

MINUTE of MEETING of the DEVELOPMENT AND TRANSPORT POLICY DEVELOPMENT AND SCRUTINY PANEL held within MS TEAMS VIRTUAL MEETING, on 1 FEBRUARY 2022.

Present – Councillors Cathy Muldoon (Chair), David Dodds, Tom Conn, Robert De Bold, Chris Horne, Tom Kerr and Dom McGuire

In Attendance – Malcolm Hill (Joint Forum of Community Council's Representative) and John Sives (Joint Forum of Community Council's Representative for Services for the Community PDSP)

1. DECLARATIONS OF INTEREST

No declarations of interest were made.

2. ORDER OF BUSINESS

The Chair advised members that the Panel Members from Services for the Community Policy Development and Scrutiny Panel had been invited to the meeting to participate in discussion on Agenda Item 5 (Housing Needs and Demand Assessment).

3. MINUTE

The panel approved the minute of its meeting held on 9 November 2021.

4. HOUSING NEEDS AND DEMANDS ASSESSMENT 3

The panel considered a joint report (copies of which had been circulated) by the Head of Housing, Customer and Building Services and the Head of Planning, Economic Development and Regeneration advising on the full report of the Housing Needs and Demand Assessment 3 (HNDA3) and to note the intention to submit a further report to Council Executive to seek approval to submit the HNDA3 report to the Scottish Government's centre for Housing Market Analysis (CHMA) for assessment with a view of achieving a "robust and credible" status.

Following a number of questions from panel members it was recommended that the panel notes and considers the following recommendations which were intended to be submitted to Council Executive for approval.

1. Notes the progress of the third South East Scotland HNDA, designed to inform Local Housing Strategies and Local Development Plans in the City of Edinburgh, East Lothian, Fife, Midlothian, Scottish Borders and West Lothian.;

2. Agrees to the submission of HNDA3 to the Scottish Government's CHMA for formal assessment.

Decision

1. To note the terms of the report;
2. To agree that the report be presented to a future meeting of the Council Executive for approval; and
3. To note that the Head of Planning, Economic Development and Regeneration would undertake to provide elected members and community councillors with further training and guidance on this matter and other planning matters as policies developed.

5. VARIOUS ACTIVE TRAVEL STUDIES FUNDED BY SESTRANS AND SUSTRANS

The panel considered a report (copies of which had been circulated) by the Head of Planning, Economic Development and Regeneration advising of the various active travel proposals on seven routes across West Lothian funded by SESTrans and SUSTrans over the last two years.

It was recommended that the panel notes and considers the following recommendations:-

- Notes the contents of the report and the proposed active travel routes that would be incorporated into a forthcoming Local Development Plan 2 and the review of the council's Active Travel Plan.

Decision

To note the terms of the report

6. PROPOSED CONSERVATION AREA AT GOWANBANK ESTATE, BY WESTFIELD

The panel considered a report (copies of which had been circulated) by the Head of Planning, Economic Development and Regeneration advising of a proposal to consult on the establishment of a conservation area at Gowanbank Estate, by Westfield.

It was recommended that the panel notes and considers the following recommendations :-

1. Notes the contents of the report and the proposed conservation area at Gowanbank Estate by Westfield (Appendix 1); and
2. Notes that following public consultation, a report on the outcome

and next stages will be presented to Council Executive.

Decision

1. To note the terms of the report;
2. To note that the proposal would be subject to a period of consultation; and
3. To agree that once the consultation exercise was concluded then the proposal was to be presented to Council Executive for determination.

7. SCOTTISH GOVERNMENT CONSULTATION: SCOTLAND 2045 - DRAFT FOURTH NATIONAL PLANNING FRAMEWORK (NPF4)

The panel considered a report (copies of which had been circulated) by the Head of Planning, Economic Development and Regeneration advising of a proposed response to a Scottish Government consultation on '*Scotland 2045 - Draft National Planning Framework 4 (NPF4), a long-term plan for Scotland*'.

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

1. Notes the content of draft NPF4, the terms of the consultation from the Scottish Government and the reasons for it ([Appendix 1](#));
2. Approves the proposed response to the consultation as set out in Appendix 3 to this report; and
3. Agrees to submit Appendix 3 to Scottish Government as the council's response to the consultation.

Decision

1. To note the terms of the report; and
2. To agree that the report be presented to a future meeting of Council Executive for consideration and determination.

8. ADULT LEARNING REPORT

The panel considered a report (copies of which had been circulated) by the Head of Planning, Economic Development and Regeneration providing an overview of the activity of the Adult Learning team and to

highlight the employability work carried out in partnership with Access2employment.

It was recommended that the panel notes, in particular the broad programme of activity being delivered by Adult Learning and the partnership work with Access2Employment to support employability initiatives.

Decision

1. To note the terms of the report; and
2. To ask officers to consider the inclusion of BSL (British Sign Language) training in the programme

9. 2021/22 FINANCIAL PERFORMANCE - MONTH 6 MONITORING REPORT

The panel considered a report (copies of which had been circulated) by the Head of Finance and Property Services providing members with an update on the financial performance of the Development and Transport Portfolio.

It was recommended that the Panel :-

1. Notes the financial performance of the Development and Transportation portfolio as at month 6;
2. Notes that the Development and Transportation portfolio position at month 6 is part of the overall council budget position reported to Council Executive on 16 November2021
3. Notes any actions required to be taken by Heads of Service and budget holders to manage spend within available resources.

Decision

To note the terms of the report

10. QUARTERLY PERFORMANCE REPORT - QUARTER 3 OF 2021/22

The panel considered a report (copies of which had been circulated) by the Head of Planning, Economic Development and Regeneration updating the panel on the current level of performance for all indicators that support the council's Corporate Plan and are the responsibility of the Development and Transport Policy Development and Scrutiny Panel.

It was recommended that the panel note the performance information and determine if further action or enquiry is necessary for any of the performance indicators in the report.

Decision

To note the terms of the report

11. WORKPLAN

The panel noted the contents of the workplan (copies of which had been circulated) by the Head of Planning, Economic Development and Regeneration.

Decision

To note the contents of the workplan.