

Planning Development Management Committee Annual Effectiveness Report 2023/2024



Contents

1. Introduction from Convener	3
2. The Role of the Committee	4
3. Membership of the Committee during 2022/2023	4
4. Membership Changes	5
5. Member Attendance	5
6. Meeting Content.....	5
7. Reports and Decisions	6
8. Reports with links to the Local Outcome Improvement Plan	7
9. Training and Development	8
10. Code of Conduct Declarations and Transparency Statements	8
11. Civic Engagement	8
12. Executive Lead to the Committee - Commentary	8
13. The Year Ahead	8
Appendix 1 – Local Outcome Improvement Plan Stretch Outcomes	10

1. Introduction from Convener

- 1.1 I am pleased to present the fifth 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 2024 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 and look forward to working with them next year. I would also like to take the opportunity to thank all members of the public who have taken the time to attend and contribute to planning applications that have been decided over the past year. Taking the time to send representation letters and emails, as well as attend planning meetings, ensures that our committees remain open and transparent. I value the ability for the public to provide a voice right at the heart of our city's planning process.



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

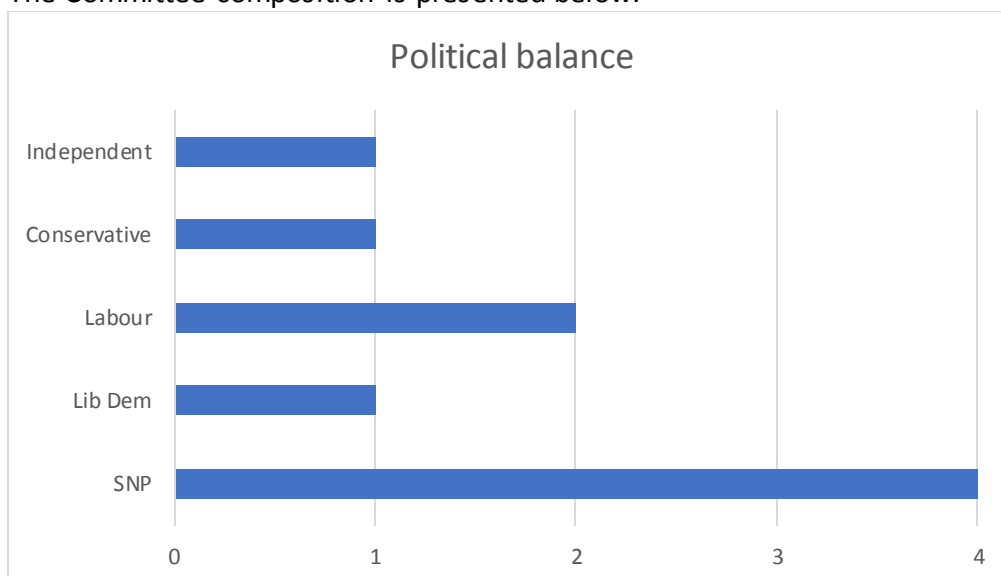
The Committee will:

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 2023/2024

3.1 The Planning Development Management Committee has 9 members.

3.2 The Committee composition is presented below:-



4. Membership Changes

- 4.1 At the Council meeting on 7 February 2024, the membership of PDMC was reduced from 13 members to 9.

Councillor Greig replaced Councillor Bouse on the Committee and was appointed as Vice Convener at the Council meeting on 17 April 2024. Councillor Greig therefore became Vice Convener from the 18 April 2024 meeting.

5. Member Attendance

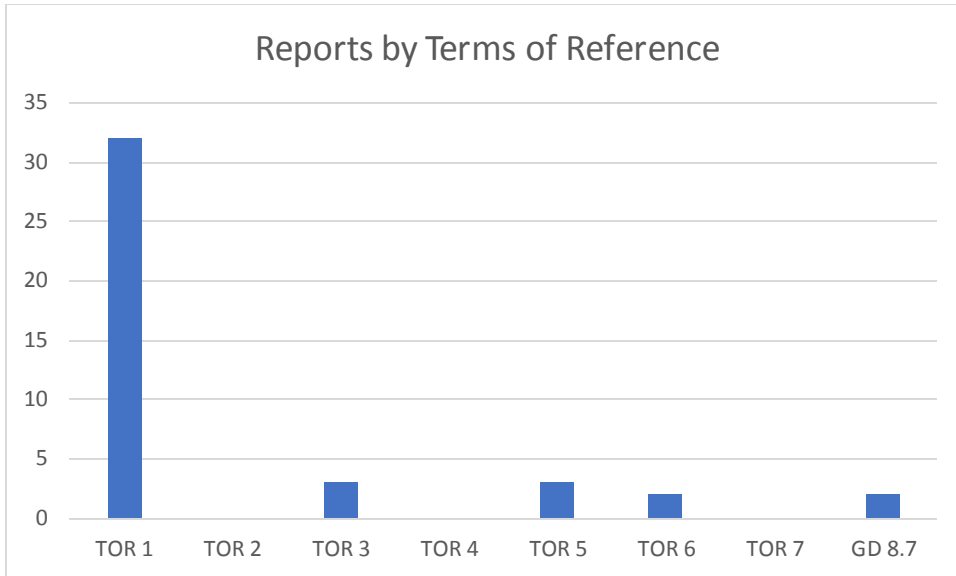
Member	Total Anticipated Attendances	Total Attendances	Substitutions
Councillor McRae	10	10	
Councillor Greig	4	4	
Councillor Alphonse	10	8	Councillors Cooke and Henrickson
Councillor Boulton	10	8	Councillor Blake
Councillor Clark	10	10	
Councillor Copland	10	10	
Councillor Farquhar	10	10	
Councillor Lawrence	10	10	
Councillor Macdonald	10	10	
The following were members until the membership of the Committee was reduced.			
Bouse	3	2	Councillor Greig
Cooke	3	3	
Radley	3	2	Councillor Henrickson
Thomson	3	3	
Tissera	3	2	Councillor Malik

6. Meeting Content

- 6.1 During the 2023/2024 reporting period (15 October 2023 to 15 October 2024), the Committee had 10 meetings and considered a total of 10 reports and determined 32 planning applications. 28 applications were approved/refused in line with the officers recommendation and 4 were approved/refused against the officers recommendation. Two Pre Determination Hearings were also held in 2024.

6.2 Terms of Reference

- 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 No changes were made to the Terms of Reference in the 2024 review. The Terms of Reference will continue to be monitored throughout the year, in preparation for the 2025 Scheme of Governance review. In terms of the Local Review Body (LRB), the members of PDMC are the members of the LRB, however an amendment was made at the Scheme of Governance review, which allowed members who had undertaken the necessary LRB training, to be included within the rota for LRB meetings. Members cannot sit on a case where they are the local member.

6.2.3 As PDMC 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.

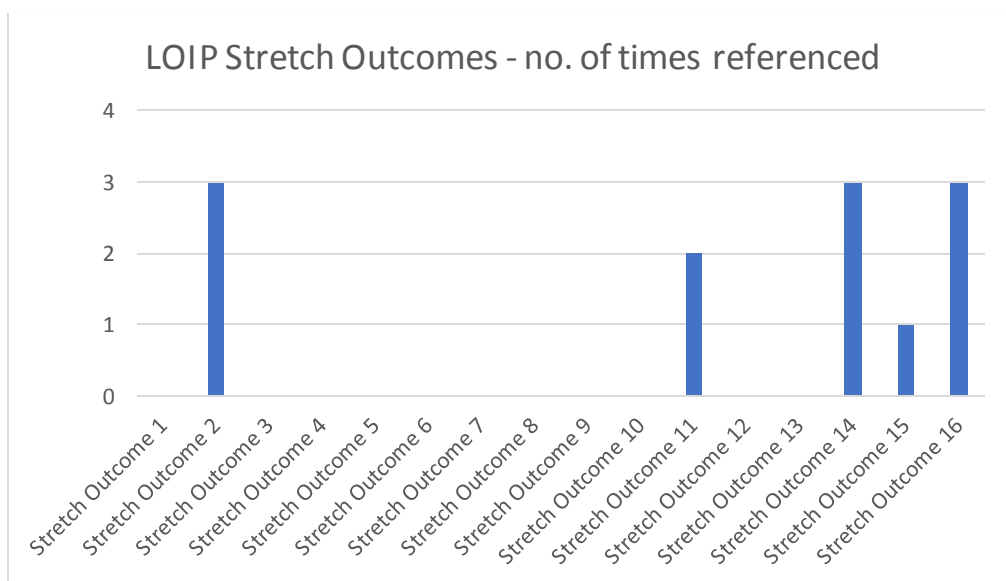
	Total	Total Percentage of Reports
Confidential Reports	0	0
Exempt Reports	0	0
Number of reports where the Committee amended officer recommendations	0	0
Number of reports approved unanimously	9	90%
Number of reports or service updates requested during the consideration of another report to provide additional assurance and not in business planner	0	0
Number of reports delayed for further information	0	0

Number of times the Convener has had to remind Members about acceptable behaviour in terms of the Code of Conduct	0	0
Late reports received (i.e. reports not available for inspection at least 3 clear days before the meeting)	0	0
Number of referrals to Council under SO 34.1	0	0

Notices of Motion, Suspension of Standing Orders, Interface with the Public	
Number of Notices of Motion to Committee	0
Number of times Standing Orders suspended	1
Specific Standing Orders suspended	40.2 – length of meetings.
Number of deputations requested	3
Number of deputations heard	3
Number of eligible speakers who spoke in regards to a planning application	50
Number of petitions considered	0

8. Reports with links to the Local Outcome Improvement Plan

8.1 The following table details of the 10 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 1 declaration of interest and 9 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 the following:-

- Article 4 Directions
- Draft Aberdeen Planning Guidance – Health Impact Assessments
- Draft Aberdeen Planning Guidance – Short Term Lets

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.

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 in operation, this procedure was reviewed and taken back to committee in December 2023. The main

change to the procedure was that a limit was put on the amount of speakers for each application, to ensure timely decision making. The procedure is an extra opportunity for interested parties to put forward their case and has worked well in practise.

- 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.	20% reduction in the percentage of people who report they have been worried they would not have enough food to eat and/ or not be able to heat their home by 2026
2.	74% employment rate for Aberdeen City by 2026
People (Children & Young People)	
3.	95% of all children will reach their expected developmental milestones by their 27-30 month review by 2026
4.	90% of children and young people report they feel listened to all of the time by 2026
5.	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
6.	95% of children living in our priority neighbourhoods (Quintiles 1 & 2) will sustain a positive destination upon leaving school by 2026
7.	83.5% fewer young people (under 18) charged with an offence by 2026
8.	100% of our children with Additional Support Needs/disabilities will experience a positive destination
People (Adults)	
9.	10% fewer adults (over 18) charged with more than one offence by 2026
10.	Healthy life expectancy (time lived in good health) is five years longer by 2026
11.	Reduce the rate of both alcohol related deaths and drug related deaths by 10% by 2026
12.	Reduce homelessness by 10% and youth homelessness by 6% by 2026, ensuring it is rare, brief and non-recurring with a longer term ambition to end homelessness in Aberdeen City.
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; 5% of people cycling and wheeling as main mode of travel and a 5% reduction in car miles by 2026
15.	26% of Aberdeen's area will be protected and/or managed for nature and 60% of people report they feel that spaces and buildings are well cared for 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