

Making it Happen Action Plan

Action	Timescale	First Step	Led by
1 Improve engagement between all the stakeholders involved in the planning process by:			
1.1 Establishing a new permanent development forum to facilitate regular engagement between senior Council officers, the development industry, agents and property groups.	By Spring 2009	Discussions between the City of Edinburgh Council (CEC), Chamber of commerce and Edinburgh Business Assembly (EBA) to establish which groups should be involved.	TBC
1.2 Preparing the business community to engage in the preparation of the new strategic and local development plans.	From Spring 2009	Establish a permanent development forum.	TBC
1.3 Considering the needs of a processing agreement and submit ideas to government.	By end of 2008	Convene short life sub group of Development Forum	TBC
1.4 Reviewing the role of the EBA in relation to its communications with other organisations.	End of 2009	Exploratory discussions to be held with EBA	EBA
2 Encourage the business community to support further skills training in the planning service by:			
2.1 Engage the business community in helping to improve understanding of development economics within the planning service.	By Spring 2009	Investigate how this can be integrated with on-going training activity.	CEC
2.2 Pursuing opportunities for staff secondments/work experience between CEC and private sector.	By Spring 2009	Discuss progress of recent initiative with the Improvement Service	CEC/D&W
3* Continue ongoing culture change programme within CEC Planning service by:			
3.1 Developing internal project management and support arrangements.			
3.2 Streamlining the development management process with a focus on end to end delivery and empowering planning officers to become 'development facilitators'			
3.3 Ensuring that a project manager/facilitator is involved in all relevant areas of a planning application and is responsible for collating all necessary facts. Empowering planning officers to build effective partnerships with developers and agents that will ensure that all parties are fully informed at every stage of an application.	By Spring 2009	Review development management charters so that all participants in the planning process are aware of ongoing changes and their implications.	CEC
3.4			
4 Improve the current planning communication and information strategy by:			
4.1 Using the development plan as a communication tool.	By Spring 2009	Develop on-line development plans	CEC
4.2 Initiating discussions with developers and agents about how planning policies and practice should best be disseminated and presented.	By Spring 2009	Investigate possibility of including regular updates in Capital Review.	CEC
5 Increase resources for the planning service by:			
5.1 Determining how increased planning fees should best be allocated to enhance resources available to ancillary teams that input to the planning process.	By Summer 2009	Continue lobbying Scottish Government	CEC
6 Improve awareness and practice of changes in the planning process by:			
6.1 Developing an industry wide 'concordat' between developers and local government.	End of 2009	Hold initial discussions with City Council to explore options.	Macdonald Estates
6.2 Developing best practice for developers to employ in pre-application community engagement techniques.	End of 2009	D&W to scope brief with CEC.	Dundas & Wilson
7 Develop a city wide vision by:			
7.1 Developing a draft city region economic framework in partnership with the private sector, Scottish Enterprise and other local authorities across the region.	Apr-09	Host city region conference on 5 th November.	CEC
7.2 Convening round tables with Cllrs/officers/private sector as part of the SDP process.	Autumn 2008	Build into SDP project programme	CEC
8 Develop a shared understanding of economic trends and issues as a basis for decision making by:			
8.1 Exploring opportunities for sharing strategic economic intelligence and jointly commissioning research on the Edinburgh and regional economy.	End of 2009	Identify gaps in economic information which could be addressed through joint research.	CEC

*These actions are either already part of or will be incorporated into the Council's existing culture change programme.