
Planning, Infrastructure and Place Advisory Group: Minute

Meeting No: 3
Date and Time: 12th December 2023 10:00-14:00
Place: Online only

Attendees

Joint Chairs

Fiona Simpson, Scottish Government
Tony Rose, Scottish Futures Trust

Core Group

Richard Ballantyne, British Ports
Susan Campbell, Scottish National Investment Bank
David Cowan, Scottish Government
Iain Docherty, Stirling University
Pam Ewen, Heads of Planning Scotland
John Hamilton, Winchburgh Developments
Martin McKay, Clyde Gateway
Pauline Smith, Development Trust Association Scotland
John Trower, Optiminity
Soren Jensen, Infrastructure Transparency
Hamish Trench, Scottish Land Commission
Scott Mathieson, Scottish Power Energy Networks
Rachel Skinner, WSP

Support

Lorna Aird, Scottish Government
Katie Ferrie, Scottish Futures Trust
Greg Walker, Scottish Government
Steven Mackie, Scottish Government

Apologies

Jane Wood, Homes for Scotland
Francesca Osowska, Nature Scot
Ailsa Raeburn, Community Land Scotland
Kat White, Scottish Government
Suzanne Stephen, Scottish Government (Support)
Lynne Ward, Scottish Futures Trust (Support)

Item	Topic	Action
1.0	Introduction & Apologies	
	FS welcomed everyone to the third meeting of PIPAG and provided a high-level overview of the agenda and objectives of the meeting.	
2.0	Minute of Previous Meeting	
	There were no comments, amendments or additional points.	
3.0	Action from Previous Meeting	
	<p>Actions from the previous meeting were discussed and it was noted that majority of actions are now complete. It was noted that the action to write-up the Winchburgh template was currently at draft stage and was due to be discussed at today's meeting.</p> <p>There were no additional comments from the group.</p>	
4.0	Winchburgh Discussion	
	<p>TR introduced this section of the meeting and provided a summary and some reflections of the group's recent site visit to Winchburgh on 7th September for those unable to attend. The Winchburgh infrastructure template was introduced and it was noted that the paper was developed to draw together the discussion, insights, findings and outcomes of the site visit. The Short Life Working Group (SLWG) paper was also briefly introduced and it was noted that the rationale for this paper was to develop a focussed group to further consider the lessons learned from the Winchburgh project, with particular focus on funding and financing mechanisms and the roles of the key players involved.</p> <p>It was highlighted that the purpose of today's Winchburgh discussion was for the core group to reflect on the two papers and to consider the key infrastructure opportunities and challenges that arose from the Winchburgh site visit, with a view to agreeing the key drivers of activity the group can explore further. There was recognition that the core group cannot address all opportunities and challenges that are identified, but that dedicated SLWGs could provide a platform for self-identifying members of the group to focus on specific priority areas relevant to particular place-based examples.</p> <p><u>Winchburgh Infrastructure Template</u></p> <p>There was an initial broad discussion around the energy infrastructure provision for Winchburgh, particularly for new residential developments. The option of a dedicated session to focus on energy systems, grid interface and infrastructure processes led by SPEN was proposed.</p>	<p>Secretariat: To explore option of dedicated session on energy systems infrastructure supported by SPEN.</p>

Item	Topic	Action
	<p>A wider discussion followed regarding the structure, content, and recommendations of the Winchburgh Infrastructure Template paper, with the group sharing useful suggestions. There was consensus that the Winchburgh Infrastructure Template was well-structured and effectively highlighted a series of key challenges along with proposed solutions. The group also acknowledged the need for the template to have a slightly sharper focus on other key challenges, such as emphasising community involvement and addressing energy system infrastructure provision in alignment with decarbonisation targets. It was agreed that the Winchburgh Infrastructure Template would undergo a final review to ensure that these minor additions are suitable addressed. Additionally, the inclusion of case studies would be explored to highlight ongoing good practices in Winchburgh.</p> <p><u>Winchburgh Short Life Working Group (SLWG) Scope Proposal</u></p> <p>The objectives and proposed scope for the Winchburgh SLWG were considered. It was noted that the intention for SLWGs was to have a small group of 2-4 representatives from the core PIPAG membership who are interested in understanding the Winchburgh delivery model in more detail and identifying key focus areas and lessons that are replicable to delivering other infrastructure projects. It was suggested that the group would meet 2-3 times over a four month period and it would be formed of self-identifying core group members. It was noted that representation from the reference group members would also be sought, and core PIPAG members were invited to share their suggestions. It was highlighted that resource from the wider PIPAG secretariat would be made available to support with SLWG activities.</p>	<p>Secretariat: Refine Winchburgh Infrastructure Template paper incorporating as appropriate case studies and re-circulate for next meeting.</p> <p>Secretariat: Refine Winchburgh SLWG paper incorporating any final changes and re-circulate for next meeting.</p> <p>All: Members to consider volunteering to join Winchburgh Delivery Model SLWG and inform secretariat.</p> <p>All: Members invited to make recommendations for reference group membership of Winchburgh SLWG.</p> <p>Secretariat: Develop standard principles to apply to all SLWGs and finalise membership for Winchburgh SLWG.</p>

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5.0	<p>LDP Deep-dive</p> <p>CT delivered a presentation on the new-style LDPs and their interconnection with infrastructure delivery.</p> <p>An engaged group discussion followed on the importance of LDPs as part of the planning system and infrastructure being a core focus of LDPs. Ideas and solutions to potential challenges with the new approach were provided by the group. The discussion focussed on issues such as options for the facilitation of collective information and data sharing across key stakeholders; what can be done from a national perspective to support LDP cooperation; the sharing of existing good LDP practice; ensuring the LDP process is supported by transparency; and the unlocking of brownfield sites across Scotland.</p> <p>As part of the discussion, the recent Chief Planner letter was noted as being a useful update on NPF4 related activities and members were encouraged to review it here.</p> <p>The group were thanked for their insightful contributions and it was agreed that these would be reflected upon accordingly, with the potential to consult with reference group members also proposed. A summary of reflections from the LDP deep-dive discussion will be shared with the group for the next meeting.</p>	<p>Secretariat: Circulate LDPs and infrastructure slide-deck to group.</p> <p>All: note the Chief Planner Autumn Update Letter</p>
6.0	<p>Work Program Discussion</p> <p>The work program discussion was firstly introduced with a high-level overview of the proposed PIPAG activities and series of site visits.</p> <p>A summary presentation on the governance and reporting structure of PIPAG, the key challenges / 'exam questions', the proposed site visit location plan and corresponding issues and the form of outputs of PIPAG was delivered.</p> <p>A constructive group discussion followed on the cross-cutting nature of PIPAG and the need to prioritise challenges which the group can explore, in alignment with the critical role and distinct contribution of the group. The group provided suggestions on the potential challenges which the core and/or SLWGs could focus on. It was noted that a useful next step would be to host a dedicated session to identify gaps in infrastructure challenges and to map those in which PIPAG would have specific expertise in exploring. The group were in agreement that a supporting cross-reference exercise should be completed in parallel to ensure that any infrastructure challenges identified by the group are not already being addressed by other groups or organisations, and to also establish if there are other</p>	<p>Secretariat: Consider dedicated infrastructure challenge identification and mapping session.</p> <p>Secretariat: Reconsider the site visit plan/approaches and update the work program, reflecting group recommendations, and re-circulate for group review in advance of next meeting.</p>

Item	Topic	Action
	<p>groups or organisations who would be better placed to address such identified challenges.</p> <p>There was consensus that the proposed series of in-person site visits, while useful, might not be the most effective use and investment of the group's time. Recommendations were proposed by the group regarding the proposed approach of using site visits as the main procedure of identifying different challenges for the group to consider. It was felt by the group that the challenges associated with project sites could be identified by the group, in consultation with the project representatives and stakeholders, without the requirement of an in-person site visit. It was therefore agreed that there will be a rationalisation of proposed in-person site visits and potential alternative approaches to in-person site visits, including virtual options and preliminary suitability selection with project leads of proposed sites, with an emphasis on place-based and sectoral considerations.</p> <p>As a useful next step, It was decided that the site visit plan would be updated to reflect recommendations that: in-person site visits are only by exception; may be for a sub-group of members; there are alternative options proposed for site visits (e.g., virtual/remote options,); include, where identified, the rationale for any remaining visits; include, where identified, the focus of any site visits (e.g., funding and financing); and include the main project representatives/stakeholders for selected sites.</p> <p>It was concluded that the work program will be redesigned to reflect the views and recommendations shared by the group, ensuring that alignment with the core purpose and objectives of PIPAG is maintained.</p>	
11.	AOB and Close	
	<p>TR closed the meeting with thanks to all attendees and their valuable contributions.</p> <p>Those who volunteered to be part of the Winchburgh SLWG will be contacted by the Secretariat in the New Year.</p> <p>It was noted that the next meeting will be held on 8th February. Timings, agenda and location will be confirmed in early 2024.</p>	<p>Secretariat: Confirm timings, location and agenda for next meeting.</p>

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