

# Planning Performance Framework

2018 - 2019

ABERDEEN CITY AND SHIRE

Strategic Development Planning Authority (SDPA)

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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. The Strategic Development Planning Authority was established in 2008 through the implementation of the Planning etc (Scotland) Act 2006.
- 1.2. Aberdeen City and Shire is one of four City Regions in Scotland and is made up of the administrative areas of Aberdeen City Council and Aberdeenshire Council. The area covered by the Strategic Development Plan (SDP) excludes that part of Aberdeenshire within the Cairngorms National Park (Refer: Figure 1).
- 1.3. This is the ninth annual PPF report from the SDPA and covers the period from 01 April 2018 to 31 March 2019. The Audited Accounts of the SDPA for 2018 - 2019 will be published separately. Over the period of this PPF the key focus of the Strategic Development Planning Authority has been to progress the Strategic Development Plan, with:
  - Consultation and engagement on a Main Issues Report, and analysis of comments received;
  - Workshop engagement with planning partners and preparation of a Proposed Strategic Development Plan and associated supporting documents;
  - Consultation on a Proposed Strategic Development Plan; and,
  - Consideration of submissions received, preparation and agreement of SDPA response to objections, and submission of Proposed Plan to Scottish Ministers for Examination in Public.
- 1.4. This report provides the opportunity to both review the achievements of the past year and to identify required progress in the year ahead. While all 32 Local Planning Authorities, 4 Strategic Development Planning Authorities and 2 National Park Authorities in Scotland prepare performance reports in a common format, because their functions are more limited the PPF from Strategic Development Planning Authorities are more limited in scope. This report has been prepared in accordance with the April 2019 version of the guidance on Planning Performance Frameworks.



Figure 1: Aberdeen City and Shire Strategic Development Plan Area

## 2. Planning Performance Framework 2017 - 2018

Table 1: Performance Against Key Markers 2017 – 2018 (reflecting Scottish Government PPF assessment, January 2019)

No.	Performance Marker	RAG Rating	Comments
6	<p><b>Continuous improvement:</b></p> <ul style="list-style-type: none"> <li>• progress/improvement in relation to PPF National Headline Indicators; and</li> <li>• progress ambitious and relevant service improvement commitments identified through PPF report</li> </ul>	Amber	<p>Though your current SDP is under five years old, you are not on track to replace it within the five-year period and your consultation commitments have not been met. <b>RAG = Amber</b></p> <p>You have completed 1 out of 4 of your improvement commitments with the remaining three being carried over into next year. You also identify four service improvements for the coming year, although one ('Prepare and consult on a Proposed Strategic Development Plan') is considered to be core business and not a service improvement. <b>RAG = Amber</b></p>
7	<b>Strategic development plan</b> less than 5 years since approval.	Green	Your SDP was 4 years old at the end of the reporting period.
8	<p><b>Development plan scheme – next SDP:</b></p> <ul style="list-style-type: none"> <li>• on course for adoption within 5 years of current plan(s) adoption; and</li> </ul>	Amber	Your next SDP is not on course for adoption within the five-year cycle. <b>RAG = Red</b>

No.	Performance Marker	RAG Rating	Comments
	<ul style="list-style-type: none"> <li>project planned and expected to be delivered to planned timescale</li> </ul>		<p>You explain that your project planning has been delayed by the timing conflicts between the original date for the Main Issues Report consultation and the Supreme Court case for the Strategic Transport Fund and work associated with the Scottish Government's review of the planning system.</p> <p><b>RAG = Amber</b></p>
9	<p><b>Elected members engaged early</b> (pre-MIR) in development plan preparation – <i>if plan has been at pre-MIR stage during reporting year</i></p>	Green	<p>We note evidence of early engagement with Elected Members through a workshop informing them of a number of potential Main Issues for inclusion in the draft Main Issues Report in September 2017.</p>
10	<p><b>Cross sector stakeholders* engaged early</b> (pre-MIR) in development plan preparation – <i>if plan has been at pre-MIR stage during reporting year</i></p> <p><i>*including industry, agencies and Scottish Government</i></p>	Green	<p>You state that the preparation of the MIR has involved significant engagement with a variety of stakeholders including Councillors, Senior Council Officers, Key Agencies, the Local Development Plan Teams of Aberdeen City and Aberdeenshire Councils and Homes for Scotland.</p>
13	<p><b>Sharing good practice, skills and knowledge</b> between authorities</p>	Green	<p>You demonstrate a strong commitment to sharing good practice through your regular meetings with other SDPAs and attendance at training opportunities such as the Marine Planning Conference. Your references to wider sharing of knowledge through actions such as participation in a study on the effects of onshore</p>

No.	Performance Marker	RAG Rating	Comments
			wind by Oxford Brookes University and involvement in the Nestrans project to upgrade the Regional Transport Model are also noted.

Table 2: Performance Against Key Markers 2013 - 2018

No.	Marker	2013 - 14	2014 - 15	2015 - 16	2016 - 17	2017-18
6	Continuous improvement:					
7	Strategic development plan					
8	Development plan scheme					
9	Elected members engaged early (pre-MIR)	N/A	N/A	N/A		
10	Stakeholders engaged early (pre-MIR)	N/A	N/A	N/A		
13	Sharing good practice, skills and knowledge					

### 3. Defining and Measuring a High-Quality Planning Service

#### Quality of Outcomes

- 3.1 The Strategic Development Planning Authority was established in 2008 through the implementation of the Planning etc (Scotland) Act 2006 and met for the first time on 18 September 2008. The SDPA's initial task was to take a Structure Plan forward for approval by Scottish Ministers, taking over this role from the Aberdeen City and Shire Strategic Planning Committee. 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 (SDP) was approved by Scottish Ministers on 28 March 2014, within five years of the previously approved Structure Plan.
- 3.2 The SDP 2014 sets out the spatial framework and the development requirements for Local Development Plans for the period up to 2035. The approved SDP is supported by an Action Programme which sets out the actions required to enable targets and objectives within the Plan to be delivered, who is responsible for delivering them, and timescale for delivery.
- 3.3 The SDP sets the strategic framework for the delivery of high-quality development on the ground, delivery of sustainable mixed communities, regeneration and urban renewal and the protection of our valued environment. It sets a spatial framework, reflecting the opportunities and priorities for the Region, and provides a co-ordinating and integration role in setting out infrastructure requirements to facilitate delivery of development and provide opportunities for investment. A key issue for any Plan is the agreement of priorities and support for the vision set out in the Plan, and engagement and buy-in is a critical aspect to delivery. A significant resource and time was therefore allowed for engagement and consultation during this PPF period.
- 3.4 The Aberdeen City Region is one of the most economically dynamic in the whole of the UK, built on a strong presence from the oil and gas industry. One of the primary purposes of the Strategic Development Plan is to facilitate this growth and direct it to the most sustainable locations. The cost of a barrel of oil has fluctuated significantly since the global financial crisis in 2014 and has led to restructuring within the oil industry. While the regional economy remains relatively buoyant, it faces challenges in terms of ensuring development opportunities serve the needs of the whole the Region, while enabling a transition to a lower carbon economy and supporting the diversification of the regional and local economies to increase their resilience. Diversification of the economy and collaborative working through the City Region Deal is important to the delivery of long-term resilience for the economy and communities.

- 3.5 The timing of review of the Strategic Development Plan has also been influenced, although to a lesser extent, by work associated with the Scottish Government's review of the planning system. The Planning Bill has progressed since its introduction in December 2017 and received Royal Assent on the 25 July 2019.
- 3.6 In March 2018 the SDPA wrote to Kevin Stewart MSP, the Minister for Local Government and Housing, to update the Scottish Government on the delay to the review timetable, and to formally request that Scottish Ministers choose to use the "Default Powers" afforded to them under Section 23B of the Town and Country Planning (Scotland) Act 1997 and instruct the Aberdeen City and Shire Strategic Development Planning Authority to continue to produce a Strategic Development Plan for the area. This instruction was given on 31 July 2018.
- 3.7 Local Development Plans (LDPs) consistent with the approved Strategic Development Plan were adopted by both Councils in early 2017, Aberdeen City in January 2017 and Aberdeenshire in April 2017. These were the first two second-generation LDPs in Scotland. Both Councils have recently consulted on their Main Issues Reports and have moved forward in the preparation of the third LDPs for their respective areas. The approval of the Proposed Strategic Development Plan will support meeting the target to deliver up to date LDPs within 5 years from date of those currently adopted, i.e. early 2022, and permits them to be informed by an up to date HNDA position regarding housing need.
- 3.8 For Strategic Development Plans it is required that the Strategic Development Planning Authority submits their Proposed Plan to Scottish Ministers within 4 years of the approval of current Plan. The full development plan cycle is estimated to take 30 months as set out in Circular 6/2013: 'Development Planning'. The timetable set out in Circular 6/2013 allows 8 months for Examination and Scottish Ministers to consider and approve the Plan. This timetable is reflected in the three stages set out on the right of the diagram below.

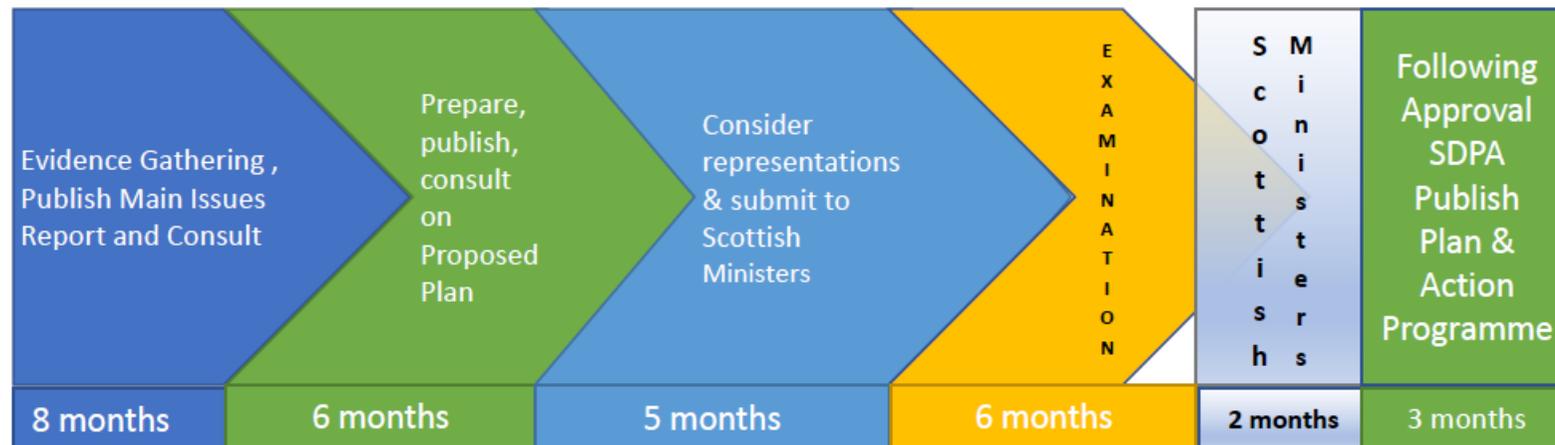


Figure 2: SDPA 30-month preparation and approval cycle as set out in Circular 6/2013: Development Planning

- 3.9 Implementation of the Plan and establishing a good monitoring and evidence base at the start of Plan preparation is a challenge within the four year period, and relies on well-established and effective monitoring frameworks that monitor progress and respond to emerging issues, while also reflecting the often different timeframes that many of the key regional partners may work to.
- 3.10 Given the time spent, and effectively lost, seeking to progress the Strategic Transport Fund, the key challenge for the SDPA has been to try to “catch up” with the timescales as set out in Circular 6/2013. Based on these timescales set out above, the Proposed Plan was required to be submitted to Scottish Ministers by March 2018. A Development Plan Scheme, published in March 2018, advised that consultation on a Main Issues Report would run from 12 March to 21 May 2018. The consultation period set out in Circular 6/2013 includes a “minimum of 6 weeks” for consultation. The SDPA allowed just over 10 weeks to engage with communities and stakeholders and to receive comments at MIR stage. This period included presentation at seven Community Plan Forums. Eight Community Plan Forums were presented to during consultation period at proposed Plan stage, when similarly, 10 weeks was allowed for consultation. At March 2018 the SDP process was approximately 13 months behind schedule, so going beyond minimum engagement periods reflects the importance placed on effective community engagement by the Strategic Development Plan Authority. This additional time of 4 weeks for each consultation added an almost an additional 2 months to the period taken to review, prepare and consult on the proposed Strategic Development Plan.
- 3.11 It was recognised in PPF8 that it would not be possible to replace the approved Strategic Development Plan by its 5th anniversary.

## Housing Need and Demand

- 3.12 The Aberdeen City and Shire Housing Need and Demand Assessment (HNDA) (2018) is an extensive document produced in a collaboration between the Strategic Development Planning Authority, Aberdeenshire Council and Aberdeen City Council, and provides an evidence base for the housing supply targets that were set out both within the Main Issues Report and the Proposed Strategic Development Plan. The MIR consultation period was a key opportunity to engage both with the public and partners to determine how we should respond to the Housing Needs and Demand Assessment, in terms of overall numbers and locations to accommodate development.
- 3.13 In line with best practice, the Housing Need and Demand Assessment was submitted to the Centre for Housing Market Analysis at the Scottish Government for review. Confirmation was received on 8 March 2018 that the process and methodology used to produce the Housing Need and Demand Assessment was robust and credible. This confirmation supports the position in the proposed Plan.
- 3.14 The annual Housing Land Audit records the available land for delivery to meet that required in the Development Plan and is the snapshot of land availability to deliver housing within the Region. The Housing Land Audit is based on a January to December period, and within this PPF period the 2017 Audit has been agreed and published, and the 2018 audit has been started and will be published later in 2019.

## Planning Reform

- 3.15 The SDPA has contributed to the review of planning process and progress to the Planning Bill over the PPF period. Members of the SDPA have been kept informed on the Bill's progress through committee stages and through parliament. Once the Proposed Plan has been approved then a work programme will be prepared to consider the needs and content of any future strategic strategy or Plan to serve the Aberdeen City Region.
- 3.16 The National Planning Framework is intended to become part of the Development Plan in relation to providing strategic planning priorities and policy direction to local development plans. Planning Authorities or one or more authorities are likely be directed to provide information to inform the National Planning Framework (NPF) 4. It is anticipated in coming years that Planning Authorities will increasingly work in partnership with the Scottish Government to inform and progress NPF4.

### Strategic Development Planning Authority - Other Activities

- 3.17 The SDPA continues to contribute to work progressing the City Region Deal for Aberdeen City and Aberdeenshire announced in January 2016, with a particular focus on progressing the housing and transport themes. The SDPA is represented on the Transport Working Group (along with Transport Scotland, Nestrans and the two Councils). This Group is focused on preparing a Strategic Transport Appraisal; a £7 million project to identify future transport infrastructure projects to feed into national, regional and local transport and land-use plans and strategies.
- 3.18 The SDPA has also continued to contribute to the Strategic Transport matters, contributing to the Regional Transport Strategy Review and will continue to contribute to this work.

### Strategic Transport Appraisal

- 3.19 Through the City Region Deal a Strategic, a Transport Appraisal is being carried out to identify how the system needs to change over the next 20 to 30 years. Traffic Data to inform the transport modelling will be gathered in Autumn 2019 to calibrate the model to take account of the real changes to traffic movements resulting from the recently opened Aberdeen Western Peripheral Route.

### Quality of Service and Engagement

- 3.20 The SDPA Meeting Agenda normally includes a Bulletin which is designed to inform Members and other interested parties of a range of matters related to the work of the SDPA, but where decisions are not required. This includes updates on various aspects of Plan implementation in terms of both Local Development Plan progress, infrastructure projects and strategic planning applications related to the SDP's proposals.
- 3.21 The MIR consultation ran from 12 March – 21 May 2018 and was publicised widely. A notice was placed in the Press and Journal newspaper on 12 March 2018 announcing the start of the consultation period and providing information on how members of the public could respond. This was accompanied by other announcements on social media utilising the existing Facebook and Twitter accounts of both the Aberdeen City and Aberdeenshire Local Development Plan Teams. The publication of the Main Issues Report and its supporting

documents were also made available on the SDPA website within a separate 'Consultations' section. Copies of the Main Issues Report were distributed to all libraries and Council offices throughout the Aberdeen City Council and Aberdeenshire Council areas, and a questionnaire was also distributed widely and published online.

- 3.22 While the geographic area of the SDP area is extensive, consultation was promoted to all Community Councils active within the area. Presentations were given at seven community council forum meetings, which included members of the public. Meetings were also held with the development industry and other local interest groups and stakeholders.
- 3.23 All Community Councils and Key Agencies were notified of the consultation and invited to make a representation on the MIR. Notification was also given Local Authorities within and adjoining the SDPA area, along with Scottish Ministers and the neighbouring Strategic Development Plan Authority for Dundee, Angus, Perth and North Fife (TAYplan). SDPA Officers attended a number of consultation events with Community Councils and run a workshop session with Homes for Scotland.
- 3.24 Following engagement on the Main Issues Report, analysis of responses and submissions informed a workshop of Senior Managers across Services from constituent Councils and from key Regional Partners associated with service delivery. This workshop approach was organised to promote interdisciplinary working and skills sharing through developing a shared understanding of the issues and opportunities for the Region, along with key issues for partners regarding service delivery into the future and exploring how planning could assist them. The event was attended by 32 people who engaged and contributed on topics which ranged from the 'Spatial Strategy' in the Plan, the 'Economy', 'Communities and Housing', 'Connections', and 'Resources'.
- 3.25 The Strategic Development Planning Authority considered the responses received to the Main Issues Report consultation at the Authority's meeting in June 2018. Following consideration of responses received and further extensive engagement with key stakeholders, a Proposed Strategic Development Plan ("Proposed Plan") for the City Region was agreed by the SDPA in August 2018. This decision was subsequently ratified by Aberdeen City Council on 10 September 2018, and Aberdeenshire Council on 27 September 2018. The Proposed Plan is supported by a Proposed Action Programme, a Habitats Regulation Appraisal, a Strategic Environment Assessment Environmental Report, a Strategic Flood Risk Assessment, a Cumulative Transport Appraisal, a Housing Methodology Paper and an Equalities and Human Rights Impact Assessment. The Proposed Plan and associated supporting documents were subject to a ten-week consultation period from 8 October to 17 December 2018. This ten-week period provided four additional weeks to the minimum period of six weeks required by the Development Plan Circular 6/2013.

3.26 The challenge for Strategic Planning is always how to make it relevant as a positive development delivery document of relevance to people's lives. As part of the Proposed Plan extended consultation, presentations were given to ten Community Council Forums across the Region. The number of public and Community Council submissions received in response to our engagement suggests that the Plan is of value to local communities and not just important for the constituent Councils and developers seeking to progress their sites. Of the 67 representations received to the proposed Plan, 12 came from Community Councils, and a further 17 representations came from individual households.

### Governance

3.27 The SDPA is made up of twelve Councillors, six from Aberdeen City Council and six from Aberdeenshire Council. It is currently chaired by Councillor Marie Boulton (Aberdeen City Council) who took up the role in June 2017. Councillor John Cox (Aberdeenshire Council) is the Vice Chair having participated in the SDPA for a number of years. In this PPF year, SDPA Members considered all issues raised through MIR stage and agreed consultation on a Proposed Strategic Development Plan to. Following consideration of responses to the Proposed Plan, SDPA Members also considered the Schedule 4 documents prepared to address the responses received.

3.28 The City Growth Committee (previously known as the Communities, Housing and Infrastructure Committee) of Aberdeen City Council and the Infrastructure Services Committee of Aberdeenshire Council have been the two Council committees with a Development Plan remit, while the six Area Committees of Aberdeenshire Council as consulted as required.

3.29 The SDPA members are advised by the Heads of Planning from both constituent Councils and the SDP Lead Officer. The SDPA meet a minimum of four times a year, coinciding with key decision-making events in the life of the Strategic Development Plan. There is the provision for additional meetings if required. Attendance at the meetings is open to the public, with papers available in advance on the Strategic Development Planning Authority website - <http://www.aberdeencityandshire-sdpa.gov.uk/>

3.30 The work of the SDPA is supported by a small dedicated Officer team. A Management Steering Group comprises the SDP Lead Officer along with Senior Officers and the Heads of Planning from the two constituent Councils. Meetings are arranged on a regular basis to direct the focus of the SDPA and consider reports for subsequent meetings of the Authority.

3.31 The schedule of meeting dates for the Strategic Development Planning Authority for 2018 - 2019 were as follows:

- 27 June 2018
- 24 August 2018
- 26 September 2018
- 20 March 2019

- 3.32 Appropriate powers are delegated to the SDPA to ensure that decisions only need to be ratified at key points in the Strategic Development Plan process, primarily the agreement of the Proposed Plan. This ensures that the Authority is effectively able to co-ordinate the preparation of the Strategic Development Plan and associated work streams without constant referral to the partner Councils.
- 3.33 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 publicly available on the SDPA website. Aberdeenshire Council act as Treasurer to the Authority.
- 3.34 The SDPA is audited on an annual basis as part of Audit Scotland's local government audit activities. The Auditors Report and Audited Statement of Accounts are published annually on the SDPA website. 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.
- 3.35 The total operating costs for 2018 - 2019 were £145,000, substantially lower than the previous year. Costs now mainly covering Staff Costs, along with other costs associated with publication and engagement and progressing the development plan through the Main Issues Report and proposed Plan stages.

### Culture of Continuous Improvement

- 3.36 During the year staff and work delivery benefited from a range of training and other opportunities that allowed the sharing of good practice. These training and continuous professional development opportunities included attendance across a range of topics from a Scottish Planning and Environmental Law update, the Aberdeen State of the Cities Conference, Project Management training, a seminar on Working with Key Agencies to Plan for Positive Outcomes, to a seminar on Census 2021. Members of the Team, in addition to that

identified, also attended a number of seminars and fora organised by Heads of Planning Scotland and the Improvement Service. Table 3 below shows CPD/Training highlights for 2018/2019:

<b>Table 3: Summary of Continuous Professional Development and Training</b>	
<b>Continuous Professional Development and Training</b>	<b>Officer Attending</b>
RTPI West of Scotland Chapter CPD Event: Aberdeen STF Legal Challenge (April 2018)	TLA
Scottish Government Development Plan Forum (April 2018)	TLA
Brodies Seminar – Improving the Planning system: Focusing on Delivery (May 2018)	TLA + SP
Burness Paull – Urban Age Seminar (September 2018)	TLA
Scottish Planning and Environmental Law Update (September 2018)	SP
Partners in Planning: four ‘marketplace’ training sessions (September 2018)	SP
Aberdeen State of the Cities Conference (November 2018)	TLA
Prince 2 Training (November 2018)	SP
Scotland’s Census 2021: Questions and Outputs (November 2018)	TLA
Working with the Key Agencies – Planning for Positive Outcomes (January 2019)	TLA
Scottish Government Digital Planning Workshop (January 2019)	TLA

**Notes:** TLA - Team Leader (Acting); SP - Senior Planner.

3.37 Officers across Scotland’s four SDPA also seek to stay in contact throughout the year to explore joint initiatives and share good practice. This included an earlier meeting with the Scottish Government to discuss how best the SDPA could support the progress of the Planning (Scotland) Bill. The Planning (Scotland) Act 2019 will require transition arrangements to be put in place and is likely to require changes to the arrangements for joint working at the regional level.

## 4. Supporting Evidence

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

- Aberdeen City and Shire Strategic Development Plan (March 2014)
- Aberdeen City and Shire Main Issues Report (March 2018)
- Proposed Aberdeen City and Shire Strategic Development Plan (October 2018)
- Development Plan Scheme (March 2018)
- Housing Need and Demand Assessment (2018)
- Housing Land Audit 2018
- Employment Land Audit 2015 - 2016
- Minute of Agreement and Standing Orders (Version 2, 2010)
- Audited Statement of Accounts 2017 – 2018
- Report by External Auditors 2017 - 2018
- Unaudited Statement of Accounts 2018 - 2019
- Scottish Government SDP Approval Letter (March 2014)
- SDPA Website – [www.aberdeencityandshire-sdpa.gov.uk](http://www.aberdeencityandshire-sdpa.gov.uk)
- SDPA Committee Reports, Decisions and Minutes
- Strategic Flood Risk Assessment 2018
- Letter from Scottish Government 31 July 2018

## 5. Service Improvements

5.1. The SDPA identified four service improvement commitments for 2018 - 2019, and progress on these is set out in Table 4 below. Commitments for 2018 - 2019 are identified in Table 5 of this report. Due to the size of the SDPA Officer Team and the 5-year cyclical nature of its operations, it can be challenging to deliver actions identified within a set financial year.

**Table 4: SDPA Service Improvements 2018 - 2019**

	Service Improvements 2018/19	Complete (Yes / No)
1	<p><b>Prepare and consult on a Proposed Strategic Development Plan</b> The SDPA is committed to producing and consulting on a Proposed Strategic Development Plan in the year to come. This will involve significant engagement with Senior Council Officers, Elected Members, the development industry, the Key Agencies as well as members of the public, Community Councils and other local interest groups. This is likely to include a range of focused workshops, seminars and briefing sessions as well as attendance at various meetings and events.</p>	<p>Yes</p> <p>From April 2018 to March 2019 the SDPA consulted on a Main Issues Report 3 weeks of 10-week period, and then consulted on the proposed Plan again over a 10-week period, which included:</p> <ul style="list-style-type: none"> <li>• Attending MIR and proposed Plan meetings with Community Councils/Representatives (14 public meetings held)</li> <li>• MIR presentations to key partners and agencies (statutory and non-statutory (3 meetings)</li> <li>• Holding a Workshop with Senior Officers &amp; Key Partners</li> <li>• Preparing a Draft Proposed Strategic Development Plan and engaged with Key Agencies on its content</li> <li>• Preparing supporting documents to accompany a Proposed Strategic Development Plan</li> <li>• Preparing a Proposed Strategic Development Plan and consulted on it over a 10-week period</li> <li>• Preparing report of representations and unresolved issues to the Proposed Plan</li> <li>• Agreeing a revised framework / approach with Scottish Natural Heritage to undertake the HRA of the Proposed Plan reflecting changes to Case Law that occurred in 2018.</li> </ul>

	Service Improvements 2018/19	Complete (Yes / No)
2	<p><b>Monitor progress and contribute to progressing the Planning (Scotland) Bill</b></p> <p>The Planning (Scotland) Bill published in December 2017 removes the requirement to prepare Strategic Development Plans. The Bill is currently at Stage 1 in the parliamentary process and targeted to receive Royal Assent sometime late 2018. Transitional arrangements will then follow, along with details of secondary legislation. The SDPA will continue to work with the two Councils and the Scottish Government on the delivery of the provisions of the Bill as more information becomes available.</p>	<p>Yes</p> <p>Discussion with the other SDPAs and Scottish Government have taken place to seek to ensure that City Region specific issues were highlighted.</p> <p>Regular Bulletins were reported to SDPA Members on the progress of the Planning Bill throughout the year.</p> <p>Transitional arrangements will be reported to Members once timeframes known and arrangements finalised by Government.</p>
3	<p><b>Contribute to the preparation of National Planning Framework 4</b></p> <p>Preparation of an enhanced National Planning Framework 4 is likely to begin in the 2018 - 2019 year, and the SDPA will work with the two Councils and Scottish Government to contribute to this process as appropriate.</p>	<p>Ongoing</p> <p>The Government has allowed itself until 2024 to bring forward NPF4, having extended the review period for plan preparation to 10 years. Discussion with the other SDPAs and Scottish Government have taken place to seek to ensure that City Region specific issues are highlighted as part of early discussions. This will be progressed further in the year to come.</p>
4	<p><b>Continue communication and benchmarking / sharing of best practice with other Strategic Development Planning Authorities across Scotland</b></p> <p>The SDPA will continue to work with the other SDPAs across Scotland to share experiences and best practice and discuss relevant strategic and regional matters. The SDPA Managers / Lead Officers will continue to meet regularly.</p>	<p>Yes / Ongoing</p> <p>Discussion with the other SDPAs and Scottish Government have taken place to seek to ensure that best practice can be shared. Within this PPF year these opportunities have however been fewer given the limited number of Strategic Planning Officers in post. In addition, best practice examples from elsewhere in the UK / Europe has been sought.</p>

### The Year Ahead 2019 -2020

- 5.2. In the year to come work will be focused on the DPEA Examination of the Proposed Plan. This will include responding to written requests and attending any Hearings in support of scrutinising the content of the Proposed Plan.
- 5.3. The Report on the Examination of the Proposed Plan is expected towards the end of 2019, based on timings set out in Circular 6/2013.
- 5.4. Monitoring and Action Programme work will continue in order to maintain an effective basis for future strategic planning work. Following Royal Assent of the Planning Bill, expectations of the Scottish Government regarding contributions from the Region, regarding input to NPF4, should become clearer. Any work required from “the Region” will have to be identified and arrangements put in place to respond to these requirements.
- 5.5. Work will also continue with Nestrans to ensure the work on the review of the Regional Transport Strategy is closely aligned with the Proposed SDP.
- 5.6. The Service Improvements for 2019 - 2020 are outlined in Table 5.

Table 5: SDPA Service Improvements 2019/20

No	Service Improvements 2018 - 2019
1	<p><b>Prepare for Examination, attend hearings as required and respond to further information requests from DPEA</b></p> <p>Having committed to producing and consulting on a Proposed Strategic Development Plan, following Scottish Ministers instruction to proceed, the SDPA is required to respond to scrutiny of the Plan through Examination. The Examination is programmed to take approximately 6 months and it is hoped that approval by Scottish Ministers will be confirmed at the end of 2019 or start of 2020. Approval of the Plan will give a firm basis for Local Development Plans to progress.</p>
2	<p><b>Monitor progress and support the delivery of the Planning (Scotland) Act 2019</b></p> <p>The Planning (Scotland) Bill published in December 2017 proposed to remove the requirement to prepare Strategic Development Plans. Royal Assent on the Bill is anticipated Summer 2019. Transitional arrangements will then follow, along with details of related secondary legislation to be prepared. This may include guidance on future Regional Spatial Strategies. The SDPA will continue to work with the two Councils and the Scottish Government on the delivery of the provisions of the Bill as more information becomes available.</p>
3	<p><b>Identify and set up monitoring frameworks to support the delivery of NPF4</b></p> <p>Preparation of an enhanced National Planning Framework 4 is likely to begin in the 2019 – 2020 year, and the SDPA will work with the two Councils and Scottish Government to contribute to NPF4 process as necessary and appropriate. Government has committed to delivering an approved NPF4 by 2024. The Bill as passed includes that Scottish Ministers may direct a planning authority, or two or more planning authorities, to provide information for the purposes of assisting in preparing or revising the National Planning Framework.</p>
4	<p><b>Continue communication and benchmarking / sharing of best practice with other Strategic Development Planning Authorities across Scotland</b></p> <p>The SDPA will continue to work with the other SDPAs across Scotland to share experiences and best practice and discuss relevant strategic and regional matters. The ability to continue this will depend on continued commitment and staffing.</p>

5.7. Three meetings of the SDPA are planned for 2019, while a further meeting date is anticipated for the first quarter of 2020, but not set yet. However, the nature of the work required over the year means further meetings may be required and will be scheduled as necessary. The confirmed schedule for SDPA Committee meetings in 2019 is as follows:

- 14 June 2019
- 24 September 2019
- 13 December 2019

## 6. National Headline Indicators

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

**Table 6: National Headline Indicators**

Key Outcome	2018-19	2017-2018	2016-2017	Comment
<p><b>Development Planning:</b></p> <ul style="list-style-type: none"> <li>Age of Strategic Development Plan (years and months).</li> </ul>	5 years 0 months	4 years 0 months	3 years 0 months	The Aberdeen City and Shire Strategic Development Plan was approved by Scottish Ministers on 28 March 2014.
<ul style="list-style-type: none"> <li>Will the Strategic Development Plan be replaced by their 5<sup>th</sup> anniversary according to the current development plan scheme? (Y/N)</li> </ul>	No	No	Yes	The current Development Plan Scheme anticipates that the approved Strategic Development Plan will be replaced by March 2020, which is 1 year after its 5 <sup>th</sup> anniversary. In March 2018 the Strategic Development Planning Authority wrote to Scottish Government to update the on the delay to the review timetable, and to formally request that Scottish Ministers choose to use the “Default Powers” afforded to them under Section 23B of the Town and Country Planning (Scotland) Act 1997 and instruct the Aberdeen City and Shire Strategic Development Planning Authority to continue to produce a Strategic Development Plan for the area. Instruction to progress was received.

Key Outcome	2018-19	2017-2018	2016-2017	Comment
<ul style="list-style-type: none"> <li>Has the expected date of submission of the plan to Scottish Ministers in the development plan scheme changed over the past year? (Y/N)</li> </ul>	Yes	No	No	The date of submission of the Proposed Strategic Development Plan to Scottish Ministers is 12 April 2019. Two weeks later than planned due to agreeing changes to HRA appraisal framework with SNH. Changes to appraisal framework were required due to changes to EU case law in 2018.
<ul style="list-style-type: none"> <li>Were development plan scheme engagement / consultation commitments met during the year? (Y/N)</li> </ul>	Yes	No	Yes	The SDPA committed to a ten-week period for each formal stage of public consultation on the plan (only six-week minimum period required by Circular 06/2013). 14 public consultation meetings were held to help inform the proposed Plan.

## 7. Official Statistics

7.1 For additional official statistics refer to Aberdeen City Planning Performance Framework and Aberdeenshire Planning Performance Framework.

## 8. Workforce Information

- 8.1. At 31 March 2018, the SDPA Officer Team consisted of two full-time members of staff – one Senior Planner and one Acting Team Leader. The Team recruited a further Senior Planner on a seconded basis from mid-May 2018 to respond to expected increases in workload.
- 8.2. The Officer Team is based at Woodhill House, the Aberdeenshire Council headquarters, with additional desk space available at Marischal College, the Aberdeen City Council headquarters. Aberdeenshire Council provides HR, payroll and financial support to the SDPA Officer Team. Aberdeen City provides legal support, and Committee Administrative support is provided by both Councils as required.
- 8.3. Decisions regarding staffing and the long-term operating budget of the SDPA are under continuous review following the publication of the Planning (Scotland) Bill. Therefore, the current operating budget for 2019 - 2020 is limited to statutory functions and the future SDPA work programme is also under review. No single SDPA employee received more than £50,000 in remuneration.

Table 9: Workforce Information

SDPA Staffing numbers	Tier			
	1	2	3	4
	Managers No.		Main Grade Posts No.	
	Posts	Vacant	Posts	Vacant
	0	0	3	0
Staffing profile	Number			Number over year
Team Leader	1			SDPA
Senior Planner	2			Full Council
Administration/Technician	0			Council / Area Committees
Total	3			Public Meetings
				5
				0
				0
				14
Budgets	Budget	Costs		Income
Planning Service		Direct	Indirect	
Development Planning	£145k			£145k

## 9. Planning Committee Information

Table 7: Strategic Development Planning Authority Committee Membership 31 March 2019

 <p>Cllr M Boulton (Chair) Aberdeen City Council</p>	 <p>Cllr J Cooke Aberdeen City Council</p>	 <p>Cllr G Graham Aberdeen City Council</p>	 <p>Cllr R Grant Aberdeen City Council</p>	 <p>Cllr P Bell Aberdeen City Council</p>	 <p>Cllr I Yuill Aberdeen City Council</p>
 <p>Cllr J Cox (Vice Chair) Aberdeenshire Council</p>	 <p>Cllr D Aitchison Aberdeenshire Council</p>	 <p>Cllr P Johnston Aberdeenshire Council</p>	 <p>Cllr J Latham Aberdeenshire Council</p>	 <p>Cllr B Topping Aberdeenshire Council</p>	 <p>Cllr S Wallace Aberdeenshire Council</p>

Table 8: Rotational arrangements for Chair and Vice Chair of the Strategic Development Planning Authority (approximate timings linked to electoral cycle). Next rotation late 2019 (based on current 5-year electoral cycle).

Date	Chair	Vice Chair
2017/18		
2018/19		
2019/20		

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**CITY AND** | *Planning Authority*  
**SHIRE**