

## West Edinburgh Project Board / inception meeting action note Friday 22/11/2019

Location: CEC Offices, Waverley Court, EH8 8BG

Present: 38(1)(b)

38(1)(b)

38(1)(b)

Apologies 38(1)(b)

### Matters arising from previous meeting

Communications and engagement strategy to be set up. Stakeholders/interested parties have been informed of study and that further engagement will take place.

### Key Discussion Points

Consultees have been appointed, main aim for inception meeting is for looking at the approach to the study and how it fits against the complicated landscape of Council programmes, NPF4, etc.

Aim is to arrive at a consensus of vision, against the challenging complexities with the study end uncertainty around West Edinburgh.

CityPlan 2030 Choices document is to be published for consultation in January; it had been delayed for the general election. Point to West Ed and invite views.

Other documents and strategies across organisations and partners have an effect, therefore strategy alignment critical for all. **ACTION**

Discussion took place around inclusive growth and how it was to be defined within the study.

### Agreed Actions

The following actions were agreed:-

- Prepare a communications and engagement strategy.
- Align study against other strategies/documents.

## Project Board Meeting Agenda Meeting 3 West Edinburgh Spatial Strategy for Inclusive Growth

Date: Tuesday 11 August, 2020

Time: 1230

Location: MS Teams meeting: [meeting link](#)

1. Welcome and introductions
2. Matters arising
3. Phase 1 output report: presentation by AECOM-led study team, followed by discussion and consideration.
4. Outline proposal and approach for Phase 2: presentation by AECOM-led study team, followed by discussion and consideration.
5. AOB/DONM

## West Edinburgh Project Board / Meeting 3 action note Tuesday 11 August 2020

**Location:** MS Teams online meeting

**Present:** 38(1)(b)

38(1)(b)

38(1)(b)

**Apologies:** 38(1)(b)

### 1. Welcome and introductions

38(1)(b) welcomed all

### 2. Matters arising

Alignment against other appropriate strategies and documents; has been ongoing through Phase 1. Important to ensure connections and alignment with City Plan 2030 – Choices response has now been published and the role of West Edinburgh is prominently mentioned. 38(1)(b) to circulate link to the Choices response.

Communications with stakeholders outlined, and 38(1)(b) as points of contact.

### 3. Phase 1 output report

38(1)(b) presented Phase 1 study report, outlining propositions and interventions.

Subsequent discussion main points:

- With the possibility of a hybrid of propositions, useful to explore the relationship between the proposals and smaller geographical units in West Edinburgh and the prospect of applying matrix at a micro level. Phase 1 provides thematic optioneering, Phase 2 will examine how this sits within the actual physical landscape of West Edinburgh.
- Propositions are interesting in giving long term vision and handling incremental change. Important now to run in parallel with City Plan 2030 and LDP team.
- Important to conclude what is feasible and what needs to be prioritised, and what challenges are being presented by Covid-19 as study moves into Phase 2 e.g. impact of Covid-19 on workspaces and potential need for shared sustainable spaces at transport interchanges.
- All present agreed Phase 1 study report, 38(1)(b) to follow up with confirmation by email.

### 4. Phase 2 scope and approach

3(1)(presented proposed scope and approach to Phase 2 of study.

Subsequent discussion main points:

- Important to involve APOG (All Party Oversight Group) at start of Phase 2.
- Phase 2 timeline should tie in with other timelines e.g. City Plan 2030, Regional Growth Framework from City Region Deal, NPF4.
- Should examine how hybrid options align with national plans and aspirations in other areas.
- Phase 2 will be a more public study than Phase 1 and will involve community, commercial and political interests, and the challenges this brings to deliver an end point with credible buy-in.
- Aecom-led study team to write up Stage 2 proposal for consideration, to liaise with Project Team, and agreement to proceed by Project Board to be by email.

**Agreed actions:**

- circulate Choices response.
- 3(1)(confirm Project Board agreement of Phase 1 study report by email.
- Study team to write up Stage 2 proposal for consideration by Project Board.

## **West Edinburgh Project Board / Meeting action note**

**0930, Thursday 6 May 2021**

**Location:** MS Teams online meeting

**Present:** 38(1)(b)

38(1)(b)

38(1)(b)

**Apologies:** 38(1)(b)

**1. Welcome and introductions**

3(1)(welcomed all

**2. Project Update**

3(1)(outlined the process towards arriving at the strategy document, and that it takes the form of a main strategy document, supported by other documents. Set out next steps for approvals.

**3. Strategy Presentation**

38(1)(b) gave presentation on Phase 2 report, including:

- Refresher on Phase 1
- Approach to Phase 2, current position and what would happen next
- Outline of main document and the support documents.

**4. Q&A and feedback**

- Broadly speaking all information is in the report and documents, though need to be mindful to ensure this is drawn out to ensure a clear direction towards vision from the strategy.
- Perhaps missing on what was needed to be different in future key policy terms to realise vision e.g. to counter pockets of deprivation, car dependency, single-use environment, weak social-demographic mixing.
- Discussed issue of land ownership; in the case studies land is often owned by the state/authorities but not the case in Scotland. This is one of the reasons for the development of dependencies within the report, and shaping how they develop and fit with emerging government policy.

- Would need to start thinking of the tools to make the vision happen, and the use of levers to progress.
- Report mentions the infrastructure first approach, (1) outlined position of work in City Deal/WETA and the outline business case. These could be positioned as an early delivery for the strategy, sending a powerful message.
- Point made that rare for a city to have this space; not building gains future space and opportunities. Structures and mechanisms to progress might not exist in the present though could be there in future.

5. **Discussion on partner approvals/Strategy Status**

- (1) outlined that in the short term were looking to finalise the report to create a compelling vision backed up with the supporting information. This would then progress to elected members engagement and potentially the August Policy & Sustainability Committee. Would therefore need consideration with alignment with City Plan 2030.
- Report would be intended not as a decision-making document but would guide future development and intervention, and to gain approval in partnership work with delivery of strategy.
- Once feedback and comments taken on board, the updated report would be circulated to Project Board in advance of next board meeting to ensure everyone has time to read ahead of the meeting.
- Final draft would be put to for appraisal through consultation. Would look to start engaging with some community groups in advance of August, then formal consultation from August to approve final strategy document.
- (1) agreed to produce projected milestones for comments, committees, etc. to give structure to the process to completion of Phase 2.
- Study team would update report based on comments then issue document to partner project team for further comment. Project team holding workshop on 20 Mat to provide further feedback towards final draft document to be circulated to board members.

**Agreed actions:**

- (1) to produce projected milestones/timeline towards completion
- (1) to circulate final draft document to board in advance of next project board meeting.

**West Edinburgh Project Board / Meeting action note**

**1530, Monday 14 June 2021**

**Location:** MS Teams online meeting

**Present:** (b) 38(1)

(b) 38(1)

(b) 38(1)

**Apologies:** (b) 38(1)

1. **Welcome and introductions**

(1) welcomed all

2. **Presentation of draft Final Strategy**

(1) presented slides as overview

3. **Discussion and feedback**

(1)

4. **Next steps**

Broadly sp

5. **Discussion on partner approvals/Strategy Status**

- 8(1)(b)

**Agreed actions:**

West Edinburgh Project Board meeting on Monday 14 June  
agenda

- Welcome and introduction
- Presentation of draft Final Strategy
- Discussion and feedback
- Next steps
- Close

West Edinburgh Project Board meeting on Thursday 6 May  
agenda

Welcome

Project Update

Strategy Presentation – Consultancy Team

Q&A and Feedback – All

Discussion on partner approvals/Strategy Status - All

Close