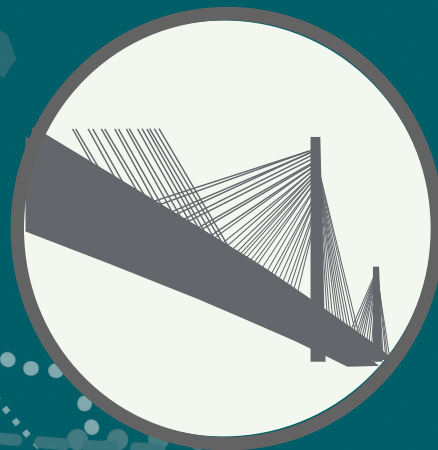


# SESplan

The Strategic Development Planning Authority  
for Edinburgh and South East Scotland

## Planning Performance Framework 2017 - 2018





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## 1 Introduction

**1.1** This is the seventh Planning Performance Framework (PPF) Report submitted to Heads of Planning Scotland (HOPS) by SESplan, the Strategic Development Plan Authority (SDPA) for Edinburgh and South East Scotland.

**1.2** SESplan is also required to prepare an Annual Report covering the same period as the annual PPF Report and containing a review of SESplan's governance arrangements, membership and operation of the SESplan Joint Committee, a review of the key milestones achieved and the year ahead. As there are many cross overs and linkages between the PPF and Annual Report, SESplan have incorporated the Annual Report into this PPF Report and will report the PPF Report only from now onwards.

**1.3** This report covers the period 1 April 2017 to 31 March 2018 .

**1.4** Following the planning review and a period of consultation, the draft Planning (Scotland) Bill is currently under consideration by the Scottish parliament. The Bill proposes to remove Strategic Development Plans (SDP) from the planning system, with regional level planning to be implemented through an enhanced National Planning Framework (NPF) and regional partnerships between local authorities and other stakeholders. The Bill also proposes to remove supplementary guidance as a planning tool. This review of the planning system provides part of the context for the operation of SESplan over the past year and going forward.

## Planning Performance Framework 2016 / 2017 2

Table 2.1 Performance Against Key Markers 2016 / 2017

Performance Marker	RAG Rating	Comments
<b>6. Continuous Improvement</b> <ul style="list-style-type: none"> <li>progress / improvement in relation to PPF National Headline Indicators; and</li> <li>progress ambitious and relevant service improvement commitments identified through PPF report</li> </ul>		<p>You have also achieved all of the key outcomes in relation to the PPF National Headline Indicators.</p> <p>You realised all five of your service improvement commitments, with work on one commitment extending into 2017 / 2018 in support of the planning review. You identify additional service improvement commitments for 2017 / 2018 that largely centre around continued and enhanced engagement and cooperation with stakeholders, elected members, and other SDPAs.</p>
<b>7. Local Development Plan (LDP)</b> less than 5 years since adoption		Your SDP remains up to date.
<b>8. Development Plan Scheme (DPS)</b> - next LDP: <ul style="list-style-type: none"> <li>on course for adoption within 5 years of current plan(s) adoption; and</li> <li>project planned and expected to be delivered to planned timescale</li> </ul>		<p>Your SDP remains on course for adoption within the statutory period.</p> <p>Several key stages relation to the preparation of SDP2 were completed in 2016 / 2017, including the preparation of the Proposed Plan 2 package for submission to Scottish Ministers. This progress suggests you are on track to complete SDP2 within the required 5-year timeframe.</p>
<b>9. Elected Members Engaged Early</b> (Pre Main Issues Report (MIR)) in development plan preparation - <i>if plan has been at Pre MIR stage during reporting year</i>	N/A	
<b>10. Cross Sector Stakeholders* Engaged Early</b> (Pre MIR) in development plan preparation - <i>if plan has been at Pre MIR stage during reporting year</i>  <i>*including industry, agencies and Scottish Government</i>	N/A	
<b>13. Sharing Good Practice, Skills and Knowledge</b> between authorities		You indicate that SDPA managers convene regularly to address common issues like the review of the planning system, and that you

## 2 Planning Performance Framework 2016 / 2017

Performance Marker	RAG Rating	Comments
		have created an electronic hub to facilitate further knowledge sharing among SDP managers. Your annual liaison meeting provides another opportunity to share good practice and lessons learned in the ongoing preparation of SDP2.

Table 2.2 Performance Against Key Markers 2012 - 2017

Marker	2012 - 2013	2013 - 2014	2014 - 2015	2015 - 2016	2016 - 2017
6. Continuous Improvement					
7. Local Development Plan					
8. Development Plan Scheme					
9. Elected Members Engaged Early (Pre MIR)	N/A				N/A
10. Stakeholders Engaged Early (Pre MIR)	N/A				N/A
13. Sharing Good Practice, Skills and Knowledge					

## Defining and Measuring a High Quality Planning Service 3

### Quality of Outcomes

**3.1** SESplan works in partnership with a number of stakeholders and interested parties.

**3.2** The spatial strategy in SDP1 (the approved plan), sets out development principles to be met in delivering the strategy including the promotion of high quality design, energy efficiency and the use of sustainable building materials. SDP1 also recognises the importance of green infrastructure and promotes the delivery of the strategic green network. The approved plan was also based on unprecedented growth assumptions and identified thirteen Strategic Development Areas across Edinburgh and South East Scotland where further growth should be directed. The six LDPs will deliver that growth.

**3.3** The layout of the second MIR and proposed plan was based on creating a sense of the SESplan place - the vision, the strategy, a place to do business, a place for communities and a better connected place. The proposed plan strategy builds on SDP1 and sets out detailed placemaking principles to be taken account of in LDPs. The strategy also requires development frameworks, masterplans and design briefs to be developed with local people and to align with relevant community plans.

**3.4** The Joint Committee agreed that the support of sustainable economic growth should be at the core of the second SDP and the proposed plan is focused on this. Across the SESplan area there is already sufficient employment land offering a range and choice of sites. The challenge is to ensure that the land is in a serviced state and well connected to infrastructure networks including broadband to increase its attractiveness to investors. Similarly there is also a significant supply of housing land. Because of economic conditions since 2008 and the challenges these have presented to the development industry, a number of opportunities identified through existing plans remain unrealised. Acknowledging that the SDP1 strategy extends over a 20 year period to 2032 and the commitment made by the public and private sector to the delivery of existing sites, the proposed plan gives continued support to these. Economic research commissioned to inform both SDP2 and the City Region Deal, including work on economic scenarios underpinning estimates of housing need and demand, has been shared among the partners in both projects.

**3.5** Under a place to do business, SESplan works in partnership with the City Region Deal for Edinburgh and South East Scotland. This collaboration is reflected in the proposed plan and the accompanying Action Programme, which identifies infrastructure required to support sustainable economic growth. The City Region Deal Partnership proposes the development of a regional economic strategy which will influence future development plans. The approved plan supports the Scottish Government's key economic sectors.

**3.6** The SESplan Action Programme has informed the City Region Deal proposal and the development of that proposal is reflected in the Action Programme. The Action Programme was updated in consultation with Key Agencies and the six member authorities and republished in September 2013, September 2015 and alongside the proposed plan in October 2016. Regular monitoring and updating of the Action Programme in consultation with these partners will further improve the co-ordination of action and increase certainty for all stakeholders.

### 3 Defining and Measuring a High Quality Planning Service

**3.7** SESplan have worked with Scottish Enterprise and Visit Scotland to ensure that the proposed plan supports key growth sectors. These and other partners have identified appropriate locations for significant business clusters and locations for tourism and recreational developments of national or regional importance.

**3.8** SESplan is also working with Transport Scotland and member authorities to improve understanding of cross boundary transport impacts of development promoted in the approved plan. The outputs of this work will inform future work on infrastructure funding and delivery including the development of a cross boundary transport contributions framework. This is intended to be adopted as Supplementary Guidance within one year of the approval of SDP2.

**3.9** SDP1 and the proposed plan support the development of a strategic green network across the city region and the delivery of this through the Edinburgh and Lothian's Green Network Partnership. SESplan, member authorities, SNH and others collaborated to identify priority areas for the green network. The proposed plan proposes the preparation of supplementary guidance setting out strategic frameworks for two cross boundary green network areas and non-statutory frameworks for other priority areas.

#### Quality of Service and Engagement

**3.10** Consultation exercises throughout the preparation of SDP2 have seen an increased commitment to engaging with the wide number of stakeholders in the city region. Preparation of the Engagement Strategy for both the MIR and proposed plan saw SESplan identify key stakeholder groups and enabled us to tailor consultation methods to each group. Following from the positive outcomes of the MIR2 consultation, such as increased participation from community groups and the public as a whole, an overarching SESplan Stakeholder Strategy was prepared. This demonstrates how we will continue to work with key stakeholder groups throughout the plan making process and beyond. Key aims include increased awareness of development planning and continued growth in engagement with typically under represented groups.

**3.11** SESplan uses a number of methods to ensure clear and frequent communication with our stakeholders. We regularly post updates using social media and our website and produce email updates which are sent out to our mailing list of over 1,000 stakeholders. SESplan's Twitter following has also seen steady growth.

**3.12** Demonstrated through the MIR, Annual Housing Update and Cross Boundary Transport Study Easy Read Guides, we are committed to ensuring we use clear plain English and accompany information with engaging maps and graphics where appropriate.

**3.13** SESplan utilises technology to assist in the submission and management of consultations. SESplan's [Consultation Portal](#) has been in operation since 2013 and allows users to both sign up to the SESplan mailing list and respond to consultations online.

**3.14** Technology is also used to share information across the six Member Authorities through Objective Connect. This is an online document sharing system which allows for information to be uploaded, comments to be made and automatic notifications provided to the nominated representatives. This allows data sharing among project teams members as



## Defining and Measuring a High Quality Planning Service 3

well as the sharing of agendas and papers with the Project Board and Joint Committee across the six member authorities. This has provided resource efficiencies to the Core Team in that a single point of information sharing is used on a consistent basis.

### Governance

**3.15** The SESplan Joint Committee was formally established in November 2008, following the agreement of the SESplan Constitution, Scheme of Delegation and Financial Rules. Paragraph 1.1 of the SESplan Constitution sets out that: *'The following planning authorities comprise the Strategic Development Planning Authority ("the Authority") for the Edinburgh city region: the City of Edinburgh Council, East Lothian Council, Fife Council, Midlothian Council, Scottish Borders Council and West Lothian Council.* This group of authorities has a statutory duty under Section 4 of the Planning etc. (Scotland) Act 2006 ("the Act") to work together and prepare, and keep under review, an SDP for the Edinburgh city region.

**3.16** SESplan is made up of a Joint Committee comprising two Elected Members from each member authority, a Project Board (one Director / Head of Service from each member authority) and a Core Team. The Core Team is supported by an Operational Group (one Manager / Team Leader from each member authority) and a series of project teams, which include resources from each of the member authorities. Representatives of the key agencies also contribute to some project teams, for example on green networks, a place to do business and a better connected place.

**3.17** The Core Team are based in the West Lothian Civic Centre in Livingston. Fife Council provides HR, payroll and financial services support to the team whilst Scottish Borders Council provides legal support.

**3.18** The membership of the SESplan Joint Committee as at 31 March 2018 is set out in Table 3.1 below.

**Table 3.1 SESplan Joint Committee Membership 31 March 2018**

SESplan Member Authority	SESplan Joint Committee Member
City of Edinburgh	Cllr M Child, Cllr N Gardiner
East Lothian	Cllr J Goodfellow, Cllr N Hampshire
Fife	Cllr J Beare (Convener), Cllr A Craik
Midlothian	Cllr R Imrie (Vice Convenor), Cllr P Winchester
Scottish Borders	Cllr S Bell, Cllr T Miers
West Lothian	Cllr D McGuire , Cllr C Muldoon

**3.19** Three meetings of the SESplan Joint Committee have been held over the period 1 April 2017 - 31 March 2018 as follows:

### 3 Defining and Measuring a High Quality Planning Service

- 26 June 2017;
- 27 November 2017;
- 19 March 2018.

**3.20** Agendas and minutes of all SESplan Joint Committee meetings are available [here](#).

**3.21** The Joint Committee has a clear decision making structure set out in its Constitution and Scheme of Delegation. Responsibilities regarding financial matters are set out in SESplan's Financial Rules. Since the inception of SESplan these documents have been under continuous review and amendments have been made to streamline decision making where possible. A SESplan Service Plan and revised statement on Roles and Responsibilities were implemented in February 2014. The Joint Committee also adopted Standing Orders to assist in the management of its operation.

**3.22** In 2017 / 2018, the key item for Joint Committee consideration was the approval of the proposed plan for submission to the Scottish Ministers for examination. The Joint Committee also considered the 2016 Annual Housing Update and DPS10 as well as operational matters related to finance, risk management, accounts and audit. The Convenership of the Committee also rotated from Scottish Borders to Fife in January 2018. Member briefings on SESplan and its work continue throughout the year.

#### Culture of Continuous Improvement

**3.23** All members of the Core Team participate in Fife Council's contribution management and personal development planning programme. All members of the team review and update personal development plans six monthly to address professional development needs and address skills gaps within the team.

**3.24** The Core Team maintains and reports against the standards and targets set out within the SESplan Service Plan. A lessons log is maintained and this has informed project planning throughout the preparation of SDP2. The log has highlighted lessons related to handling representations and the use of software to assist the receipt, processing and analysis of comments received, project planning and the initiation of project plans and project teams incorporating the involvement of other services, key agencies and stakeholders where appropriate, the importance of raising the SESplan profile and awareness of strategic planning across the region and ensuring key governance documents including the SESplan Constitution are kept under review.

**3.25** Through ongoing liaison and discussion, officers across the SDPAs continue to share experience and learning on strategic planning matters. The SDPA Managers meet regularly to address emerging issues, for example on the review of the planning system.

## Supporting Evidence 4

**4.1** This report was compiled and draws on evidence from the following:

- [Development Plan Scheme 10](#)
- [Strategic Development Plan 1](#) and related documents including:
  - Supplementary Guidance on Housing Land;
  - Strategic Environmental Assessment;
  - Equalities and Human Rights Impact Assessment;
  - Habitats Regulations Appraisal;
  - Action Programme; and
  - Background Technical Notes relating to Spatial Strategy Assessment, Housing, Economy, Transport, Minerals, Waste, Green Belt and Green Network;
- [Main Issues Report 2](#), Easy Read Guide and supporting documents including:
  - Interim Environmental Report;
  - Monitoring Statement;
  - Equalities and Human Rights Impact Assessment; and
  - Background Technical Notes on Housing Land, Economy, Spatial Strategy, Green Networks, Waste and Minerals;
- [Proposed Plan 2](#) and supporting documents including:
  - Action Programme;
  - Environmental Report;
  - Housing Background Paper;
  - Green Network Technical Note;
  - Record of Habitats Regulation Appraisal;
  - Transport Appraisal;
  - Strategic Flood Risk Assessment; and
  - Equalities and Human Rights Impact Assessment;
- Proposed Plan 2 [Submission Package](#) including the Summary of Unresolved Representations set out within Schedule 4s;
- [SESplan Consultation Portal](#);
- SESplan [Governance and financial reporting](#) including the SESplan Constitution, Scheme of Delegation and Financial Rules;
- [SESplan Joint Committee Reports, Decisions and Minutes](#); and
- [SESplan website](#), [Twitter \(@SESplan\)](#) and [Facebook](#).

## 5 Key Achievements 2017 / 2018

### Strategic Development Plan 1

#### Infrastructure - Transport

**5.1** Action 112 in the SESplan Action Programme is to *'develop a project to explore cumulative and cross border impacts and mechanisms for funding infrastructure enhancements. To include an examination of the principles and potential of cross border developer funding.*

**5.2** Transport Scotland led on a project to identify the cumulative and cross boundary impacts of SDP1 and LDP housing and employment development on the SESplan Transport Network - the Cross Boundary Transport Project. The [Cross Boundary Study](#) was published in April 2017. The outputs from this work are informing further work on transport appraisal and a developer contributions framework to be set out within supplementary guidance as signposted in the proposed plan. Discussions with Transport Scotland, SEStran and the six member authorities are ongoing.

### Strategic Development Plan 2

#### Proposed Plan 2 - Submission for Examination

**5.3** In 2017 / 2018, SESplan were focused on the submission of the second proposed plan for examination.

**5.4** A total of 168 consultees responded to the proposed plan publication, making 802 comments. Following the close of the period for representations in November 2016, the 802 representations were analysed. Paragraph 106 of Circular 6/2013 (Development Planning) states that in preparing a plan for examination, the planning authority must prepare a summary of unresolved issues. This summary is to group the representations into a smaller number of issues. It is to:

- Number and list all the unresolved representations and name the people making the representations;
- Include a summary of the issues raised in the representations, in the form of a Schedule 4, with a separate Schedule 4 used for each group of unresolved issues; and
- Include the authority's reasons for not modifying the plan.

**5.5** On this basis 17 issues set out within 25 Schedule 4s were identified:

- Issue 1 - The Vision;
- The Strategy;
  - Issue 2.1 - The Spatial Strategy;
  - Issue 2.2 - Green Belt and Related Designations;

## Key Achievements 2017 / 2018 5

- Issue 2.3 - Brownfield Land;
- Issue 2.4 - Prime Agricultural Land;
- Issue 2.5 - Key Area of Change South East;
- Issue 2.6 - Key Area of Change Edinburgh and West;
- Issue 2.7 - Key Area of Change Fife;
- Issue 2.8 - Key Area of Change Scottish Borders;
  
- Issue 3 - Placemaking Principles;
- Investment and Employment;
  - Issue 4.1 - Investment and Employment;
  - Issue 4.2 - Rural Economy;
  
- Issue 5 - Responsible Resource Extraction;
- Issue 6 - Zero Waste;
- Issue 7 - A Low Carbon Economy;
- Issue 8 - Increasing Housing Delivery;
- Issue 9 - 2018 – 2030 Period and Five Year Land Supply;
- Issue 10 - Affordable and Specialist Housing;
- Issue 11 - Thriving Town Centres;
- Issue 12 - Enhanced Green Networks;
- Issue 13 - Supporting Non Car Travel;
- Issue 14 - Strategic Transport Improvements;
- Issue 15 - Funding Transport Infrastructure;
- Issue 16 - Other Infrastructure; and
- Issue 17 - Other Issues.

## 5 Key Achievements 2017 / 2018

**5.6** No representations were received which were considered to require a change to the proposed plan's strategy and / or themes around the vision, spatial strategy, a place to do business, a place for communities and a better connected place. It was therefore recommended to the SESplan Joint Committee at its meeting on the 13 March 2017 that no modifications are made to the proposed plan. Just prior to the meeting, the draft Cross Boundary Transport Study was circulated to the Core Team and the stakeholder steering group by Transport Scotland. The Joint Committee therefore agreed at its meeting on the 13 March that it would not be appropriate to approve the proposed plan for submission for examination until further understanding of the report and its implications for the proposed plan and its strategy were known.

**5.7** The SESplan Joint Committee deferred a decision until the next Committee meeting. At its meeting on 26 June 2017 following local government elections on the 4 May, the Committee approved the proposed plan for submission for examination and the plan was submitted to the Planning and Environmental Appeals Division (DPEA) of the Scottish Government. The examination formally commenced in August 2017.

**5.8** Under Regulation 22 of the Town and Country Planning (Development Planning) (Scotland) Regulations 2008, the appointed reporter can request, by way of notice, further information in connection with the examination. Twelve further information requests have been received to date related to Issue 2.2 (the Green Belt and Related Designations), Issue 2.3 (Brownfield Land), Issue 2.7 (Key Area of Change Fife), Issue 4.1 (Investment and Employment), Issue 4.2 (Rural Economy), Issue 5 (Responsible Resource Extraction), Issue 6 (Zero Waste), Issue 7 (A Low Carbon Economy), Issue 8 (A Low Carbon Economy) and Issue 8 (Increasing Housing Delivery).

**5.9** SESplan have submitted responses to all further information requests for consideration by the reporter, with all comments submitted by SESplan and other parties available for view / download on the [DPEA](#) website. The examination is expected to be concluded by the end of June 2018.

## Service Improvements 6

Table 6.1 SESplan Service Improvements 2017 / 2018

Service Improvements 2017 / 2018	Complete (Yes / No)
<b>1. Increase engagement with member authority services, agencies and other stakeholders in the SDP</b> - SESplan are committed to continued engagement and will continue to prepare and keep under review the overarching SESplan Stakeholder Strategy and project related engagement strategies as required.	<p>Ongoing</p> <p>SESplan are committed to continued engagement and have kept under review the SESplan Stakeholder Strategy. Regular updates have been circulated by email and in hard copy advising all registered stakeholders and interests of the submission of the proposed plan for examination.</p> <p>Further updates including on social media will be circulated following the publication of the report of examination.</p> <p>Project related engagement strategies will be prepared for the publication of supplementary guidance as and when required.</p>
<b>2. Continue SDPA liaison to share experience and resources</b> - The SDPA teams held their annual liaison meeting allowing all team members to discuss SDP preparation and examples of good practice and lessons learned in August 2016 (hosted by SESplan) and March 2017 (hosted by CLYDEplan). Through ongoing liaison and discussion, officers across SDPAs will continue to share experience and learning on relevant strategic matters. The SDPA Managers will continue to meet regularly to address emerging issues, for example on the independent review of the planning system.	<p>Yes.</p> <p>The SDPA Managers have met on a regular basis and with Scottish Government as necessary (October 2017 and January 2018), with discussions across SDPA officer groups on examples of good practice and lessons learned for strategic planning ongoing.</p> <p>SDPA team liaison has not progressed as regularly as teams in each of the SDPAs have depleted following the publication of the Planning Bill and officers taking up posts outwith strategic planning.</p>
<b>3. Continue Elected Member Engagement</b> - The SESplan team have continued to brief elected members within the member authorities and have undertaken workshops with the SESplan Joint Committee on emerging issues. A briefing for new members to SESplan will be held in mid June 2017 once the	<p>Yes.</p> <p>Following local government elections in May 2017, a Member Briefing Pack was circulated to all continuing and new Members. This included information on key facts for SESplan, the approved SDP1, the proposed plan and key contacts at SESplan.</p>



## 6 Service Improvements

Service Improvements 2017 / 2018	Complete (Yes / No)
<p>membership of the Joint Committee has been confirmed following local government elections in May 2017. In accord with the overarching SESplan Stakeholder Strategy further briefings will be offered at key stages in the project programme. These will promote the work of the SDPA and provide an opportunity for further dialogue on the SDP2 and its relationship with LDPs.</p>	<p>SESplan officers also attended member briefings in each of the member authorities where requested.</p> <p>Further SESplan Joint Committee Member briefings were held in June and November 2017 and March 2018. These briefings centred on the submission of the proposed plan for examination and next steps to approval, preparation of supplementary guidance and the ongoing planning review.</p>
<p><b>4. Improve customer feedback</b> - In accordance with the SESplan Stakeholder Strategy, stakeholders will continue to be invited to give feedback on all aspects of SESplan engagement activities.</p>	<p>Yes.</p> <p>Stakeholders are invited to give SESplan feedback on all aspects of engagement activities and it's continued operation through the SESplan Consultation Portal and by email to <a href="mailto:contactus@sesplan.gov.uk">contactus@sesplan.gov.uk</a>.</p> <p>Feedback will continue to be sought at future engagement points including the publication of supplementary guidance.</p>
<p><b>5. Support the delivery of the Planning Review</b> - The recent planning review undertaken by Scottish Government has set out that SDPs will be abolished to be replaced by regional working partnerships. The role and remit of these partnerships have not yet been defined. SESplan will work with Scottish Government and other SDPAs to identify options for regional partnerships and to support their delivery.</p>	<p>Yes.</p> <p>SESplan has continued to operate in accordance with the current Planning Act and has submitted the proposed plan for examination within statutory timescales.</p> <p>Discussions are ongoing with other stakeholders including the member authorities, Scottish Government, City Region Deal, SEStran and the other SDPAs on the establishment of regional partnerships. The role and remit of these partnerships is still to be defined by Scottish Government, however initial options for the future of SESplan in 2018 / 2019 and beyond are under review and discussion.</p>



## Service Improvements 6

Table 6.2 SESplan Service Improvements 2018 / 2019

Service Improvements 2018 / 2019	
1.	<p><b>Continue to support the delivery of the planning review</b> - The Planning Bill published in December 2018 removes the requirement to prepare SDPs with secondary legislation likely to introduce a power to direct authorities to provide information, collaboratively if appropriate, to assist in the preparation of the NPF through wider regional partnership working.</p> <p>Transitional arrangements together with the role and remit of working collaboratively have not yet been published by Scottish Government. SESplan will continue to work with the member authorities, Scottish Government, City Region Deal and SEStran on the transition to working as part of a wider regional partnership.</p>
2.	<p><b>Continue communication on the delivery of the planning review</b> - SESplan is committed to continued engagement and will continue to circulate regular updates on the progress of the Planning Bill and transition of SESplan to wider regional partnership working.</p>
3.	<p><b>Continue engagement</b> with member authority services, agencies, stakeholders and wider customers on the development of supplementary guidance - In accordance with the SESplan Stakeholder Strategy, stakeholders will continue to be invited to give feedback on all aspects of SESplan engagement activities.</p>
4.	<p><b>Delivery of Supplementary Guidance</b> - SESplan will deliver supplementary guidance required through the proposed plan within one year of the approval of SDP2.</p>

## 7 National Headline Indicators

Key Outcomes	2017 / 2018	2016 / 2017
<b>Development Planning</b>		
<p>Age of Local / Strategic Development(s) (years and months) at end of reporting period</p> <p><i>Requirement: less than 5 years</i></p>	<p>SDP1 approved June 2013 (age 4 years &amp; 9 months.</p> <p>Supplementary Guidance on Housing Land adopted by all SESplan Member Authorities October 2014.</p> <p>DPS10 approved 19 March 2018.</p>	<p>SDP1 approved June 2013 (age 4 years &amp; 9 months.</p> <p>Supplementary Guidance on Housing Land adopted by all SESplan Member Authorities October 2014.</p> <p>DPS9 approved 13 March 2017.</p>
<p>Will the Local / Strategic Development Plan(s) be replaced by their 5th anniversary according to the current development plan scheme? (Y / N)</p>	<p>N - The second proposed plan was submitted for examination by SESplan within 4 years of the approval of SDP1 in accordance with statutory timescales.</p> <p>The examination formally commenced in August 2017, with a target date of the 6 April 2018. The examination is ongoing with the report of examination anticipated to be published by the end of June 2018. The timescales are outwith the control of SESplan.</p> <p>On this basis, a decision on the approval of SDP2 by Scottish Ministers is expected around September 2018.</p>	<p>Y</p>
<p>Has the expected date of submission of the plan to Scottish Ministers in the development plan scheme changed over the past year? (Y - earlier / Y - later / N)</p>	<p>N - The second proposed plan was submitted for examination on the 26 June 2017, in accordance with the 4 year deadline for submission.</p>	<p>Y - Anticipated to be submitted for examination in Spring 2017, however further information relating to transport was received immediately prior to the Joint Committee meeting in March 2017 to meet this timescale. The Proposed Plan</p>

## National Headline Indicators 7

Key Outcomes	2017 / 2018	2016 / 2017
<b>Development Planning</b>		
		will be considered at the next meeting of the Joint Committee on the 26 June 2017.
Were development plan scheme engagement / consultation commitments met during the year? (Y / N)	Y	Y

## 8 Workforce Information

**8.1** At the 31 March 2018, the SESplan Core Team consists of one permanent and one temporary member of staff - Acting SDP Manager / Lead Officer and a Graduate Planner (nine month contract to May 2018).

**8.2** The Core Team has been based in the West Lothian Civic Centre in Livingston since December 2014. Fife Council provides HR, payroll and financial support to the SESplan Core Team.

**8.3** The Project Board appointed the Lead Officer as part time Acting SDP Manager from January 2017. Decisions regarding staffing and the long term operating budget of SESplan are now under continuous review following the publication of the Planning Bill and that SDPs will no longer be prepared. Given this, the current operating budget for 2018 / 2019 is limited to statutory functions and the future SDPA work programme under review.

	Tier 1 - Chief Executive	Tier 2 - Director	Tier 3 - Head of Service	Tier 4 - Managers
Head of Planning Service				0.4

		DM	DP	Enforcement	Other
Managers <sup>(1)</sup>	No. Posts				
	Vacant				
Main Grade Posts	No. Posts		1.86		
	Vacant				
Technician	No. Posts				
	Vacant				
Office Support / Clerical	No. Posts				
	Vacant				
<b>Total</b>			<b>1.86</b>		

Staff Age Profile	Number
Under 30	
30 - 39	1

1 Managers are those staff responsible for the operational management of a team / division. They are not necessarily line managers.

## Workforce Information 8

Staff Age Profile	Number
40 - 49	
50 and Over	1

