



PLANNING AID FOR SCOTLAND

ANNUAL REVIEW

2008-09

Planning Aid for Scotland works with people to shape Scotland's future, providing support and information when it is needed.

Planning Aid for Scotland is:

- a unique and independent, national organisation that helps people to engage in the planning process
- the leading voice on community engagement in planning matters, being professional, trusted, impartial and effective
- an organisation that ensures people are involved in the changes which affect their local area and beyond.



ACKNOWLEDGEMENTS

Planning Aid for Scotland would not be able to carry out its work without the generous financial support of the following:

The Scottish Government - Planning Modernisation & Co-ordination Division
Voluntary Action Fund – Race Equality Integration & Community Support Fund

The Royal Town Planning Institute in Scotland
West Lothian Council
Renfrewshire Council

We also acknowledge donations from many individual Friends, volunteers and clients, and our Corporate Members for 2008-09.

City of Edinburgh Council
East Ayrshire Council
Falkirk Council
Fife Council
Glasgow City Council
North Ayrshire Council
Perth & Kinross Council
The Highland Council

WELCOME

I am delighted to introduce this summary of Planning Aid for Scotland's (PAS) activities and achievements over the year 2008-09. Much of our work over the past year has focused on preparing for the changes in Scotland's planning system due to come into force in 2009-10. I am also very encouraged that a record number of planners are recognising the value both to themselves and to the wider community of volunteering with PAS. It is no exaggeration to say that without these volunteers PAS would not be able to respond to the ever increasing demand for our services. In addition, our staff base has grown and we have been able to expand our activities as a result.

As always raising awareness of the planning system has its challenges, but I hope you agree that through a mix of enthusiasm, creativity and commitment we are finding new ways of presenting a positive image of planning to an ever increasing number of people as well as enabling them to get involved at a much earlier stage.

One example is our new roadshows - a joint action between ourselves and major retailers designed to take planning to the people – that way we introduced planning to over 1250 people since it started and we are receiving very positive feedback.

Some of the Highlights during 2008 and early 2009 are listed below and I trust you enjoy reading about the range of activities PAS is now involved in.

Petra Biberbach
Chief Executive



HIGHLIGHTS OF THE YEAR

April

The Board approves a new Strategy for 2008-13, to be reviewed in 2 years time.

May

Two new members of staff – Head of Policy & Planning and Head of Development – are appointed.

June

The fifteenth AGM of PAS is held at the Netherbow Theatre in Edinburgh and features a talk from architect, Malcolm Fraser and a tour of Edinburgh's Old Town led by Architecture & Design Scotland.

July

The Board of Planning Aid for Scotland approves a new Communications Strategy.

September

Two more new employees join the PAS staff team – a Development Officer, and a Planning Officer – bringing the total number of staff to 9.

October

Planning Aid for Scotland's practical guide to greater community involvement in the Scottish planning system: SP=EED (Scottish Planning = Effective Engagement and Delivery) is launched at an event in Edinburgh.

Planning Aid for Scotland achieves Investing in Volunteers status. The award, which recognizes PAS's commitment to its volunteers and its good management systems in dealing with them, was presented by George Thomson, Chief Executive of Volunteer Development Scotland.

And to top it all PAS celebrates its 15th anniversary.

November

A very successful Parliamentary reception is held in the garden lobby at Holyrood. The event is addressed by Cabinet Secretary, John Swinney MSP, and attended by a broad range of those involved or interested in the work of Planning Aid for Scotland.

We deliver the first of our Community Council Training and Planning Professional Training events.

December

A forum on SP=EED organized by PAS is attended by a variety of stakeholders.

Discussion starts with ASDA to hold awareness-raising events in their stores, in an effort to take 'planning to the people'

January

PAS's delivery of a Planning to Act workshop with North Ayrshire Council Youth Services is captured on DVD, providing PAS with a useful marketing tool to promote this innovative programme.

February

PAS issues its first e-bulletin to all its stakeholders. The e-bulletin replaces the PAS printed newsletter.

Three talks for the Friends of Planning Aid take place in Aberdeen, Glasgow and Dunblane. MSP Patrick Harvie also addresses the Glasgow event. In addition, David McLetchie MSP hosts a taster workshop for Friends and constituents in Edinburgh.

March

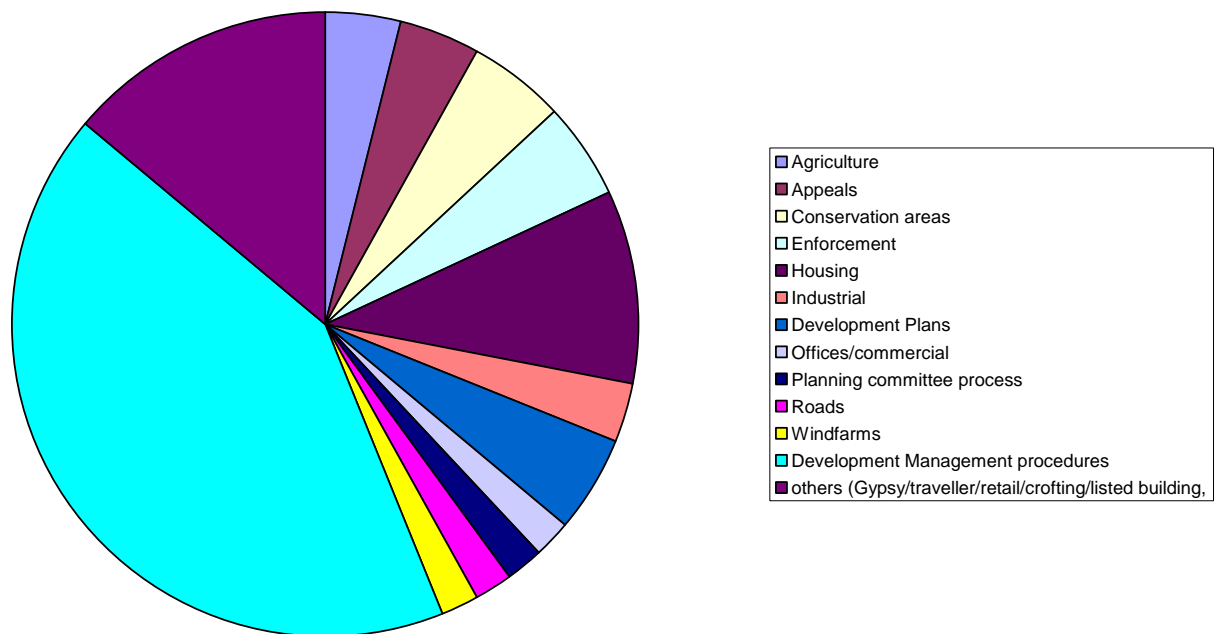
PAS delivers a presentation on SP=EED to the Scottish Young Planners Conference in Edinburgh

SERVICES

Advice Service

In 2008-09, the PAS Advice Service continued to provide advice and information, to individuals and community groups all over the country, through our network of professionally qualified volunteers. Clients seek advice on a wide variety of topics, see below:

Advice Service Topics



Training

The range of training options available has been greatly expanded over the course of the year to ensure we reach everyone in ways which are meaningful to them. Courses on offer for the general public include: Planning to Act®, Reach Out, Planning for People™, Community Council Training, Development Plan Examination / Local Plan Inquiry. In addition, training programmes for Planning Professionals and Elected Members are also available, as well as practical training on SP=EED for the private sector.

Research

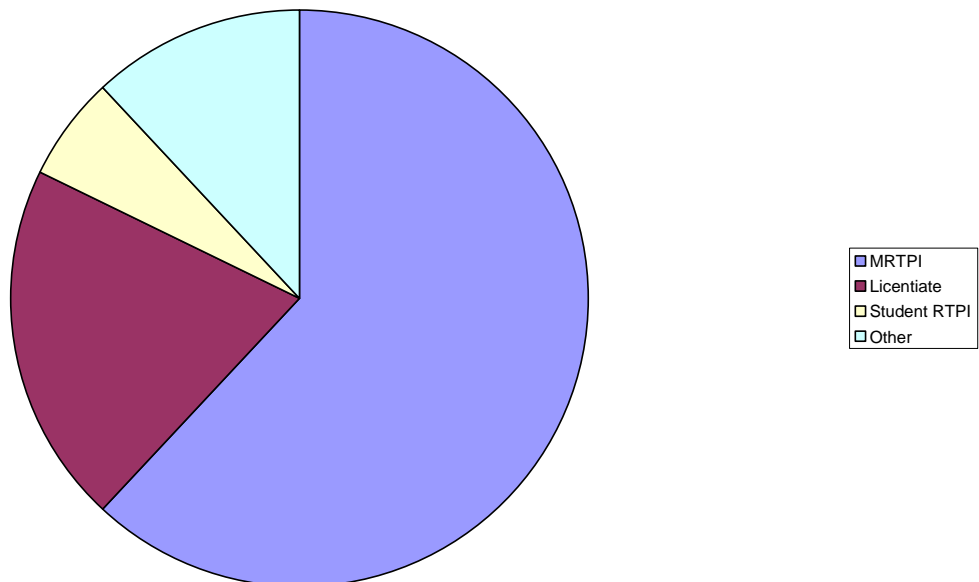
Research on ways to maximise community engagement in planning culminated in the launch of SP=EED – Scottish Planning = Effective Engagement & Delivery in October 2008. The process has been endorsed by local authorities, developers, and others involved in community engagement in planning – a central tenet of the new Planning etc (Scotland) Act 2006, which is now coming into effect.

OUR VOLUNTEERS

We have more volunteers than ever, and they are involved in a greater number of activities than ever before. Fully qualified members of the RTPI deal with clients who contact our Advice Service. Our expanded training programme provides plenty of opportunities for any of our volunteers who wish to engage with communities and members of the public to widen access to the planning system in Scotland.

Our latest innovation has been for a series of roadshows where our volunteers are able to meet members of the public and let them know about the planning system and the services PAS offers. For this and all our other activities, our volunteers receive comprehensive training.

PAS Volunteers



Planning Aid for Scotland

Statement of Financial Activities (including Income and Expenditure Account) For the Year Ended 31 March 2009

	Note	Unrestricted Funds £	Restricted Funds £	Total 2009 £	Total 2008 £
<i>Incoming resources from generated funds:</i>					
<i>Voluntary income:</i>					
Core grants & donations	1	300,277	1,500	301,777	162,520
Corporate membership		20,000	-	20,000	25,000
<i>Investment income:</i>					
Bank interest		771	-	771	1,239
<i>Incoming resources from charitable activities:</i>					
Project grants & donations	1	-	8,000	8,000	129,618
Fees & other income		15,600	-	15,600	13,875
Total Incoming Resources		<u>336,648</u>	<u>9,500</u>	<u>346,148</u>	<u>332,252</u>
Resources Expended:					
<i>Charitable activities:</i>					
Core Advice & Information Service		114,343	-	114,343	182,352
Training Programme		214,995	14,168	229,163	140,857
Governance costs		<u>10,256</u>	<u>-</u>	<u>10,256</u>	<u>10,296</u>
Total Resources Expended	2	<u>339,594</u>	<u>14,168</u>	<u>353,762</u>	<u>333,505</u>
Net (outgoing) resources					
- Net (expenditure) for year		<u>(2,946)</u>	<u>(4,668)</u>	<u>(7,614)</u>	<u>(1,253)</u>
Net Movement in Funds		(2,946)	(4,668)	(7,614)	(1,253)
Total Funds brought forward		<u>40,147</u>	<u>4,668</u>	<u>44,815</u>	<u>46,068</u>
Total Funds carried forward		<u>37,201</u>	<u>-</u>	<u>37,201</u>	<u>44,815</u>

Planning Aid for Scotland

Balance Sheet at 31st March 2009

	Note	2009 £	2008 £
Fixed Assets			
Tangible assets		<u>10,343</u>	<u>1,962</u>
Current Assets			
Debtors	3	3,393	6,380
Cash at bank and in hand		<u>62,726</u>	<u>46,572</u>
		<u>66,119</u>	<u>52,952</u>
Creditors:			
Amounts falling due within one year	4	<u>39,261</u>	<u>10,099</u>
Net Current Assets		<u>26,858</u>	<u>42,853</u>
Net Assets		<u>37,201</u>	<u>44,815</u>
Funds:			
<i>Unrestricted funds</i>			
Fixed asset fund		10,343	1,962
General fund		<u>26,858</u>	<u>38,185</u>
<i>Total unrestricted funds</i>		<u>37,201</u>	<u>40,147</u>
<i>Restricted funds:</i>			
Reach Out Project		-	1,066
Planning to Act		<u>-</u>	<u>3,602</u>
<i>Total restricted funds</i>		<u>-</u>	<u>4,668</u>
Total Funds		<u>37,201</u>	<u>44,815</u>

These summarised accounts may not contain sufficient information to allow for a full understanding of the financial affairs of the company. For further information the full financial statements with the report of the Independent Examiner and the report of the Directors should be consulted.

These are available from the registered office of the company at Planning Aid for Scotland, 11a South Charlotte Street, Edinburgh, EH2 4AS

WHO'S WHO

Board

Chair – Ian Angus, RTPI in Scotland nominee
Company Secretary – S H Alan Pollock
Treasurer – George F Inglis
Peter C Allan
Ian Jarvie, Friend of Planning Aid for Scotland
Peter Marshall
Sarah McIntosh
Andy Milne
Sheila Terry
Graham U'ren
Nick Wright

Staff

Petra Biberbach - Chief Executive
Simon Pallant – Head of Policy & Planning
Lynn Wilson – Head of Development
Jenny Pendreigh – Office Manager
Robert Pickles – Volunteer Development Officer
Mark Armstrong – Advice Service Co-ordinator
Rachael Pateman – Development Officer
David Wood – Planning Officer
Polly Sommerville – Support Officer
Nora Macleod – Support Officer

Planning Aid for Scotland

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Registered as a company in Scotland SC 143209

Registered office: 11a South Charlotte Street, Edinburgh EH2 4AS

Registered as a charity in Scotland SC 021337