

REPORT TO BUCHAN AREA COMMITTEE – 11 JANUARY 2022

BUCHAN AREA PLAN 2020-22 – MID-YEAR PROGRESS ON PROJECTS/ ACTIONS (APRIL 2021 – SEPTEMBER 2021)

1 Executive Summary/Recommendations

1.1 This report provides Buchan Area Committee with a mid-year update on progress made in relation to projects/actions within the Buchan Area Plan.

1.2 The Committee is recommended to:

1.2.1 Acknowledge and consider progress made in relation to the projects/actions contained within the Buchan Area Plan which support the Council Plan 2020-22;

1.2.2 Instruct the Area Manager (Buchan) to continue to present progress reports to the Committee on a six-monthly basis, in line with the Performance Management Framework, evidencing progress and performance with delivery of the Council Plan 2020-22; and

1.2.3 Agree to receive mid-year performance reports (April 2021-September 2021) relevant to the Buchan area between January and March 2022.

2 Purpose and Decision-Making Route

2.1 The Buchan Area Plan 2020-22 was approved by Buchan Area Committee at its meeting on 11 May and the associated Action Plan was updated on 22 June 2021.

2.2 The purpose of this report is to provide Committee with the first formal report on progress with projects/actions in line with the timescales set out in the Corporate Performance Framework.

3 Discussion

3.1 An update on the progress made with delivering the actions within the action plan aligned to the Area Plan is attached as Appendix 1 to this report.

3.2 Overall, positive progress is being made with all projects/actions detailed in the Buchan Area Plan, with several projects having been completed within the timescales.

- 3.3 Progress with a small number of projects is not as anticipated and the update confirms any mitigation where appropriate.
- 3.4 On 5 October 2021, Committee approved the Area Performance Framework and associated performance indicators, proposed by Services, which will further enable the scrutiny of progress of both the Area Plan and “business as usual” activity. Committee agreed to receive separate performance reports for each Directorate and to receive the first report in January 2022.
- 3.4 This, and future, performance monitoring reports are provided to assure and enable the Committee to monitor progress of delivery of the council priorities within the Buchan area, providing a balanced overview allowing elected members to form a judgement on performance and support improvement as required in line with the scrutiny remit of the Committee.

4 Priorities, Implications and Risk

- 4.1 This report supports the delivery of the three Pillars, the six Strategic Priorities and the key principles; right people, right place, 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.
- 4.2 The table below shows whether risks and implications apply if the recommendation(s) is(are) agreed.

Subject	Yes	No	N/A
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

- 4.3 There are no staffing or financial implications arising directly from this report.

- 4.4 An integrated impact assessment has been carried out at the screening stage (IIA-000260) and no further detailed assessments are required. This report is a high-level planning document and does not have any differential impact on any of the protected characteristics. Any service changes made as a result of this plan will be subject to separate reporting and integrated impact assessments carried out as appropriate.
- 4.5 No risks have been identified as relevant to this matter on a Corporate or Directorate Level. The registers can be viewed on the council's website - [Corporate Risk Register 2021 \(aberdeenshire.gov.uk\)](https://www.aberdeenshire.gov.uk/corporate-risk-register) and [Business Services Directorate Risk Register \(aberdeenshire.gov.uk\)](https://www.aberdeenshire.gov.uk/business-services-directorate-risk-register)

5 Scheme of Governance

- 5.1 The Head of Finance and Monitoring Officer within Business Services have been consulted in the preparation of this report and are satisfied that the report complies with the Scheme of Governance and relevant legislation.
- 5.2 The Committee is able to consider and approve this item in terms of Section B.1.1 of the List of Committee Powers in Part 2A of the Scheme of Governance it may determine any matter that is specific to their Area not otherwise properly delegated to any other Committee.

RITCHIE JOHNSON

DIRECTOR OF BUSINESS SERVICES

Report prepared by: - Amanda Roe, Buchan Area Manager

Date 15 November 2021

List of Appendices:

Appendix 1 – Mid-Year Progress on Projects/Actions (April 2021-September 2021)

BUCHAN AREA PLAN 2020-23

Generated on: 20 December 2021

Action Status	
	Cancelled
	Overdue; Neglected
	Unassigned; Check Progress
	Not Started; In Progress; Assigned
	Completed

BUCHAN AREA PLAN 2021-2023

1. OUR PEOPLE - EDUCATION

1. Our People: Education						
ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
This sets out the actions for the Strategic Priority of Education which sits under the Pillar of Our People.	 In Progress	58%	31-Mar-2023	<u>PARENT ACTION</u>		

1.01 Improvements to Mintlaw Academy (Home. Economics, refurbishment)						
ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
To secure continuous		10%	31-Oct-2022	Costs received, work required to align	Mark	Maxine Booth

improvement in outcomes for children and young people - improvements to Mintlaw Academy (Home. Economics, refurbishment)	In Progress			with budget then governance required through area committee prior to procurement	Mitchell	
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1.02 Development of Peterhead Community Campus - Complete work on space design brief (Space Strategies) Achieve Gateway 1 status Commence Gateway 2 detail design

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
To secure continuous improvement in outcomes for children and young people: Development of Peterhead Community Campus - Complete work on space design brief (Space Strategies) Achieve Gateway 1 status Commence Gateway 2 detail design	 Completed	100%	30-Apr-2022	Complete moving forward to Gateway 2	Anne Marie Davies MacLeod	Laurence Findlay

1.03 Complete statutory consultations for both the merger of Dales Park school and Meethill, and the relocation of Anna Ritchie.

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
To secure continuous improvement in outcomes for children and young people: Complete statutory consultations for both the merger of Dales Park school and Meethill, and the relocation of Anna Ritchie.	 Completed	100%	30-Jun-2021	On the 16th of November Scottish Ministers confirmed that they do not intend to call-in Aberdeenshire Council's proposal to close Dales Park and Meethill Primary School. Their response was published on the Scottish Government's website - Decision on Dales Park and Meethill Primary School closure: letter to Aberdeenshire Council - gov.scot (www.gov.scot)	Maxine Booth	Anne Marie Davies MacLeod

1.04 Assess and report on the status of Longhaven School which is currently mothballed. Engage with the community re options appraisal

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
To secure continuous improvement in outcomes for children and young people - assess and report on the status of Longhaven School which is currently mothballed. Engage with the community re options appraisal	 Completed	100%	31-Oct-2021	Complete, back to ECS committee in December to begin Statutory Consultation for closure	Maxine Booth	Anne Marie Davies MacLeod

1.05 Work collaboratively with partners and families to meet local need through piloting the delivery of holistic family support based on the principles of early intervention and prevention based at Buchanhaven Primary School.

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
To have better, integrated working arrangements within ECS in pursuit of improved outcomes for children and young people - work collaboratively with partners and families to meet local need through piloting the delivery of holistic family support based on the principles of early intervention and prevention based at Buchanhaven Primary School.	 In Progress	0%	31-Mar-2023		Danica Smith	Leigh Jolly

1.06 Delivery of flexible learning pathways, PeterDeen and Fresh Start, to support young people to re-engage in learning and education

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
To secure continuous improvement in outcomes for	 In Progress	0%	31-Mar-2022		Philip Boath	Avril Nicol

children, young people, adults, and communities - delivery of flexible learning pathways, PeterDeen and Fresh Start, to support young people to re-engage in learning and education						
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1.07 New Dales Park School Nursery built to support families and children in Peterhead, in line with delivery of the 1140 Hours ELC Expansion.

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
To secure continuous improvement in outcomes for children and young people - New Dales Park School Nursery built to support families and children in Peterhead, in line with delivery of the 1140 Hours ELC Expansion.	 Completed	100%	31-Aug-2021	New build is complete and the Nursery is now in operation.	James Martin	Julia Matthew

1.08 Support children to reduce attainment gap in Buchanhaven, Meethill and Mintlaw School nurseries.

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
To secure continuous improvement in outcomes for children and young people - Buchanhaven, Meethill and Mintlaw School nurseries. 1 FTE Equity and Excellence Practitioner in each setting employed to support children with the aim of reducing the attainment gap. Officers will work across the Peterhead cluster to support children.	 In Progress	60%	31-Mar-2023	Excellence and Equity role is being reviewed in order to widen the reach and the impact of the role. Tracking evidence so far, is showing improvement on child development and learning.	Julia Matthew	Anne Marie Davies MacLeod

2. OUR PEOPLE- HEALTH & WELLBEING

2. Our People: Health and Wellbeing						
ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Actions for the Strategic Priority of Health and Wellbeing under the Pillar of Our People.	 In Progress	49%	31-Mar-2023	<u>PARENT ACTION</u>		

2.01 Reduce void turn around time

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Maximise available affordable housing - reduce void turn around time	 In Progress	70%	31-Mar-2023	<p>Following void process review workshops which enabled staff to critically examine the void process and identify barriers to better performance a revised Lettable Standard was developed to provide a better balance between relet timescales and the fit for let standard. The revised lettable standard was approved by the Communities Committee in September 2020. A revised voids procedure has now been developed and introduced. Because of the pandemic it has proven difficult to measure the full impact of the changes but following the easing of Covid restrictions there has been some indications that the new procedure is having a positive impact in reducing relet times.</p> <p>Huge improvement in turnaround time through the introduction of a new process, new computerised system for change of tenancy inspections, a</p>	Alan Morris; Dave Thomson	Trisha Pirie

				<p>revised lettable standard and a restructured team with functional responsibility for voids across Aberdeenshire. Total number of voids in this part of the process is now well below 100, which is fantastic when on average there are 40 new voids each week.</p> <p>The introduction of Virtual Sign Ups as a response to the Covid 19 pandemic has been continued as a method to ensure faster turn-around of new tenancy sign ups. The team continue to work with Options and Asset Management colleagues to facilitate the Voids process.</p> <p>The team are working to reduce the backlog of properties ready to let that have built up due to the restrictions throughout the pandemic. The introduction of a Choice Based Lettings (CBL) system is having an impact with increased letting even of some hard to let properties.</p>		
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2.02 Manage the impact of Covid 19 on rent- maximise income						
ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Manage the impact of Covid-19 on rent - maximise income	 In Progress	25%	31-Mar-2023	The Housing Service continue to focus on the provision of support and advice for tenants who are experiencing difficulties in payment of rent as a result of the Covid 19 pandemic. An	Andrew Mackie; Alan Morris	Trisha Pirie

				<p>early intervention approach has provided an opportunity to ensure targeted money and welfare rights advice. A European Social Fund award has allowed the recruitment of embedded Welfare Rights Officers to ensure income maximisation for tenants. Rent Arrears escalation processes have now recommenced in tandem with the gradual lifting of Covid 19 restrictions.</p> <p>The Scottish Government has recently launched a Tenant Grant Fund, a multi-tenure arrangement designed to offset tenant rent arrears for those impacted by the pandemic. Rent collection levels in the Buchan area continue to exceed Scottish averages.</p> <p>Rent affordability is also a key consideration for the Housing Service with a Rent Strategy Member Officer Working Group overseeing detailed financial modelling and economic data to ensure a balance between tenancy sustainment and the objectives of the Housing Revenue Account Business Plan</p>		
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2.03 Deliver 20 homes in Peterhead. Start on site for a further 99 homes in Mintlaw and Peterhead						
ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Affordable Housing -Deliver 20 homes in Peterhead. Start on site for a further 99 homes in Mintlaw and Peterhead.	 In Progress	10%	31-Mar-2023	The completion of the 20 social rent properties at Sovereign Gate, Peterhead is progressing well and the handover date of these units to the	Anne Anderson; Susan	Trisha Pirie

				<p>Council is expected to be January 2022. It is anticipated that the start date on site for 73 units in Mintlaw will be February 2022.</p> <p>Discussions are ongoing but no start date has been set yet for a further 26 units to be built in Peterhead.</p>	McLeish; Alan Morris	
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2.04 Deliver Housing Improvement Programme, bring forward EESSH2 work into HIP year 4 where possible

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Energy Efficiency and Fuel Poverty - Deliver Housing Improvement Programme, bring forward EESSH2 work into HIP year 4 where possible.	 In Progress	65%	31-Mar-2023	Contractors continue to work throughout the restrictions to maximise compliance however are being restricted by Covid social distancing and access to resources materials and staff. As a result the contract has been delayed with completion has moved from May to December 2022	Alan Morris; Dave Thomson	Trisha Pirie

2.05 Deliver area-based scheme for private sector housing in Peterhead, St Fergus and Crimond

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Energy Efficiency and Fuel Poverty - deliver area-based scheme for private sector housing in Peterhead, St Fergus and Crimond	 In Progress	0%	31-Mar-2023		Kathleen Allan; Alan Morris	Trisha Pirie

2.06 Develop and deliver a programme of maintenance and improvement works for open spaces each year

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Open spaces that encourage		75%	31-Mar-2023	Winter cyclical maintenance has now	Philip	Trisha Pirie

active, healthy lifestyles - develop and deliver a programme of maintenance and improvement works for open spaces each year.	In Progress			started following the completion of the summer cutting of grass.	Leiper; Alan Morris	
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2.07 In line with the Open Space Strategy implement initiatives such as the Greenspaces project to increase biodiversity across the public owned spaces in Aberdeenshire.

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Open spaces that encourage active, healthy lifestyles - In line with the <i>Open Space Strategy</i> implement initiatives such as the Greenspaces project to increase biodiversity across the public owned spaces in Aberdeenshire.	 In Progress	50%	31-Mar-2023	The Greenspace officer continues to work with stakeholders to review and increase the area of open space being utilized for biodiversity. The use of wild flowers has increased this year in Buchan as we move to the 10% target by the end of this financial year.	Philip Leiper; Alan Morris	Trisha Pirie

2.08 Burial Grounds: Peterhead – The Grange, phase 1 extension Cruden Bay -phase 2 of 2 construction

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Burial Grounds: Peterhead – The Grange, phase 1 extension Cruden Bay -phase 2 of 2 construction	 In Progress	90%	31-Mar-2023	Peterhead - land purchased, plans drawn up, Cruden now opened and concrete foundation strips to be formed.	Philip Leiper; Alan Morris	Trisha Pirie

2.09 Aden Country Park, National Lottery Heritage Fund project - Delivery of the 5 year project

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Aden Country Park, National Lottery Heritage Fund project - Delivery of the 5 year project	 In Progress	50%	31-Mar-2023	Covid has had an impact on the project, delays and increased costs. The works in the courtyard have been completed to about 90% and the	Philip Leiper; Alan Morris	Trisha Pirie

				contractor to come back in spring to finish the resin bound material works. Hopefully by delaying some elements until next year will allow the market place to recover as NLHF are unable to fund any increases in costs		
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2.10 Aden Country Park, Changing Places Facility at Aden Country Park

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Aden Country Park, Changing Places Facility at Aden Country Park	 In Progress	5%	31-Mar-2022	Buchan Area Committee recently approved the RTIF increased costs by approving additional capital funds to support the works associated with the Changing places and other works as part of the RTIF project. Works are now away to start with a view of completion by the Spring.	Philip Leiper; Alan Morris	Trisha Pirie

2.11 Develop and deliver a programme of road maintenance and improvement works each year

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
A road and street-lighting network which keeps people safe, encourages active lifestyles and increases active travel opportunities -develop and deliver a programme of road maintenance and improvement works each year.	 In Progress	48%	31-Mar-2022	<u>PARENT ACTION</u>	Philip Leiper; Alan Morris	Trisha Pirie

2.111 Deliver a programme of road general maintenance works

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
A road and street-lighting		66%	31-Mar-2022	Works continue to be delivered as per	Philip	Trisha Pirie

network which keeps people safe, encourages active lifestyles and increases active travel opportunities -develop and deliver a programme of road maintenance and improvement works each year.	In Progress			the Well Managed Highways, Code of Practice, on a risk based process.	Leiper; Alan Morris	
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2.112 Deliver a programme of resurfacing and road strengthening works each year

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
A road and street-lighting network which keeps people safe, encourages active lifestyles and increases active travel opportunities -develop and deliver a programme of road maintenance and improvement works each year.	 In Progress	90%	31-Mar-2022	Majority of this type of works are now complete and there may be an opportunity to carry out some additional works for to the end of the financial year should weather be suitable.	Philip Leiper; Alan Morris	Trisha Pirie

2.113 Deliver a programme of surface dressing works and surface dressing preparation works each year

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
A road and street-lighting network which keeps people safe, encourages active lifestyles and increases active travel opportunities -develop and deliver a programme of road maintenance and improvement works each year.	 In Progress	75%	31-Mar-2022	All of the main surface dressing works have now been completed with the teams working on the prep works for next years main works.	Philip Leiper; Alan Morris	Trisha Pirie

2.114 Deliver a programme of footway works each year

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
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A road and street-lighting network which keeps people safe, encourages active lifestyles and increases active travel opportunities -develop and deliver a programme of road maintenance and improvement works each year.	 In Progress	75%	31-Mar-2022	Slurry seal works now complete with other minor works to continue over the winter period.	Philip Leiper; Alan Morris	Trisha Pirie
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2.115 Deliver a programme of traffic works each year

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
A road and street-lighting network which keeps people safe, encourages active lifestyles and increases active travel opportunities -develop and deliver a programme of road maintenance and improvement works each year.	 In Progress	20%	31-Mar-2022	Majority of these works will be delivered over the winter period.	Philip Leiper; Alan Morris	Trisha Pirie

2.116 Deliver a programme of sign replacement works each year

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
A road and street-lighting network which keeps people safe, encourages active lifestyles and increases active travel opportunities -develop and deliver a programme of road maintenance and improvement works each year.	 In Progress	5%	31-Mar-2022	Sign works just started with designs being finalized, these will be delivered over the winter period.	Philip Leiper; Alan Morris	Trisha Pirie

2.117 Deliver a programme of drainage and other works each year

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
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A road and street-lighting network which keeps people safe, encourages active lifestyles and increases active travel opportunities -develop and deliver a programme of road maintenance and improvement works each year.	 In Progress	5%	31-Mar-2022	Designs being finalized and works to progress over the winter period	Philip Leiper; Alan Morris	Trisha Pirie
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2.12 Provide an efficient and effective street lighting repairs service

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
A road and street-lighting network which keeps people safe, encourages active lifestyles and increases active travel opportunities :Develop and deliver a programme of road maintenance and improvement works each year.	 In Progress	66%	31-Mar-2023	We are currently 1 electrician down due to a retiral, looking to try and recruit another electrician to assist with all work types.	Philip Leiper; Alan Morris	Trisha Pirie

2.13 Continue the delivery of a six-year programme to upgrade traditional streetlights with LED lanterns

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
A road and street-lighting network which keeps people safe, encourages active lifestyles and increases active travel opportunities :Continue the delivery of a six-year programme to upgrade traditional streetlights with LED lanterns.	 In Progress	66%	31-Mar-2023	Supply issue with components to a world wide shortage meaning lanterns are scarce. Continue to replace as and when orders are received but we are behind due to circumstances out with our control.	Philip Leiper; Alan Morris	Trisha Pirie

2.14 Bridges and Retaining Walls, Top slice Capital (annual programme)

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
A road and street-lighting network which keeps people safe, encourages active lifestyles and increases active travel opportunities: 2.14 Bridges and Retaining Walls, Top slice Capital (annual programme)	 In Progress	50%	31-Mar-2023		Donald MacPherson; Alan Morris	Trisha Pirie

2.15 Bridges and Retaining walls Revenue works

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
A road and street-lighting network which keeps people safe, encourages active lifestyles and increases active travel opportunities: 2.15 Bridges and Retaining walls Revenue works	 In Progress	20%	31-Mar-2023		Donald MacPherson; Alan Morris	Trisha Pirie

2.16 In line with the Winter Maintenance Operational Plan deliver an efficient and effective gritting and snow clearing service during the winter months.

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
A road and street-lighting network which keeps people safe, encourages active lifestyles and increases active travel opportunities: In line with the Winter Maintenance Operational Plan deliver an efficient and effective gritting and snow clearing service during the winter months.	 In Progress	10%	31-Mar-2023	Winter plan now in operation and treatments have started due to weather conditions. We have a suitable number of operatives available to carry out the plan but this may be stretched depending upon prevailing conditions and their duration.	Philip Leiper; Alan Morris	Trisha Pirie

2.17 Deliver improvement works at Aikey Brae Stone Circle						
ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Develop and support the understanding of the historic assets in the area - deliver improvement works at Aikey Brae Stone Circle	 In Progress	85%	31-Dec-2021	In the period April – Sept 2021, the works carried out were a survey of the planted trees to assess success rate and calculate restocking amount (this is estimated at 10%) and re-turfing of the middle of the stone circle which had been damaged by fire again. The remaining works to be undertaken are: stump grinding along the path route, removal of gorse around stone circle and treatment of stumps to prevent grow back, general tidying of the footpath, drone survey, 10% restocking, creation & installation of interpretation board(s), installation of people counters.	Alan Morris; Malcolm White	Trisha Pirie

2.18 To engage with HMP Grampian and Fife College to work with learners to improve literacies and resilience. To deliver a 12-week personal development programme called STEPS						
ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
To secure continuous improvement in outcomes for children, young people, adults, and communities -to engage with HMP Grampian and Fife College to work with learners to improve literacies and resilience. To deliver a 12-week personal development programme called STEPS	 In Progress	25%	31-Mar-2022	CLD resumed delivery in HMP Grampian on the 15th of September with the STEPS programme. Due to the logistics of the space available to still afford some physical distancing and changes to the route moves within HMP we are operating with fewer numbers and on an 'every other week' basis. There are currently 3 learners attending and four sessions, including a taster session, have been	Philip Boath	Avril Nicol

				completed. We were one of the first partner agencies to resume delivery in the learning centre and this is due to the positive relationships that have been fostered, CLD worker received special permission to deliver within HMP. The twelve-week programme is anticipated to finish in March 2022. Feedback included at the Celebration of Learning event from learners reported resumption of learning lifted mood and gave a bit of normality back		
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2.19 Support to North, South and Central Alcohol and Drugs Partnership Forums to ensure that community members can shape and influence the delivery of actions to promote recovery and participation in community life.

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
To have better integrated working arrangements ... in pursuit of improved outcomes for children, young people, and communities - support to North, South and Central Alcohol and Drugs Partnership Forums to ensure that community members can shape and influence the delivery of actions to promote recovery and participation in community life. (£15k of grants issued by end of financial year in N, C, S)	 In Progress	0%	31-Mar-2022		Philip Boath	Avril Nicol

2.20 Art on the Fly: creativity for resilience programme in Peterhead

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
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Live Life Well: Art on the Fly: creativity for resilience programme in Peterhead	 In Progress	50%	31-Dec-2021	Art on the Fly Phase One has been completed. Phase two has been put on hold due to staff shortage. The creativity for resilience programme will commence once a new Cultural Development Officer has been appointed for the Buchan and Banff area.	Chris Murphy	Avril Nicol
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2.21 Creative Learning programmes for primary age children through collaboration with professional artists and schools in Peterhead & Mintlaw

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Live Life Well: Creative Learning programmes for primary age children through collaboration with professional artists and schools in Peterhead & Mintlaw	 Completed	100%	31-May-2021	<p>Scotland in Focus – Peterhead Academy</p> <p>Funded by Creative Learning Network (CLN) funding, a creative practitioner (storyteller and Doric speaker), was engaged to work in collaboration with a Social Studies teacher developing a new Scottish Studies course, and in particular the Scotland in Focus (SCQF level 4) unit. Piloted in 2018-2019 and then further developed in 2020-2021 although owing to covid the practitioner's input had to be online.</p> <p>Scottish Opera – Song Cycle</p> <p>Funded by Arts Alive (Scottish Booktrust), Scottish Opera were engaged to work with all primary schools in the Mintlaw CSN to compose and perform a collection of songs to form a Song Cycle. Intended</p>	Chris Murphy	Avril Nicol

				to bring upper stages and in particular P7s together as a “transition” event, the objective was to produce a recording which could be “gifted” to the school and wider community as a way of bringing them together following the isolation of lockdown. Ongoing issues around singing in school during April 2021 meant that it had to be delivered online, but nevertheless over 200 pupils were involved in composing the songs with three professionals from Scottish Opera.		
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2.22 Development of new partnerships and collaborations to support the introduction of youth awards in theatre tech services, event planning, promotion, and music production in Mintlaw & Peterhead

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Live Life Well: Development of new partnerships and collaborations to support the introduction of youth awards in theatre tech services, event planning, promotion, and music production in Mintlaw & Peterhead	 In Progress	50%	31-Mar-2022	Placement underway with S6 student from Old Meldrum Academy. Work placement lasts 6 sessions of 4 hours each session. Engagement with secondary schools to promote this opportunity will be actioned again for term 3. Theatre tech, event planning and music production have been postponed due to Covid-19 and staffing matters. This will be progressed in 2022.	Chris Murphy	Avril Nicol

2.23 Relocate all media production and sound recording services to Aberdeenshire Recording Studio at Aden, Mintlaw as part of estate modernisation

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Live Life Well: Relocate all		100%	31-Mar-2021	This is now largely complete. 2 pianos	Chris	Avril Nicol

media production and sound recording services to Aberdeenshire Recording Studio at Aden, Mintlaw as part of estate modernisation	Completed			and 2 electric organs remain at other sites - pending decisions as to where they may best be kept. Everything else is now at Aden	Murphy	
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2.24 Establish library service in new MACBI community facility

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Develop and invest in sport and cultural facilities to ensure activities that promote physical and mental health and wellbeing. Disinvest in others where there is no requirement - Establish library service in new MACBI community facility	 Completed	100%	31-May-2021		Chris Murphy	Avril Nicol

2.25 Improve Provision in Catto Park for outdoor sport and physical activity through pitch development and extra storage

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Develop and invest in sport and cultural facilities to ensure activities that promote physical and mental health and wellbeing. Disinvest in others where there is no requirement - improve Provision in Catto Park for outdoor sport and physical activity through pitch development and extra storage	 Overdue	70%	30-Sep-2021	Service now has a quotation for a suitable container and will endeavour to consult with the user group on suitability	Tim Stephen	Avril Nicol

2.26 Develop Arbutnot Museum and Library building to ensure it can meet the Cultural needs of Peterhead

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
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Develop and invest in sport and cultural facilities to ensure activities that promote physical and mental health and wellbeing. Disinvest in others where there is no requirement - develop Arbuthnot Museum and Library building to ensure it can meet the Cultural needs of Peterhead	 In Progress	0%	31-Mar-2022		Tim Stephen	Avril Nicol
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2.27 Improve heating facilities in the Peterhead Rescue Hall

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Develop and invest in sport and cultural facilities to ensure activities that promote physical and mental health and wellbeing. Disinvest in others where there is no requirement - improve heating facilities in the Peterhead Rescue Hall	 Completed	100%	30-Sep-2021	Heating upgrade delivered in Summer 2021	Tim Stephen	Avril Nicol

2.28 Staff delivering cultural and physical activities in a range of locations in smaller settlements. E.g., New Deer, Maud, Strichen

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Develop flexible staff infrastructures that facilitate delivery of activity in 'spoke' locations - staff delivering cultural and physical activities in a range of locations in smaller settlements. E.g., New Deer, Maud, Strichen	 Overdue	70%	31-Aug-2021	The library activities which would be delivered within the identified areas would be primarily served by our mobile electric vehicle team. Recruitment for these key roles is underway. In relation to physical activities, following structural changes within LLA, Programme Development Team	Chris Murphy	Avril Nicol

				are mapping out programming opportunities in smaller settlements, with plans being developed.		
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2.29 Increase access to e-bikes & promote green travel in Mintlaw and Peterhead

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Live Life Outdoors: Increase access to e-bikes & promote green travel in Mintlaw and Peterhead	 Overdue	85%	31-Aug-2021	Ebikes awaiting installation of smart locks. Staff training required and will take place early 2022. Website and booking procedures in place.	Chris Murphy	Avril Nicol

2.30 Co-operative working spaces in our libraries

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Offer opportunities to develop career pathways and enhance life skills by reducing barriers to access - co-operative working spaces in our libraries.	 In Progress	30%	30-Apr-2022	Work has been progressing in this area, however Covid 19 restrictions has moved this to an online offering. Library Innovation Network Aberdeenshire (LINA) has been developed in partnership between Live Life Aberdeenshire library service and RGU and is continuing to offer online workshops. This will be reviewed and delivered on site where restrictions allow	Chris Murphy	Avril Nicol

2.31 Digital suitcase project - Provide programmes in care settings/ sheltered housing to reduce functional decline and prevent isolation

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Digital suitcase project - provide programmes in care settings/ sheltered housing to reduce functional decline and prevent isolation.	 Overdue	0%	31-Oct-2021		Corinne Millar; Alan Morris	Trisha Pirie

<p>Aberdeenshire Library Service loan reminiscence boxes to Care Homes and Very Sheltered Housing. Develop role of schools and other organisations in being part of these discussions post COVID-19</p>						
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2.33 Continued development and use of Near Me in the prison (In hours and Out of Hours) to ensure that prisoners continued to have access to mental health services.

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
<p>Near me is currently used by mental health services and was used during the pandemic to ensure that prisoners continued to have access to mental health services. We have been working to expand this to include the use of Near Me to undertake the Talk to Me Assessment. All prisoners who come to HMP Grampian are assessed using the Talk to Me Assessment. This is a tool used by the Scottish Prison Service to assess a prisoner's mental health and ensure that they have appropriate access to any medication etc when they are first detained and until a fuller health assessment can be undertaken. The Health Centre at the prison complete part of</p>	<p> Overdue</p>	10%	30-Jun-2021	<p>Progress has been delayed by the continuing impacts of the Covid-19 pandemic and other increased demands on the health and social care system locally.</p>	Angela MacLeod; Alan Morris	Trisha Pirie

<p>this assessment. As HMP Grampian covers the population of the North of Scotland we do on occasion have prisoners who arrive into the prison out of hours when there are no health staff available. We are looking to use Near Me technology to do this assessment virtually. The assessment will be completed by nursing colleagues based in the Minor Injury Unit in Fraserburgh. In hours, this assessment is completed by health centre staff on site.</p>						
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3. OUR ENVIRONMENT- INFRASTRUCTURE

3. Our Environment: Infrastructure

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
<p>Actions for the Strategic Priority of Infrastructure which sits under the Pillar of Our Environment</p>	<p> In Progress</p>	<p>25%</p>	<p>31-Mar-2023</p>	<p><u>PARENT ACTION</u></p>	<p>Alan Morris; Amanda Roe</p>	<p>Trisha Pirie</p>

3.01 Improvements to Waste Service

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
<p>Waste and recycling service which supports our attractive environment and reduces emissions</p>	<p> In Progress</p>	<p>33%</p>	<p>31-Mar-2023</p>	<p><u>PARENT ACTION</u></p>	<p>Ros Baxter; Alan Morris; Diane</p>	<p>Trisha Pirie</p>

					Rotherham	
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3.011 Submit bids for funding and if successful move towards implementing a 3 weekly kerbside collection service

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Waste and recycling service which supports our attractive environment and reduces emissions - submit bids for funding and if successful move towards implementing a 3 weekly kerbside collection service with the non-recyclable waste bins emptied once and the recycling bins emptied twice in three weeks.	 In Progress	10%	31-Dec-2022	Funding application submitted to Zero Waste Scotland at end of May to the SG recycling improvement fund seeking funding to provide additional wheeled bins to introduce a 3 weekly kerbside collection service. Due to a delay in funding applications being reviewed, we are currently awaiting outcome of ministerial review. Decision expected by week ending 12 November. Aiming to take a report to ISC in November to progress this however depending on when funding decision is made, this may be deferred until January 2022 ISC.	Ros Baxter; Alan Morris; Diane Rotherham	Trisha Pirie

3.012 Review recycling centre permit system and recycling centre service provision

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Waste and recycling service which supports our attractive environment and reduces emissions - Review recycling centre permit system and recycling centre service provision.	 In Progress	75%	31-Mar-2022	HRC review led by the Change team commenced end of July 2021. Consultation has been undertaken by way of public survey and workshops (Cllrs & Community Councils were invited to attend). Survey for trade customers has also been undertaken. HRC data is also being analysed based on recycling rates, waste tonnages, bookings, site usage and flytipping which will also feed into the	Ros Baxter; Alan Morris; Diane Rotherham	Trisha Pirie

				options appraisal and business case along with the outcome of the survey and workshop. Report on outcome of review due from the Change team by mid November with a report to go to ISC in January 2022.		
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3.013 Work to increase the number of recyclable materials accepted at recycling centres

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Waste and recycling service which supports our attractive environment and reduces emissions - work to increase the number of recyclable materials accepted at recycling centres.	 In Progress	15%	31-Mar-2023	Trials are currently being undertaken with regards to the collection and recycling of rigid plastic (Peterhead HRC) to determine feasibility of collecting and recycling this type of material. This trial will continue for a further 6 months to gather and analyse data which will feed into the feasibility report for this material. There is also a trial being undertaken at the same time with regards to polystyrene recycling. This is due to be expanded to include Peterhead HRC within the next 2-3 months.	Ros Baxter; Alan Morris; Diane Rotherham	Trisha Pirie

3.014 Reduce non-recyclable waste by promoting waste reduction measures and recycling, including the Deposit Return Scheme and Extended Producer Responsibility schemes as they are introduced

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Waste and recycling service which supports our attractive environment and reduces emissions - reduce non-recyclable waste by promoting waste reduction measures and recycling,	 In Progress	10%	31-Mar-2023	DRS is due to go live July 2022 however an independent gateway review into the launch date was announced in April 2021 with the outcome due to be reported to parliament. An update on the outcome is still awaited.	Ros Baxter; Alan Morris; Amanda Roe; Diane	Trisha Pirie

including the Deposit Return Scheme and Extended Producer Responsibility schemes as they are introduced.				Extended Producer Responsibility schemes are not due to come into effect until 2023 however supermarkets such as Co-op, Tesco, Morrisons, etc. have all recently undertaken soft plastic (flexibles) recycling within their stores and this has been promoted through the Council waste Facebook page.	Rotherham	
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3.015 Delivery of operational Ness EfW Plant

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Waste and recycling service which supports our attractive environment and reduces emissions - delivery of operational Ness EfW Plant.	 In Progress	65%	31-Mar-2023	Build on track for 29th October 2022 handover. Commissioning phase period will begin April-June 2022.	Ros Baxter; Alan Morris; Diane Rotherham	Trisha Pirie

3.016 Review options and finalise arrangements for bulky waste treatment in 2021/22.

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Waste and recycling service which supports our attractive environment and reduces emissions - review options and finalise arrangements for bulky waste treatment in 2021/22.	 In Progress	50%	31-Mar-2023	Feasibility study undertaken for bulky waste treatment. Procurement Request for Information (RFI) sent out to get an indication of market and costs. Joint procurement with Aberdeen City being considered for a contract in relation to bulky waste which is being progressed with Ness Energy Project.	Ros Baxter; Alan Morris; Diane Rotherham	Trisha Pirie

3.017 Review opportunities for further community engagement in delivery of the LPAP

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Waste and recycling service which supports our attractive environment and reduces emissions - review opportunities for further community engagement in delivery of the LPAP.	 In Progress	10%	31-Mar-2023	Working on progressing a trial in Alford community before expanding to other communities. Unfortunately Covid has delayed the trial starting in Alford which has delayed progression into other communities.	Ros Baxter; Alan Morris; Diane Rotherham	Trisha Pirie

3.02 Wide Area Network programme implementation

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Engaging effectively with customers and residents to provide the best services - Wide Area Network programme implementation	 In Progress	38%	28-Feb-2022	Programme to upgrade network capacity to council buildings began at the start of this reporting period. 38% of buildings were upgraded during the period. The remaining 62% are expected to be completed by 01/04/2022.	Colleen Henderson	Kate Bond; Trisha Pirie

3.03 Peterhead Interchange / Bus Station - Improvements/Refurbishment

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Improved Public Transport infrastructure - Peterhead Interchange / Bus Station - Improvements/Refurbishment	 In Progress	5%	31-Mar-2022	Survey/site studies commenced during first half of Financial Year 21/22 and it is anticipated that this piece of work will continue into Financial Year Quarter 4 with a view to preparing designs for approval. Current forecast is that improvement works will commence in first half of Financial Year 22/23.	Richard McKenzie; Alan Morris	Trisha Pirie

3.04 Increase availability of EV Charging Point infrastructure across Buchan including availability at Aden Country Park and identification of further sites across

Buchan to be appraised for EV charging capacity						
ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Increase availability of EV Charging Point infrastructure across Buchan including availability at Aden Country Park and identification of further sites across Buchan to be appraised for EV charging capacity including Maiden Street and Threadneedle Street car parks and sources of potential funding.	 In Progress	25%	31-Mar-2023	<p>There has been a significant delay and backlog in relation to the installation program for 19/20 and 20/21 which has impacted on the 2021/22 program.</p> <p>As part of the 19/20 program, the unreliable chargers at Peterhead Lido were replaced and commissioned in October 2022.</p> <p>The 2021/22 program includes for additional EV units to be installed in Peterhead Town Centre, most likely in Prince Street car park.</p>	Martin Hall; Alan Morris	Trisha Pirie

4. OUR ENVIRONMENT - RESILIENT COMMUNITIES

4. Our Environment: Resilient Communities						
ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Actions for the Strategic Priority of Resilient Communities which sits under the Pillar of Our Environment	 In Progress	50%	31-Mar-2023	<u>PARENT ACTION</u>		

4.01 Area specific strategic needs assessments will be undertaken in Mintlaw						
ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Engage effectively with customers and residents to provide the best services - undertake Area specific	 Overdue	25%	31-Aug-2021	Guidance on specific intermediate zones provided by Buchan Area Team	Fiona McCallum	Trisha Pirie

strategic needs assessments in Mintlaw (August 2021)				in November 2021 and work underway.		
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4.02 Working with Area Teams supporting Community Impact Assessments

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Engage effectively with customers and residents to provide the best services - working with Area Teams supporting Community Impact Assessments.	 Completed	100%	31-Oct-2021	Updated CIA for Aberdeenshire considered by Full Council September 2021. Ward and area specific assessments available for Ward 4, 5 and 6 which will be shared with Local Community Planning Group to determine any impact on actions and focus within the Buchan Community Plan.	Jenn Askildsen; Fiona McCallum; Alan Morris	Trisha Pirie

4.03 Reopening of Service Point as restrictions are lifted and we emerge from Covid-19 Lockdown

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Engaging effectively with customers and residents to provide the best services - reopening of Service Point as restrictions are lifted and we emerge from Covid-19 Lockdown.	 Completed	100%	31-Oct-2021	Service Points in all areas reopened on 26 April 2021 following the lifting of Covid-19 restrictions, and have continued to remain open since that date. This situation will remain as is, unless future lockdown restrictions are implemented.	David Anderson; Michelle Milne	Kate Bond; Trisha Pirie

4.04 Review customer interaction following pandemic and potential service provision

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Engaging effectively with customers and residents to provide the best services -	 In Progress	50%	31-Mar-2022	Customer Services continues to monitor customer interaction following the pandemic. At this time there is	David Anderson; Michelle	Kate Bond; Trisha Pirie

review customer interaction following pandemic and potential service provision.				insufficient information to determine if changes are required to future service provision.	Milne	
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4.05 The Contact Centre continuing to support customers across Aberdeenshire

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Engage effectively with customers and residents to provide the best services - the Contact Centre continuing to support customers across Aberdeenshire.	 In Progress	50%	31-Mar-2023	In the first two quarters of 2021, the Contact Centre has successfully dealt with 68,592 customer queries by telephone, providing support on a range of queries to our customers across Aberdeenshire. Whilst the current agreed abandonment rate for Contact Centre calls may seem quite high, it should be highlighted that this is a significant improvement on the previous abandonment rate of 40-50%. This work forms part of an extensive ongoing improvement programme for Customer Services and once agreed improvements have been achieved, these will be developed further.	Michelle Milne	Kate Bond; Trisha Pirie

4.06 Reduce Cash in Transit Costs - remove cash/cheque payments from all Service Points

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Develop further the Digital Strategy and how customers pay for Council Services - remove cash/cheque payments from all Service Points. We will continue to accept cash/cheque payments for up to 2 months to provide ample notice to	 Completed	100%	30-Sep-2021	All cash/cheque payments have been removed from Service Points as of 31 July 2021.	Alan Morris; Gail Smith	Trisha Pirie

customers who pay by this method to move to other methods such as card payment (online preferably), Direct Debit for our billing systems or a Bank Transfer. If they wish to continue paying by cash/cheque, they will need to do this at their local Post Office or PayPoint location.					
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4.07 Develop and deliver a programme of flood risk and coastal protection works each year. Work with partners to deliver actions in the Local Flood Risk Management Plan 2016 - 2022.

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Develop and deliver a programme of flood risk and coastal protection works each year. Local Flood Risk Management Plan 2016 – 2022 – work with partners to deliver the actions in the plan.	 In Progress	75%	31-Mar-2023	No specific schemes were identified for Buchan. Routine inspection/maintenance as required.	Alan Morris; Gavin Penman	Trisha Pirie

4.08 Refreshing the CLD pages on Aberdeenshire Council website to promote CLD offer

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
To secure continuous improvement in outcomes for children, young people, adults and communities - refreshing the CLD pages on Aberdeenshire Council website to promote CLD offer.	 Overdue	75%	30-Jun-2021	CLD pages have undergone revision over the last period, with assistance from digital services within Business services. The main work in terms of content and format has been completed, and the final finishing is with the Improvement team within CLD. It is expected to have the refreshed pages opened in November	Philip Boath	Avril Nicol

4.09 Develop phased approach to face-to-face neighbourhood work to re-engage with residents in Longate						
ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
To secure continuous improvement in outcomes for children, young people, adults and communities - develop phased approach to face-to-face neighbourhood work to re-engage with residents in Longate	 In Progress	0%	31-Mar-2022		Philip Boath	Avril Nicol

4.10 Commissioning of projects and services through targeted funding streams including Developer Obligations, Crown Estates Funding and Area Committee Budgets						
ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Successful, inclusive, resilient communities with the confidence, capability, and capacity to tackle the things that matter to them - commissioning of projects and services through targeted funding streams including Developer Obligations, Crown Estates Funding and Area Committee Budgets	 In Progress	70%	31-Mar-2022	<p>Area Committee Budget</p> <p>The 2021/22 Buchan Area Committee Budget of £61,500 was fully allocated by Buchan Area Committee in September 2021. Two virtual ceremonies awarding the grants to projects have taken place and a summary of groups funded is:</p> <ul style="list-style-type: none"> • Redevelop Old Shed - Buchanhaven Heritage Group • Refurbish the Community Room and facilities - Longside Football Club • Car Park - St Fergus Football Club 	Alan Morris; Eleanor Morris; Theresa Wood	Trisha Pirie

			<ul style="list-style-type: none"> • Drain/woodchip playing area, Benches/Tables, Bike Racks - Strichen Community Park • Heritage Museum - New Deer Heritage Group • Repair damaged wall - Kemp Hall Management Committee • Feasibility /costing Report for Harbour Repairs - Buchanhaven Harbour • Purchase of two wagons and associated costs - Maud Railway Museum • Deep Clean and Tidy up to get into community use - Hatton Pitches • Electrical Connection for Containers and Cottage - Mintlaw Menshed • Benches for Landale Gardens - Peterhead Civic Pride • Renovations to the Fisherman's Hut - Boddam Community Council <p>All groups will be asked to present the outcomes of their projects in Summer 2022.</p> <p>Crown Estates Funding</p> <p>Buchan Area committee have full committed the Area focused Crown Estates Funding for 2019/20 and 2020/21:</p> <ul style="list-style-type: none"> • New Dinghy - Aberdeenshire Sailing Trust • Picnic Tables & Benches - Boddam Harbour Trust 		
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				<ul style="list-style-type: none"> • Repairs, Equipment and Davit - Buchanhaven Harbour • Extend Exhibition Spaces - Admiralty Gateway Charitable Trust • Shelter on Existing Building - Peterhead Sailing Club • Displays, Outdoor Seating, Alarm - Buchanhaven Heritage Society • Mural - ArtVenture <p>Total Coastal Communities Funding committed to date - £37,499</p> <p>A commissioning strategy is being developed to support the use of future Crown Estates funding for 2021/22 onwards.</p> <p>Developer Obligations</p> <p>As at July 2021, Developer Obligations had been allocated to projects as follows:</p> <ul style="list-style-type: none"> • Fetterangus: Hall Refurbishment • Hatton: Public Hall • Longhaven: Longhaven Hall • Mintlaw: 2 Full Size Pitches • Mintlaw: MACBI Community Rooms • Mintlaw: MACBI Library • Mintlaw: MACBI Remote Lighting • Mintlaw: Accessible Aden Project • Mintlaw: Recycling/Bulk Point • New Deer: Play Equipment 		
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			<ul style="list-style-type: none"> • New Deer: New Deer Village Hall • Peterhead: Landale Road Garden Benches • Peterhead: PACT Sports Project • Peterhead: Prop.Community Sports Hub Catto Park • Peterhead: Town Centre Mural Project • Peterhead: Town Centre Projects • Peterhead: Victoria Park Phase 1 • Peterhead: Waste & Recycling Bulking Point • St Fergus: Hall • Strichen: Town House Upgrade • Art Project: Artist In Residence • Art Project: North Coast Arts Health & Wellbeing Programme <p>Total £495,109.45</p> <p>There remains a further £132,381 unallocated across a number of communities and officers from across Services continue to meet regularly to identify how the monies can support communities with their ambitions.</p>		
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4.11 Community Capacity Building through support for asset transfer, participation in engagement, participation requests and refreshed community action plans or Local Place Plans

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Successful, inclusive, resilient communities with the confidence, capability, and capacity to tackle the things that matter to them - Community Capacity Building through	 In Progress	25%	31-Mar-2023	A workshop/ discussion session on Asset Transfer was included as part of the agenda of the December 2021 Joint Meeting of the Buchan Community Planning Partners which focused on Community Wealth	Alan Morris; Eleanor Morris	Trisha Pirie

support for asset transfer, Participation in engagement Participation requests Refreshed community action plans or Local Place Plans (Planning (Scotland) Act)			Building.		
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4.12 Coordination of place plans

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Buchan will be recognised as a great place to live, work, invest with opportunity for all - coordination of Place Plans	 In Progress	30%	31-Mar-2023	Peterhead & Environs A focus on place-based investment by the Scottish Government, moving to multi-year programme approach, also offers significant opportunities to deliver inclusive growth and build local capacity and deliver on net zero ambitions. In 2016, the 'Choose Peterhead' charette identified the aspirations of the community for Peterhead town centre and influenced the Peterhead Vision and Action Plan, the regeneration plan for Peterhead. Over the last 5 years a range of consultation and engagement exercises have set out the wants and needs of residents and businesses on issues such as transport and active travel, community facilities, celebrating the heritage of the town as well as the recent community impact assessment focused on recovery from the Covid-19 pandemic. In 2016 a visual place plan was developed for Peterhead and in 2021, this was updated as part of the	Alan Morris; Amanda Roe	Trisha Pirie

			<p>supporting documentation for the Community Campus Member engagement. The ability to understand and visualise the actual, proposed, and aspirational development and delivery for Peterhead and environs now through to 2040 will ensure the investment in the town can have maximum impact and positively influence the socio-economic landscape. The cross service Project Team, chaired by the Area Manager, developing a visual Place Planning approach that identifies current, planned, proposed and aspirational investment, infrastructure, assets, and social capital within the town and environs. The draft Peterhead Place Plan will then enable a Peterhead 2040 vision to be confirmed and highlight where there may be gaps over the period that may require specific activity. The Place Plan will be visual and allow for easy identification of council, public sector, commercial/private sector, third sector and community investments, assets and activity and the timelines for delivery. Progress as at November 2021:</p> <p>The project team is currently working on the strategic assessment for the Peterhead Master Plan. This includes delivery of the following activity:</p> <ul style="list-style-type: none"> • Strategic needs assessment – completed by Partnership & Council 		
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			<p>Analysts</p> <ul style="list-style-type: none"> • ‘Literature Review’ of engagement and consultation related to Peterhead 2016-to date – complete by end November 2021 This includes summary of who, why, outcomes desired, actions agreed, actions outstanding • Investment summary within town 2016 – to date + forecast (planned/actual) to 2040 – complete by end November 2021. This includes investment by all sectors • Agreement of boundary for the plan – proposed as roughly the Academy catchment area • Plan of plans – an understanding of all plans applicable to the town, actions and expiry dates – complete by end November This will allow for confirmation of plans to be subsumed by the Place Plan • Benchmarking with similar national/international settlements including Aarhus, Eindhoven, Mechelen, East Riding, Tranent and Helensburgh <p>Mintlaw & Environs:</p> <p>A strategic needs assessment is being compiled by the Partnership & Council Analysts which is the first step in the process for developing a Place Plan for Mintlaw and surrounding communities, again likely based on academy catchment area.</p>		
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4.13 Continue to reinvigorate the cycling demonstration town initiative and promote improved path and cycle networks within the town, to the town centre and community campus

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Communities feel safe living in Buchan	 In Progress	0%	31-Mar-2023		Chris Menzies	Martin Hall; Amanda Roe

4.14 Delivery of Peterhead North Sustaining Choices Community Action Plan

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Communities feel safe living in Buchan - delivery of Peterhead North Sustaining Choices Community Action Plan	 In Progress	50%	31-Mar-2022	<p>The aim of the Sustaining Choices project was to develop an increased evidence base to support walking, cycling and wheeling as well as public and sustainable transport interventions in Peterhead. You can download the Action Plan here. As well as highlighting potential actions identified by members of the community and local groups it sets out how these actions can relate to national and local policy. The action plan can be used to support the development of local projects and applications for funding.</p> <p>Support is being provided to the community champions leading the delivery of the action plan and next steps include a 'meet the funders' session. Council services, through the Buchan Area Management Team, are also considering the actions and how</p>	Alan Morris; Eleanor Morris	Trisha Pirie

				to progress those actions that need our involvement.		
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4.15 Further development of the Collieburn cycle path route

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Communities feel safe living in Buchan - further development of the Collieburn cycle path route	 In Progress	25%	31-Mar-2023	<p>A topographical survey had previously been carried out along with a community survey.</p> <p>The project was highlighted in the Sustaining Choices Action Plan and Pre-Planning advice has been obtained.</p> <p>A tendering exercise has been launched for a Detailed Design.</p>	Alan Morris; Eleanor Morris	Trisha Pirie

4.16 Supporting delivery of the Buchan Community Plan

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Buchan will be recognised as a great place to live, work, invest with opportunity for all - supporting delivery of the Buchan Community Plan	 In Progress	25%	31-Mar-2023	Update on delivery of the Buchan Community Plan is being presented to Buchan Area Committee on 11 January 2022 and a link will be added here when published.	Alan Morris; Steph Swales	Trisha Pirie

5. OUR ECONOMY- ECONOMY & ENTERPRISE

5. Our Economy: Economy and Enterprise

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Actions for the Strategic Priority		23%	31-Mar-2023	PARENT ACTION		

of Economy and Enterprise which sits under the Pillar of Our Economy	In Progress					
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5.01 Deliver regeneration projects in Peterhead - work with Economic Development to develop a heritage led regeneration scheme for Peterhead's historic core and Conservation Area.

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Deliver regeneration projects in Peterhead. Seek funding from the National Heritage Lottery Fund and from other external sources to support some of the projects identified. Work with Economic Development to develop a heritage led regeneration scheme for Peterhead's historic core and Conservation Area. Application for funding during 2021	 In Progress	10%	31-Mar-2023	Grant schemes have changed focus, therefore time was taken to readjust to a post covid reality. Levelling Up funds have also been launched, so applications will be prepared to complement these much larger opportunities for funding. Expect to re apply to NLHF in 2022, aligned with Levelling Up.	Alan Morris; Christine Webster	Trisha Pirie

5.02 Deliver regeneration projects in Peterhead - Delivery of Coast Aberdeenshire Project and projects arising from it

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Deliver regeneration projects in Peterhead. Seek funding from the National Heritage Lottery Fund and from other external sources to support some of the projects identified - delivery of Coast Aberdeenshire Project and projects arising from it.	 In Progress	0%	31-Mar-2023		Irina Birnie; Alan Morris	Trisha Pirie

5.03 Continue with marketing and disposal of development sites at; Catto Drive, Peterhead Dales Ind Estate, Peterhead

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
A location of choice that has a diverse economic base of innovative companies with a skilled workforce and return to full employment, efficient and fit for purpose - continue with marketing and disposal of development sites at Catto Drive, Peterhead Dales Ind Estate, Peterhead	 In Progress	25%	31-Mar-2023	Marketing of development sites continues	Andy Moir; Derek Young	Trisha Pirie; Allan Whyte

5.04 Peterhead Vision and Action Plan / Refurbishment of Drummers Corner

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Place investment and regeneration - Peterhead Vision and Action Plan / Refurbishment of Drummers Corner	 Overdue	50%	31-Jul-2021	Whilst difficulties have been experienced in line with common construction issues, the contractors are currently on track to complete the project by the end of November.	Alan Morris; Christine Webster	Trisha Pirie

5.05 Peterhead Vision and Action Plan / Redevelopment of Clerkhill Shopping area public realm

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Place investment and regeneration - Peterhead Vision and Action Plan / Redevelopment of Clerkhill Shopping area public realm	 In Progress	20%	30-Sep-2022	The redevelopment of the Clerkhill shopping area public realm was due to start in Spring 2020 however the works were delayed throughout 2020 and early 2021 because of Covid-19. As a result of the delay, the works had to be recosted and the revised costs were in excess of the available budget. It was agreed to withdraw the contract in July 2021. The Area Manager will	Alan Morris; Amanda Roe	Trisha Pirie

				meet with Roads and Landscapes Services in January 2022 with an aim to develop design(s) for the public realm at Clerkhill in-house. Following engagement with Members and an agreed design, a decision can be taken as to whether to deliver the works in-house or to tender for the delivery. It is anticipated that once the construction market has stabilised, likely in the next 12 months, a more appealing design should be deliverable within the agreed budget. Once there is a decision on design there will engagement with stakeholders, such as the businesses at the retail area and the local community.		
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5.06 Re-election process for Rediscover Peterhead Business Improvement District facilitated

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Place investment/regeneration - re-election process for Rediscover Peterhead Business Improvement District facilitated	 In Progress	0%	31-Dec-2022	Rediscover Peterhead are being supported by Economic Development to prepare for elections. Further detailed work will start in the early part of 2022.	Alan Morris; Christine Webster	Trisha Pirie

5.07 Pilot town centre Wi-Fi initiative in Peterhead

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Digital connectivity and inclusion - pilot town centre Wi-Fi initiative in Peterhead	 In Progress	0%	30-Apr-2022		Annette Johnston; Alan Morris	Trisha Pirie

5.08 Kick-start programme						
ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Employability and Skills - Kick-start programme -38 young people supported through KickStart placements	 In Progress	47%	31-May-2022	<p>Kickstart spend: £63,018.86</p> <p>A low level of interest around Kickstart resulted in 14 employers offering 33 starts. The time lag from DWP making a decision and an overwhelmed process did adversely effect the ongoing level of interest. Plus the ongoing pandemic changed many employer's minds.</p> <p>18 young people have started employment/training, with 1 unsuccessful application and 4 withdrawals.</p> <p>Currently awaiting DWP return of vacancies for 4 placements.</p>	Ewen Allardyce; Alan Morris	Trisha Pirie

5.09 Seafood Transformation Project						
ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Business Growth - Seafood Transformation Project	 In Progress	15%	31-Dec-2022	<p>The extensive body of work undertaken on STP over the past 2 years is currently being sense-checked in the light of Brexit and (to a lesser extent) pandemic-related industry impacts to see what has changed, to ensure the project continues to meet sectoral needs. Close and regular contact continues to ensure SSCE aligns with STP.</p>	Alan Morris; Alistair C Reid	Trisha Pirie

				Technical assessments continue on the infrastructure and utility needs of the processing sector, framed within the context of net zero and the circular economy. Work is underway on an automation/process change demo project, reflecting the shortage of labour.		
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5.10 Partner to North East Greenport bid

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Business Growth - partner to North East Greenport bid	 In Progress	30%	31-Dec-2021	The formal process for applying for Freeport or Greenport status in Scotland has not yet been launched. Aberdeenshire Council continues to support the partnership developing the bid.	Matthew Lockley; Alan Morris	Trisha Pirie

5.11 Continue to partner in Invest in Peterhead

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Business Growth - continue to partner in Invest in Peterhead - a proactive two-year campaign to market Peterhead's town centre investment opportunities both locally and nationally. The aim of this joint working is not only to fill the vacant units of Peterhead, but the overall campaign also intends to be the catalyst to change perceptions of Peterhead and will be used as a communication tool.	 In Progress	0%	31-Dec-2022	This is ongoing work. Invest in Peterhead are moving forward with very successful work on bringing properties back into use. notable reductions in vacancy level as a result of partnership action.	Alan Morris; Christine Webster	Trisha Pirie

5.12 Net Zero/Energy transition - Invest Aberdeen						
ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Net zero/energy transition - Invest Aberdeen	 In Progress	0%	31-Mar-2023	Invest Aberdeen is working to identify investment opportunities relating to the energy transition as well as supporting enquiries from existing businesses to help identify support networks for transitioning to net zero. Working closely with Scottish Enterprise, Scottish Development International and Dept of International Trade, together with other partners, Invest Aberdeen has been actively promoting the regional strengths in the energy industry demonstrating that the region is a leader in a global energy transition. In addition, Invest Aberdeen has been working with skills providers to address the skills shortage and support those with transferable skills to identify opportunities relating to energy transition. Invest Aberdeen will next attend Offshore Europe with a focus on Net Zero/ Energy Transition activity and opportunities.	Danielle McKinlay; Alan Morris	Trisha Pirie

5.13 Aberdeenshire Coastal Communities Challenge Fund – Establishment, launch and application rounds						
ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Funding and partnerships - Aberdeenshire Coastal Communities Challenge Fund – Establishment, launch and application rounds	 In Progress	75%	31-Mar-2022	A further allocation of Crown Estate Scotland funding (£716,469.98) was awarded to the Council on 17 November 2021. As per the Framework for the use of this funding agreed by Infrastructure Services	Martin Brebner; Alan Morris	Trisha Pirie

				Committee half of the funds will be awarded through the Aberdeenshire Coastal Communities Challenge Fund. The other half will be directly managed by coastal Area Committees, with each receiving £89,558.75.		
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5.14 Maintain stakeholder relationships around the Scottish Government's Reaching 100 (R100) programme and 5G; and to support communities, businesses and residents to explore different solutions if R100 does not deliver for them

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Digital Connectivity and Inclusion - The creation of additional staff capacity through the City Region Deal to build and maintain stakeholder relationships around the Scottish Government's Reaching 100 (R100) programme and 5G; and to support communities, businesses and residents to explore different solutions if R100 does not deliver for them.	 In Progress	50%	31-Dec-2022	Economic Development has recently recruited to 3 new posts to support access to digital connectivity. A work plan for this team is in development, alongside the induction of the team.	Matthew Lockley; Alan Morris	Trisha Pirie

6. OUR ECONOMY- ESTATE MODERNISATION

6. Our Economy: Estate Modernisation						
ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Actions for the Strategic Priority of Estate Modernisation which sits under the Pillar of Our Economy	 In Progress	33%	31-Mar-2023	<u>PARENT ACTION</u>	Alan Morris; Amanda Roe	Trisha Pirie

6.01 Progress with appraisal of all operational facilities within the Buchan Area, which extends to 94 facilities, in conjunction with Services as part of Estate Modernisation Programme

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
We have an estate that is sustainable, efficient and fit for purpose - progress with appraisal of all operational facilities within the Buchan Area, which extends to 94 facilities, in conjunction with Services as part of Estate Modernisation Programme.	 In Progress	50%	31-Mar-2022	Services are considering, and undertaking, preparatory/background activities to inform the development of Asset Based Service Strategies as part of appraisal exercise.	Andy Moir	Trisha Pirie; Allan Whyte

6.02 Continue with marketing and disposal of vacated surplus facilities

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
We have an estate that is sustainable, efficient and fit for purpose - continue with marketing and disposal of vacated surplus facilities at; Cemetery Lodge, New Deer Former Ardallie School, Ardallie Former Surgery, Crimond Glenugie Business Centre / 53 Windmill Street, Peterhead Arbuthnot House / 60 Broad Street / 18 James Street, Peterhead	 In Progress	25%	31-Mar-2023	Marketing of vacant facilities at Arbuthnot House/60 Broad Street/18 James Street continues. Sale of Glenugie Business Centre/Windmill Street concluded October 2021	Andy Moir; Derek Young	Trisha Pirie; Allan Whyte

6.03 Provide support and guidance to community groups prior to commencing with a Community Asset Transfer

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
We have an estate that is		25%	31-Mar-2023	The Area Project Officer is currently	Alan	Trisha Pirie

<p>sustainable, efficient, and fit for purpose: Provide support and guidance to community groups prior to commencing with a Community Asset Transfer</p>	<p>In Progress</p>			<p>actively working with 4 community organisations at the informal stage of community asset transfers across Buchan.</p>	<p>Morris; Eleanor Morris</p>	
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