Not listed?  
Hole in the Wall pub.  
Asymmetrical façade at ground and first floor.

Refurbished and repainted in 2014, using heritage colours to good effect.

Roof and segmental dormer in need of maintenance.

102,104 High Street:  
Listed grade C.  
Early 19<sup>th</sup> century.  
Painted stone with slate roof.  
Symmetrical façade.

Dormer in need of general maintenance.  
Painted façade in need of maintenance.

Non-traditional casement windows could be replaced with traditional 12-pane sash and case when opportunity allows.

Missing chimney cans on l.h.





# The North side of the High Street : East End

## From The Cross to the Lowport

96-98 High Street:  
Listed grade C.  
Oxfam shop.  
Mid 18<sup>th</sup> century.  
Painted harling (pale blue), slate roof.  
Asymmetrical ground floor,  
symmetrical upper.  
Traditional 12-pane sash and case  
windows.

82-86 High Street:  
Dancewear:  
Listed grade C.  
Early 18<sup>th</sup> century.  
Painted harling, pantile roof.  
Symmetrical facade.

UPVC sliding sash windows  
should be replaced with  
traditional 12-pane sash and  
case when opportunity  
presents.

74-76 High Street:  
Listed grade C.  
Early 19<sup>th</sup> century.  
Painted stone, slate roof.  
Asymmetrical ground floor  
with pend, symmetrical  
upper.  
Metal gates on pend.

66-68 High Street:  
Listed grade C.  
Early 19<sup>th</sup> century  
Ashlar stone and  
painted harling, slate  
roof.  
Asymmetrical ground  
floor, symmetrical  
upper.

Vacant in 2014.



100 High Street:  
Listed grade C.  
Early 19<sup>th</sup> century.  
Cream sandstone, slate  
roof.  
Asymmetrical ground floor,  
symmetrical upper.  
Traditional sash and case  
windows.

Some evidence of  
weathered stonework and  
lintels out of true.

Victoria Jubilee Hall:  
Not listed.  
Completed 1889 to designs by Architect John Walker.  
Now derelict.  
Inscription in entablature "Victoria Hall erected 1887  
Andrew Gilmour Provost"  
Original turrets and gables removed 1956. Rear parts of  
the building demolished 2011.  
Mansard roofs over east and west  
2-storey wings.

Stonework badly weathered. Evidence of subsidence.

2014: Local Community Trust investigating potential future  
uses of the site.

78-80 High Street:  
Oyster Oyster:  
Listed grade B.  
Early 19<sup>th</sup> century.  
Painted stone and , slate  
roof.  
Asymmetrical ground  
floor, symmetrical upper.  
Includes projecting sign.

Poor quality top-hung  
windows would benefit  
from replacement with  
traditional 12-pane sash  
and case.

70-72 High Street:  
Boots:  
Listed grade C.  
Early 19<sup>th</sup> century.  
Painted stone, slate roof.  
Asymmetrical ground  
floor, symmetrical upper.

Façade repainted 2014.

Includes projecting sign.

# The North side of the High Street : East end

## From The Cross to the Lowport



62-64 High Street:  
Listed Grade C.  
Carved date stone 1881.  
Asymmetrical facade in baronial style with turreted dovecot with arrow slit details.  
Carriage pend with metal gates.  
Cream sandstone, slate roof.

Shop unit vacant (2014).

56-60 High Street:  
Not listed?  
Early 19<sup>th</sup> century.  
Painted stone and cream sandstone.  
Asymmetrical ground floor and symmetrical upper.  
  
Good example of a traditional Victorian shopfront in heritage colours.

50,52,54 High Street:  
Listed grade B.  
Bar Leo restaurant, former Red Lion Inn (Golden Lion on 1820 map).  
Harled, ruled and painted.  
Asymmetrical and irregular window patterns.  
12-pane sash and case windows in heritage colours.  
Arched carriage pend.  
3nr projecting signs on this elevation, plus one unused projecting bracket.

42-44 High Street:  
Hamilton's Land  
Listed Grade A.  
16<sup>th</sup> century or early 17<sup>th</sup> century.  
Restored by NTS 1958.  
Pair of nepus gables.  
Regular but off-centre window patters.  
Asymmetrically placed dovecot in left gable.  
Pardovan sandstone under a mix of slate, pantile and plain tile.  
Traditional 12-pane sash and case windows.  
Arched pend with metal gates.

36, 36A High Street:  
Not listed?  
Late 18<sup>th</sup> century.  
Cream sandstone.  
Slate roof.  
Symmetrical arrangement. Some ground floor windows possibly converted from original doors.  
Traditional 12-pane sash and case windows.  
Refurbished 1968 by Rowand Anderson Kininmonth & Paul.

30,34 High Street:  
Listed Grade B.  
Circa 1800.  
Asymmetrical ground floor, symmetrical upper storeys.  
Cream sandstone.  
Some lintels off square.  
Traditional 4-pane sash and case windows.  
Slate roof.  
Vacant shop unit (2014).

26-28 High Street:  
Listed Grade C.  
Asymmetrical ground floor, symmetrical upper floors.  
Painted stone, slate roof.  
Traditional 4-pane sash and case, smaller on top storey.  
Projecting sign.  
2nr flag pole brackets unused.

Missing chimney cans l.h.



# The North side of the High Street : East end

## From The Cross to the Lowport



20-24 High Street:  
Listed Grade B.  
Circa 1840.  
7-bay facade with  
arched central pend.  
Cream sandstone and  
slate roof.  
Asymmetrical ground  
floor and symmetrical  
upper.  
Some 12-pane and  
some 2-pane windows,  
traditional sash and  
case.

10-18 High Street:  
Listed Grade C.  
Early 19<sup>th</sup> century.  
Cream sandstone,  
slate roof.  
Asymmetrical ground  
floor with lintelled  
carriage pend. Near  
symmetrical upper,  
with chimney not  
centred on windows  
below.  
Faded painted  
lettering "Palace  
Hotel" and "Wm Brock"  
Traditional sash and  
case windows, 2-pane.

Missing chimney cans.

6-8 High Street:  
Not listed?  
Cream sandstone.  
Asymmetrical ground  
floor and near  
symmetrical upper.  
Mansard roof.  
Carved stone plaque  
inscribed "JB" and  
"DOG"

2,4 High Street:  
Listed Grade C.  
Early 19<sup>th</sup> century.  
Harling and cream  
sandstone. Near  
symmetrical, apart  
from dormer which is  
off-centre.  
  
Unusual decorative  
margins to ground floor  
windows.

# The North side of the High Street : Lowport

## The Lowport area



The location of the original Low Port, which together with the nearby East Port, was one of the Eastern gateways to the town, is marked with brass studs on the road.

The Lowport Outdoor Activity Centre

Gate posts to Star & Garter's yard may be the original gateposts to the nearby Nobel explosives factory, repositioned.



The Regent Centre offices and Tesco supermarket:  
Built 1983 on the site of the former Nobel explosives factory.

Carved foundation stone for the explosives factory dated 1902 is mounted adjacent to the supermarket entrance.

# The South side of the High Street : Westport

## The Westport area

The Westport area was redeveloped circa 1800. A number of buildings that appear on the 1820 map were demolished. The West Port (the Western gateway into the Royal Burgh) was removed and the main road was lowered.

Preston Road



17-23 Westport:  
Not listed?  
19<sup>th</sup> century.  
Some original 12-pane windows, some modern 2-pane.

293,295 High Street:  
Listed Grade B.  
Early 18<sup>th</sup> century.  
Asymmetrical house in cream sandstone, pantiled roof.  
12-pane traditional sash and case windows.  
Arched carriage pend converted to window.

297, 299 High Street:  
Listed Grade A.  
Westport House.  
Built circa 1600 for the Hamilton family. Restored and converted to flats 1990, W Cadell architects.  
Asymmetrical façade with catslide dormers. Slate roof.

Overgrown metal gate/path detracts.



303-325 High Street.  
Listed Grade B.  
Tenement buildings set back from road, Designed in 1937 by W Scott in Scottish revivalist style.  
Carved plaque of Linlithgow coat of arms r.h gable.  
Crowstepped gables with scrolled skewputts and arrow slits.



# The South side of the High Street : West end

## From the Westport to the Cross



St. John's Avenue formed after demolition of Dawson's brewery early 20<sup>th</sup> century.

247-255 High Street:  
Not listed.  
20<sup>th</sup> century.  
Sandstone with slate roof.  
Catslide dormers.  
UPVC windows are at odds with the surrounding buildings.

Some weeds at roof level.  
Leaking rainwater pipe staining the façade.

257 High Street:  
Listed Grade B.  
Early 19<sup>th</sup> century.  
Cream sandstone and harling.  
Traditional 12-pane windows.  
Asymmetrical ground floor, symmetrical upper floor. Off-centre dormer.  
Stepped parapet (similar to 232 High Street), off-centre on the façade.  
1nr projecting sign.

259,261 High Street:  
Listed Grade B.  
19<sup>th</sup> century.  
Traditional 12-pane windows in upper storey.  
Asymmetrical ground floor, symmetrical upper.  
Painted stone, slate roof.

Rounded front dormers in need of maintenance.

263-265 High Street:  
Listed Grade B.  
Triangle of harling left original date plaque exposed, date recorded as 1783, now weathered and illegible.  
Traditional 12-pane windows.  
Asymmetrical ground floor, symmetrical upper  
Harled with slate roof.  
Catslide dormers  
1nr projecting sign.

267,269 High Street:  
Listed Grade C.  
19<sup>th</sup> century.  
Traditional sash and case windows in asymmetrical arrangement  
Painted sandstone, slate roof.

271,273 High Street:  
Listed Grade C.  
Lithgae Arms.  
Early 19<sup>th</sup> century.  
Traditional 12-pane windows.  
Asymmetrical ground floor and symmetrical upper floors.  
Cream sandstone, slate roof.  
Two projecting signs.

275 High Street:  
Listed Grade B.  
Early 19<sup>th</sup> century.  
Traditional 12-pane windows in asymmetrical arrangement  
Cream sandstone, slate roof.  
Rounded front dormers.

Some weeds at roof level.



# The South side of the High Street : West end

New Well Wynd

## From the Westport to the Cross



213-215 High Street:  
Listed Grade B.  
Built 1844.  
Asymmetrical ground floor, symmetrical upper floor.  
Cream sandstone, slate roof.

Currently vacant (2014) with unused bracket for projecting sign.

217-221 High Street:  
Listed Grade C.  
Mid 19<sup>th</sup> century.  
Near symmetrical ground floor, symmetrical upper floor.  
Off-centre dormer.  
Painted stone, slate roof.

223 High Street:  
Not listed.  
Bield Housing Association.  
20<sup>th</sup> century.  
Harled walls, pantile roof.

The New Well.  
Listed Grade C  
Standing in front of 245 High Street  
Late 18<sup>th</sup> century wellhead.



245 High Street:  
Not listed?  
19<sup>th</sup> century.  
Asymmetrical ground floor, symmetrical upper floors.  
Cream sandstone, slate roof.  
Chimney stack missing I.h.

First floor windows are non-traditional UPVC. Could be replaced with traditional 12-pane sash and case windows if opportunity presents.

# The South side of the High Street : West end

## From the Westport to the Cross



181-187 High Street:  
Circa 1980.  
Offices and retail.

Former offices of  
Procurator Fiscal, now  
vacant.

Metal gates on the  
pend.



201-203 High Street:  
Listed Grade C.  
Early 20<sup>th</sup> century.  
Asymmetrical ground  
floor, symmetrical  
upper floor.  
Cream sandstone.  
Green slate roof.  
16-pane windows.  
Possibly designed by  
William Scott.



205-211 High Street:  
Not listed?

Query heritage  
colours?

# The South side of the High Street : West end

## From the Westport to the Cross

Lion Well Wynd,  
opened in 1750

The Lion Well stood on  
this street corner (maps  
1820 and 1895), now lost.



161 High Street:  
Listed Grade C.  
Asymmetrical ground  
floor, symmetrical upper  
floors.  
Cream sandstone, slate  
roof.  
Traditional 12-pane sash  
and case windows,  
smaller on top storey.  
1nr projecting sign.  
Mansard roof.

Inappropriate metal  
door to central pend is  
out of character.

Weeds growing l.h.  
chimney stack.

165 High Street:  
Listed Grade B.  
Symmetrical façade.  
Painted stone upper  
floor, 20<sup>th</sup> century  
shopfront. Slate roof.

Weeds in chimney  
stack.

Painted finish on upper  
floor in need of  
maintenance.

167 High Street:  
Not listed?  
Late 19<sup>th</sup> century.  
Symmetrical  
Cream sandstone,  
slate roof.  
Curved stonework to  
corner with Lion Well  
Wynd.  
Crowstep gables with  
finials.  
CCTV camera on  
corner bracket.

169-173 High Street:  
Listed Grade C.  
Mid 19<sup>th</sup> century.  
Symmetrical.  
Rendered and lined  
Unusual horizontal  
astragals.

Dormers in need of  
maintenance.

175 High  
Street:  
Listed  
grade C.  
19<sup>th</sup>  
century.  
Asymmetri  
cal ground  
floor,  
symmetric  
al upper  
floors.  
Cream  
sandstone,  
slate roof.

177,179 High Street:  
Listed Grade C.  
The Crown Arms.  
19<sup>th</sup> century.  
Asymmetrical ground  
floor, symmetrical upper  
floors.  
Cream sandstone, slate  
roof.  
Windows smaller on top  
storey.  
1nr projecting sign.

Rounded front dormer in  
need of maintenance.

Top floor windows are  
non-traditional UPVC.  
Could be replaced with  
traditional 12-pane sash  
and case windows if  
opportunity presents.



# The South side of the High Street : West end

## From the Westport to the Cross



143 High Street:  
Listed Grade B.  
Annet House.  
18<sup>th</sup> century  
merchant's house.  
Asymmetrical  
grounds floor,  
symmetrical upper.  
Cream sandstone,  
Slate roof.  
Traditional 12-pane  
sash and case  
windows, smaller on  
top storey.

145 High Street:  
Listed Grade C.  
19<sup>th</sup> century.  
Symmetrical  
façade.  
Cream sandstone,  
Pantiled roof with  
slate easing course.  
Windows smaller on  
top storey.

Top storey Windows  
might be replaced  
with 12-pane sash if  
opportunity  
presents.

147 High Street:  
Listed Grade C.  
Combined with  
149 High Street,  
but listed  
separately.

Windows might  
be replaced  
with 12-pane  
sash and case  
to match 149 if  
opportunity  
presents.

149 High Street:  
Listed Grade C.  
Early 19<sup>th</sup> century.  
Asymmetrical ground  
floor, near symmetrical  
upper floors. Off-centre  
rooflight.  
Cream sandstone,  
slate roof.  
Windows narrower on  
top storey.

St Peter's Episcopal  
Church:  
Listed Grade B  
Designed 1928 by Dick,  
Peddie & Todd.  
Byzantine style.  
Originally called St  
Mildred's  
Carved stonework over  
door includes saints,  
angels and various  
animals.

155,157 High  
Street:  
Not listed.  
20<sup>th</sup> century  
Harled walls,  
pantile roof.



# The South side of the High Street : West end

## From the Westport to the Cross



111,113,115 High Street:  
Listed Grade C.  
Football & Cricketers Inn.  
Circa 1800.  
Asymmetrical façade, rendered, lined and painted.  
Slate roof.

Dormers in need of maintenance.

117-121 High Street:  
Not listed?  
Asymmetrical ground floor, symmetrical upper.  
Cream sandstone, Slate roof.

Timber boarded gate on central pend.

123-127 High Street:  
Listed Grade B.  
Shoemaker's land.  
Early 19<sup>th</sup> century.  
Asymmetrical at ground floor, near symmetrical upper.  
Cream sandstone, Pantiled roof.  
12-pane sash and case windows, smaller on top storey.

Carved stone plaque (off-centre) with coat of arms of the guild of shoemakers.

Modern metal entrance door is out of character. Consider replacement if opportunity presents.

129 High Street:  
Listed Grade B.  
Built 1829.  
Asymmetrical ground floor, symmetrical upper.  
Cream sandstone, Slate roof.

Traditional 12-pane sash and case windows.

1nr projecting sign.

Carved oak leaf emblem of the leather trade over entrance.

131,135 High Street:  
Listed Grade B.  
Built 1867.  
Asymmetrical ground floor, including arched carriage pend with inset metal gates. Symmetrical upper.  
Painted harling, slate roof.  
Basket headed window openings.  
Historic pestle and mortar projecting sign/motif.

137-141 High Street:  
Listed Grade C.  
18<sup>th</sup> century.  
Asymmetrical façade with irregular windows.  
Cream sandstone, slate roof.

Arched carriage pend with timber gates.

1nr projecting sign.

# The South side of the High Street : West end

## From the Westport to the Cross

Dog Well Wynd



Linlithgow County Buildings:  
Listed Grade B.  
Designed in Neo-Georgian style by Dick Peddie & Walker Todd in 1935.  
Symmetrical façade.  
Cream sandstone, slate mansard roof. Traditional 12-pane sash and case windows.  
2nr flagpoles.  
Decorative streetlamps, including the Provost's Lamp at r.h.

Currently (2014) closed awaiting conversion to Linlithgow Partnership Centre

Former Sherriff Courthouse:  
Listed Grade B.  
Tudor revival style by architects Brown & Wardrop.  
Built 1863. Extended 1875.

Bronze plaque commemorating the assassination of the Regent Earl of Moray in the vicinity in January 1570

Undergoing conversion to hotel (2014)

Weeds growing on ledges l.h. elevation

103-105 High Street:  
Listed Grade C.  
Early 19<sup>th</sup> century.  
Asymmetrical façade.  
Painted stone.  
Traditional windows in heritage colours.  
Timber boarded gate to pend.  
Slate roof with decorative fishtail slate banding.

107-109 High Street:  
Listed Grade C.  
Early 19<sup>th</sup> century.  
Asymmetrical ground floor, symmetrical upper.  
Painted stone, Pantiled roof.  
Traditional 4-pane windows, smaller on top storey.  
Off-centre rooflights.

Weeds growing in chimney r.h.

The Dog Well stood on this street corner (maps 1820 and 1895), now lost.

# The South side of the High Street : The Cross

## From the Cross to Lowport



63 High Street:  
Listed Grade B.  
Late 18<sup>th</sup> century.  
Asymmetrical ground floor, Near symmetrical upper.  
Painted and harled, slate roof.  
Traditional 12-pane sash and case windows, top storey windows smaller.  
Reproduction metal railings at road boundary.

Façade set back from road following the earlier building line of the 16<sup>th</sup> century.

Weeds growing in l.h. chimney

65-67 High Street:  
Listed Grade C.  
The Four Marys.  
19<sup>th</sup> century with later 18<sup>th</sup> century behind.  
Asymmetrical Cream sandstone and harling. slate roof.  
Carved tablet depicting David Waldie, pioneer in the use of chloroform.

69-71 High Street:  
Listed Grade C.  
Circa 1800.  
Asymmetrical ground floor, symmetrical upper.  
Cream sandstone, Slate roof.  
Traditional 12-pane sash and case windows. Top storey windows smaller.

73-75 High Street:  
Listed Grade C.  
19<sup>th</sup> century.  
Asymmetrical ground floor, symmetrical upper.  
Cream sandstone, Slate roof.  
Top storey windows smaller.

Traditional timber shopfront requiring maintenance r.h. end to prevent loss of detailing. Detail already lost l.h. end. Shopfront improvement grant could help to repair this.

77,79 High Street:  
Listed Grade C.  
19<sup>th</sup> century.  
Carved sun-motif fire insurance plaque.  
Asymmetrical ground floor, symmetrical upper.  
Painted stone, slate roof.  
Traditional 12-pane sash and case windows.

Dormer in need of maintenance.

McCarthy & Stone development site, under construction (2014). Former bus depot site.

89-91 High Street:  
Listed Grade B.  
Built for the British Linen Bank in 1886.  
Architect Wardrop Anderson & Browne.  
Cream sandstone.  
Near symmetrical except for r.h. bartizan added 1936.  
Carved tablet "BLB"  
Carved thistle and rose motif in each gable and carved gargoyles.  
Mansard roof.  
Currently vacant (2014).

Weeds growing in parts of the frontage.

l.h. finial top is absent.



# The South side of the High Street : East end

## From The Cross to Lowport



39-41 High Street:  
Listed Grade B.  
Early 19<sup>th</sup> century.  
Asymmetrical  
ground floor,  
symmetrical upper.  
Cream sandstone,  
Slate roof.  
Traditional sash and  
case windows, 6+1.  
1nr projecting sign.

43,45,47 High Street:  
Listed Grade B.  
Late 18<sup>th</sup> century.  
Symmetrical  
façade.  
Harled and painted.  
Slate roof.  
Doorpiece added  
post 1815.  
1nr projecting sign.

Weeds growing in  
pediment.

Missing chimney  
cans.

49,51 High Street:  
Listed Grade C.  
Late 19<sup>th</sup> century.  
Near symmetrical  
façade.  
Cream sandstone,  
slate roof.  
Carved "RGR"  
monogram.

Leaking gutter in  
centre causing  
staining. Possibly  
hopper blocked  
with weeds.

53,55 High Street:  
Listed Grade B.  
Built as the  
Commercial Bank of  
Scotland in 1859,  
now Royal Bank in  
ground floor.  
Flamboyant  
Baronial style  
designed by David  
Rhind.  
Cream sandstone,  
Slate roof.  
Carved letter "CBS"  
and "DR"  
monogram.  
Ball finials on stone  
dormers.  
Original metal  
railings and gates.

57,59 High Street:  
Listed Grade C.  
Built 1883.  
Symmetrical  
façade.  
Cream sandstone,  
Slate mansard roof.  
Ball finials on stone  
pediment dormers.

White plastic  
pipework on the  
faced detracts and  
should be replaced  
with cast iron,  
painted to match  
stone.

59-61 High Street:  
Listed Grade C.  
Asymmetrical  
ground floor,  
symmetrical upper.  
Cream sandstone,  
Slate roof.  
Carved date  
plaque 1870.  
Carved stone from  
earlier building  
dated 1527.  
Arched pend with  
metal gate.

Plants growing in  
façade, l.h.



# The South side of the High Street : East end

## From The Cross to Lowport



23 High Street:  
Listed Grade C.  
Baronial style with  
ball finials and  
crowstepped  
gables.  
Carved "St  
Michael's Place",  
date 1885 in  
tympanum, and  
"Hame's Best" over  
side entrance.  
Effective use of  
heritage paint  
colours on  
shopfront.

23-27 High Street:  
Not listed ?.  
Asymmetrical  
ground floor,  
symmetrical upper.

Weeds growing in  
chimney head r.h

29-31 High Street:  
Listed Grade B.  
Former post office,  
converted to public  
house in 2009.  
Asymmetrical  
Scottish renaissance  
style.  
Cream sandstone,  
Slate roof.  
Carved date  
plaque 1904.  
Carved "Post  
Office" above  
entrance.  
Original metal  
railings.  
1nr projecting sign.

35-37 High Street:  
Not listed?  
Asymmetrical  
ground floor, near  
symmetrical upper.  
Harled and painted.  
Slate roof.

Bronze plaque  
commemorating  
Scotland's first petrol  
pump, 1919.

# The South side of the High Street : East end

## From The Cross to Lowport

Modern beige metal air monitoring equipment, out of character with surroundings.



1 High Street:  
Listed Grade B.  
Star & Garter Hotel.  
Built as provost's residence in 1760.  
Gutted by fire in 2010. Restored and reopened 2014.  
Harled & painted, slate roof.  
Traditional 12-pane sash and case windows.  
Asymmetrical ground floor.  
Symmetrical upper.  
Projecting sign and flagpoles.

The location of the original Lowport and Eastport gates, the Eastern gateways into the town, are marked with brass tiles in the road in this area.

3 High Street:  
Not listed?  
Platform 3 Inn.  
Painted stone, slate roof.  
1nr projecting sign.

5-7 High Street:  
Not listed?  
Asymmetrical façade.  
Sandstone and painted sandstone.  
Slate mansard roof.

9-17 High Street:  
Listed Grade B.  
Sandstone façade, slate roof, mansard.  
Flamboyant and asymmetrical baronial style.  
Carved date 1885.  
Ball and urn finials.  
1nr projecting sign.



St Michael's Well:  
Listed Grade A.  
Standing in front of 21 High Street.  
Dated 1720, with carved St Michael holding Linlithgow coat of arms.  
Inscribed "St Michael is kynd to strangers".  
Restored 2010.

Painted finish on carving now faded.

The adjacent air quality monitoring equipment (2013) detracts significantly.

19-21 High Street:  
Listed Grade B.  
Former Hotel (original lettering barely visible on façade).  
Bartizan with arrow slits.  
Sandstone façade, slate roof, mansard.  
Flamboyant and asymmetrical baronial style.  
1nr projecting sign.  
St Michael's well stands in front.

# Highport

## The Highport area

The entrance to the town from Edinburgh Road, currently called Highport, but called Eastport on 1896 and 1857 maps.

Disused water trough, stagnant water. Potential health risk.

Better use could be made of this feature



Railway bridge spanning across the Edinburgh Road, on the approach to the town from the East, in the area close to the original East Port gateway. Railway constructed 1840-45.

This entrance to the town from Edinburgh Road is in poor condition. Weeds growing in the stonework, utilitarian signage, poor paint finish, soiled and stained stonework. No clear indication of which way to go to enter the town centre.

Opportunities may exist for a better welcome to the town at this point.



From Lowport to Highport. This area has suffered from lack of attention for many years.

Rear wall of the service yard for Tesco is in need of routine maintenance. The railway bridge heading out towards Edinburgh Road could be much improved, and the historic gateway which once led into the Nobel factory is in need of maintenance. Weeds growing in the Nobel gateway and on the stonework of the railway bridge.





# Station Road

## Station Road



3 High Street:  
Not listed?  
Platform 3 Inn,  
Community Pub of  
the Year 2013.



Recent extension to  
the rear of the Star  
& Garter Hotel.

Railway Station:  
Listed Grade C  
Constructed 1842.  
Altered 1870 and  
1986.  
Snecked sandstone.

Some weeds  
growing on ledges

Pedestrian underpass and route  
leading up to canal basin.

Underpass recently cleaned.

No signage linking town centre to  
canal basin. Opportunity for  
significant improvement to this  
route.





# Kirkgate

## Kirkgate



St Michael's Parish Church.  
Not part of this study, but having a significant impact on the town's skyline. The original stone crown on the tower collapsed in the 19<sup>th</sup> century. The aluminium replacement was created by sculptor Geoffrey Clarke and installed in 1964.



Kirkgate walls:  
Listed Grade B.  
Cream sandstone.  
Date plaques tracing Royal lineage from Mary Queen of Scots to the current Queen.



Burgh Halls (Rear extension):  
Listed grade B.  
Originally a merchant's house, merged with the Burgh halls in 1963, in a conversion by Rowand Anderson Kininmonth & Paul. Remodelled 2011, Malcolm Fraser Architects.  
Cream Sandstone.  
Arched carriage pend with contemporary steel gates.

Burgh hall (rear elevation):  
Listed Grade A.  
See notes on "The Cross".  
Carved plaque on tower  
"Doorway to Debtors Prison"  
Tympanum carvings of Rose, thistle and Fleur de Lys are more decorative than on the South-facing elevation, suggesting this may have been the principal elevation when originally built.

# Kirkgate

## Kirkgate



1 Kirkgate:  
Now part of Cross  
House (see "The  
Cross")



2 Kirkgate:  
Listed Grade B.  
Asymmetrical  
cottage façade.  
Circa 1700.  
Cream sandstone,  
slate roof  
Good use of  
heritage colours.



3 Kirkgate:  
Listed Grade B.  
Near symmetrical  
cottage.  
Circa 1700.  
Cream sandstone,  
slate roof.  
12-pane sash and  
case windows.  
Good use of  
heritage colours.



Kirkgate walls:  
Listed Grade B.  
Cream sandstone

Palace Gateway:  
Listed grade A.  
Built 1535 for James V.

Carved and painted  
frieze Golden fleece,  
St Michael, Garter  
and Thistle. Panels  
recarved in 1845.  
Lion and unicorn  
ceiling bosses.  
Cream sandstone.  
Metal gates.

Maintained by Historic  
Scotland.

# The Vennel

## The Vennel



28-30 The Vennel.  
1960's flat-roofed  
development, out  
of character with  
much of the  
surroundings.

Metal sculptural  
plaque  
commemorating  
Linlithgow's twinning  
with Guyancourt in  
France.

Public Library:  
Due to become  
vacant when the  
County Buildings is  
refurbished.

Public toilets:





## MINUTE OF MEETING OF THE SESPLAN JOINT COMMITTEE HELD ON 14 DECEMBER 2015

### Committee Members Present:

Councillor Ian Perry (Convener)  
Councillor Stuart Bell (Vice Chair), Scottish Borders Council  
Councillor Denis Dixon, City of Edinburgh Council  
Councillor Tony Boyle, West Lothian Council  
Councillor Norman Hampshire, East Lothian Council  
Councillor John Wincott, Fife Council

### In Attendance:

Mr Craig McCorriston, West Lothian Council  
Mr Brian Frater, Scottish Borders Council  
Mr Iain McFarlane, East Lothian Council  
Mr David Leslie, City of Edinburgh Council  
Mr Robin Presswood, Fife Council  
Mr Ian Angus, Strategic Development Planning (SDP) Manager, SESplan  
Ms Alice Miles, Lead Officer, SESplan  
Mr Peter Arnsdorf, Midlothian District Council  
Ms Pam Ewen, Fife Council  
Ms Lynne McMenemy, SESplan  
Mr Ivan Clark, SESplan  
Ms Aileen McGregor, City of Edinburgh Council (Clerk)

### 1. **APOLOGIES FOR ABSENCE & SUBSTITUTIONS**

Apologies were received from Councillors Bryant, Midlothian Council; Councillor Smith, Scottish Borders Council; Councillor Muldoon, West Lothian Council and Councillor Laird, Fife Council. There were no substitute members.

### 2. **ORDER OF BUSINESS AND ANY URGENT MATTERS**

The Clerk reported that there were no changes to the order of business or urgent matters to be considered.

### 3. **MINUTE OF PREVIOUS MEETING – 28 SEPTEMBER 2015**

#### Decision

To approve the minute of meeting of the SESplan Joint Committee of 28 September 2015 as a correct record.

### 4. **MAIN ISSUES REPORT 2 CONSULTATION**

Details of responses received in respect of the second SESplan Main Issues Report (MIR2) were provided.

#### Decision



- 1) To note that all responses received on MIR2 were available to view/download on the SESplan Consultation Portal with supporting documents submitted available on the SESplan website.
- 2) To note the overview of responses received on MIR2 by theme and question as set out in Section 3 of the report.
- 3) To note the summary of the responses received on MIR2 set out within Appendix 1 to the report.
- 4) To note the summary of the comments raised by the key agencies and Scottish Government set out within appendix 2 to the report.

(Reference – report by the SESplan SDP Manager, submitted)

## 5. **PLANNING REVIEW**

Details of a written submission to the independent review of the Scottish Planning System, initiated by the Scottish Government was submitted to the Joint Committee for consideration.

### Decision

1. To approve the submission of the written evidence set out in Appendix 2 to the report, with regard to the review of the Scottish Planning System.
2. To circulate details of the principle issues for all SESplan local authorities to assess if there is broad agreement or if any differences are highlighted.

(Reference – report by the SESplan SDP Manager, submitted)

## 6. **FINANCE**

Details were provided of the expenditure against the approved Operating Budget for 2015/16 up to October 2015, the total forecast expenditure against the approved Operating Budget for 2015/2016 and the Operating Budget for 2016/17, 2017/18 and 2018/19.

### Decision

- 1) To note the expenditure against the approved Operating Budget for 2015/2016 up to October 2015 as set out in Appendix 1 of the report.
- 2) To note the total forecast expenditure against the approved operating budget for 2015/16 as set out in Appendix 1 of the report.
- 3) To approve the Operating Budget for 2016/17 as set out in Appendix 1 of the report.
- 4) To note the Operating Budgets for 2017/18 and 2018/19 as set out in Appendix 1 of the report.
- 5) To agree that member contributions for financial year 2016/17 would be set at £46,550 (excluding VAT) per authority, payable to Fife Council by 20 April 2016.
- 6) To note that Member Authorities would be required to ratify the approval of the Operating Budget for 2016/17 at Recommendation 3 of the report and to

make their required contributions by the due date.

(Reference – report by the SESplan SDP Manager, submitted)

7. **RISK MANAGEMENT**

An update on Risk Management and an updated Risk Register was provided.

Decision

To note the SESplan Risk Register at Appendix 1 to the report.

(References – report by the SESplan SDP Manager, submitted)

8. **SESPLAN GOVERNANCE REVIEW**

Details of proposed amendments to SESplan's governance were provided.

Decision

- 1) To approve the amendments to the SESplan Constitution as set out in Appendix 1 to the report and incorporated in the Constitution as set out in Appendix 2 to the report.
- 2) To approve the proposed amendments to the Scheme of Delegation as set out in Appendix 1 to the report and incorporated in the Scheme of Delegation attached as set out in Appendix 3 to the report.
- 3) To approve the proposed amendment to the Financial Rules, as set out in Appendix 1 to the report and incorporated in the Financial Rules as set out in Appendix 4 to the report.
- 4) To refer the amendments to the SESplan Constitution, the Scheme of Delegation and Financial Rules (a, b, c above) to the constituent Councils for ratification.
- 5) To remit the Clerk to prepare a revised Constitution and Scheme of Delegation for execution by the SESplan constituent Councils on the amendments being duly ratified.
- 6) To adopt the draft Standing Orders as set out in Appendix 5 to the report.

(References – report by the SESplan SDP Manager, submitted)

9. **APPOINTMENT OF CONVENER AND VICE CONVENER**

A proposal for the appointment of the Convener and Vice Convener of the SESplan Joint Committee over the two year period from 1 January 2016 to 31 December 2017 was circulated for agreement.

Decision

To agree the appointment of Councilor S Bell as Convener, and Councillor L Laird as Vice Convener of the SESplan Joint Committee for the period 1 January 2016 to 31 December 2017.

(References – report by the SESplan SDP Manager, submitted)

10. **JOINT COMMITTEE WORK PLAN**

Details of the Work Plan of the SESplan Joint Committee to the end of 2016 were provided.

Decision

- 1) To approve the SESplan Joint Committee Work Plan as set out in Appendix 1 to the report.
- 2) The SDP manager is to circulate Joint Committee workshop dates and topics to all members for information.

(References – report by the SESplan SDP Manager, submitted)

11. **THE CITY OF EDINBURGH – HOUSING LAND AUDIT**

Details of a paper on the City of Edinburgh Housing Land Audit 2015 noted by the Planning Committee of City of Edinburgh Council on 3 December 2015 was provided.

Decision

- 1) To welcome that the City of Edinburgh Council had considered land for market and affordable housing in its Housing Land Audit 2015.
- 2) To note that the difficulty in maintaining the 5 year effective supply in Edinburgh was not related to a shortage of unconstrained land in that area.
- 3) To note that the SDP Manager would consider the approach and recommendations in the paper as set out in Appendix 1 to the report in consultation with the member authorities and bring a report on the matter to a future meeting of the Joint Committee.
- 4) Further discussion with the Scottish Government was required on the issues surrounding responses to Main Issues Report Questions 12 – A Generous Supply and Question 13 – Affordable Housing.

(References – report by the SESplan SDP Manager, submitted)

12. **AOCB**

**SDP and LDP CYCLES**

Decision

A letter relating to issues raised by SDP and LDP cycles to the Cabinet Secretary for Social Justice, Communities and Pensioners' Rights is to be drafted by the SDP Manager. The letter is to be approved by the Convener and Vice Convener of the Joint Committee and thereafter circulated to the membership of the Joint Committee for information.

MINUTE of MEETING of the SESplan JOINT  
COMMITTEE held in the Edinburgh City  
Chambers on 21 March 2016 at 2.00 p.m.

-----

Present:- Councillor Stuart Bell (Convener), Scottish Borders Council  
Councillor Tony Boyle, West Lothian Council  
Councillor Jim Bryant, Midlothian Council  
Councillor Norman Hampshire, East Lothian Council  
Councillor Alex Lunn, City of Edinburgh Council  
Councillor Ron Smith, Scottish Borders Council  
Councillor John Wincott, Fife Council

Apologies:- Councillor Tim Day, East Lothian Council  
Councillor Lesley Laird, Fife Council  
Councillor Cathy Muldoon, West Lothian Council  
Councillor Ian Perry, City of Edinburgh Council.

In Attendance:- Mr Ian Angus, Strategic Development Planning (SDP) Manager, SESplan  
Mr Peter Arnsdorf, Midlothian Council  
Mr John Bury, City of Edinburgh Council  
Mr Ivan Clark, SESplan  
Ms Pam Ewen, Fife Council  
Mr Brian Frater, Scottish Borders Council  
Mr Steve Lovel, West Lothian Council  
Mr Iain McFarlane, East Lothian Council  
Mrs Louise McGeoch, Scottish Borders Council (Clerk)

-----

1. **ORDER OF BUSINESS AND ANY URGENT MATTERS**

The Convener advised that there were no changes to the order of business or urgent matters to be considered.

2. **MATTERS ARISING**

With reference to paragraphs 6 and 8 of the Minute of 14 December 2015, it was noted that the decisions relating to finance and governance had been ratified by four member authorities but this process had yet to be completed by Midlothian and West Lothian Councils.

2.1 With reference to paragraph 11 of the Minute of 14 December 2015 in respect of the City of Edinburgh Housing Land Audit, the SDP Manager advised that the Annual Housing Update report would be presented at the Joint Committee meeting in May.

2.2 With reference to paragraph 12 of the Minute of 14 December 2015 in respect of the letter to be sent to the Cabinet Secretary for Social Justice, the SDP Manager advised that in light of the current Planning Review it was suggested that the letter be held pending the outcome of the Review. Councillor Bell advised that he had discussed this with Councillor Laird and concurred that it would not be appropriate to send the letter at present but if the Planning Review did not adequately address the issue then it would be sent at that time.



**DECISION  
NOTED.**

**3. MINUTE OF PREVIOUS MEETING**

The Minute of Meeting of 14 December 2015 had been circulated.

**DECISION  
APPROVED the Minute as a correct record.**

**4. DEVELOPMENT PLAN SCHEME 8**

There had been circulated copies of a report by the SDP Manager presenting the proposed Development Plan Scheme 8 (DPS 8) for approval. The SDP Manager advised that the Joint Committee was required to publish a Development Plan Scheme annually. The report explained that the DPS had to include a participation statement setting out how, when and with whom SESplan would consult on the various Strategic Development Plan (SDP) stages. DPS 7 had been approved by SESplan Joint Committee on 30 March 2015. The proposed DPS 8 was appended to the report. It was noted that with regard to the timeline detailed on page 7 of the Plan "Autumn/Winter 2017" would be changed to "Summer 2017".

**DECISION  
AGREED to:-**

- (a) approve the proposed Development Plan Scheme (DPS 8) including the amended timeline and Participation Statement for SDP2 for publication and submission to Scottish Ministers as set out within Appendix A to the report;**
- (b) note that the Development Plan Scheme had to be reviewed and published at least annually; and**
- (c) authorise the SDP Manager to make any necessary minor editing and design changes to DPS 8 prior to publication.**

**5. SESPLAN STAKEHOLDER STRATEGY**

There had been circulated copies of a report by the SDP Manager presenting the draft SESplan Stakeholder Strategy to the SESplan Joint Committee for consideration and noting. The report explained that the aim of the strategy was to encourage and support the greater involvement of all those with an interest in the future of the area in the development planning process and was a long term strategy setting out a commitment to the continuous improvement of engagement in the SDP and the development plan. The strategy was informed by and built on SESplan's experience to date including recent engagement in MIR2. The SDP Manager answered Members questions including those on the involvement of young people, the engagement with Community Planning Partnerships and the provision of materials to Community Councils. In response to a question on resources it was noted that the help of officers from member authorities would be required.

**DECISION  
NOTED:-**

- (a) the draft Stakeholder Strategy; and**
- (b) that key stakeholders would be invited to comment on the draft Strategy.**

**6. AOCB**

There were no items raised.

*The meeting concluded at 2.25 p.m.*



The Strategic Development Planning Authority  
for Edinburgh and South East Scotland

MINUTE of MEETING of the SESplan JOINT  
COMMITTEE held in the Edinburgh City  
Chambers on 30 May 2016 at 2.00 p.m.

-----

Present:- Councillor Stuart Bell (Convener), Scottish Borders Council  
Councillor Tony Boyle, West Lothian Council  
Councillor Jim Bryant, Midlothian Council  
Councillor Norman Hampshire, East Lothian Council  
Councillor Lesley Laird, Fife Council (Vice Convenor)  
Councillor Alex Lunn, City of Edinburgh Council

Apologies:- Councillor Tim Day, East Lothian Council  
Councillor Cathy Muldoon, West Lothian Council  
Councillor Kelly Parry, Midlothian Council  
Councillor Ian Perry, City of Edinburgh Council  
Councillor Ron Smith, Scottish Borders Council  
Councillor John Wincott, Fife Council

In Attendance:- Mr Ian Angus, Strategic Development Planning Manager, SESplan  
Mr Peter Arnsdorf, Midlothian Council  
Mr John Bury, City of Edinburgh Council  
Mr Ivan Clark, SESplan  
Ms Pam Ewen, Fife Council  
Mr Brian Frater, Scottish Borders Council  
Mr Graeme Marsden, SESplan  
Mr Craig McCorriston, West Lothian Council  
Mr Douglas Proudfoot, East Lothian Council  
Mr Andrew Stewart, East Lothian Council  
Mrs Louise McGeoch, Scottish Borders Council (Clerk)

-----

1. **ORDER OF BUSINESS AND ANY URGENT MATTERS**

The Convener advised that although there were no changes to the order of business or urgent matters to be considered, in relation to items 6 – 8 on the agenda no decisions would be taken at the meeting today in light of issues which would be raised later in the meeting

2. **MATTERS ARISING**

With reference to paragraph 2 of the Minute of 21 March 2016, the SDP Manager advised that all member Councils had ratified the decisions relating to finance and governance by 17 May 2016.

**DECISION  
NOTED.**

3. **MINUTE OF PREVIOUS MEETING**

The Minute of Meeting of 21 March 2016 had been circulated.

**DECISION**

**APPROVED the Minute as a correct record.**

4 **PROPOSED PLAN ENVIRONMENTAL REPORT AND HABITATS REGULATIONS**

There had been circulated copies of a report by the SDP Manager presenting an update on the Strategic Environmental Assessment (Environmental Report) and an explanation of the proposed approach to ensuring that the plan complied with the Conservation (Natural Habitats, &c.) Regulations 1994 (as amended), a process known as the 'Habitats Regulations Appraisal'. The report also set out the approach to Strategic Flood Risk Assessment. It was noted that the Growth Corridor option remained the option with the fewest negative environmental impacts. Councillor Hampshire advised that while there were still some issues he was content with those identified in the report.

**DECISION**

**AGREED to defer approval.**

5. **PROPOSED PLAN EQUALITIES AND HUMAN RIGHTS IMPACT ASSESSMENT**

There had been circulated copies of a report by the SDP Manager presenting the Equalities and Human Rights Impact Assessment relating to the preparation of the Proposed Plan for consideration by the Joint Committee. Members raised no concerns regarding this paper.

**DECISION**

**AGREED to defer approval.**

6. **PROPOSED PLAN AND ACTION PROGRAMME**

There had been circulated copies of a report by the SDP Manager presenting the Proposed Plan and Proposed Action Programme to the SESplan Joint Committee for consideration and approval. The Proposed Plan and Proposed Action Programme were attached as Appendices 1 and 2 to the report. A number of technical assessments had informed MIR2 and the Proposed Plan. The Housing Background Paper and the Transport Appraisal for SDP2 were attached as Appendices 3 and 4. Appendix 5 summarised the approach to the approval of the Proposed Plan and all supporting documents for publication. Following a presentation by SESplan officers on the main aspects of the Plan the Convener thanked officers for their work on the documents. In response to a comment on the colours on some of the maps it was agreed that these would be looked at again.

6.1 The Convener then invited Councillor Hampshire to outline the concerns of East Lothian Council regarding the Plan, as contained in Appendix 1. Councillor Hampshire advised that these concerns covered 10 main areas as follows:-

- Concern regarding any further development in the Musselburgh area and that there be no further development above that currently planned
- Greater recognition of the importance of the City Bypass to all Council areas and the implications for economic development if it was not brought up to standard. A stronger input was needed from Transport Scotland as junction improvements alone would not resolve the issues
- With regard to major developments in East Lothian linked to cross boundary developments, more detail regarding these projects was required. There was no mention of suggested development options for the former Cockenzie Power Station site
- A clearer indication of the developments at Queen Margaret University, which was a major City Region Deal scheme, needed to be included
- The rural economy in East Lothian did not have a strong enough profile, including the importance of food and drink
- The importance of the growing fishing community needed to be recognised

- The potential role of Dunbar in servicing off-shore wind farms in the Forth Estuary was not included
- Economic development needed to be wider than the city, not just including transport links into the city as everyone did not need to travel there for employment
- Quarry site at Dunbar cement works needed to be identified as a brownfield site and masterplans should be made before the cement works became redundant
- Town centres needed to be mixed use and the site for 6000 houses at Blindwells needed economic and retail developments

John Bury, on behalf of the Project Board, advised that some of these concerns were common to all Members and that he considered that it would be possible to address these issues in the Plan. Councillor Laird commented on similar issues in Fife including the Longannet site and the Rosyth Waterfront. The other Members confirmed they had no additional issues.

- 6.2 With regard to the Action programme contained in Appendix 2 it was noted that this was a much more focussed document with the number of actions reduced from over 130 in the previous Plan to 42. In respect of Action 17 for the Levenmouth Rail Link, Councillor Laird advised that this scheme was not aspirational with a STAG already having been carried out and asked that this wording be amended. The Housing Background paper contained in Appendix 3 was based on a 2015 Housing Need and Demand Assessment (HNDA) and the readability of the Executive Summary was commended.
- 6.3 With regard to the Transport Appraisal contained in Appendix 4, it was noted that the Cross Boundary Transport Project led by Transport Scotland was not yet complete. The SDP Manager advised that the impacts of this Plan would not be as great as SESplan 1 but Consultants had been appointed to carry out some work in advance of the outcome from the Project. Members expressed concern that the Project had not been completed and asked that officers draft a letter on behalf of the Joint Committee to Transport Scotland to ascertain when the outcome of the Project would be available. It was noted that the Appraisal could be revisited in light of any changes required following the outcome of the Project. The Convener commented on the SYSTRA paper which was unclear and would not be helpful for member so the public. No concerns were raised regarding Appendix 5
- 6.4 The Convener, seconded by Councillor Hampshire, moved that consideration of the documents detailed in paragraph 4 – 6 above be continued to a future meeting of the Joint Committee, on a date to be agreed, and this was unanimously approved.

## **DECISION**

**AGREED to defer decision to a future meeting.**

## **MEMBER**

Councillor Lunn left the meeting.

## **7. FINANCE – MONITORING, UNAUDITED ACCOUNTS 2015-16 AND ANNUAL AUDIT PLAN**

There had been circulated copies of a report by the SDP Manager presenting a budget monitoring report for the year to 31 March 2016; the SESplan Unaudited Accounts for 2015/2016; and the Annual Audit Plan for consideration by the Joint Committee. It was noted that total costs in the year were £289,643 compared to the budget of £300,874. There was an overspend of £1,491 on Fixed Costs and an underspend of £11,231 on Variable Costs.

## **DECISION**

**AGREED to:-**

- (a) note the budget monitoring report contained in Appendix 1 to the report;
- (b) note the Unaudited Accounts 2015 / 2016 as set out in Appendix 2 to the report;



(c) hereby give 14 days' notice that the Unaudited Accounts 2015 / 2016 would be made available on the SESplan website from the 14 June 2016 for a 30 day period; and

(d) note the Annual Audit Plan contained in Appendix 3 to the report.

8. **ANNUAL HOUSING UPDATE**

There had been circulated copies of a report by the SDP Manager presenting the SESplan Housing Update 2015 to the SESplan Joint Committee for consideration and noting. The SDP Manager advised that the Housing Update 2016 would be presented to the Joint Committee in November 2016, subject to the completion of member authorities' housing land audits 2016. In accord with the SDP2 Action Programme, Homes for Scotland and other housing interests would be consulted in the preparation of future updates. It was noted that there was more than sufficient land with planning support for housing across the SESplan area that was free of constraints to meet the five year housing land requirement in full. The Convener highlighted the comment that there was not a consistent approach by reporters to the issue of prematurity and suggested that the Board consider this and report back to a future meeting.

**DECISION**

**NOTED** the SESplan Annual Housing Update 2015, attached as Appendix 1 to the report.

9. **AOCB**

Agreed that an early date be set for the Joint Committee to meet to continue consideration of the Plan.

*The meeting concluded at 3.45 p.m.*

# PARTNERSHIP BOARD MEETING

HELD IN THE GALASHIELS TRANSPORT INTERCHANGE BUILDING  
STIRLING STREET, GALASHIELS, TD1 1BY  
ON FRIDAY 4<sup>TH</sup> DECEMBER, 2015  
11.00 A.M. – 12.10 P.M.

PRESENT:	<u>Name</u>	<u>Organisational Title</u>
	Councillor Russell Imrie	Midlothian Council (Chair)
	Charles Anderson	Non Councillor Member
	Councillor Donald Balsillie	Clackmannanshire Council
	Graham Bell	Non-Councillor Member
	Councillor Tony Boyle	West Lothian Council
	Councillor Jim Bryant	Midlothian Council
	Councillor Gordon Edgar	Scottish Borders Council (Vice-Chair)
	Phil Flanders	Non-Councillor Member
	Councillor Irene Hamilton	Clackmannanshire Council
	Councillor Bill Henderson	City of Edinburgh Council
	John Martin	Non-Councillor Member
	Neil Renilson	Non-Councillor Member
	Sandy Scotland	Non-Councillor Member
	Barry Turner	Non-Councillor Member
	Councillor Michael Veitch	East Lothian Council

IN ATTENDANCE:	<u>Name</u>	<u>Organisation Title</u>
	Craig Beattie	City of Edinburgh Council
	Angela Chambers	SEStran
	Julie Cole	Falkirk Council
	Mark Craske	NHS Forth Valley
	Neil Dougall	Midlothian Council
	Andrew Ferguson	Fife Council/SEStran Secretary and Legal Adviser
	Jim Grieve	SEStran
	Trond Haugen	SEStran
	Graeme Johnstone	Scottish Borders Council
	Marta Kuzma	Audit Scotland
	Alex Macaulay	SEStran Partnership Director
	Daniel Melly	Audit Scotland
	Brian Sharkie	City of Edinburgh Council
	Iain Shaw	City of Edinburgh Council/SEStran Treasury
	Alastair Short	SEStran
	Emily Whitters	SEStran

APOLOGIES FOR ABSENCE:	<u>Name</u>	<u>Organisational Title</u>
	Councillor Stephen Bird	Falkirk Council
	Councillor Pat Callaghan	Fife Council
	Councillor Iain Chisholm	Fife Council
	Councillor Tom Coleman	Falkirk Council
	Councillor Jim Fullarton	Scottish Borders Council
	Councillor Lesley Hinds	City of Edinburgh Council
	John Jack	Non-Councillor Members
	Councillor Adam McVey	City of Edinburgh Council

Councillor Joe Rosiejak  
Tom Steele  
Peter Forsyth  
Ken Gourlay  
Ewan Kennedy  
Graeme Malcolm

Fife Council  
Non-Councillor Member  
East Lothian Council  
Fife Council  
City of Edinburgh Council  
West Lothian Council

## Action by

*Prior to commencement of formal business, the Board was welcomed to the Borders by Councillor Edgar and received a presentation on the Galashiels Interchange Project by Ewan Doyle, Scottish Borders Council.*

The Board considered a report by the Secretary and Legal Adviser, advising of the need to consider options for chairing meetings given that Councillor Imrie's term of office had ended on 30<sup>th</sup> November, 2015 and that he had now served the maximum term of office as Chair in terms of the legislation.

### **Decision**

The Board agreed to appoint Councillor Imrie as an additional Vice-Chair, and that, as Senior Vice-Chair, he should normally preside when present at meetings.

*Councillor Imrie took the Chair for the remainder of the meeting.*

### **ORDER OF BUSINESS**

The Chair confirmed that the Order of Business was as per the agenda.

### **DECLARATIONS OF INTERESTS**

None.

#### **A1 MINUTES**

The minutes of the Partnership Board meeting of 23<sup>rd</sup> September, 2015 were agreed as a correct record of proceedings.

#### **A2 MATTERS ARISING**

None.

#### **A3 MINUTES OF THE PERFORMANCE AND AUDIT COMMITTEE**

The minutes of the Performance and Audit Committee of Friday, 20<sup>th</sup> November, 2015 were noted.

**A4 MATTERS ARISING**

The discussion on the office move to Victoria Quay at Committee was noted. The Partnership Director confirmed that matters were progressing well, and that the risk of loss of premises had been added to the risk register following the Committee.

**AM/AF/AC****A5 DRAFT BUDGET 2016/17****5.1 – Supporting Paper to Draft Budget 2016/17 Financial Planning Report**

The Board considered a report by Jim Grieve, Programme Manager, outlining how SEStran had been successful in attracting additional funding from a variety of sources.

**Decision**

The Board noted the report.

**5.2 – Financial Planning 2016/17**

The Board considered a report on the update of the financial planning being undertaken to present a revenue budget to the Partnership for approval in March, 2016.

**Decision**

The Board noted:-

- (i) The risk that Scottish Government funding allocations to RTP's might be reduced given the uncertainty around the Scottish Government budget for 2016/17;
- (ii) The financial planning assumptions currently being progressed for SEStran; and
- (iii) The revenue budget for 2016/17 would be presented to members for approval at the meeting of the Partnership in March, 2016.

**IS****A6 PROJECTS REPORT**

The Board considered a report by the Programme Manager updating Members on current projects.

**Decision/**



**Decision**

The Board:-

- (i) noted the contents of the report; and
- (ii) approved the carry forward of any underspend in the current year to be spent on RTPI in 2016/17.

**A7 FINANCE OFFICER'S REPORT**

The Board considered a second update by the Treasurer on financial performance of the core revenue budget of the Partnership. The report presented an analysis of financial performance to the end of October, 2015.

The report included details of the cash flow position of the Partnership in respect of its net lending to and borrowing from the City of Edinburgh Council.

**Decision**

The Partnership Board noted:-

- (i) the projected core expenditure in 2015/16 would break even against the approved revenue budget of the Partnership;
- (ii) the income and expenditure would continue to be monitored closely with updates reported to each Partnership meeting; and
- (iii) the month end balance of indebtedness between the Partnership and City of Edinburgh Council and the reason for these balances identified at paragraph 2.7.

**A8. SESTAN RTS DELIVERY PLAN**

The Board considered a report by John Saunders, Strategy Adviser, on the amended RTS Delivery Plan following consultation with partner authorities and key stakeholders, as reported to the September meeting of the Board.

**Decision**

The Board approved the amended RTS Delivery Plan.

**JS**

**A9. NEWBURGH AND OUDENARDE STATION**

The Board considered a report by Trond Haugen, Advisor to SEStran on a feasibility study into new rail stations at Newburgh, Fife and Oudendarde, Perthshire. The study had been joint funded by SEStran, Tactran and Fife and Perth and Kinross Councils.

**Decision**

The Board noted the report and agreed that, subject to agreement amongst all the client group partners, further discussions take place with Transport Scotland and Network Rail regarding the project before consideration was given to enter into a full or partial STAG process.

**A10 EMPLOYER DISCRETIONS POLICY**

The Board considered a report by Alex Macaulay, Partnership Director. In line with the new Local Government Pension Scheme Regulations, SEStran were required to publish a policy statement for employer's discretions.

**Decision**

The Board approved the policy for immediate implementation.

**AC****A11 DATES OF FUTURE MEETINGS**

The report outlined the proposed calendar of SEStran Partnership Board meetings in 2016, with the full schedule of SEStran meetings contained in Appendix 1.

The proposed dates for the Partnership Board are:-

Friday 18<sup>th</sup> March, 2016 – Conference Room 1, Victoria Quay  
Friday 17<sup>th</sup> June, 2016 – Conference Room 1, Victoria Quay  
Friday 23<sup>rd</sup> September, 2016 – Conference Room 1, Victoria Quay  
Friday 2<sup>nd</sup> December, 2016 – Conference Room 1, Victoria Quay

Due to the impending office relocation, venues for the Forums and sub-groups beyond March would be confirmed at a later date and dates may be subject to change.

**Decision**

The Board approved the proposed programme of meetings for 2016 and noted that venues still to be confirmed would be announced after the SEStran office relocation.

**AC**

**B1 MID TERM REVIEW T4REASURY MANAGEMENT ACTIVITY**

The Board considered a report from Hugh Dunn, Treasurer reviewing the investment activity undertaken on behalf of the Partnership during the first half of the 2015/16 Financial Year.

**Decision**

The Board noted the investment activity undertaken on behalf of the Partnership.

**B2 SESTRAN STATIONS**

The Board considered a report from Trond Haugen, Advisor to SEStran, on the progress of the various bids from SEStran and the SEStran Authorities as well as the progress on developing the schemes. It also covered progress on the provision of a new station at Winchburgh and work on potential stations at Newburgh and Levenmouth Fife.

**Decision**

The Board noted the report.

**B3 MINUTES SESPLAN CROSS BOUNDARY TRANSPORT AND LAND USE APPRAISAL**

The Board considered the minutes of the SESplan Cross Boundary Transport and Land Use Appraisal Group, of 1<sup>st</sup> September and 6<sup>th</sup> October, 2015.

**Decision**

The Board noted the Minutes.

**B4. HIGH SPEED RAIL SCOTLAND**

The Board considered the minutes of the High Speed Rail Scotland Group, of 15<sup>th</sup> September, 2015.

**Decision**

The Board noted the report.

**B5.1 SCOTTISH BORDERS LOCAL ACCESS AND TRANSPORT STRATEGY – MAIN ISSUES REPORT**

The Board considered the response to consultation on the Scottish Borders Local Access and Transport Strategy Main Issues Report.

**Decision**

The report was noted.

**B5.2 FIRST GROUP – RELEASE OF UNDERTAKINGS****Decision**

The Board noted the contents of a response to that consultation by the Competition and Markets Authority on a request by First Group to release from merger undertakings.

**B5.3 RAIL COMPETITION – ORR CONSULTATION****Decision**

The Board noted the contents of a response to the Competitions and Markets Authority on competition in Passenger Rail Services in Great Britain.

**B5.4 WEST LOTHIAN LOCAL DEVELOPMENT PLAN**

The Board considered a report by the Strategy Manager, outlining SEStran's response to the West Lothian Local Development Plan.

**Decision**

The Board noted the contents of the report.

**B5.5 SUBMISSION TO THE INDEPENDENT REVIEW OF THE SCOTTISH PLANNING SYSTEM BY SESTRAN****Decision**

The Board noted the contents of the response to the Independent Review of the Scottish Planning System.

**B6 MINUTES OF SUB-GROUPS**

The Board considered the minutes of the following meetings:-

B6.1 Rail Forum – 2<sup>nd</sup> October, 2015

B6.2 Bus Forum – 6<sup>th</sup> November, 2015

B6.3 Equalities Forum – 13<sup>th</sup> November, 2015

B6.4 Freight Quality Partnership – 23<sup>rd</sup> November, 2015

**Decision/**



**Decision**

The Board noted the minutes of the Sub-Groups.

**B7 MINUTES OF THE JOINT RTP CHAIRS**

The Minute of meeting of the Joint RTP Chairs held on 16<sup>th</sup> September, 2015 was noted.

**4. AOCB**

The Board were informed that the Forth Road Bridge would be closed until at least the end of December. Alex Macaulay, Partnership Director, advised the Board that he intended to retire at the end of April, 2016. The Chair led the Board in thanking Alex for his service and indicated that more formal thanks would be expressed at the next Board meeting in March.

**5. DATE OF NEXT MEETING**

The Board noted the next meeting of the Partnership would take place on Friday 18<sup>th</sup> March, 2016 – Conference Room 1, Victoria Quay, Edinburgh, EH6 6QQ.

---

## PARTNERSHIP BOARD MEETING

HELD IN CONFERENCE ROOM 1, VICTORIA QUAY, EDINBURGH, EH6 6QQ  
ON FRIDAY, 18<sup>th</sup> MARCH 2016  
10.00 A.M. – 12.10 P.M.

### PRESENT:

<u>Name</u>	<u>Organisation Title</u>
Councillor Russell Imrie (Senior Vice-Chair)	Midlothian Council
Charles Anderson	Non Councillor Member
Councillor Tony Boyle	West Lothian
Councillor Pat Callaghan (Vice Chair)	Fife Council
Councillor Ian Chisholm	Fife Council
Councillor Tom Coleman	Falkirk Council
Councillor Gordon Edgar (Vice Chair)	Scottish Borders Council
Phil Flanders	Non Councillor Member
Councillor Jim Fullarton	Scottish Borders
John Jack	Non Councillor Member
John Martin	Non Councillor Member
Councillor Derek Rosie	Midlothian Council
Sandy Scotland	Non Councillor Member
Barry Turner	Non Councillor Member

### IN ATTENDANCE:

<u>Name</u>	<u>Organisation Title</u>
Craig Beattie	City of Edinburgh Council
Angela Chambers	SEStran
Andrew Ferguson	Fife Council, Sestran Secretary and Legal Adviser
Ken Gourlay	Fife Council
Joanne Gray	Scottish Government
Jim Grieve	SEStran
Trond Haugen	Advisor to SEStran
Graeme Johnstone	Scottish Borders Council
Alex Macaulay	SEStran Partnership Director
Daniel Melly	Audit Scotland
Brian Sharkie	City of Edinburgh Council
Iain Shaw	City of Edinburgh Council (for SEStran Treasurer)
Alastair Short	SEStran
Emily Whitters	SEStran

## **APOLOGIES FOR ABSENCE:**

Councillor Donald Balsillie	Clackmannanshire Council
Graham Bell	Non Councillor Member
Cllr Stephen Bird	Falkirk Council
Councillor Irene Hamilton	Clackmannanshire Council
Councillor Bill Henderson	City of Edinburgh Council
Councillor Lesley Hinds (Vice Chair)	City of Edinburgh Council
Councillor Adam McVey	City of Edinburgh Council
Neil Renilson	Non Councillor Member
Tom Steele	Non Councillor Member
Councillor Michael Veitch	East Lothian Council
Julie Cole	Falkirk Council
Neil Dougall	Midlothian Council
Graeme Malcolm	West Lothian Council

*In the absence of a Chair, Councillor Imrie took the chair for the meeting.*

*Prior to the commencement of formal business, the Board heard a presentation from Stuart Lockhart, on progress with One Ticket's activities.*

## **ORDER OF BUSINESS**

The Chair confirmed that the Order of Business was as per the agenda but confirmed that a replacement paper A11 had been tabled.

## **DECLARATIONS OF INTERESTS**

None.

### **A1 MINUTES**

The minutes of the Partnership Board meeting of 4<sup>th</sup> December, 2015 were agreed as a correct record of proceedings.

### **A2 MATTERS ARISING**

None.

### **A3 MINUTES OF THE PERFORMANCE AND AUDIT COMMITTEE**

The minutes of the Performance and Audit Committee of Friday, 4th March, 2016 were noted subject to the addition of the words "for the Transport Interchange Building" after "Scottish Property Awards 2016" on the first page.

### **A4 MATTERS ARISING**

None.

#### **A5.1 SUPPORTING PAPER TO DRAFT BUDGET 2016/17 FINANCIAL PLANNING REPORT**

The Committee considered a report by Jim Grieve, Programme Manager, advising that SEStran have been successful in attracting additional funding from a variety of sources.

##### **Decision**

The Board noted the contents of the report.

#### **A5.2 REVENUE BUDGET 2016/17**

The Committee considered a report by Hugh Dunn, the Treasurer, presenting a revenue budget for 2016/17 for approval by the Board.

##### **Decision**

The Partnership Board:-

- (i) Approved the proposed core revenue and revenue projects budget for 2016/17, as detailed in appendices 1 and 2, and agreed that Hugh Dunn be authorised to requisition the individual constituent authorities for amounts as follows:

Clackmannanshire	£ 6,612
East Lothian	£13,183
Edinburgh	£63,649
Falkirk	£20,364
Fife	£47,443
Midlothian	£11,137
Scottish Borders	£14,731
West Lothian	<u>£22,884</u>
	<u>£200,000</u>

- (ii) Noted that financial planning for 2017/18 would be developed for consideration by the Partnership Board in Autumn 2016;
- (iii) Noted that the proposed budget was subject to a number of risks and that all income and expenditure of the Partnership would continue to be monitored closely with updates reported to each Partnership meeting.

#### **A6.1 FINANCE OFFICER'S REPORT**

The Committee considered a report by Hugh Dunn, Treasurer presenting the third update on financial performance of the core revenue budget of the Partnership for 2015/16, in accordance with the Financial Regulations of the Partnership.



**Decision**

The Partnership Board noted:-

- (i) that core expenditure in 2015/16 would underspend against the approved revenue budget of the Partnership by £16,000;
- (ii) all income and expenditure would continue to be monitored closely with updates reported at each Partnership meeting; and
- (iii) That the month end balance of indebtedness between the Partnership and City of Edinburgh Council and the reason for these balances was as identified at paragraph 2.7.

**A6.2 ANNUAL TREASURY STRATEGY**

The Partnership Board considered a report by Hugh Dunn, Treasurer proposing an Investment Strategy for 2016/17.

**Decision**

The Board approved the continuation of the current arrangement outlined in Appendix 1.

**A7. SESTRAN BUSINESS PLAN**

The Committee considered a report by Alex Macaulay, Partnership Director presenting for the Board's approval on the draft Business Plan for the South East of Scotland Transportation Partnership setting out proposals for transport investment and activity for 2016/17. The Transport (Scotland) Act 2005 required the RTP to produce an annual business plan for submission to Scottish Government.

**Decision**

The Board:-

- (a) approved the Business Plan subject to the approval of the related budget papers also presented to the Board; and
- (b) agreed to a follow up visit to Fife to discuss the specific strategic transport projects for that area.

**A8. COMMUNITY PLANNING PARTNERSHIP**

The Board considered a report by Alastair Short, Strategy Manager outlining the current position on Community Planning Partnerships and SEStran's involvement with them.

**Decision.**

The Board noted the contents of the report and agreed that any members willing to represent SEStran on any of the Community Planning Partnerships should contact the Strategy Manager as soon as possible.

**A9. CMA RAIL COMPETITION**

The Board considered a report by Trond Haugen, Adviser to SEStran outlining the competition between rail operators, essentially extending the current competition for the market to more on-rail competition between operators in the market.

**Decision**

The Board:-

- (i) noted the report;
- (ii) agreed that the matter be referred to the Rail Forum for detailed consideration; and
- (iii) that the previous study which highlighted the disparity in rail fares between the SEStran area and other areas should be circulated to members for information.

**A10. SESTRAN THISTLE CARD PROGRESS REPORT**

The Committee considered a report by Alastair Short, Strategy Manager outlining the progress of the SEStran Thistle Card.

**Decision**

The Board noted the progress with the development of the Thistle Card.

**A11. RAIL FRANCHISES**

The Board considered a report by Trond Haugen, Adviser to SEStran regarding the update on the Rail Franchises.

**Decision**

The Board noted this report and instructed the director to continue liaising with Transport Scotland and the rail industry about the potential of greater synergy between the various operators in order to best meet the service requirements for existing and new stations.

**A12. PARTNERSHIP DIRECTOR RECRUITMENT**

The Partnership Director indicated to the Partnership Board in December 2015 that he intends to retire on 30<sup>th</sup> April, 2016. This report advised the Board on the process of the recruitment for a new Partnership Director, including the creation under delegated powers of a recruitment sub-committee.

**Decision**

The Board:-

- (i) approved the arrangements for recruitment of a Partnership Director; and
- (ii) agreed to delegate authority to the recruitment sub-committee to make the appointment in advance of the June Board Meeting.

**B1 PROJECTS REPORT**

The Board considered a report by the Programme Manager on current projects.

**Decision**

The Board noted the contents of the report.

**B2. NATIONAL TRANSPORT STRATEGY REFRESH INFORMATION REPORT**

The Board considered a report by the Strategy Manager providing updated information on the National Transport Strategy.

**Decision**

The Board noted the publication of the National Transport Strategy-refresh.

**B3. AUDIT SCOTLAND – AUDIT PLAN 2016/17**

**Decision**

The Audit Plan was noted.

**B4. SESTRAN STATIONS**

The Board considered an update report on various bids from SEStran and the SEStran Authorities as well as the progress on developing the schemes. It also covered the progress on work to reopen the line to Levenmouth, Fife

**Decision**

The Board noted the report and agreed to SEStran's involvement in progressing the schemes.

**B5. ORR RAIL STATION USAGE STATISTICS**

The Board considered a report from Trond Haugen, Advisor to SEStran updating the Partnership Board on the statistics for usage of each station.

**Decision/**

**Decision**

The Board noted the contents of the report.

**B6. MINUTES OF SESPLAN CROSS BOUNDARY TRANSPORT AND LAND USE APPRAISAL**

The Board considered the minutes of the Transport and Land Use Appraisal Group.

**Decision**

The minutes were noted.

**B7. HIGH SPEED RAIL UPDATE**

The Board considered a report, updating it on the work of the High Speed Rail Scotland Group.

**Decision**

The Board noted the report.

**B8.1 DELIVERING THE GOODS – CONSULTATION TOWARDS RAIL FREIGHT STRATEGY**

**Decision**

The Board noted the comments on SEStran's response

**B8.2 SCOTLAND ROUTE STUDY CONSULTATION; RESPONSE BY SOUTH EAST SCOTLAND TRANSPORTATION PARTNERSHIP**

**Decision**

The Board noted the response.

**B8.3 RESPONSE BY SESTRAN TO THE SCOTTISH PARLIAMENTS' RURAL AFFAIRS, CLIMATE CHANGE.**

**Decision**

The Boarded noted the response.

**B8.4 RESPONSE BY SESTRAN TO FORTH CIRCLE RAIL LINK**

**Decision**

The Board noted the response.

**B9 MINUTES OF SUB-GROUPS**

The Board considered the minutes of the following meetings:-

B9.1 Chief Officer Liaison Group – 1<sup>st</sup> March, 2016



**Decision**

The Board noted the minute of the Sub-Group.

**B11. MINUTES OF THE JOINT RTP CHAIRS**

The Minute of meeting held on 1<sup>st</sup> December, 2015 was noted.

**4 AOCB**

The Chair, on behalf of the Board, expressed his thanks and appreciation for Alex Macaulay, the retiring Partnership Director. The Chair mentioned in particular Alex's ability to make a positive change to the transportation sector in South East Scotland, despite the change to capital funding made in 2007; the implementation of the RTPI project and Alex's work as an ambassador and champion for the organisation through his networking and contacts.

In reply, Alex expressed his thanks for the support he had received over the years from the Board, and in particular the Chair; and his appreciation of the hard work and dedication of all of the staff, both senior and junior, had put into SEStran over the years.

**5. DATE OF NEXT MEETING**

The Board noted the next meeting of the Partnership would take place on **Friday 17<sup>th</sup> June 2016, Conference Room 1, Victoria Quay, Edinburgh, EH6 6QQ.**

---