

Planning Development Management Committee Annual Effectiveness Report 2022/2023



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1. Introduction from Convener

- 1.1 I am pleased to present the fourth annual effectiveness report for the Planning Development Management Committee (PDMC). The annual effectiveness reports have been in place since 2017, following a recommendation made by CIPFA in their review of the Council's governance arrangements, namely that Committees review the extent to which they had operated within their Terms of Reference, through an annual report. The annual effectiveness report represents good practice in governance and also informs the annual review of the Council's Scheme of Governance, enabling officers to identify if any changes are required, for example, to the Committee Terms of Reference.
- 1.2 The Council is committed to ensuring effective access for our communities to engage with the planning process, which shapes their communities and the wider city. We will continue to seek views on our masterplans to ensure our city is safeguarded in changes to the regions industrial and tourism outlook. I thank all those who have engaged with the committee over the past year, I will continue to ensure increased transparency and encourage residents to continue to make representation directly at our Planning Development Management Committee in person, online or by proxy.
- 1.3 The annual report is a good mechanism for the Committee to support the Council's improvement journey by demonstrating the ways that the Committee contributes to the Council Delivery Plan and Local Outcome Improvement Plan, whilst also providing the opportunity to reflect on the business of the Committee over the past year and to look to the Committee's focus for the year ahead.
- 1.4 There were no changes made to the PDMC Terms of Reference as part of the 2023 Scheme of Governance Review, however we will continue to monitor them over the next year to ensure they remain fit for purpose.
- 1.5 Throughout the year, the Committee has worked to determine all applications for consent or permission except those local applications which fall to be determined by an appointed officer under the adopted Scheme of Delegation.
- 1.6 I would like to thank Members and officers for their contributions during my time as Convener of the Committee and look forward to working with them next year.



Councillor Ciaran McRae
Convener – (Planning Development Management Committee)

2. The Role of the Committee

PURPOSE OF COMMITTEE

To ensure the effective undertaking of the Development Management and Building Standards duties of the Council.

REMIT OF COMMITTEE

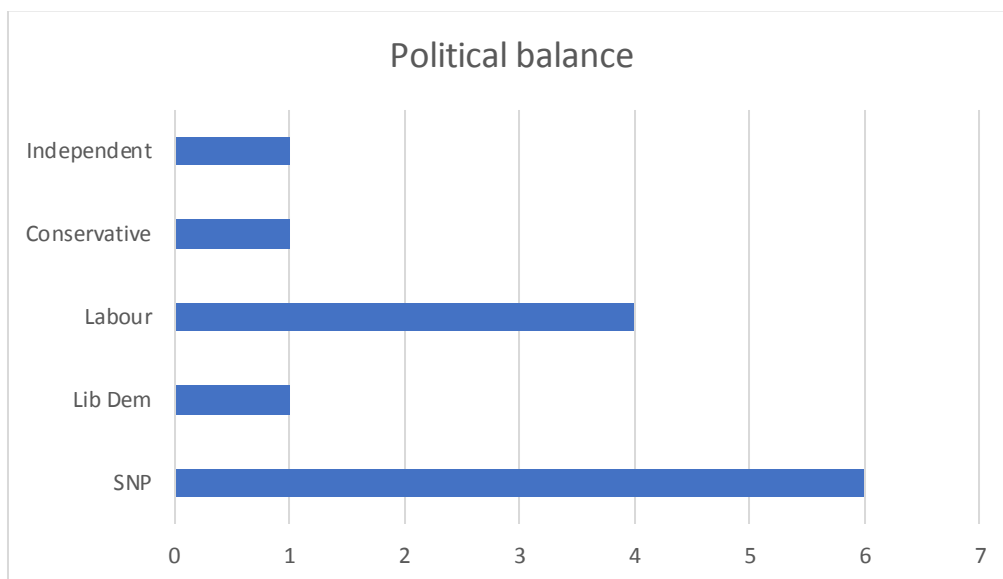
The Committee will:

1. determine all applications for consent or permission except those local applications which fall to be determined by an appointed officer under the adopted Scheme of Delegation or for which a Pre-Determination Hearing has been held;
2. visit application sites where agreed;
3. make Orders and issue Notices;
4. approve development briefs and masterplans;
5. adopt non-statutory planning guidance;
6. conduct pre-determination hearings in pursuance of the provisions contained within s38A of the Town and Country Planning (Scotland) Act 1997; and
7. determine an application for planning permission for a development where a pre determination hearing is held in terms of s38A of the Town and Country Planning (Scotland) Act 1997.

3. Membership of the Committee during 2022/2023

3.1 The Planning Development Management Committee has 13 members.

3.2 The Committee composition is presented below:-



4. Membership Changes

- Councillor McRae became Convener of the Committee in June 2023. As Councillor McRae was already a member of the Committee, Councillor Henrickson was replaced by Councillor Radley at the same time;
- Following the change of committee places as a result of the May 2023 by-election, Councillor Lawrence became a member of the Committee from the May 2023 meeting onwards;
- Councillor Farquhar replaced Councillor Houghton in February 2023;
- Councillor Macdonald replaced Councillor Crockett, following him becoming an Independent Councillor and the place on the Committee being a Labour allocation;
- Councillor Tissera replaced Councillor Blake in September 2023;

5. Member Attendance

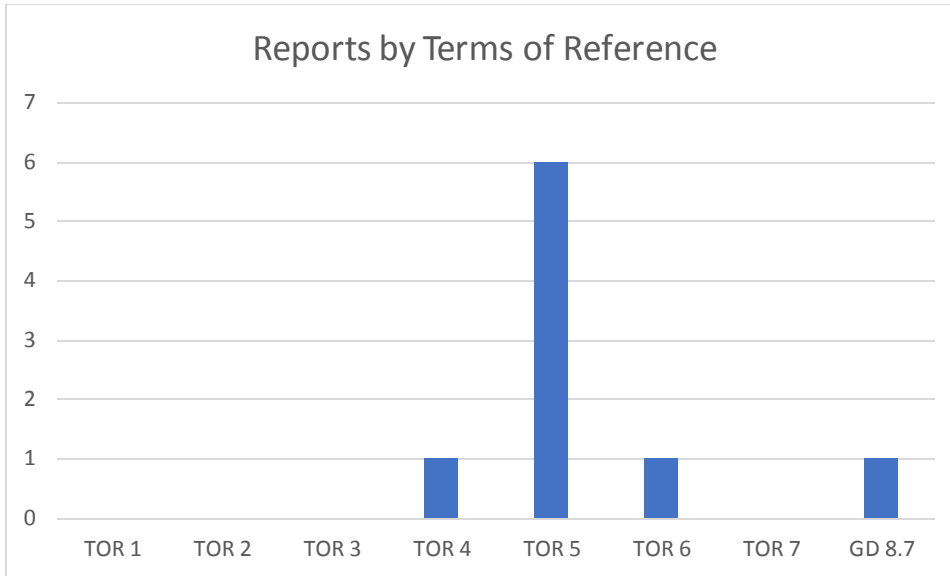
| Member | Total Anticipated Attendances | Total Attendances | Substitutions |
|----------------------|-------------------------------|-------------------|---|
| Councillor McRae | 10 | 7 | Councillors Nicoll and van Sweeden |
| Councillor Bouse | 10 | 9 | Councillor van Sweeden |
| Councillor Alphonse | 10 | 7 | Councillors Allard, MacGregor and van Sweeden |
| Councillor Clark | 10 | 9 | Councillor Allard |
| Councillor Boulton | 10 | 8 | Councillors Houghton and Massey |
| Councillor Cooke | 10 | 9 | Councillor van Sweeden |
| Councillor Copland | 10 | 10 | |
| Councillor Farquhar | 7 | 7 | |
| Councillor Lawrence | 4 | 4 | |
| Councillor Macdonald | 1 | 1 | |
| Councillor Radley | 2 | 2 | |
| Councillor Thomson | 10 | 10 | |
| Councillor Tissera | 0 | 0 | |

6. Meeting Content

6.1 During the 2022/2023 reporting period (14 October 2022 to 14 October 2023), the Committee had 10 meetings and considered a total of 8 reports. There were also 38 planning applications considered. Of the 38 applications, 33 were approved/refused in line with the officer recommendation and 5 were determined against officer recommendation.

6.2 Terms of Reference (TOR)

6.2.1 The following chart details how reports aligned to the Terms of Reference (set out at section 2 above) for the Committee.



- 6.2.2 During the course of 2022/2023 the Committee received reports under various Terms of Reference. In regards to TOR 1 (determine all applications for consent or permission except those local applications which fall to be determined by an appointed officer under the adopted Scheme of Delegation or for which a Pre Determination Hearing has been held) – 38 applications were considered and determined. Two applications were determined after a site visit which relates to TOR 2.
- 6.2.3 As the committee structure was reviewed in late 2022, very few changes to the Terms of Reference were made following the June 2023 Scheme of Governance review. Any changes made were generally to provide clarity where required and ensure consistency between committees. The new Terms of Reference will continue to be monitored throughout the year, in preparation for the 2024 Scheme of Governance review.
- 6.2.4 As this is a quasi judicial committee, the majority of the business carried out by PDMC are planning applications rather than reports.

7. Reports and Decisions

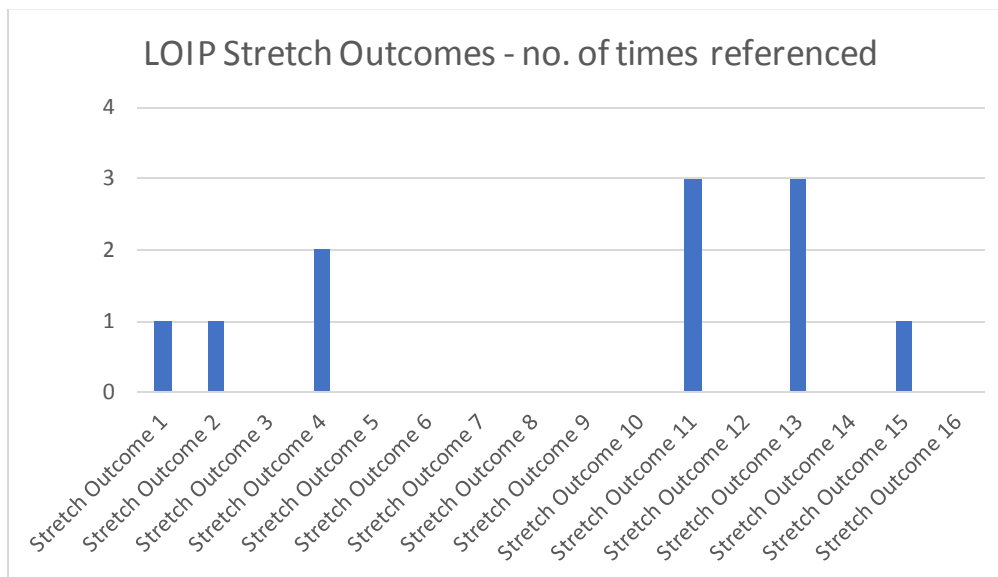
7.1 The following information relates to the committee reports and Notices of Motion presented to Committee throughout the reporting period, as well as the use of Standing Orders and engagement with members of the public.

| | Total | Total Percentage of Reports |
|---|-------|-----------------------------|
| Confidential Reports | 0 | N/A |
| Exempt Reports | 0 | N/A |
| Number of reports where the Committee amended officer recommendations | 2 | 25% |
| Number of reports approved unanimously | 6 | 75% |
| Number of reports or service updates requested during the consideration of another report to provide additional assurance and not in business planner | 0 | N/A |
| Number of reports delayed for further information | 0 | N/A |
| Number of times the Convener has had to remind Members about acceptable behaviour in terms of the Code of Conduct | 0 | N/A |
| Late reports received (i.e. reports not available for inspection at least 3 clear days before the meeting) | 0 | N/A |
| Number of referrals to Council under SO 34.1 | 0 | N/A |

| Notices of Motion, Suspension of Standing Orders, Interface with the Public | |
|--|---|
| Number of Notices of Motion to Committee | 1 |
| Number of times Standing Orders suspended | 1 |
| Specific Standing Orders suspended | 40.2 – time of meeting to go past 6 hours |
| Number of representations requested to speak | 63 |
| Number of representations heard | 63 |
| Number of petitions considered | 0 |

8. Reports with links to the Local Outcome Improvement Plan

8.1 The following table details of the 8 reports how each report linked to the Local Outcome Improvement Plan (LOIP Stretch Outcomes are appended to this report for reference at Appendix 1).



9. Training and Development

9.1 Training opportunities for Members during the reporting period were as follows:-

- National Planning Framework
- Developer Obligations
- Community Planning Aberdeen and the Local Outcome Improvement Plan
- Planning Committee
- Local Review Body

9.2 Further development opportunities will be considered for next year based on Committee business throughout the year, Executive Lead proposals and Member feedback on what may be required to assist them in performing their roles.

10. Code of Conduct Declarations and Transparency Statements

- 10.1 3 declarations of interest and 7 transparency statements were made by Members during the reporting period. Information in respect of declarations of interest and transparency statements is measured to evidence awareness of the requirements to adhere to the Councillors' Code of Conduct and the responsibility to ensure fair decision-making.

11. Civic Engagement

- 11.1 During the course of the year there has been consultation with the public in relation to draft Aberdeen Planning Guidance: Resources for New Development, Space Standards and Outdoor Seating. Consultation was also carried out for the Energy Transition Zone Masterplan.

12. Executive Lead to the Committee - Commentary

- 12.1 Planning Development Management Committee continues to be available as a hybrid option for Members which means that Members can join the meeting and participate remotely if required. Webcasting is also available for each meeting so members of the public can view the proceedings of the committee.
- 12.2 A new procedure was also introduced in April 2023, which meant that all Members on PDMC would participate in a rota system for the Local Review Body, with each Member requiring to sit on three or four meetings a year. Local members are not permitted to sit on reviews which fall in their ward.

13. The Year Ahead

- 13.1 In December 2022, a new procedure was established for PDMC which allowed interested parties who had submitted a representation to speak at a relevant PDMC meeting, where an application was to be considered. After a year of operation, this procedure will be reviewed and taken back to committee in December 2023, to reflect on how the procedure has operated and any changes that may be necessary.
- 13.2 The Committee will continue to determine planning applications which fall to be determined under the Scheme of Delegation and planning training will continue to be part of the scheduled elected member development programme.

Appendix 1 – Local Outcome Improvement Plan Stretch Outcomes

| Economy | |
|---|--|
| 1. | No one will suffer due to poverty by 2026 |
| 2. | 400 unemployed people supported into fair work by 2026 |
| 3. | 500 people skilled/ reskilled to enable them to move into, within and between economic opportunities as they arise by 2026 |
| People (Children & Young People) | |
| 4. | 95% of children will reach their expected developmental milestones by their 27-30 month review by 2026 |
| 5. | 90% of children and young people report they feel listened to all of the time by 2026 |
| 6. | By meeting the health and emotional wellbeing needs of our care experienced children and young people they will have the same levels of attainment in education and positive destinations as their peers by 2026 |
| 7. | 95% of children living in our priority neighbourhoods (Quintiles 1 & 2) will sustain a positive destination upon leaving school by 2026 |
| 8. | 83.5% fewer young people (under 18) charged with an offence by 2026 |
| 9. | 100% of our children with Additional Support Needs/disabilities will experience a positive destination |
| People (Adults) | |
| 10. | 25% fewer people receiving a first ever Court conviction and 2% fewer people reconvicted within one year by 2026 |
| 11. | Healthy life expectancy (time lived in good health) is five years longer by 2026 |
| 12. | Rate of harmful levels of alcohol consumption reduced by 4% and drug related deaths lower than Scotland by 2026 |
| Place | |
| 13. | Addressing climate change by reducing Aberdeen's carbon emissions by at least 61% by 2026 and adapting to the impacts of our changing climate |
| 14. | Increase sustainable travel: 38% of people walking and 5% of people cycling as main mode of travel by 2026 |
| 15. | Addressing the nature crisis by protecting/ managing 26% of Aberdeen's area for nature by 2026 |
| Community Empowerment | |
| 16. | 100% increase in the proportion of citizens who feel able to participate in decisions that help change things for the better by 2026 |