

**ABERDEEN
CITY AND
SHIRE**

*Strategic Development
Planning Authority*

Planning Performance Report | 2013-14

September 2014

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1. Introduction

1.1 Aberdeen City and Shire is a growing and economically dynamic city region with high quality environmental assets and exceptional quality of life. The Aberdeen City and Shire Strategic Development Planning Authority (SDPA), in partnership with others, has a key role in shaping the future development of the area.

1.2 This is the sixth annual report of the SDPA since its formation in 2008. This report covers the year to 31 March 2014 and incorporates the authority's 'Planning Performance Report'. The SDPA's audited accounts for 2013/14 are published separately.

1.3 This year has been an important one in the life of the SDPA, with the approval of the Aberdeen City and Shire Strategic Development Plan (SDP) being the key highlight.

1.4 This report provides the opportunity to both review the achievements of the past year and look forward to the year ahead. Section 2 provides a brief overview of the SDPA, while section 3 provides a description of the area. Section 4 gives an overview of the activity of the SDPA over the last year and more detail on the preparation of the SDP. Section 5 covers the National Headline Indicators, while section 6 presents information to demonstrate the performance of the SDPA against a defined set of themes. Section 7 looks forward to the year ahead and identifies the service improvement commitments identified for the year ahead while the final section of the report provides references for supporting evidence. Appendices are provided as appropriate to present more detailed information.

1.5 All 32 local planning authorities, 4 strategic development planning authorities and 2 national park authorities in Scotland are preparing performance reports in a common format. Due to the particular function of the SDPAs, their reports are more limited in scope.

1.6 Aberdeen City and Shire is one of four city-regions in Scotland and is made up of the areas of Aberdeen City Council and Aberdeenshire Council. However, the area covered by the strategic development plan (SDP) excludes that part of Aberdeenshire within the Cairngorms National Park (Figure 1).

Figure 1: Aberdeen City and Shire Strategic Development Plan Area



2. Aberdeen City and Shire SDPA

2.1 The SDPA was established in 2008 through the implementation of the Planning etc (Scotland) Act 2006, meeting for the first time on 18 September 2008. The SDPA's initial task was to take a structure plan forward to approval by Scottish Ministers, taking over this role from the Aberdeen City and Shire Strategic Planning Committee. Due to the need to replace the structure plan, work had started in 2007 and was completed before starting work on a strategic development plan.

2.2 The Aberdeen City and Shire Structure Plan was approved by Scottish Ministers without modification in August 2009 and was commended at that year's Scottish Awards for Quality in Planning. A replacement strategic development plan has now also been prepared and was approved by Scottish Ministers on 28 March 2014.

2.3 The SDPA is made up of 12 Councillors, six from Aberdeen City Council and six from Aberdeenshire Council (Appendix 1). It is currently chaired by Councillor Ramsay Milne (Aberdeen City Council), with Councillor Peter Argyle as the Vice Chair. The chair of the SDPA changes every two years, with Councillor Argyle due to become chair during 2014/15 when a new Vice Chair will be elected from among Aberdeen City Council's representatives.

2.4 The Enterprise, Strategic Planning and Infrastructure Committee of Aberdeen City Council and the Infrastructure Services Committee of Aberdeenshire Council are the two committees with a development plan remit, while the six Area Committees of Aberdeenshire Council also have a consultative role. However, the approval of the proposed Strategic Development Plan is done by Full Council in both councils.

2.5 The SDPA meet at least quarterly to conduct its business, although can meet more often if necessitated by workload and project timescales. The work of the SDPA is supported by a small dedicated officer team.

2.6 More details are provided in section 4 in relation to the year just passed and section 7 in relation to the year to come.



Cllr R Milne (Chair)



Cllr P Argyle (Vice Chair)

3. The City Region

3.1 Aberdeen City and Shire is a large city region in the north east of Scotland, occupying around 6% of the landmass of Scotland and accounting for around 9% of the country's population and households. The City of Aberdeen is at the heart of the region, with Aberdeenshire forming a large and varied hinterland. The North Sea to the north and east provides an important setting to the region as well as a critical resource for its continuing prosperity.

3.2 The area is characterised by high employment, low unemployment and a high growth rate over the last few years. The area's economy has seen the fastest rising productivity of any part of the UK since 2004 and the economy has grown by 20% since the start of the recession in 2007, four times faster than the rest of Scotland.

3.3 As a consequence of the healthy economy and low unemployment, Aberdeen City and Shire is projected to be the fastest growing part of Scotland over the next 25 years. The SDP has a key role to play in promoting, facilitating and managing that growth.

3.4 Figure 2 below provides some summary statistics which paint a picture of the area.

Figure 2: City-Region Statistics

| | Aberdeen City & Shire | Scotland |
|--|-----------------------------------|----------------------------|
| Geographical Area* | 5,050 sq km (6%) | 77,933 sq km |
| Households* (2013) | 210,800 (9%) (APPROX) | 2,401,797 |
| Population* (2013) | 481,730 (9%) | 5,327,700 |
| Jobs (2012) | 307,000 (12%) | 2,643,000 |
| Unemployment (March 2014) | 3,737 (1%) | 110,722 (4%) |
| New Housebuilding (2013/14) | 1,856 (13%) | 14,737 |
| Vacant & Derelict Land (2013) | 128ha (1%) | 11,114ha |
| Carbon Emissions (per capita) | 7.1 tonnes CO ₂ (+ 6%) | 6.7 tonnes CO ₂ |
| Average House Price (2013/14) | £210,403 (+ 44%) | £156,565 |
| Gross Value Added (2012) | £31,753 per head (+ 59%) | £20,013 per head |



Aberdeen City and Shire accounted for 9% of the Scottish population and households in 2013



Value of the residential property market in 2013/14 ... 17% of the Scottish total.



The Aberdeen City and Shire economy has grown faster than the rest of Scotland since 2007



Economic activity per head is second in the UK... 59% higher than the Scottish average.

4. SDPA activity during 2013/14

4.1 While the finalisation of the SDP has been the main activity of the SDPA during the year, a range of other activities have also been carried out and these are summarised below.

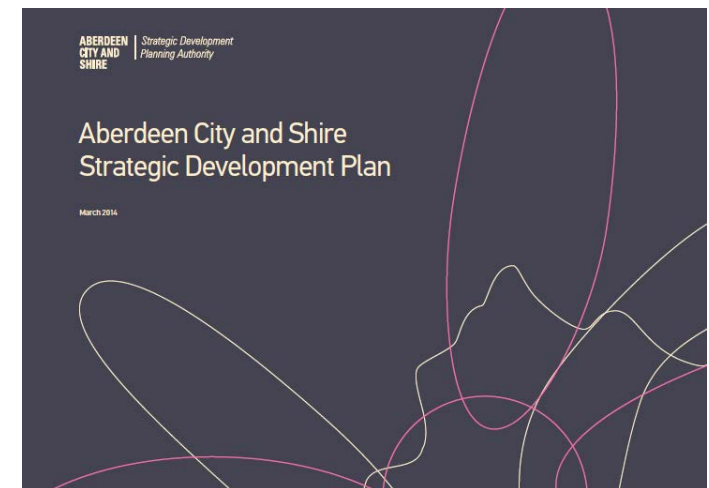
Strategic Development Plan

4.2 The Aberdeen City and Shire Strategic Development Plan was approved by Scottish Ministers on 28 March 2014. The SDP was the last of the four plans across Scotland to be approved due to the approval of the previous structure plan in August 2009. However, the SDP was approved less than 5 years after the previous plan, maintaining the fully up-to-date development plan coverage of Aberdeen City and Aberdeenshire, an achievement the area is rightly proud of. This has enabled a plan-led approach to the development pressures being experienced at a time of significant economic growth, particularly the rapidly expanding commercial floor space requirements of the Oil and Gas industry.

4.3 Consultation on the Proposed SDP closed on 12 April 2013, with responses to the issues raised agreed and the plan submitted for examination in early July 2013. This was an intense period of activity where a range of documentation had to be prepared for submission to the Scottish Government's Directorate for Planning and Environmental Appeals. The examination took slightly longer than had been expected given the timescales for the other three plans.

4.4 The Report of the Examination was published by the Directorate for Planning and Environmental Appeals on 21 January 2014, with approval by Scottish Ministers following 9½ weeks later.

4.5 Although still within the 5 year timescale between plans and with very few further information requests, the examination and approval process took approximately three months longer than had been anticipated in the previous PPF when approval was anticipated in December 2013. One consequence of the delay was that the ability of the SDPA to undertake various service improvement activities by the end of 2013/14 was limited. Although these are now either complete or substantially complete (as at September 2014), they were not completed during the reporting period as anticipated.



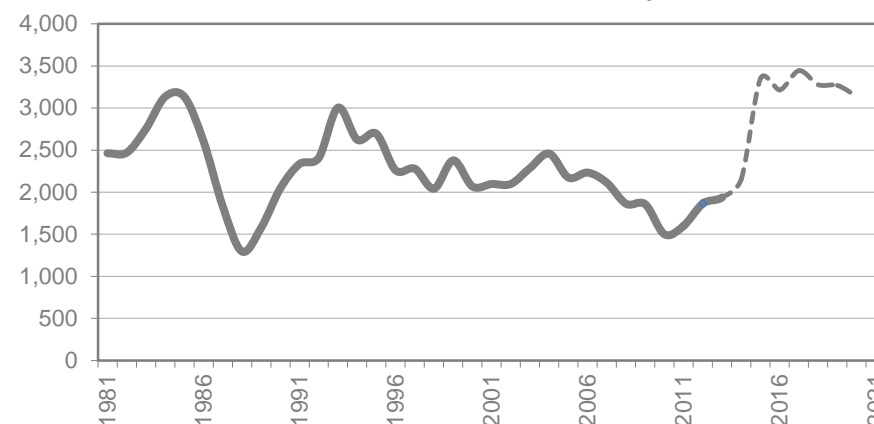
4.6 The SDP is a robust and visionary plan for the future development of the area, identifying the need for a significant increase in historic levels of housing and commercial development as well as the infrastructure required to deliver it.

4.7 Figure 3 demonstrates the potential impact of this on anticipated house completions over the next few years compared to the historical trend since 1981. These figures, agreed with the house building industry, predict levels of completions not seen for the last 30 years and remaining at this level for several years.

4.8 Two areas of policy have been identified as needing more detailed guidance at a strategic level which would not have been appropriate in the SDP itself.

- Work is progressing on a development framework for Peterhead South. Work has been taken forward in partnership with Scottish Enterprise and Aberdeenshire Council. Stage 2 of the work was completed during the year, with the final stage due to be completed during 2014/15.
- The SDPA has led the way in addressing the cumulative impacts of new development on the transport network. Existing Supplementary Planning Guidance to the structure plan has been implemented during the year, working closely with Nestrans (the Regional Transport Partnership) and the two councils. It won the “Most Innovative Transport Project of the Year” category at the 2013 Scottish Transport Awards and will be converted to statutory guidance to the SDP during 2014/15. A range of meetings have taken place around Scotland sharing the experiences gained.

Figure 3: Actual and anticipated house completions since 1981 across Aberdeen City and Shire



Conference presentations

4.9 The SDP Manager made a presentation to the Royal Town Planning Institute's Scottish Young Planner's Conference in February 2014 along with the other three SDP Managers in Scotland. Each gave a PechaKucha presentation on the challenges and opportunities in their city region which was well received. This provided an invaluable opportunity to both reflect on the challenges and opportunities of the area as well as highlight the importance and role of strategic planning more generally. It is to be hoped that an ongoing relationship with the Young Planners Conference can be established to ensure that planners in the early years of their career are reminded of the importance and opportunities for strategic planning in Scotland.



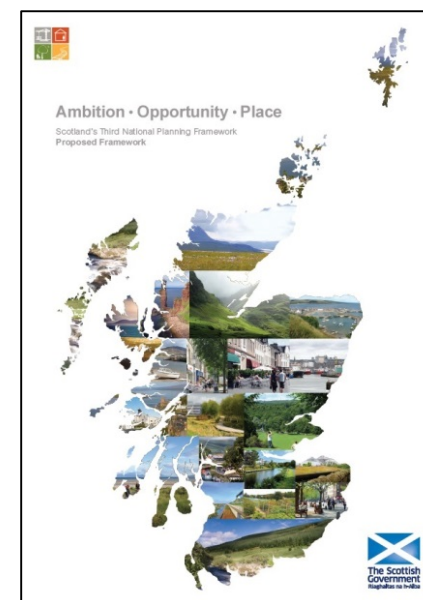
4.10 A presentation was also given to an Australian delegation which included the Minister for Planning of the Northern Territories Government.

Consultation responses

4.11 The SDPA responded to a range of consultations during the year, in many cases leading partners in the preparation of joint responses to the Scottish Government and others. These included leading on representations to National Planning Framework 3 at both the Main Issues Report and Proposed Framework stages. The response at the Main Issues Report stage was agreed by the SDPA, Aberdeen City Council, Aberdeenshire Council and Nestrans, while the response to the Scottish Parliament on the Proposed Framework was also agreed by the Aberdeen and Grampian Chamber of Commerce. Responses were also made during the year to both Scottish Planning Policy consultations. The SDPA contributed significantly to the response to the draft National Marine Plan and associated draft circular subsequently submitted by Aberdeenshire Council.

Retail Study

4.12 A Retail Study was jointly commissioned by the SDPA and the two councils in the first half of the year, primarily to inform the two Local Development Plans but with a view to informing the city centre masterplan and future strategic development plans. The study has proved to be very useful and will continue to be for several years to come, with its value extending beyond the development plan to the formulation and assessment of development proposals.



Review of Strategic Development Plans

4.13 The Scottish Government and Royal Town Planning Institute have both conducted research on strategic planning during the year to which the SDPA contributed. Both of these were published after March 2014

Service Improvement Activities

4.14 As noted above, the later than expected approval of the strategic Development plan on 28 March 2014 meant that many of the service improvements identified in the previous PPF report were not able to be carried out to the originally envisaged timescales (by the end of 2013/14). However, several of these are now complete and the rest are at an advanced stage.

4.15 Figure 4 below outlined the progress made in more detail, with those not complete by the end of 2013/14 added to the commitments for 2014/15 identified in section 7 of this report.

Figure 4: Delivery of Service Improvement Commitments (2013/14)

| Service Improvement Commitments 2013/14 | Progress | Comment |
|--|----------|---|
| Develop and outcome focused monitoring report | ✓ | Report largely complete during year but couldn't be published until the approval of the SDP. Published in September 2014 |
| Conduct a 'Lessons Learnt' exercise to establish an action plan for improvements for the next SDP | ➔ | Could not progress during year due to timing of SDP approval |
| Carry out implementation sessions with the councils and development industry, using existing structures as appropriate | ➔ | Four sessions were held in early 2014/15, just after the approval of the SDP. Opportunities with the private sector are taken as they become available. |
| Establish topic groups with the two councils and Key Agencies to focus work on the next SDP | ➔ | Could not progress during year due to timing of SDP approval |
| Carry out a customer survey to establish the value of E-updates and how they could be improved | ➔ | Could not progress during year due to timing of SDP approval |
| Prepare the project plan for the second SDP | ➔ | Could not progress during year due to timing of SDP approval |

Other activities

4.16 The SDPA continues to facilitate a range of proposals of strategic importance identified in the previous structure plan and new SDP, some of which have been designated as National Developments in National Planning Framework 3. These include the extension of Aberdeen Harbour, Carbon Capture and Storage proposal at Peterhead, a potential electricity interconnector to Norway (NorthConnect), as well as various transport and electricity transmission projects.

4.17 The SDPA responded to a range of planning applications and masterplans during the year as well as liaising with the two councils on the preparation of their Local Development Plans. An SDP Monitoring Report was also well advanced at the end of the year, although its publication will not be until September 2014.

4.18 The four SDP Managers met several times during the year, with work focussing on monitoring, housing need and demand assessments and the Scottish Government's review .

4.19 The Chair and Vice Chair both attended the annual Planning Conveners meeting in Edinburgh while the Strategic Development Plan Manager attended the Heads of Planning event timed to coincide with the Scottish Awards for Quality in Planning.

4.20 The SDPA base moved during the year from King Street (an office shared with Nestrans) to Woodhill House, primarily to cut property costs from the budget.

5. National Headline Indicators

5.1 This section reports on the Key Outcome measures identified within the National Headline Indicators which are relevant to the work of the SDPA.

Figure 5: National Headline Indicators

| Key Outcome | 2012-2013 | 2013-2014 | | |
|--|--|--|--|---|
| Development Planning: <ul style="list-style-type: none"> age of local/strategic development plan(s) (full years). <i>Requirement: less than 5 years</i> development plan scheme: on track? (Y/N) | 3 yrs (at 31 March 2013) N | 0 yrs (at 31 March 2014) Y | <p>The Aberdeen City and Shire Strategic Development Plan was approved by Scottish Ministers on 28 March 2014.</p> | <p>The Strategic Development Plan was approved by Scottish Ministers on 28 March 2014, well before the 5-year anniversary of the approval of the previous structure plan in August 2014. This was just three days before the end of 2013/14 and meant that a range of actions planned for 2013/14 had to be carried forward to 2014/15.</p> |
| Effective Land Supply and Delivery of Outputs <ul style="list-style-type: none"> effective housing land: years supply effective housing land supply housing approvals marketable employment land employment land take-up | <p>AHMA = 11,013 (5.7yrs) RHMA = 3,754 (6.2yrs)</p> <p>SDP Area = 14,767 (5.8yrs)</p> <p>3,605 (AHMA = 2,861) (RHMA = 744)</p> <p>522ha 19ha</p> | <p>AHMA = 11,664 (6.2yrs) RHMA = 3,786 (6.6yrs)</p> <p>SDP Area = 15,450 (6.3yrs)</p> <p>9,318 (AHMA = 8,411) (RHMA = 907)</p> <p>541ha 18ha</p> | <p>Data taken from the 2014 Housing Land Audit (base date 1/1/2014) and 2013 Employment Land Audit (base date 31/3/2013), both prepared jointly by Aberdeen City and Aberdeenshire Councils.</p> <p>A total of 38Ha of employment land was under construction on the base date of the Audit.</p> | <p>Housing and employment land supply are at record levels, enabling the area to take advantage of the high level of development activity being experienced and anticipated over the next few years.</p> <p>The base date of the Housing Land Audit pre-dates the approval of the Strategic Development Plan. As a consequence, the housing requirement is taken from the Aberdeen City and Shire Structure Plan (2009). Next year's audits will make use of the new Strategic Development Plan.</p> <p>One site accounted for almost half of the housing approvals during the year – 4,045 units at Chapelton of Elsie. Approvals were 158% higher than 2012/13.</p> |

6. Defining and measuring a high quality planning service

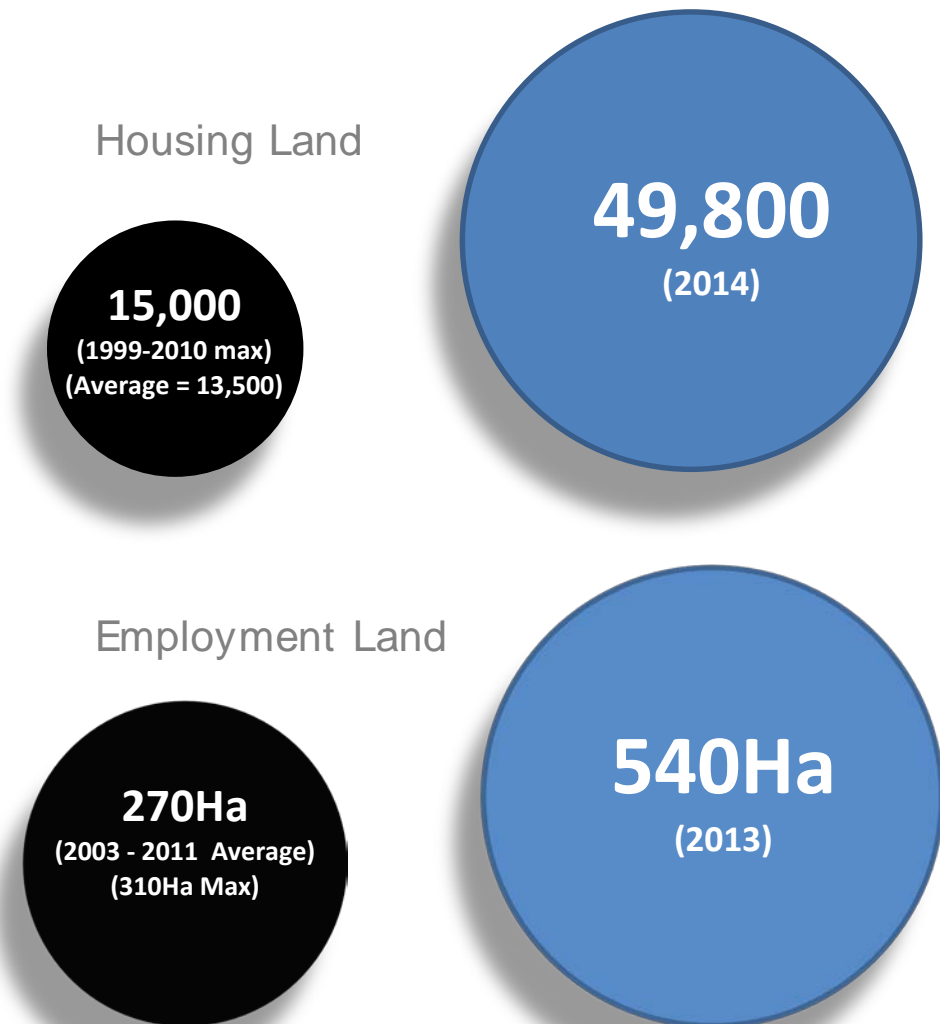
6.1 A high-quality planning service is vital to Aberdeen City and Shire to ensure development is supported in the most sustainable locations and in a sustainable way. This section of the report focuses on a number of themes which characterise such a service and the contribution the SDPA has made to each.

Open for business

6.2 The SDP area is one of the most economically dynamic in the whole of the UK. One of the primary purposes of the strategic development plan is to facilitate this growth and direct this to the most sustainable locations.

6.3 The Strategic Development Plan, Housing Land Audit and Employment Land Audit all highlight the positive and aspirational nature of the plans prepared by the SDPA. Significant quantities of land are now available in locations attractive to the development industry and end-users. The available supply of housing land, for example (see Figure 6) has more than trebled over the last four years through the development plan since 2009. Over a similar period of time, the availability of employment land has doubled. This will facilitate the significant expansion of house building (Figure 3) to complement the significant take-up being experienced in commercial floorspace. This effectively moved away from the long-term trend evident since the late 1990's to a significantly more positive land supply position.

Figure 6: Established housing and employment land supply



Source: Housing & Employment Land Audits (rounded to nearest hundred)

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High quality development on the ground

6.4 One of the fundamental reasons for the delivery of an aspirational plan was to focus more on the quality of new development rather than fruitless arguments with the development industry over the quantity of new development.

6.5 The SDP sets the strategic framework for the delivery of high quality development on the ground, focusing as it does on the delivery of sustainable mixed communities. The plan explicitly targets national recognition for schemes, with award-winning schemes being highlighted to the SDPA on a regular basis. Recent examples include the University of Aberdeen Library and projects by Kirkwood Homes, and Dandara. However, it is still recognised that there is a long way to go to pull the quality of the majority of schemes up to that of the best.

Certainty

6.6 An up-to-date development plan is one of the primary contributions the SDPA can make to providing certainty to communities and the development industry.

6.7 The Aberdeen City and Shire Structure Plan was approved by Scottish Ministers in August 2009. Scottish Ministers considered that the plan provided the necessary certainty in the short term and sufficient flexibility to allow adjustments over time in response to changing circumstances.

6.8 Local Development Plans consistent with the structure plan were adopted by both councils in 2012 so the whole area has an up-to-date development plan for the first time.

6.9 The Proposed SDP was submitted to Scottish Ministers within one week of the timescale published in the Development Plan Scheme and within the four years set by legislation. The SDP was approved over 4½ months in advance of the 5-year deadline, with the time spent on the various stages of plan production set out in Figure 7 below.



6.10 Only one significant change to the timetable for the preparation of the plan was made during the four-year project. This was made as a consequence of the change in timetable for local government elections which moved from May 2011 to May 2012 to get them out of sync with Scottish Government elections.

6.11 The Development Plan Scheme for 2015/16 will be published in March 2015 and set out the initial timetable for the preparation of the next SDP.

6.12 Another element of certainty can be provided with the preparation of a Proposed SDP which requires minimal changes prior to approval. This was delivered with the previous structure plan as well as the new SDP. The previous plan was subject to no changes while the SDP was subject to very limited changes. This gives certainty to LDP preparation (enabling Main Issues Reports to be prepared on a firm foundation) as well as developers and communities.

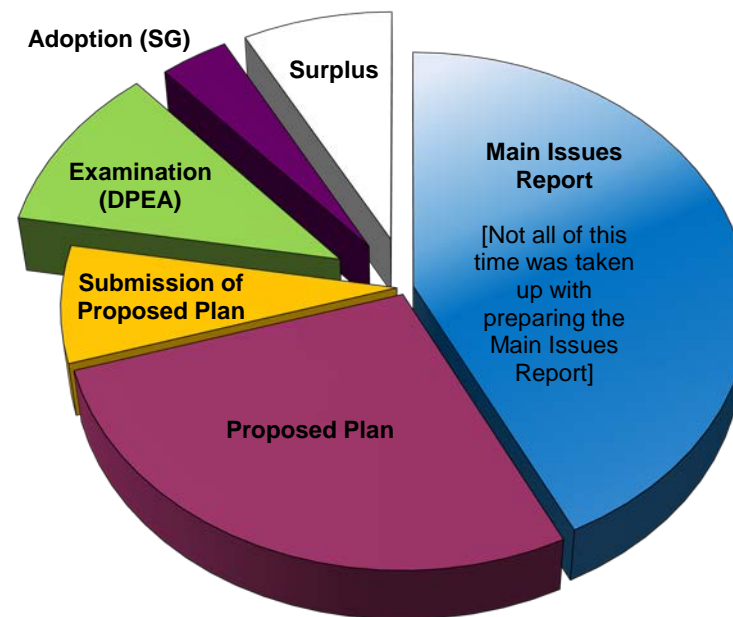
Communications, engagement and customer service

6.13 The SDPA pioneered the use of Plain English for strategic development plans. The current SDP as well as the Development Plan Scheme, Main Issues Report and Proposed Strategic Development Plan all have 'Crystal Marks' from the Plain English Campaign. The purpose of this accreditation is to recognise the importance of clear communication with customers.

6.14 An E-Update system was introduced on the launch of the SDPA's website in 2008 and the recipients of the emails now number around 180. Recipients range from interested individuals, community groups, neighbouring planning authorities, developers and consultants and it is considered to be a useful way of communicating with customers.

6.15 The use of the SDPA website is regularly monitored and reported to the SDPA. A particular focus is put on reporting site traffic during consultation periods when activity increases significantly. The Aberdeen City and Shire SDPA website is highly rated by search engines, with a Google search for 'SDPA' putting the website at the top of the list. This helps to ensure easy access to the website. A total of 18 news items

Figure 7: SDP Preparation Timescales



Note: The Pie diagram represents the five year plan preparation cycle, with the Main Issue Report stage not starting immediately after the approval of the previous plan. The Main Issues Report and Proposed Plan stages closed at the end of the respective consultation periods.

were added to the website during the year. These focused on the preparation of the SDP but also included publication and consultation on National Planning Framework 3 and the National Marine Plan as well as monitoring information and national awards. In this way it was more than just a portal for the preparation of the SDP itself.

6.16 The SDPA agendas normally include a Bulletin which is designed to inform Members and other interested parties

Efficient and effective decision-making

6.17 The SDPA is comprised of six Councillors from each council with three professional advisors (the Heads of Planning from both councils and the SDP Manager). The SDPA meet a minimum of four times a year, coinciding with key decision-making events in the life of the SDPA. However, there is the provision for additional meetings if required by the project plan. Attendance at the meetings is open to the public, with papers available in advance on the SDPA website. During the year, iCal files were added to the site to enable easy entry of meetings into diaries.

6.18 Appendices 1 and 2 set out the membership and attendance of SDPA members during the year. Councillors Grant and Taylor swapped roles midway through the year. The four of the meetings during the year were attended by at least 9 members (out of 12). The average attendance rate for full members of the SDPA was 77%, with five members attended all four meetings. In addition, 5 of the 12 substitute members also attended at least one meeting.

6.19 Appropriate powers are delegated to the SDPA to ensure that decisions only need to be ratified at key points in the SDP process, primarily the agreement of the Proposed Plan. This ensures that the SDPA is effectively able to co-ordinate the preparation of the SDP and associated workstreams without constant recourse to the partner councils.

Effective management structures

6.20 A Management Team comprising the SDP Manager and the Heads of Planning from the two constituent councils meets on a monthly basis to direct the work of the SDPA and consider reports for subsequent meetings of the SDPA.

Financial management and local governance

6.21 The SDPA is governed by a Minute of Agreement between Aberdeen City Council and Aberdeenshire Council as well as a set of Financial Regulations, both of which are publically available on the SDPA website. Aberdeenshire Council act as Treasurer to the SDPA. The SDPA is audited on an annual basis as part of Audit Scotland's local government audit activities, with Deloitte being the current auditor. The Auditors Report and Audited Statement of Accounts are published annually on the SDPA website.

6.22 A budget for the SDPA is set and agreed on an annual basis, with indicative budgets produced for the following two years. The SDPA consider a Budget Monitoring Report at least three times a year and also agree unaudited and audited accounts on an annual basis.

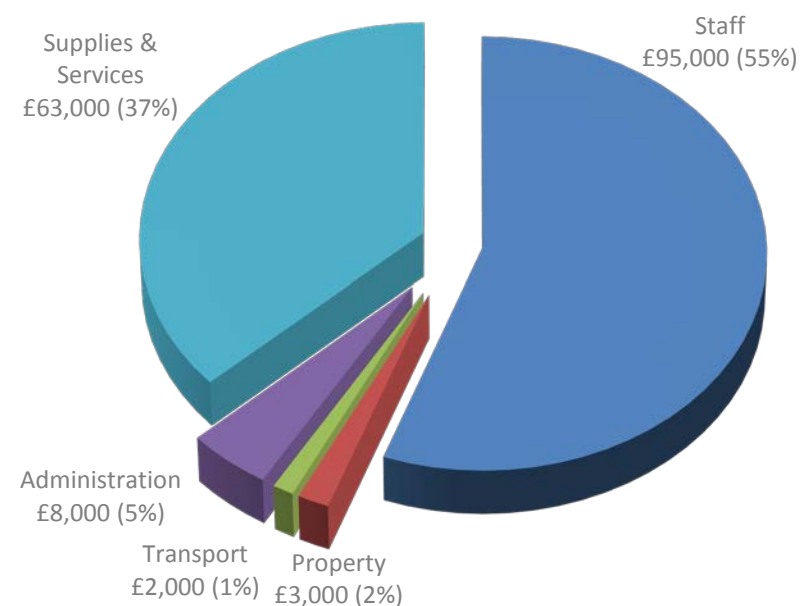
6.23 Costs for 2013/14 (£171,000) were considerably higher than in the previous year (£107,000), due in part to the stage reached in plan preparation. However, another significant factor was that there were two members of staff during the whole of 2013/14, whereas there had only been the SDP Manager for most of 2012/13.

Culture of continuous improvement

6.24 During the year staff benefited from a range of training opportunities and the Strategic Transport Fund won the 'Most Innovative Transport Project of the Year' award at the Scottish Transport Awards 2013.

6.25 SDP Managers across Scotland's four SDPAs meet on a quarterly basis to focus on innovating together and sharing good practice. Sub-groups have continued to focus on the preparation of the next round of Housing Need and Demand Assessments and the integration of an outcome-based approach into Monitoring Statements.

Figure 8: SDPA Expenditure 2013/14



7. The year ahead

7.1 Submission of the Proposed SDP to Scottish Ministers (which took place in early July 2013) and its subsequent Examination and approval took the whole of 2013/14. The early part of 2014/15 will involve preparing and publishing the plan, action programme and post-adoption statements relating to Strategic Environmental Assessment, Habitats Regulations Appraisal and Equalities and Human Rights Impact Assessment.

7.2 In addition to the above and the normal work of the SDPA, it is also proposed to publish a monitoring report in September 2014. The opportunity will also be taken to review the current 'Supplementary Planning Guidance: Delivering Identified Projects through a Strategic Transport Fund' which was adopted in 2012. This will enable it to be re-published as statutory supplementary guidance in support of the SDP in 2014. Work will also start on the preparation of a development framework for Peterhead South to address the delivery of the strategic projects concentrated in that area, building on earlier phases of work.

7.3 The Scottish Government's review of SDPs will be published during the year and require a response from the SDPA (as well as further collaboration with the other SDPAs).

7.4 Four meetings of the SDPA are planned for 2014/15.

Service improvements: 2014-15

7.5 In the coming year we will:

- *Conduct a 'Lessons Learnt' exercise to establish an action plan for improvements for the second SDP.*
- *Carry out implementation sessions with the councils and development industry, using existing structures as appropriate.*
- *Establish topic groups with the two councils and Key Agencies to focus work on the next SDP.*
- *Carry out a customer survey to establish the value of E-updates and how they could be improved.*
- *Prepare the project plan for the second SDP.*
- *Implement actions arising from the Review of Strategic Development Plans (individually, with other SDPAs and Scottish Government)*

SDPA Meetings 2014/15













| |
|-------------------|
| 26 June 2014 |
| 24 September 2014 |
| 10 December 2014 |
| 25 March 2015 |

8. Supporting evidence

8.1 This report was compiled drawing on evidence from the following sources:

- [Aberdeen City and Shire Structure Plan \(2009\)](#)
- [Housing Land Audit 2014](#)
- [Employment Land Audit 2013](#)
- [Minute of Agreement and Standing Orders \(Version 2, 2010\)](#)
- [Audited Statement of Accounts 2013/14](#)
- [Report by External Auditors 2013/14](#)
- [Development Plan Scheme 2013/14](#)
- [Main Issues Report \(2011\)](#)
- [Proposed Aberdeen City and Shire Strategic Development Plan \(2013\)](#)
- [Aberdeen City and Shire Strategic Development Plan \(2014\)](#)
- [Scottish Government SDP Approval letter \(March 2014\)](#)
- [Strategic Development Plan Monitoring Report \(September 2014\)](#)
- [Supplementary Planning Guidance: Delivering Transport Improvements through a Strategic Transport Fund \(2012\)](#)
- [Graphical Communication in Strategic Development Plans \(2012\)](#)
- [Sub-regional Productivity \(March 2014\) – Office for National Statistics](#)
- [Sub-national Population Estimates \(June 2014\) – National Records of Scotland](#)
- [Registers of Scotland – Monthly House Price Statistics](#)

Appendix 1: SDPA Membership (as at 31 March 2014)

| | | | | | |
|--|--|---|--|--|--|
|  |  |  |  |  |  |
| Cllr R Milne (Chair) | Cllr P Argyle (Vice Chair) | Cllr P Bellarby | Cllr J Corall | Cllr J Cox | Cllr A Finlayson |
|  |  |  |  |  |  |
| Cllr R Merson | Cllr N Smith | Cllr A Taylor | Cllr R Thompson | Cllr B Topping | Cllr I Yuill |

Appendix 2: Councillor attendance at SDPA meetings

| | 19 June 2013 | 11 September 2013 | 11 December 2013 | 12 March 2014 | Total |
|---------------------------------------|--------------|-------------------|------------------|---------------|-------|
| Councillor Peter Argyle | | ✓ | | ✓ | 2 |
| Councillor Peter Bellarby | ✓ | ✓ | ✓ | ✓ | 4 |
| Councillor John Corall | | | ✓ | ✓ | 2 |
| Councillor John Cox | ✓ | ✓ | | ✓ | 3 |
| Councillor Andrew Finlayson | ✓ | ✓ | ✓ | ✓ | 4 |
| Councillor Ross Grant ¹ | | | | | 0 |
| Councillor Rob Merson | ✓ | ✓ | ✓ | ✓ | 4 |
| Councillor Ramsay Milne | ✓ | | ✓ | ✓ | 3 |
| Councillor Norman Smith | ✓ | ✓ | ✓ | ✓ | 4 |
| Councillor Angela Taylor ¹ | | ✓ | ✓ | ✓ | 3 |
| Councillor Ross Thomson | | ✓ | | ✓ | 2 |
| Councillor Brian Topping | ✓ | ✓ | ✓ | ✓ | 4 |
| Councillor Ian Yuill | ✓ | ✓ | | ✓ | 3 |
| SUBSTITUTE MEMBERS | | | | | |
| Councillor Marie Boulton | | | | | 0 |
| Councillor Graeme Clark | | | ✓ | | 1 |
| Councillor Bill Cormie | | ✓ | | | 1 |
| Councillor Steve Delaney | | | | | 0 |
| Councillor Alan Donnelly | ✓ | | | | 1 |
| Councillor Alan Gardiner | | | | | 0 |
| Councillor Gordon Graham | | | | | 0 |
| Councillor Ian Gray | | | | | 0 |
| Councillor Martin Kitts-Hayes | | | | | 0 |
| Councillor Gillian Owen | ✓ | | | | 1 |
| Councillor Stephen Smith | | | | | 0 |
| | 10 | 11 | 9 | 12 | |

Note: Substitute Members are only entitled to attend meetings of the SDPA when substantive members are unable to attend.

¹ Councillors Grant and Taylor (previously a substitute) swapped roles on the SDPA prior to the December meeting of the SDPA.

Appendix 3: Workforce and financial information

| Head of Planning Service | Tier? | | | | | | | | | |
|--------------------------|------------------------------------|---|--|---|--|--|--|--|--------|--|
| | 1 | 2 | 3 | 4 | | | | | | |
| | | | | 1 | | | | | | |
| | Managers No. Posts Vacant | | Main Grade Posts No. Posts Vacant | | Technician Posts No. Posts Vacant | | Office support/Clerical No. Posts Vacant | | Totals | |
| Development Planning | | | 1 | | | | | | 2 | |

| Staffing profile | Number |
|------------------|--------|
| Under 30 | 1 |
| 30-39 | |
| 40-49 | 1 |
| 50 and Over | |

| Committees & site visits | No. per year |
|--------------------------|--------------|
| SDPA | 4 |
| Full Council | 1 |
| Council Committees | 1 |
| Area Committees | 0 |

| Budgets Planning Service | Budget | Costs | | Income |
|-----------------------------|--------|--------|----------|--------|
| | | Direct | Indirect | |
| Development Planning | £171k | | | |

Note: More detailed information is available in the SDPA's audited accounts for 2013/14 which are available from the SDPA website

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