



**Nicki Souter**  
ASSOCIATES

# Workshop Development and Facilitation Services

September 2014 - May 2015



**ABERDEEN**  
CITY COUNCIL

## Aim

To provide workshop development and facilitation services to Aberdeen City Council, to guide a decision-making process leading to the development of a Sustainable Energy Action Plan (SEAP) for the city.

- Renewable energy representatives
- Universities
- Aberdeen City Council
- Environmental campaigning groups
- Third sector organisations
- NHS
- Housing groups
- Local and multi-national businesses

## NSA Team

**Project Manager:** Nicki Souter

**Workshop Facilitators:** The NSA Team

All workshops were developed in discussion with Aberdeen City Council, Scottish Business in the Community and the Centre for Understanding Sustainable Practice. Outputs from all workshops were analysed and reported and workshops were progressive, using the outputs from previous workshops to inform the next.

## Associates

**Specialist Advisor:** Anna Beswick (Adaptation Scotland)

**Market Researcher:** Margaret Reid (MR Planning)

## Added Value

NSA has extensive knowledge and experience of stakeholder engagement using a wide range of techniques including group facilitation, public consultation exercises, workshop delivery and focus group discussions. Stakeholders engaged in previous projects have ranged from senior level executives to community organisations and local residents.

## Method

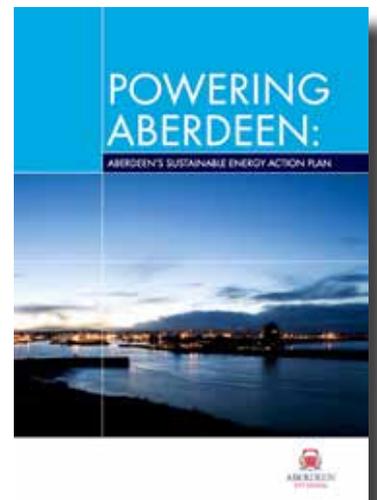
NSA developed and facilitated three stakeholder workshops:

### Stakeholder Analysis

- Introduce SEAP to delegates
- Identify stakeholders
- Prioritise key stakeholders
- Allocate stakeholders to key themes (energy consumption, energy generation, transport, waste, other)

## Outcomes

The workshops helped to inform decisions on the stakeholders, governance, and carbon reduction activities for the Aberdeen SEAP. Subsequently Aberdeen City Council have produced three reports detailing the process to develop the SEAP and are in the process of producing the 'Powering Aberdeen: Aberdeen's Sustainable Energy Action Plan' for public consultation in May 2016. A SEAP Programme Manager has been appointed to oversee Powering Aberdeen's progress over the next three years.



### Understanding Stakeholder Values

- Introduce SEAP to delegates
- Showcase innovative business case studies
- Facilitate group discussions to explore the high level visioning, benefits and barriers to involvement, current carbon reduction activities and initiatives and scope future activities

### Review, Build and Agree a Governance Model for the SEAP

- Define 'governance'
- Review example governance structures from other cities and their pros and cons
- Agree a preferred governance structure for the Aberdeen City SEAP

Over 25 diverse stakeholders were involved in the workshops. These included:

- Business federations
- Transport groups and companies
- Energy companies

As a result of the positive outcomes from the development of the Aberdeen SEAP, the NSA team have recently been appointed as part

of a consortium to provide expertise in the development of the North East SEAP (a low carbon strategy agenda for Aberdeenshire, Aberdeen City, Angus and Moray Councils), to develop the communication strategy and assist in the development of the governance structure.