

**ABERDEEN CITY & SHIRE
STRATEGIC DEVELOPMENT PLANNING AUTHORITY**

Date: 18 June 2010

Title: Annual Report 2009-10

1 Purpose of Report

- 1.1 The purpose of this report is to seek approval from the Strategic Development Planning Authority (SDPA) for the publication of its second Annual Report.

2 Background

- 2.1 The Minute of Agreement between Aberdeen City Council and Aberdeenshire Council calls for the SDPA to prepare an annual report on its work.
- 2.2 The first Annual Report was published in July 2009 and covered the first nine months of the SDPA's existence following its designation by Scottish Ministers on 25 June 2008. This received a limited hard copy circulation as well as being made available on the SDPA's website.

3 The Annual Report

- 3.1 An annual report is a useful mechanism of summarising a significant amount of information relating to the activities, achievements, composition and financial accounts of an organisation. It is also an opportunity to set down objectives for the next year and how these will be met.
- 3.2 The period under review begins on 1 April 2009 during the period for objections and representations to Scottish Ministers on the Finalised Structure Plan, ending on 31 March 2010 a few days after the SDPA received a commendation at the Scottish Awards for Quality in Planning.

Review of the year

- 3.3 A comprehensive review of the year has been put together as the period covered by the report includes a number of significant milestones in producing the approved structure plan and other activities of the SDPA to raise its profile as a key component of the new planning system.

The year ahead

- 3.4 The Annual Report also looks forward to 2010/11. Work in 2010/11 will largely focus on the preparation of a Main Issues Report for the strategic development plan, along with the associated workstreams. However, the early completion of a Housing Need and Demand Assessment to inform the two local development plans is also key, as well as the implementation of the structure plan through the action programme. Work will also be carried out with Nestrans and ACSEF on the development and implementation of a communication strategy which

presents our collective vision for the future of the area and the ways in which we each contribute to achieving these goals.

Funding

- 3.5 The figures presented in section 6 covering the funding and expenditure of the SDPA during the year are provisional at the current time. Draft accounts for 2009/10 are presented elsewhere on the agenda and a final audited set of accounts will not be available until later in the year.

Performance Indicators

- 3.6 A set of performance indicators was agreed at the last meeting of the SDPA and the first results against these are presented in Appendix 2 to the Annual Report.
- 3.7 The statutory target for the publication of the development plan scheme was met in 2009/10 (Indicator 1) and the approval of the structure plan in August 2009 gives a target for submission of the first strategic development plan to Scottish Ministers of August 2013 (Indicator 2).
- 3.9 Due to a change in Clerical Assistant and the secondment of a Senior Planner to Aberdeen City Council, the SDP Team operated without a full staff complement for the second half of the year (Indicator 4).
- 3.8 The SDP Team dealt with 5 freedom of information requests during 2009/10 (Indicator 6). One of these was subsequently subject to an appeal and referral to the Scottish Information Commissioner (Indicator 7). The Commissioner's investigation partially upheld the complaint, identifying that while the response had generally complied with the Freedom of Information (Scotland) Act 2002, there has been a failure to comply with certain procedural aspects. The Commissioner's decision letter did not require any action to be taken as a consequence of the investigation.
- 3.10 It can be seen that two out of the three publications during 2009/10 were printed on 100% recycled paper and averaged around 99% recycled paper (Indicator 14).
- 3.11 Transport monitoring (Indicator 16) relates to journeys made by staff and Members on business relating to the work of the SDPA. Travel by Members attending meetings of the SDPA are not included. Just over 10,000 miles were travelled during 2009/10, with 57% of trips being made by public transport (accounting for 75% of the distance travelled). On the two occasions when long journeys were made by car, the driver was accompanied by two or three passengers from the two councils and Nestrans. It is estimated that business travel gave rise to the emission of 1.2 tonnes of CO₂ during the year, with the one return flight accounting for 26% of these.

4 Publication

- 4.1 It is proposed to limit the print-run of the Annual Report to 300 copies, limiting costs and environmental impact. Copies will be made available in all libraries and sent to all Councillors, local MSPs, MPs and Key Agencies (Scottish Water,

Nestrans, Scottish Natural Heritage, Scottish Environmental Protection Agency, Scottish Enterprise, Transport Scotland, Historic Scotland, HNS Grampian and the Health and Safety Executive) as well as the Scottish Government. It will also be made available on the SDPA website and hard copies will be available on request.

5 Financial Implications

5.1 The cost of publishing the final document is expected to be around £1,200.

6 Recommendations

6.1 It is recommended that the SDPA approve the 2009/10 Annual Report for publication.

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