

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

**Date: 22 June 2012**

**Title: Annual Report 2011/12**

**1 Purpose of Report**

- 1.1 The purpose of this report is to seek the approval of the Strategic Development Planning Authority (SDPA) for the publication of its fourth annual report covering the financial year 2011/12.

**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. Subsequent reports have covered a full year period and had a similar circulation of around 300 hard copies.

**3 The Annual Report**

- 3.1 A draft Annual Report for 2011/12 is set out in Appendix 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.

**Review of the year**

- 3.2 A comprehensive review of the year has been put together. The focus during the year was on the publication and consultation on the Main Issues Report, although the preparation and adoption of supplementary planning guidance on a strategic transport fund and implementation of the current structure plan were also important. A range of consultation responses were made during the year on matters impacting on the work of the SDPA.

**The year ahead**

- 3.3 The Annual Report also looks forward to 2012/13. Work will largely focus on the preparation of a proposed strategic development plan, consultation on that document and analysis of the results of the consultation in advance of submission for examination in early 2013/14. However, work will also be ongoing through the year around the implementation of the current structure plan through the action programme.

### **Funding**

- 3.4 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 2012/13 re presented elsewhere on the agenda and a final audited set of accounts will not be available until later in the year.

### **Performance Indicators**

- 3.5 A set of performance indicators are set out in Appendix 2 to the Annual Report.
- 3.6 The statutory target for the publication of the development plan scheme was met again in 2011/12 (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).
- 3.7 Due to staff moving on (and not being replaced) and one member of the team on secondment to Aberdeenshire Council, the SDP Team operated without a full staff complement (Indicator 4), although some additional assistance was provided by staff in the two councils.
- 3.8 All publications during 2011/12 were printed on 100% recycled paper (Indicator 14). Indicator 15 is unable to be reported this year due to the office move. However, all paper used had a 100% recycled content.

## **4 Publication**

- 4.1 It is proposed to restrict 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 There are no financial implications arising from this report apart from the cost of publication which is anticipated to be less than £800.

## 6 Recommendations

- 6.1 It is recommended that the SDPA approve the Annual Report 2011/12 for publication.

David Jennings  
Aberdeen City & Shire Strategic Development Plan Manager

Dr Margaret Bochel  
Head of Planning & Sustainable Development  
Aberdeen City Council

Robert Gray  
Head of Planning & Building Standards  
Aberdeenshire Council



*Report prepared by: David Jennings, Aberdeen City and Shire Strategic Development Plan Manager*