

## REPORT BUCHAN AREA COMMITTEE – 22<sup>nd</sup> JUNE 2021

### BUCHAN ANNUAL SCRUTINY REPORT 2020/2021

#### 1 Reason for Report / Summary

- 1.1 In adopting the Scheme of Governance in 2017, it was agreed that each Committee be provided with an annual report, outlining its scrutiny activity. This report contains the activity for 2020/21 for the Buchan Area Committee

#### 2 Recommendations

**The Committee is recommended to:**

- 2.1 consider and comment on the activities detailed in the report, and**
- 2.2 identify any future scrutiny requirements as part of an annual programme of activity**

#### 3 Purpose and Decision-Making Route

- 3.1 The Scheme of Governance provides that each Area and Policy Committee and Audit Committee should receive and review an annual report of the Committee's scrutiny activity. This report provides an opportunity for Members of the Buchan Area Committee to consider its scrutiny activity in the period 1<sup>st</sup> April 2020 to 31<sup>st</sup> March 2021.

#### 4 Discussion

- 4.1 The annual scrutiny report is part of the monitoring process allowing Committees to keep track of progress and ensure any agreed actions have been implemented. The report also provides an opportunity to reflect on scrutiny undertaken and identify any future scrutiny requirements as part of an annual programme of activity.
- 4.2 During the period 2020/21 instances of scrutiny activity, carried out in terms of the Scrutiny at Aberdeenshire Guidance, were undertaken. These are detailed in **Appendix 1** to this report.

#### **Formal Scrutiny**

Over the course of the reporting period, the Buchan Area Committee met 15 times with reports covering a variety of subjects. It has reviewed performance and monitored service delivery when considering:

- 19 management reports
- 5 performance reports
- 9 reports approving/reviewing policies
- 7 reports on strategies
- 1 inspection report

## Informal Scrutiny

In addition to the formal meetings, the Committee has undertaken informal scrutiny on 43 occasions including sessions which provided additional information to allow Members to be better informed when dealing with Committee reports, informal workshops and updates on services, performance reviews and review of Plans. These meetings, which are not open to the public or subject to the same time constraints, give Members the chance to consider issues in greater depth. Officers often attend informal sessions to provide updates on the activities of their service.

### 4.3 Ward Meetings - Buchan has 3 electoral wards:

- Ward 4 – Central Buchan
- Ward 5 – Peterhead North and Rattray
- Ward 6 – Peterhead South and Cruden

Individual ward meetings take place approximately every six weeks and are used to brief Members and allow updates to be sought on activities and issues within their particular ward; allowing Members to scrutinise the work of the Council in their own wards.

### 4.4 Partner Organisations - The Area Committee has a role to play in scrutinising, at a local level, the work of Scottish Fire and Rescue, Police Scotland and the Health and Social Care Partnership. To do this effectively, partner organisations report to the Area Committee on a quarterly basis, twice formally and twice informally. This has been sporadic this year due to the pandemic.

### 4.5 Statement of Outstanding Business - This statement is used to enable Members to ask for further information and keep a check on items which have been requested at previous meetings.

The Buchan Area Committee will receive a Statement of Outstanding Business at its next scheduled meeting on 24<sup>th</sup> August 2021, and will receive an update at each Area Committee Meeting thereafter.

## 5 Council Priorities, Implications and Risk

- 5.1 This issues and topics considered as scrutiny relate to all the Council's priorities and key principles.

<b><i>Pillar</i></b>	<b><i>Priority</i></b>
<i>Our People</i>	<i>Education</i> <i>Health &amp; Wellbeing</i>
<i>Our Environment</i>	<i>Infrastructure</i> <i>Resilient Communities</i>
<i>Our Economy</i>	<i>Economy &amp; Enterprise</i> <i>Estate Modernisation</i>

Underpinning the Priorities are a number of key principles: right people, right places, right time; responsible finances; climate and sustainability; Community Planning Partnership Local Outcome Improvement Plans; human rights and public protection; tackling poverty and inequalities; digital infrastructure and economy.

- 5.2 The table below shows whether risks and implications apply if the recommendations are agreed.

<b>Subject</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>
Financial		x	
Staffing		x	
Equalities		x	
Fairer Scotland Duty		x	
Town Centre First		x	
Sustainability		x	
Children and Young People's Rights and Wellbeing		x	

- 5.3 An equality impact assessment is not required because the report is to inform the Committee of scrutiny activity and the recommendations will not have a differential impact on any of the protected characteristics.
- 5.4 Similarly, there are no specific implications for staffing, finances, wellbeing or children and young people's rights.
- 5.6 Various risks will have been identified as relevant to the areas of business covered in the content reports for this annual report and were identified when the individual matters were considered. There are no risks, either at a Corporate or Directorate level, relevant to this annual report on scrutiny.

## **6 Scheme of Governance**

- 6.1 The Head of Finance and Monitoring Officer within Business Services have been consulted in the preparation of this report and their comments are incorporated within the report. They are satisfied that the report complies with the Scheme of Governance and relevant legislation.
- 6.2 The Committee is able to consider this item in terms of Section B.11.3 of the List of Committee Powers in Part 2A of the Scheme of Governance as it refers to scrutiny activity undertaken by this Committee.

**Ritchie Johnson**  
**Director of Business Services**

Report prepared by: Theresa Wood, Area Committee Officer  
Date: 11<sup>th</sup> June 2021

### **List of Appendices -**

**Appendix 1 - 2020-21 Formal Scrutiny by Buchan Area Committee**  
**Appendix 2 - 2020-21 Informal Scrutiny by Buchan Area Committee**

## Appendix 1

### Management

Meeting Date	Item Description	Additional Action
21/04/20 (Item 11)	Area Committee Budget 2020/2021	Agreed recommendations
21/04/20 (Item 12)	Supplementary Directorate Work Plan – Procurement Approval	Agreed recommendations
12/05/20 (Item 6)	Community Council Funding 2020/2021	Agreed recommendations
12/05/20 (Item 7)	Coastal Communities Fund – Buchan Grants 2019/2020	Agreed to approve three awards
02/06/20 (Item 6)	Historic Asset Management Project Annual Update	Agreed to make comments to ISC
23/06/20 (Item 7)	Area Committee Budget 2020/2021 – Area Committee Grant Scheme	Agreed awards and that three be deferred for further information
25/08/20 (Item 10)	New Affordable Housing Project at Sovereign Gate, Peterhead –Procurement Approval	Agreed recommendations
15/09/20 (Item 10)	Replacement and Relocation of Peterhead Academy	Agreed to make comments to ECS Committee
06/10/20 (Item 6)	Area Committee Budget 2020/2021 – Area Committee Grant Scheme	Agreed awards
01/12/20 (Item 9)	Crown Estate Scotland Funding	Agreed to make comments to ISC
01/12/20 (Item 10)	Coastal Communities Fund – Buchan Grants 2020-2021	Agreed awards
01/12/20 (Item 13)	Proposed Sale of Former Glenugie Business Centre and 53 Windmill Street, Peterhead	Agreed recommendations and made comments

12/01/21 (Item 6)	Relocation of Anna Ritchie School within Peterhead Community Campus	Agreed to make comments
12/01/21 (Item 7)	Merger of Dales Park and Meethill Schools	Agreed to make comments
23/02/21 (Item 5)	Area Committee Budget 2020/2021 – Area Committee Grant Scheme – Decommited Funds	Agreed award
16/03/21 (Item 5)	Coast Aberdeenshire – Phase 1 (North) Project Update	Agreed recommendations
16/03/21 (Item 8)	Review of the Scheme for the Establishment of Community Councils	Agreed to make comments to Officer Review Group
16/03/21 (Item 11)	Business Services Directorate Annual Procurement Plan – 2021/2022	Agreed recommendations
16/03/21 (Item 12)	Infrastructure Services Directorate Procurement Plan – 2021/2022	Agreed recommendations

## Performance

Meeting Date	Item Description	Additional Action
25/08/20 (Item 9)	HSCP Performance & Outcomes Framework – Q3 & Q4 – October 2019 to March 2020	Agreed comments
06/10/20 (Item 5)	Corporate Parenting Annual Report	Agreed recommendation and additional comments
01/12/20 (Item 12a)	Scottish Fire and Rescue Service Performance Report – Quarter 1 – 1 <sup>st</sup> April to 30 <sup>th</sup> June	Agreed comments
01/12/20 (Item 12b)	Scottish Fire and Rescue Service Performance Report - Quarter 2 – 1 <sup>st</sup> July to 30 <sup>th</sup> September	Agreed comments
02/02/21 (Item 5)	Tackling Poverty & Inequalities – Progress Report	Agreed to make comments to Communities Committee

## Strategies

Meeting Date	Item Description	Additional Action
21/04/20 (Item 10)	Live Life Aberdeenshire Pitch and Open Space Strategy	Agreed comments to Culture and Sport Sub Committee.
15/09/20 (Item 6)	Nestrans Regional Transport Strategy Consultation and City Region Deal Strategic Transport Assessment	Agreed to make comments to ISC
15/09/20 (Item 9)	Strategic Housing Investment Plan 2021-2026	Agreed to make comments to Communities Committee
10/11/20 (Item 7)	Community Safety Governance and Strategic Arrangements in Aberdeenshire	Agreed to make comments Communities Committee:-
01/12/20 (Item 6)	Aberdeenshire Council Archaeology Service Strategy Review 2017-2020 & Archaeology Service Strategy 2020-2023	Agreed to make comments
01/12/20 (Item 7)	Aberdeenshire Council Ranger Service Strategy Review 2017-2020 & Ranger Service Strategy 2020-2023	Agreed to welcome
01/12/20 (Item 8)	Aberdeenshire Council NESBReC Strategy Review 2017-2020 & NESBReC Strategy 2020-2023	Agreed to welcome
01/12/20 (Item 11)	Aberdeenshire's Digital Strategy	Agreed comments to Business Services Committee
12/01/21 (Item 8)	Buchan Community Plan 2016-2019 Review and Buchan Community Plan 2020-2022 Endorsement	Agreed to make comments

## Policies and Procedures

Meeting Date	Item Description	Additional Action
25/08/20 (Item 7)	Information Security Policy & Associated Procedures	Agreed to make comments to Business Services Committee
15/09/20 (Item 7)	Potential to Increase Biodiversity through Changes to Existing Maintenance Regimes	Agreed recommendation
15/09/20 (Item 8)	Housing Allocation Policy Review Consultation	Agreed to make comments to Communities Committee
15/09/20 (Item 11)	Licensing of Sexual Entertainment Venues – Draft Policy	Agreed to make comments to Licensing Sub-Committee
10/11/20 (Item 8)	Climate Change Declaration Consultation	Agreed to make comments to Full Council
16/03/21 (Item 6)	Below Tolerable Standard Policy	Agreed to make comments to Communities Committee
16/03/21 (Item 7)	Housing Renewal Area Policy	Agreed to make comments to Communities Committee

## Inspections

Meeting Date	Item Description	Additional Action
21/04/20 (Item 9)	Education Scotland Inspection: Meethill School	Agreed recommendations



**Appendix 2****2020/21 Informal Scrutiny by Buchan Members**

<b>Meeting Date</b>	<b>Item Description</b>	<b>Additional Action</b>
21/04/20	Briefing on Coastal Communities Fund	Information sharing session, prior to reporting to Area Cttee
02/06/20	Area Committee Grant Funding Discussion	Information gathering session before reporting to Area Cttee
30/06/20	Peterhead Development Partnership Meeting	Scheduled meeting between Members and Officers
04/08/20	Ward Meetings	Informal session with Area Manager
18/08/20	Education 1140 Update	Information sharing session from Education Officers
18/08/20	Briefing – The Acorn Project, St Fergus	Informal briefing
18/08/20	Stoneyhill Liaison Group Meeting	Quarterly Liaison Meeting
25/08/20	Informal Briefing with Police Scotland	Informal briefing/information sharing session
01/09/20	HSCP Update	Information sharing session, including Covid-19 update
01/09/20	Briefing re Peterhead Community Campus	Informal briefing from Education Officers
08/09/20	Invest in Peterhead/Property Update	Information sharing session
08/09/20	HSCP Performance Update	Update following report to Area Committee
08/09/20	Coastal Communities Crown Estate Funding Discussion	Informal briefing

08/09/20	NESTRANS Briefing	Information sharing meeting as requested at Area Committee
22/09/20	Area Committee Grant Funding Discussion	Information gathering session in preparation for reporting to Area Committee
22/09/20	Peterhead Development Partnership Meeting	Scheduled meeting between Members and Officers
06/10/20	Spaces for People Discussion	Information sharing
03/11/20	Ward Meetings	Informal session with Area Manager
17/11/20	Joint Community Planning Meeting	Information sharing between Council and Partners
17/11/20	Coastal Communities Fund	Discussing applications in preparation for reporting to Area Committee
24/11/20	Developing a Community Engagement and Participation Policy	Informal briefing and gathering comments
08/12/20	Stoneyhill Liaison Group Meeting	Quarterly Liaison Meeting
15/12/20	Keenans Liaison Group Meeting	4-Monthly Liaison Meeting
15/12/20	Peterhead Development Partnership Meeting	Scheduled meeting between Members and Officers
15/12/20	Rural Partnerships Briefing	Informal briefing
19/01/21	Ward Meetings	Informal Session with Area Manager
19/01/21	Coastal Paths Project Discussion	Information sharing in preparation for reporting to Area Committee
26/01/21	Ugie Hospital Park Briefing	Requested informal briefing

26/01/21	HSCP Update	Informal briefing
26/01/21	Keenans Liaison Group Meeting	4-Monthly Liaison Meeting
16/02/21	Meeting with Police Scotland	Informal briefing session
16/02/21	Sustaining Choices Active Travel Project	Informal briefing
16/02/21	ECS Performance Session	Annual review
23/02/21	Aberdeenshire Coastal Path Joint Meeting with BBAC	Information gathering
02/03/21	Ward Meetings	Informal session with Area Manager
02/03/21	Buchan Business Briefing	Informal briefing
02/03/21	Briefing re Peterhead Community Campus	Information sharing in preparation for reporting to Area Committee
16/03/21	Direct Access Community Supports for Mental Health	Informal briefing
23/03/21	IS Performance Session	Annual review
23/03/21	Business Services Performance Session	Annual review
30/03/21	Development of the Buchan Area Plan	Discussion in preparation for reporting to Area Committee
30/03/21	Peterhead Development Partnership Meeting	Scheduled meeting between Members and Officers
30/03/21	Tackling Poverty and Inequalities Informal Discussion	Information sharing