

## **REPORT TO BANFF AND BUCHAN AREA COMMITTEE – 21 JUNE 2022**

### **BANFF & BUCHAN AREA PLAN 2020-23 – PROGRESS ON PROJECTS/ ACTIONS (2020 - 2023)**

#### **1 Executive Summary/Recommendations**

1.1 To provide Banff & Buchan Area Committee with a mid-year update on progress made in relation to projects/actions within the Banff and 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 Banff & Buchan Area Plan which supports the Council Plan 2020-23;**
- 1.2.2 **instruct the Area Manager 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 2020-23; and**
- 1.2.3 **note that the next Area Plan Performance and Progress Report is scheduled to be reported in November, 2022.**

#### **2 Decision-Making Route**

- 2.1 The Banff & Buchan Area Plan 2020-23 was approved by the Banff and Buchan Area Committee at its meeting on 25 May 2021 and the associated Action Plan was subsequently updated.
- 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 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. The main reason for

actions being overdue has been the impact of Covid-19 on Service delivery.

- 3.4 The following table outlines the number of projects within each category:

Total projects	93
Projects completed	15
Projects in progress	60
Projects overdue but in progress	11
Projects overdue and not started	7

On 28 September 2021, the Area Committee approved the Area Performance Framework (Item 14 refers) 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. The agenda for today’s meeting contains update reports from each of the three Directorates. Further Performance reports will be received from the Directorates in December 2022. Informal sessions with the Directors will be scheduled in the alternate quarters to the formal reports.

- 3.5 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 Banff & 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.
- 3.6 Progress against local Health & Social Care Partnership (HSCP) activities has been impacted by the continuing effects of the Covid-19 pandemic and other increased demands on the health and social care system locally. As demands return to more manageable levels, updates from the HSCP will be included in future reports.
- 3.7 The Services are responsible for updating the notes relating to the actions in the Pentana system. Elected Members do have access to Pentana and can view the actions in the Area Plan and raise queries with the Services outwith the formal reporting process. Training on Pentana was provided early in 2022 and is now available in a recorded format.

## 4 Council 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 - 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 recommendations are agreed.

Subject	Yes	No	N/A
Financial			X
Staffing			X
Equalities and Fairer Scotland Duty			X
Health and Wellbeing			X
Town Centre First			X
Climate Change and 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 (IIA-000281) has been carried out. At the screening stage, 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-2021) 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.

**LAURENCE FINDLAY**

**DIRECTOR OF EDUCATION CHILDREN'S SERVICES**

Report prepared by: Sandie Cummings and Jan McRobbie, Banff & Buchan Area Team  
8 June, 2022






**List of Appendices:** Appendix 1 – Mid-Year Progress on Projects/Actions (April 2021-September 2021)






## APPENDIX 1



# BANFF & BUCHAN AREA PLAN 2021-2023




Generated on: 13 June 2022







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

PI Status	
	Alert
	Warning
	OK
	Unknown
	Data Only

Risk Status	
	Alert
	High Risk
	Warning
	OK




Long Term Trends	
	Improving
	No Change
	Getting Worse

Short Term Trends	
	Improving
	No Change
	Getting Worse

 Unknown


# BANFF & 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	83%	31-Dec-2023	<u>PARENT ACTION</u>		
1.01 Develop the business case for a new Primary School at Fraserburgh						
ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Develop the business case for a new Primary School at Fraserburgh Engage with the ward councillors, parent councils and staff groups Business Case completed Begin Public Engagement Begin Consultation Merger	 Completed	100%	31-Oct-2021	Business case fully approved at full council in November 2021	Maxine Booth	Anne Marie Davies MacLeod
1.02 Informal engagement on new Fraserburgh primary school.						
ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Engagement with Parents, school community, ward members, and wider public on	 In Progress	40%	30-Apr-2023	We have now engaged with all groups	Maxine Booth	Anne Marie Davies MacLeod

the delivery of a new primary school in Fraserburgh to replace both St Andrews and Fraserburgh North School.				and the public meeting held on 11th May 2022.		
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### 1.03 Begin Consultation on Merger - Fraserburgh Primary School


ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
	 Assigned	0%	30-Apr-2023	Formal consultation to begin on completion of the informal engagement (B & B 1.02	Maxine Booth	Anne Marie Davies MacLeod


### 1.04 Improvements to Fraserburgh Academy


ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Improvements to Fraserburgh Academy (Home Economics)	 Completed	100%	30-Sep-2021	All works have been completed in Phase 1. Phase 2 Full refurbished of Home Economics Department completed this year.	Mark Mitchell	Maxine Booth


### 1.05 Assess the requirement of an additional accessible toilet at Banff primary


ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Assess the requirement of an additional accessible toilet at Banff primary Assessment of accessible toilet Develop design and project cost	 Completed	100%	12-Aug-2022	Assessment complete awaiting design and costs.	Mark Mitchell	Maxine Booth

1.06 Create a sensory room at Sandhaven School						
ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Create a sensory room at Sandhaven School	 Completed	100%	31-Aug-2021	Works Completed	Mark Mitchell	Maxine Booth

1.07 Refurbishment of toilet block at Banff Academy- within the technical department						
ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Refurbishment of toilet block at Banff Academy- within the technical department	 Completed	100%	31-Aug-2021	Banff Academy toilets completed August 2021.	Mark Mitchell	Maxine Booth


1.08 Banff Primary School Nursery – Outdoor Area upgrade to facilitate delivery of 1140						
ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Banff Primary School Nursery – Outdoor Area upgrade to facilitate delivery of 1140	 Completed	100%	31-Oct-2021	Investment in outdoor learning for nursery settings such as Banff, was seen as a priority. As children are in ELC settings for longer, then there needs to be more opportunities for outdoor learning and play. Outdoor learning has a positive impact not only on the children's learning, development and health and wellbeing but also the health and wellbeing of staff.	James Martin; Paul Whalley	Julia Matthew

1.09 Fraserburgh St Andrews School – Assess options for increasing capacity and enhancing ELC environment to support delivery of 1140						
ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Fraserburgh St Andrews School – Assess options for increasing capacity and enhancing ELC environment to support delivery of 1140	 Overdue	80%	31-Aug-2021	Following adoption of proposals for a replacement Primary School in Fraserburgh, assessment and options appraisal work for the most appropriate and beneficial ELC delivery for St Andrew's will continue alongside work related to the new School proposals. Updates will be shared as work progresses.	James Martin; Paul Whalley	Julia Matthew

1.10 Increased delivery of employability programmes and 1-1 opportunities with senior pupils and young people (including delivery of Fraserdeen and Fresh Start programmes)						
ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Respond to economic impact of covid-19 through increased delivery of employability programmes and 1-1 opportunities with senior phase pupils within school and young people post school within the community to build employability skills and confidence in the context of covid-19 changing landscape: Delivery of flexible learning pathways, FraserDeen and Fresh Start, to support young people to reengage in learning and education.	 Completed	100%	31-Mar-2022	2 Fraserdeen Projects have successfully run this period with a total of 9 young people, 100% of young people reported improving skills for life and employability.	Dominique Carlislekit z; Roisin Daly; Brian Goldring; Nicola Kenyon; Susan McGregor	Avril Nicol


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### 1.11 Fraserburgh North and Fraserburgh South Park. 1 FTE Equity and Excellence Practitioner in each setting employed to support children with the aim of reducing the attainment gap


ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Fraserburgh North and Fraserburgh South Park. 1 FTE Equity and Excellence Practitioner in each setting employed to support children with the aim of reducing the attainment gap.	 Completed	100%	28-Mar-2023	EEPs are in post in these settings.	Julia Matthew	Anne Marie Davies MacLeod

## 2. OUR PEOPLE- HEALTH & WELLBEING


### 2.01 Improvements to Fraserburgh Library (Window Replacement and Roof Upgrade)

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Improvements to Fraserburgh Library (Window Replacement and Roof Upgrade)	 Overdue	30%	31-Mar-2022	Work is due to commence in late June, with completion by October. During construction a library service will be delivered at the Community Centre.	Tim Stephen	Avril Nicol

### 2.02 Reduce void turn around time


ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Maximise available affordable stock - 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 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</p>	Gavin King; Alan Morris; Elaine Osinska; Dave Thomson	Trisha Pirie

				<p>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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2.03 Maximise rental 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	75%	31-Mar-2023	<p>The Housing Service prioritised the support of tenants throughout the Covid 19 pandemic. Proposals arising from the Rent Strategy Member Officer Working Group in respect of a revised rent increase were approved by Council for 2022/23 reflecting Cost of Living pressures. The Tenant Grant Fund was successfully distributed to tenants, providing an opportunity to reduce rent debt for those that struggled as a result of the pandemic. Significant levels of external grant funding has also been obtained, with the assistance of Tackling Poverty &amp;</p>	Gavin King; Andrew Mackie; Alan Morris; Elaine Osinska	Trisha Pirie

				Inequalities. This task remains incomplete due to current pressures on tenants given Cost of Living impacts		
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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	Gavin King; Alan Morris; Elaine Osinska; Dave Thomson	Trisha Pirie

#### 2.05 Affordable Housing - Deliver homes in Portsoy, Banff and Fraserburgh


ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Affordable Housing - Deliver homes in Portsoy, Banff and Fraserburgh	 In Progress	45%	31-Mar-2023	<b><u>PARENT ACTION</u></b>	Gavin King; Susan McLeish; Alan Morris; Elaine Osinska;	Trisha Pirie

					Elise Young	
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**2.051 Affordable Housing - Deliver 44 homes in Portsoy**

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Affordable Housing - Deliver 44 homes in Portsoy.	 Completed	100%	31-Mar-2023	44 Units for Social Rent were completed in March 2021	Gavin King; Susan McLeish; Alan Morris; Elaine Osinska; Elise Young	Trisha Pirie


**2.052 Affordable Housing - Deliver 38 homes in Banff**

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Affordable Housing - Deliver 38 homes in Banff.	 Completed	100%	31-Mar-2023	Development now complete and the 38 units were handed over to Aberdeenshire Council in March 2022.	Gavin King; Susan McLeish; Alan Morris; Elaine Osinska; Elise Young	Trisha Pirie


**2.053 Affordable Housing - Deliver 35 homes in Fraserburgh**

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Affordable Housing - Deliver 35 homes in Fraserburgh	 In Progress	10%	31-Mar-2023	Still considering options with a view to re-tendering in July/August.	Gavin King; Susan McLeish; Alan Morris; Elaine Osinska; Elise Young	Trisha Pirie


**2.054 Affordable Housing - Start on site for a further 38 homes across 3 sites in Fraserburgh – 6 at Bervie Road, 6 at Castle Street, 26 at Merryhillock.**

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Affordable Housing - start on site for a further 38 homes across 3 sites in Fraserburgh – 6 at Bervie Road, 6 at Castle Street, 26 at Merryhillock.	 In Progress	55%	31-Mar-2023	<p>Merryhillock, Fraserburgh - Contractor has now started on site and work is progressing well on the 26 units for Social Rent. Expected completion in June 2023.</p> <p>Bervie Road, Fraserburgh - It is expected that work will start onsite on the 6 units in August 2022 with completion expected in February 2023.</p> <p>Castle Street - Development no longer progressing and properties are up for disposal.</p>	Gavin King; Susan McLeish; Alan Morris; Elaine Osinska; Elise Young	Trisha Pirie


**2.055 Affordable Housing - Review masterplan options for the North Braehead estate.**

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Affordable Housing - review masterplan options for the North Braehead estate.	 In Progress	5%	31-Mar-2023	Options appraisal ongoing.	Gavin King; Susan McLeish; Alan Morris; Elaine Osinska; Elise Young	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
Develop and deliver a programme of maintenance and improvement works for open spaces each year.	 In Progress	80%	31-Mar-2023	On target.	Gavin King; Alan Morris; Derek Murray; Elaine Osinska	Trisha Pirie

**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
In line with the Open Space Strategy implement initiatives such as the Greenspaces project to increase biodiversity	 In Progress	70%	31-Mar-2023	The Greenspace Officer continues to work with stakeholders to review and increase the area of open space being utilised for biodiversity. The use of	Gavin King; Alan Morris; Derek	Trisha Pirie

across the public owned spaces in Aberdeenshire.				wild flowers has increased this year as we move to the 10% target by the end of this financial year.	Murray; Elaine Osinska	
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## 2.08 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.	 Overdue	92%	31-Mar-2022	<b>PARENT ACTION</b>	Gavin King; Alan Morris; Derek Murray; Elaine Osinska	Trisha Pirie

## 2.081 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 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.	 Completed	100%	31-Mar-2022	Roads General Maintenance is an ongoing programme of reactive maintenance which continues and carries over year on year. Any works identified later in one year and not completed is automatically carried over into the new year for scheduling.	Gavin King; Alan Morris; Derek Murray; Elaine Osinska	Trisha Pirie

## 2.082 Deliver a programme of resurfacing and road strengthening 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.	 Completed	100%	31-Mar-2022		Gavin King; Alan Morris; Derek Murray; Elaine Osinska	Trisha Pirie
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#### 2.083 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.	 Completed	100%	31-Mar-2022		Gavin King; Alan Morris; Derek Murray; Elaine Osinska	Trisha Pirie


#### 2.084 Deliver a programme of footway 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.	 Overdue	80%	31-Mar-2022	Any works not completed in 2021/22 will be carried over and rescheduled in 2022/23.	Gavin King; Alan Morris; Derek Murray; Elaine Osinska	Trisha Pirie


#### 2.085 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.	 Completed	100%	31-Mar-2022		Gavin King; Alan Morris; Derek Murray; Elaine Osinska	Trisha Pirie

#### 2.086 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.	 Overdue	90%	31-Mar-2022	Any identified works not completed in 2021/22 will be carried over and rescheduled in 2022/23.	Gavin King; Alan Morris; Derek Murray; Elaine Osinska	Trisha Pirie


#### 2.087 Deliver a programme of drainage and other 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.	 Overdue	80%	31-Mar-2022	Some works carried over into 2022/23 programme of roads maintenance.	Gavin King; Alan Morris; Derek Murray; Elaine Osinska	Trisha Pirie


2.09 Provide an efficient and effective street lighting repairs service						
ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Develop and deliver a programme of road maintenance and improvement works each year.	 In Progress	80%	31-Mar-2023	On target.	Gavin King; Alan Morris; Derek Murray; Elaine Osinska	Trisha Pirie
2.10 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
Continue the delivery of a six-year programme to upgrade traditional streetlights with LED lanterns.	 Completed	100%	31-Mar-2022	Some supply issues with components due to world wide shortages meaning lanterns are scarce. Continue to replace as and when orders are received but we are slightly behind due to circumstances out with our control.	Gavin King; Alan Morris; Derek Murray; Elaine Osinska	Trisha Pirie
2.11 Carry out capital works to bridges and retaining walls						
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 - Bridges and Retaining Walls Capital Works	 In Progress	58%	31-Mar-2023	<u>PARENT ACTION</u>	Gavin King; Donald MacPherson; Alan Morris;	Trisha Pirie

					Elaine Osinska	
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### 2.111 Capital works to bridges and retaining walls - Deveron Bridge Turriff Scour repairs and prevention


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 - Bridges and Retaining Walls Capital Works; Deveron Bridge Turriff Scour repairs and prevention (£250K) (Boundary bridge with Formartine Total scheme estimate £500K).	 In Progress	35%	31-Oct-2022	Design work continuing. External	Gavin King; Donald MacPherson; Alan Morris; Elaine Osinska	Trisha Pirie

### 2.112 Capital works to bridges and retaining walls - A98 Banff Bridge Scour protection remedial 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 - Bridges and Retaining Walls Capital Works; A98 Banff Bridge Scour protection remedial works (250K)	 In Progress	40%	30-Sep-2022	Project scoping for Phase 2 delayed awaiting bathymetric Survey of Phase 1 Works. Expected completion of Phase 2 scoping now end Dec 2022	Gavin King; Donald MacPherson; Alan Morris; Elaine Osinska	Trisha Pirie

### 2.113 Capital works to bridges and retaining walls - A97 Bridge of Marnoch Repointing Phase 3


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 - Bridges and Retaining Walls Capital Works; A97 Bridge of Marnoch Repointing Phase 3 (£60K)	 Completed	100%	30-Nov-2021	Works completed 2021	Gavin King; Donald MacPherson; Alan Morris; Elaine Osinska	Trisha Pirie
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## 2.12 Bridges and Retaining Walls, Top slice Capital remedial works - C9S Bridge of Fortrie Replacement


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 - Bridges and Retaining Walls, Top slice Capital. Approved C9S Bridge of Fortrie (£100K) Replacement	 Completed	100%	31-Mar-2023		Gavin King; Donald MacPherson; Alan Morris; Elaine Osinska	Trisha Pirie

## 2.13 Bridges and Retaining Walls Revenue works - Routine basic cyclic maintenance, planned and reactive sustaining repairs and damage repairs following impact by vehicles


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 - routine basic cyclic maintenance, planned and reactive sustaining repairs and damage repairs	 In Progress	55%	31-Mar-2023	On target.	Gavin King; Donald MacPherson; Alan Morris; Elaine	Trisha Pirie

following impact by vehicles					Osinska	
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**2.14 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	50%	31-Mar-2023	Works ongoing as per winter maintenance policy and operational plan.	Gavin King; Alan Morris; Derek Murray; Elaine Osinska	Trisha Pirie

**2.15 New community led projects are developed in Banff and Macduff through the Community Works/ Shifting the Power grant funding from Corra Foundation.**


ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
New community led projects are developed in Banff and Macduff through the Community Works/ Shifting the Power grant funding from Corra Foundation.	 Completed	100%	31-Mar-2022	Continued to support the new community projects with the violence against women's group project completed. The family hub trialing first activities.	Dominique Carlislekitz; Roisin Daly; Brian Goldring; Nicola Kenyon; Susan McGregor	Avril Nicol

**2.16 Support to North 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
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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)	 Completed	100%	31-Mar-2022	Continued to provide support to alcohol and drugs partnerships forums and associated recovery groups in Banff and Buchan.	Dominique Carlislekit z; Roisin Daly; Brian Goldring; Nicola Kenyon; Susan McGregor	Avril Nicol
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#### 2.17 Improved library and community facility in Fraserburgh


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. Improved library and community facility in Fraserburgh.	 Overdue	30%	31-Dec-2021	Work is due to commence at end of June and is expected to be completed by end October. During this period a library service will be delivered at the Community Centre	Tim Stephen	Avril Nicol

#### 2.18 Improved library and community facility in Macduff


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	 Overdue	90%	31-Dec-2021	Library refurbishment complete, snagging issues being addressed. Soft opening to take place on 2nd May 2022. Currently looking to work with Dial-A-Bus to provide services to those	Tim Stephen	Avril Nicol




where there is no requirement. Improved library and community facility in Macduff.				being transported to Macduff. Further talks with LINA regarding provision from Macduff Library. Meeting room now available as a bookable space for community groups and partners.		
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## 2.19 Actively promote the area's tourism offer and develop a programme of events at Macduff Marine Aquarium

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. Actively promote the area's tourism offer and develop a programme of events at Macduff Marine Aquarium	 Completed	100%	31-Mar-2023	The easing of Covid restrictions as allowed for Macduff Marine Aquarium to take forward a variety of programmes and activities that promote the facility and wider tourism offer available in the area. Stay at home guidance and lack of international travel has benefited the facility and uptake in programmes	Chris Murphy	Avril Nicol


## 2.20 Introduce interpretation, exhibit and accessibility improvements at Macduff Marine Aquarium.

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. Introduce interpretation, exhibit and accessibility improvements at Macduff Marine Aquarium.	 Completed	100%	31-Mar-2022	New wall displays, interactive exhibits and visual interpretation were introduced at the aquarium at the start of the 2021 season. This work was funded by NESFLAG Coastal Communities Challenge fund, corporate sponsorship and Friends of Macduff Marine Aquarium.	Chris Murphy	Avril Nicol


2.21 Develop flexible staff structure that facilitate delivery of activity in 'spoke' locations eg Rosehearty						
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., Rosehearty.	 Completed	100%	30-Sep-2021	The library activities which would be delivered within the identified areas would be primarily served by our mobile electric vehicle team. Recruitment for the mobile electric vehicle team is complete. Branding and modification of vehicles to make more accessible is in progress. Vehicle is being used for doorstep deliveries around Aberdeenshire.	Chris Murphy	Avril Nicol
2.22 Increase access to e-bikes & promote green travel in Fraserburgh						
ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Developing infrastructures that promote Cultural and Physical activity -increase access to e-bikes & promote green travel with statin at Fraserburgh.	 Completed	100%	31-Aug-2021	Training delivered and launch of Ebikes planned for 2nd of April 2022	Chris Murphy	Avril Nicol
2.23 Art on the Fly: creativity for resilience programme in Fraserburgh						
ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Developing infrastructures that promote Cultural and Physical activity -Art on the Fly: creativity for resilience programme in Fraserburgh.	 Completed	100%	31-Dec-2021	Pilot complete. Initiative has been on hold due to staff member leaving the service in summer 2021. Initiative to be reviewed once a new member of staff is in place.	Chris Murphy	Avril Nicol

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#### 2.24 Roll out of LIAM (lets introduce anxiety management) - All School Nurses in Banff and Buchan trained in LIAM


ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Health Visitors - Local GIRFEC Groups. Roll out of LIAM (lets introduce anxiety management) - All School Nurses in Banff and Buchan trained in LIAM	 Completed	100%	31-Mar-2022	All school nurses have completed the training in LIAM, mentoring and consolidation of learning continues.	Moir Geddes; Gavin King; Angela MacLeod; Alan Morris; Elaine Osinska	Trisha Pirie

#### 2.25 Recruitment of activity coordinators for Care Homes.


ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Introduction of activity coordinator/organiser at Durnhythe, Portsoy and Faithlie Care Home, Fraserburgh - recruitment of activity coordinators for Care Homes.	 Completed	100%	31-Aug-2021	Durnhythe and Faithlie have activities co-ordinators now in post and activities work ongoing.	Gavin King; Angela MacLeod; Alan Morris; Elaine Osinska; Fiona Stephen	Trisha Pirie

#### 2.26 Creation of the crisis intervention team -


ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned	Managed By
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					To	
Creation of the crisis intervention team -	 Completed	100%	31-Aug-2021	Crisis intervention service up and running since July 2021 and progressing well.	Gavin King; Angela MacLeod; Alan Morris; Elaine Osinska	Trisha Pirie

## 2.27 Address stigma towards Mental Health issues in the workplace - research businesses to understand willingness to learn and train


ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Address stigma towards Mental Health issues in the workplace - research sample of businesses (varying size, sector etc) to understand willingness to learn/train (Mgrs. and leaders) & make more sign-posting available in the workplace	 Completed	100%	30-Nov-2021	research complete. Outcome - create multi-partnership plan to run ad campaign through 2022	Jan Emery; Gavin King; Alan Morris; Elaine Osinska	Trisha Pirie

## 2.28 Roll-out Virtual ward rounds to reduce footfall


ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Virtual ward rounds -reduce footfall. Use the DOME consultant - roll out to near vicinity	 Overdue	80%	31-Mar-2022	Virtual ward rounds have been taking place but it has been found that it has at times increased workload as GP still needed to attend. A more blended model is in operation currently	Moir Geddes; Gavin King; Alan Morris; Elaine	Trisha Pirie

					Osinska	
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## 2.29 Process applications effectively and within expected timescales


ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Engaging with applicants of the Scottish Welfare Fund to provide financial support to people who are facing a crisis or need help to live in the community.	 In Progress	60%	31-Mar-2023	<b>PARENT ACTION</b>		

### 2.29.1 Process applications effectively and within expected timescales - 2021/22


ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Engaging with applicants of the Scottish Welfare Fund to provide financial support to people who are facing a crisis or need help to live in the community.	 Completed	100%	31-Mar-2023	<p>The Scottish Government have published the stats up to and including Quarter 3 2021/22 and they details as follows;</p> <p>Crisis Grants - Quarter 2 reported 96% of claims being decided on day of receipt. Quarter 3 reports that 95% were decided on day of receipt.</p> <p>Community Care Grants - Quarter 2 reported that 91% of applications were decided within 15 working days and Quarter 3 reported that 90% of claims were decided within 15 working days.</p>	June Cranna	Susan Donald

### 2.29.2 Process applications effectively and within expected timescales - 2022/23


ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned	Managed By
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					To	
Engaging with applicants of the Scottish Welfare Fund to provide financial support to people who are facing a crisis or need help to live in the community.	 In Progress	20%	31-Mar-2023	<p>The Scottish Government has yet to publish its Quarter 4 stats for year 2021/22, those will not be available until July 2022.</p> <p>The budget for the year 2022/23 for the Scottish Welfare Fund is £896,749 whereas for year 2021/22 it was £896,211. The budget and the processing times will be closely monitored as economic pressures continue to affect demand for both Crisis Grants and Community Care Grants. In 2021/22 there was an increase of 21.65% from year 2020/21 for Crisis Grants and an increase of 5.25% in comparison of the same period for Community Care Grants</p>	June Cranna	Susan Donald

### 2.30 Assist residents in maximising income, budgeting support and debt management

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Engaging with residents of Aberdeenshire who have approached the service (or been referred) for money and welfare advice.	 In Progress	30%	31-Mar-2023	The Money Advice statics are now fully operational on the new system. In the month of April 22 98 referrals were made for Financial Help. Financial gain for the year for those clients amounted to £111669.31. Included in this figure is one off home heating grants amounting to over £30,000.	June Cranna	Susan Donald


### 3. OUR ENVIRONMENT - INFRASTRUCTURE

3. Our Environment: Infrastructure						
ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Actions for the Strategic Priority of Infrastructure which sits under the Pillar of Our Environment	 In Progress	64%	31-Mar-2023	<b><u>PARENT ACTION</u></b>		

3.01 Improvements to Waste 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	 In Progress	65%	31-Mar-2023	<p><b>PARENT ACTION:</b> All sub actions updated 9 May 2022 with full details in notes for each sub-action. Below is an overview from the sub-actions:</p> <ul style="list-style-type: none"> <li>Funding approved at ISC 20 January and additional capital funding approved 9 March for rolling out of 3 weekly service to commence March 2023 - due to procurement process, bin manufacture capacity &amp; availability of bin distribution teams.</li> <li>Findings of the HRC review were reported to ISC in January with the Committee accepting Option 2 - to continue with the current systems and incorporate additional identified improvements which include improved and clearer instructions, increased number of vehicles per timeslot, increase number of trailers per slot and improved communications. The Member Officer Working Group were</li> </ul>	Ros Baxter; Gavin King; Alan Morris; Elaine Osinska; Diane Rotherham	Trisha Pirie


			<p>also instruction to give further consideration to a hybrid customisation of the service where possible on a site by site basis to provide further opportunities for users of the service.</p> <ul style="list-style-type: none"> <li>• Polystyrene recycling has proved successful and is no longer deemed as a trial with collections being expanded into Fraserburgh, Peterhead, Alford and Westhill. A new service allowing householders to dispose of tyres at Macduff Waste Transfer Station has commenced from 17th May. This service allows householders to dispose of up to 4 tyres per year at a charge of £2.50 per tyre. Note this is not an action that should have an end date as this is something that will be continuing as we will always strive to recycle more materials if we can and should legislation stipulate. In future this will be regarded as a business as usual activity not an improvement action.</li> <li>• No progress on Deposit Return Scheme (DRS) and Extended Producer Responsibility (EPR). DRS is now delayed until August 2023. Circularity Scotland is the partner tasked with implementing this. As yet, there is limited information available to the Council as to how it will actually be implemented. The Council will need to consider impact on trade customers as well as internal catering services that may have implications on having to provide a take-back scheme.</li> <li>• Energy from Waste facility build is</li> </ul>		
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				<p>delayed. The plant is estimated to commence the commissioning phase from November 2022 however won't be fully operational until 31/05/2023. The delay has been due to issues with Brexit/Covid.</p> <ul style="list-style-type: none"> <li>• The review of options has now been fully completed with regards to bulky waste with a joint procurement exercise being undertaken with Aberdeen City for an option of processing of bulky waste (approx. 1100 tonnes per annum) with the emphasis being on recycling as much of the waste as possible. Contract to be in place for October 2022.</li> <li>• The initial Litter Prevention Action Plan had determined that schools were the first step to initiate the LPAPs into the communities however due to the pandemic, schools have been focusing on curriculum and therefore it was agreed to skip the step for schools and progress on to working with local businesses to implement and progress the LPAP in each area.</li> </ul>		
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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	 In Progress	40%	31-Dec-2022	Committee approval from ISC 20 January and additional capital funding approved 9 March. Roll out of 3 weekly service to commence March 2023 - due to procurement process, bin manufacture capacity & availability of	Ros Baxter; Gavin King; Alan Morris;	Trisha Pirie

implementing a 3 weekly kerbside collection service with the non-recyclable waste bins emptied once and the recycling bins emptied twice in three weeks.				bin distribution teams.	Elaine Osinska; Diane Rotherham	
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### 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.	 Completed	100%	31-Mar-2022	Findings of the review were reported to ISC in January with the Committee accepting Option 2 - to continue with the current systems and incorporate additional identified improvements which include improved and clearer instructions, increased number of vehicles per timeslot, increase number of trailers per slot and improved communications. The Member Officer Working Group were also instruction to give further consideration to a hybrid customisation of the service where possible on a site by site basis to provide further opportunities for users of the service.	Ros Baxter; Gavin King; Alan Morris; Elaine Osinska; Diane Rotherham	Trisha Pirie

### 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	 Completed	100%	31-Mar-2023	Polystyrene recycling has proved successful and is no longer deemed as a trial with collections being expanded into Fraserburgh, Peterhead, Alford and Westhill.	Ros Baxter; Gavin King; Alan Morris;	Trisha Pirie


recycling centres.				<p>A new service allowing householders to dispose of tyres at Macduff Waste Transfer Station has commenced from 17th May. This service allows householders to dispose of up to 4 tyres per year at a charge of £2.50 per tyre.</p> <p>Note this is not an action that should have an end date as this is something that will be continuing as we will always strive to recycle more materials if we can and should legislation stipulate. In future this will be regarded as a business as usual activity not an improvement action.</p>	Elaine Osinska; Diane Rotherham	
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### 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, including the Deposit Return Scheme and Extended Producer Responsibility schemes as they are introduced.	 In Progress	15%	31-Mar-2023	No progress on DRS or EPR. DRS is now delayed until August 2023. Circularity Scotland is the partner tasked with implementing this. As yet, there is limited information available to the Council as to how it will actually be implemented. To consider impact on trade customers as well as internal catering services that may have implications on having to provide a take-back scheme.	Ros Baxter; Gavin King; Alan Morris; Elaine Osinska; Diane Rotherham	Trisha Pirie

### 3.015 Delivery of operational Ness EfW Plant


ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
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Waste and recycling service which supports our attractive environment and reduces emissions - delivery of operational Ness EfW Plant.	 In Progress	70%	31-Mar-2023	Delayed. The plant is estimated to commence the commissioning phased from November 2022 however won't be fully operational until 31/05/2023. The delay has been due to issues with Brexit/Covid.	Ros Baxter; Gavin King; Alan Morris; Elaine Osinska; Diane Rotherham	Trisha Pirie
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### 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.	 Completed	100%	31-Mar-2022	The review of options has now been fully completed with a joint procurement exercise being undertaken with Aberdeen City for an option of processing of bulky waste (approx. 1100 tonnes per annum) with the emphasis being on recycling as much of the waste as possible.  Contract to be in place for October 2022.	Ros Baxter; Gavin King; Alan Morris; Elaine Osinska; 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 -	 In Progress	30%	31-Mar-2023	Community LPAP is being progressed in Alford with Alford Rotary Club, with local businesses taking the lead on this in the absence of the school being	Ros Baxter; Gavin King; Alan	Trisha Pirie

review opportunities for further community engagement in delivery of the LPAP.				<p>the first step.</p> <p>We Are Inverurie are also working with the Community Waste Officer and Street Cleansing service to progress a LPAP for Inverurie.</p> <p>The initial LPAP had determined that schools were the first step to initiate the LPAPs into the communities however due to the pandemic, schools have been focusing on curriculum and therefore it was agreed to skip the step for schools and progress on to working with local businesses to implement and progress the LPAP in the area.</p>	Morris; Elaine Osinska; Diane Rotherham	
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### 3.02 Develop and deliver a programme of harbour maintenance works each year

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Develop and deliver a programme of harbour maintenance works each year. The revenue funded programme will consist of primarily maintenance activities, with capital projects funded by the Harbours, Coast & Flooding capital rolling programme, subject to available budget.	 In Progress	50%	31-Mar-2023	Programme of works for 2022/23 was approved by Committee	Gavin King; Alan Morris; Elaine Osinska; Gavin Penman	Trisha Pirie

### 3.03 Banff Harbour Repairs - Ensure works carried out by the contractor are in accordance with the contract

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Banff Harbour Repairs -		75%	31-Aug-2021	Keith Simpson Stonemasons are	Gavin	Trisha Pirie

Ensure works carried out by the contractor are in accordance with the contract.	Overdue			making good progress on the East Pier outer stone shutter. The stone courses are tied back into the internal concrete structure for additional security.	King; Alan Morris; Elaine Osinska; Gavin Penman	
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3.04 Deliver actions in the Local Transport Strategy (LTS) including the development of integrated Travel Town Masterplan for Fraserburgh						
ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
<p>Deliver actions in the Local Transport Strategy (LTS) relating to active travel (walking, cycling etc) including the development of integrated Travel Town Masterplans for Fraserburgh.</p> <p>1. Increase options for our residents to access health and wellbeing activities and support to respond to the challenges of both social and rural isolation</p> <p>2. People have access to safe, active travel options</p>	 In Progress	40%	31-Mar-2023	<p>Fraserburgh–Positive outcome from discussion with Feuars Managers has allowed the progression of the construction element of Phase 2 Maconochie Road scheme scheduled to start early 2022.</p> <p>Details on the Integrated Travel Town masterplans can be found at the following link</p> <p><a href="https://www.aberdeenshire.gov.uk/roads-and-travel/transportation/integrated-travel-towns/">https://www.aberdeenshire.gov.uk/roads-and-travel/transportation/integrated-travel-towns/</a></p> <p>The Aberdeenshire Council Cycling Bothy Project, in partnership with CyclingUK has made great progress within the 5 towns the project is</p>	Martin Hall; Gavin King; Alan Morris; Elaine Osinska	Trisha Pirie

			<p>focusing on our Integrated Travel Towns (Ellon, Fraserburgh, Huntly, Inverurie and Portlethen). Current update below:</p> <p>Activity</p> <p>Target</p> <p>Delivered to date</p> <p>Led Rides</p> <p>50</p> <p>42 led rides advertised from our volunteer ride leaders (around 15 participants).</p> <p>Cycle Confidence Sessions/Better Biking</p> <p>30</p> <p>64 Better Biking sessions held, with 52 individual participants.</p> <p>Pop up bothy events/travel planning, and bike try outs</p>		
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			<p>5</p> <p>5 community events, with bike marking (NE police), e-bikes try outs (Home Energy Scotland &amp; Huntly Development Trust), Dr Bike (Live Life Aberdeenshire) route planning information &amp; maps – around 400 attendees in total.</p> <p>Volunteers trained</p> <p>16</p> <p>9 - 6 trained. Another Cycle Ride Leader course planned for end of January to train the remaining volunteers</p> <p>Basic maintenance sessions for beginners</p> <p>10</p> <p>6 roadside repair classes planned for 2022 with Live Life.</p> <p>Dr Bike sessions</p> <p>10</p> <p>2 sessions during pop up events.</p>		
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			<p>Pop-up bothy events with journey planning and route advice</p> <p>20</p> <p>Attended Huntly Primary and ran cycle safety session for the whole school – working with the older classes face to face and a virtual assembly for the younger years.</p> <p>Led ride 'mini project' planned for Ellon early 2022 to try and improve led ride participation – will be rolled out across all 5 if successful.</p> <p>1 – Winter talk planned for January in Huntly – organised by a local organisation we have been invited to host a community talk. The Bothy intend to talk about 'Everyday Journeys by bike – Active travel and it's benefits' providing information on route planning, tips and considerations to make it easier for people to think of and use the bike for some of their shorter journeys.</p> <p>Family cycling sessions</p>		
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				<p>10</p> <p>33 Family Better Biking sessions.</p> <p>Create and promote new health walks and link in with existing health walk providers to help share and support resource/opportunities and knowledge</p> <p>925 Facebook followers</p> <p>Over 1600 views of our route videos on YouTube.</p>		
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3.05 Deliver actions in the Local Transport Strategy (LTS) - Installation of EV Charger in The Square, Portsoy						
ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Deliver actions in the Local Transport Strategy (LTS) relating to active travel (walking, cycling etc) - installation of EV Charger in The Square, Portsoy	 Overdue	90%	28-Oct-2021	<p>Unit has been installed, connected to the local power supply and bays marked.</p> <p>Before it can become operational, the unit requires a dedicated meter to be installed and there is still a significant lead time on these. The Council's energy team is managing this process</p>	Martin Hall; Gavin King; Alan Morris; Elaine Osinska	Trisha Pirie

				and the unit is anticipated to be operation by end of June 2022.		
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### 3.06 Deliver the short/medium term actions within A947 Route Implementation Strategy

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Programme for works for the section of the A947 within this Area being developed	 In Progress	50%	31-Mar-2023	The MOWG met in March 2022 and received updates on ongoing Road maintenance and were advised that a budget exists from Nestrans to work toward improving signing and lining along the route corridor.	Martin Hall; Gavin King; Alan Morris; Elaine Osinska	Trisha Pirie

### 3.07 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	 Overdue	95%	30-Apr-2022	Three remaining sites have not reached the contracted capacity due to LES line (Openreach timescales) and extra civil works required on site, expected to be completed by September 2022. Sites were migrated to the new contract with interim capacity.	Colleen Henderson	Kate Bond; Trisha Pirie


### 3.08 Countryside Rangers to deliver public, community group and school sessions to raise awareness, understanding and care of our natural and cultural heritage environment

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Countryside Rangers to deliver		50%	31-Mar-2022	Number of sessions delivered 1	Gavin	Trisha Pirie


public, community group and school sessions to raise awareness, understanding and care of our natural and cultural heritage environment	Overdue			October 2021 - 31 March 2022: 4.  Please note this period was still impacted by staff absence due to illness and there was a detrimental impact on sites which would be used for delivering sessions as a result of the storms, which resulted in less sessions than originally planned being able to be delivered.	King; Alan Morris; Elaine Osinska; Malcolm White	
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## 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	71%	31-Mar-2023	<b><u>PARENT ACTION</u></b>		

4.01 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.	 Completed	100%	31-Dec-2021	All cash/cheque payments have been removed from Service Points as of 31 July 2021.	Gavin King; Alan Morris; Elaine Osinska; Gail Smith	Mary Beattie; Trisha Pirie


4.02 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						
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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	25%	31-Mar-2023	Flood protection works at Whitehills commenced in May 2022. Work to develop Flood Risk Management Plan for 2022 - 2028 ongoing.	Gavin King; Alan Morris; Elaine Osinska; Gavin Penman	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 - review customer interaction following pandemic and potential service provision.	 Overdue	75%	31-Mar-2022	Customer Services continues to monitor customer interaction. However, as all restrictions related to the pandemic have only recently been removed, it is not possible to make an informed decision on future service provision at this time.	David Anderson; Michelle Milne; Caroline O'Shaughnessy	Kate Bond; Trisha Pirie

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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.	 Completed	100%	31-Mar-2023	During the last quarter, Customer Services has successfully dealt with 31,574 customer queries by telephone, providing support on a range of queries to our customers across Aberdeenshire. We continue to improve on the previous abandonment rate of 40-50%, with successfully answered calls reaching 74% in the last quarter.	Michelle Milne	Kate Bond; Trisha Pirie

#### 4.06 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.	 Completed	100%	30-Jun-2021	Following some delay in Plain English analysis pages content will be refreshed by end Jan 2022	Dominique Carlislekitz; Roisin Daly; Brian Goldring; Nicola Kenyon; Susan McGregor	Avril Nicol

#### 4.07 Create Community Garden / Social Farm for long term food production


ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned	Managed By
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Healthier communities and active lives. Supports reviewed Food Strategy. Create Community Garden / Social Farm for long term food production	 In Progress	30%	30-Nov-2022	<b>Macduff</b> - Rotary Club of Banff chasing LHA for draft Letter of Agreement (additional legal work has been required ref access thru the former Fife St School site - the subject of a recent Asset Transfer application to the Banff, Macduff & District Mens Shed where Lease for site still under preparation)	To Jan Emery; Angela Keith; Gavin King; Alan Morris; Elaine Osinska	Trisha Pirie
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#### 4.08 Refurbish/re-build Broch Skate Park


ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Active young lives-Locality Action Plan. Refurbish/re-build Broch Skate Park	 In Progress	70%	31-Mar-2023	Construction starts 24th May 2022	Jan Emery; Angela Keith; Gavin King; Alan Morris; Elaine Osinska	Trisha Pirie

#### 4.09 Install painted artworks by PS children, at Fraserburgh promenade, to enrich the wider coastal path experience for all


ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Active young lives-Locality Action Plan. Install painted artworks by PS children, at Fraserburgh promenade, to enrich the wider coastal path experience for all	 Overdue	25%	30-Jun-2021	Numerous challenges around installation at esplanade so now to be installed within the landscaping at the external approach to the main door at the Fras Sports & Comm Centre. Plans to utilise Community Payback Team for install & funding for materials being sought.	Jan Emery; Angela Keith; Gavin King; Alan Morris;	Trisha Pirie

					Elaine Osinska	
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#### 4.10 Area specific strategic needs assessments will be undertaken


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 strategic needs assessments to be undertaken	 Overdue	55%	31-Aug-2021	Work will commence in the summer of 2022 to create separate statistical profiles for each of Aberdeenshire's 59 Intermediate Zones. These will be saved in a shared file. This will allow users to pick and choose from the list of profiles in order to build an evidence base suitable for most place-based initiatives.	Hilary Birnie; Craig Watson	Kate Bond; Trisha Pirie

#### 4.11 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-Aug-2021	The second community impact assessment was considered and approved by full council on 23 September 2021.	Gavin King; Fiona McCallum; Alan Morris; Elaine Osinska	Trisha Pirie

#### 4.12 To continually review effective routes of communication and digital services to aid application and the reporting of changes in circumstances

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
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Engaging with customers and residents appropriately to ensure that the correct awards of Housing Benefit and Council Tax Reduction are made.	 In Progress	90%	31-Mar-2023	ASAT are continually fine tuning the automation of UC notifications. With recent updates with our software providers being for those cases with Self Employed income to be updated on our system.  Work on our Workflow System is just about to start, with recent migration from old servers to new servers taking place.  ASAT will continue to work on Digital Improvements.	June Cranna	Susan Donald
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**4.13 To continually review effective use of Discretionary Housing Payment Budget to the benefit of the residents of Aberdeenshire who are in receipt of Housing Benefit or Housing Support through their Universal Credit award**

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Engaging with customers and residents appropriately to encourage application for Discretionary Housing Payments: Continually review effective use of Discretionary Housing Payment Budget to the benefit of the residents of Aberdeenshire who are in receipt of Housing Benefit or Housing Support through their Universal Credit award	 In Progress	60%	31-Mar-2023	<b>PARENT ACTION</b>		




**4.13.1 To continually review effective use of Discretionary Housing Payment Budget to the benefit of the residents of Aberdeenshire who are in receipt of Housing Benefit or Housing Support through their Universal Credit award 2021/22**

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned	Managed By
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					To	
Engaging with customers and residents appropriately to encourage application for Discretionary Housing Payments: To continually review effective use of Discretionary Housing Payment Budget to the benefit of the residents of Aberdeenshire who are in receipt of Housing Benefit or Housing Support through their Universal Credit award	 Completed	100%	31-Mar-2023	Discretionary Housing Payments are demand led and the budget is constantly monitored as appropriate month on month.  At the moment ASAT is concentrating on rolling over those applications relating to the Social Sector Size Criteria (Bedroom Tax) and any Benefit Cap Cases for the year 2022/23.	June Cranna	Susan Donald


4.13.2 To continually review effective use of Discretionary Housing Payment Budget to the benefit of the residents of Aberdeenshire who are in receipt of Housing Benefit or Housing Support through their Universal Credit award 2022/23						
ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Engaging with customers and residents appropriately to encourage application for Discretionary Housing Payments: To continually review effective use of Discretionary Housing Payment Budget to the benefit of the residents of Aberdeenshire who are in receipt of Housing Benefit or Housing Support through their Universal Credit award	 In Progress	20%	31-Mar-2023	The Scottish Government has allocated £1,505,365.00 to the DHP budget for the year 2022/23. The majority of the Budget is to help mitigate the Welfare reforms relating to Social Sector Size Criteria (Bedroom Tax) and the Benefit Cap.  Budget spend continues to be monitored and awards are as previously stated demand led. Currently £126,886 has already been awarded with a further £742.431 committed	June Cranna	Susan Donald

## 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 of Economy and Enterprise which sits under the Pillar of Our Economy	 In Progress	71%	31-Mar-2023	<b><u>PARENT ACTION</u></b>		
5.01 Delivery of the Fraserburgh 2021 Project						
ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Deliver regeneration projects in Banff, Macduff and Fraserburgh. Seek funding from the National Heritage Lottery Fund and from other external sources to support some of the projects identified. Delivery of the Fraserburgh 2021 Project.	 Overdue	95%	31-Dec-2021	The project is in its final stages with physical work due to complete at the end of June and final paperwork due at the end of July.; The scheme has been selected as a finalist in the Royal Town Planning Institute Scotland Awards for Planning Excellence.	Debbie Conway; Gavin King; Alan Morris; Elaine Osinska; Christine Webster	Trisha Pirie
5.02 Delivery of Bridge Street Public Realm improvements						
ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Deliver regeneration projects in Banff, Macduff and Fraserburgh. Seek funding from the National Heritage Lottery Fund and from other external sources to support some of the projects identified.	 Completed	100%	31-Oct-2021		Irina Birnie; Gavin King; Alan Morris;	Trisha Pirie

Delivery of Bridge Street Public Realm improvements					Elaine Osinska	
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### 5.03 Delivery of Fraserburgh Public Realm improvement

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Deliver regeneration projects in Banff, Macduff and Fraserburgh. Seek funding from the National Heritage Lottery Fund and from other external sources to support some of the projects identified. Delivery of Fraserburgh Public Realm improvement	 Overdue	85%	31-Oct-2021	The scheme funders agreed an extension to the project timescale to take account of expected delays with arrival of materials and covid restrictions. Physical works are due to complete by the end of June 2022.	Irina Birnie; Debbie Conway; Gavin King; Alan Morris; Elaine Osinska	Trisha Pirie


### 5.04 Light the North Project

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Open Spaces that encourage active, healthy lifestyles - Light the North Project	 Completed	100%	31-Mar-2023	Completed	Irina Birnie; Debbie Conway; Gavin King; Alan Morris; Elaine Osinska	Trisha Pirie


### 5.05 Delivery of Coast Aberdeenshire Project and projects arising from it

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Open Spaces that encourage active, healthy lifestyles - Delivery of Coast Aberdeenshire Project and projects arising from it.	 In Progress	50%	31-Mar-2023	Coastal Path Forum and cross service officers' group have both been established. Ongoing progress across various projects identified by AJA consultants in 2021 following public consultation.  Development support for identified projects ongoing, in particular Invercairn – Fraserburgh Cycle Route (new route), Cullen-Portsoy coastal pathway (upgrade/repair) St Drostan's, New Aberdour (pilgrimage/Clan Baird Project). New Projects arising include Rosehearty heritage trail and Sandhaven – Rosehearty Coastal Pathway (repair/upgrade)	Irina Birnie; Gavin King; Alan Morris; Elaine Osinska	Trisha Pirie


#### 5.06 Delivery of the Historic Assets Management Project and projects arising from it (Macduff Cross)

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Delivery of the Historic Assets Management Project and projects arising from it (Macduff Cross).	 In Progress	45%	31-Mar-2023	Completion of contract 31/05/2023. Listed Building Consent approved, about to go out to tender. On site summer 2022.	Irina Birnie; Gavin King; Alan Morris; Elaine Osinska	Trisha Pirie


#### 5.07 Continue with marketing and disposal of development sites at; Canal Park, Banff Tarlair Ind Estate, Macduff Fairney Business Park, Fraserburgh Kessock Ind Estate, Fraserburgh South Harbour Road, Fraserburgh

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; Canal Park, Banff Tarlair Ind Estate, Macduff Fairney Business Park, Fraserburgh Kessock Ind Estate, Fraserburgh South Harbour Road, Fraserburgh	 In Progress	50%	31-Mar-2023	Marketing of development sites continues, disposal of Canal Park progressing through legal process with prospective purchaser progressing with Planning Application. Site at South Harbour Road under offer and progressing through legal process.	Andy Moir; Derek Young	Trisha Pirie; Allan Whyte


#### 5.08 Banff Vision and Action Plan / Environmental Planning - Banff Vinery refurbishment project

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Place investment & Regeneration - Banff Vinery: Banff Vision and Action Plan / Environmental Planning - refurbishment of 270 sq metres of derelict asset.	 Overdue	90%	31-Mar-2022	Construction works are largely complete in the main vinery building and bothy. Extra funds were sought and allocated to the tower refurbishment, which will be completed at the end of June. The Common Good order is now agreed and final steps in place for handover to Aberdeen Foyer. A community event is being planned in August to celebrate the development.	Debbie Conway; Gavin King; Alan Morris; Elaine Osinska; Christine Webster	Trisha Pirie


#### 5.09 Feasibility investigation into the practicality of seaweed production on the North Coast

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Feasibility investigation into the practicality of seaweed production on the North Coast	 Completed	100%	30-Sep-2021	The feasibility is complete and public briefing complete. The study has been released for public consumption and several stakeholders are interested in taking the work forward.	Gavin King; Alan Morris; Elaine Osinska; Christine Webster	Trisha Pirie

#### 5.10 Fraserburgh Vision and Action Plan


ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Fraserburgh Vision and Action Plan	 Completed	100%	31-Oct-2021	Final finger-post installed as part of Kirk Brae public realm works. Signage package now complete.	Gavin King; Alan Morris; Elaine Osinska; Alastair Rhind	Trisha Pirie

#### 5.11 Seafood Centre of Excellence - Create Centre of Excellence in Fraserburgh


ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Seafood Centre of Excellence - Create Centre of Excellence in Fraserburgh	 In Progress	75%	31-Mar-2023	The funding bid for Scottish Seafood Centre of Excellence to UK Seafood Fund is being finalised and will be submitted by Scottish White Fish Producers Association on 14 June. 27 letters of support have been received from a variety of stakeholders.	Gavin King; Derek McDonald; Alan Morris; Elaine	Trisha Pirie

					Osinska	
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#### 5.12 Iconic Climbs project hopes to encourage visitors to road Climbs in Aberdeenshire


ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Business Growth - Iconic Climbs project hopes to encourage visitors to road Climbs in Aberdeenshire . One climb is planned for B&B	 Completed	100%	01-Oct-2021	All Aberdeenshire Council work on this project is complete. The remaining parts of this project and any further work lies with VisitAberdeenshire. They will provide visitor information on the website and will promote the scheme. Media coverage and interest has been high and there are good links with the Tour of Britain 2022 race. The launch appeared on STV news and has been picked up by several media outlets.	Gary Hughes; Gavin King; Alan Morris; Elaine Osinska	Trisha Pirie

#### 5.13 Kick-start programme


ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Employability and Skills - Kick-start programme -12 young people supported through KickStart placements	 Completed	100%	31-May-2022	Kickstart spend so far £49,883.14  A high level of interest around Kickstart resulted in 26 employers offering 78 starts. Due to the time lag from DWP quite a few decided against pursuing this further or had decided not to employ more staff as COVID unfolded.  16 young people have started employment/training, with 7 unsuccessful applications from 9	Ewen Allardyce; Gavin King; Alan Morris; Elaine Osinska	Trisha Pirie

				placements. 1 withdrawal from 2 placements  Currently awaiting DWP return of vacancies for 15 placements.		
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**5.14 With partners seek ways to increase number of apprenticeships and graduate opportunities - part of BXA;s Excelerate Programme**

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Partnering work with Banff Academy (BXA) to develop relationships with employers and seek imaginative ways forward to increase the number of apprenticeships and graduate opportunities - Part of BXA;s Excelerate Programme	 In Progress	0%	31-Mar-2023		Gary Hughes	Trisha Pirie


**5.15 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	 Completed	100%	31-Mar-2022	The following projects in Banff & Buchan were approved following a challenge fund application round:  <b>Area(s)</b>  <b>Reference</b>  <b>Title</b>	Martin Brebner; Gavin King; Alan Morris; Elaine Osinska	Trisha Pirie


			<p><b>Organisation</b></p> <p><b>Total Costs</b></p> <p><b>Grant</b></p> <p><b>Summary</b></p> <p>B, BB, F, KM</p> <p>CCCF026</p> <p>EGCP - Education and Outreach Development Project/Programme</p> <p>EGCP Ltd</p> <p>£5,128.92</p> <p>£4,616.03</p> <p>Pop-up banners, a-frame signs, binoculars and telescopes to support the work of the East Grampian Coastal Partnership.</p> <p>BB</p> <p>CCCF027</p> <p>Banff Sailing Reborn Post Covid, the Heart of Historic Banff Harbour</p> <p>Banff Sailing Club</p> <p>£18,346.56</p>		
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			<p>£16,312.56</p> <p>Upgrade of clubhouse (new door, gas fire) and boat equipment (sails, new rib engine, radio).</p> <p>BB</p> <p>CCCF033</p> <p>Sandend Hall &amp; Field Recreational Equipment</p> <p>Sandend Amenities Council</p> <p>£3,213.09</p> <p>£2,891.09</p> <p>Goal posts, basketball stand, games equipment at Sandend Hall/field.</p> <p>BB</p> <p>CCCF039</p> <p>Cow and Coast Tours</p> <p>Down on the Farm</p> <p>£9,360.00</p> <p>£4,680.00</p> <p>Purchase of quad bike for farm tours near Rosehearty.</p>		
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5.16 Working with owners of private property at Deveronside, Banff and High St., Fraserburgh to develop market information to be pitched in sales/lease

collateral on the open market						
ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Working with owners of private property at Deveronside, Banff and High St., Fraserburgh to develop market information to be pitched in sales/lease collateral on the open market.	 In Progress	0%	31-Mar-2023	Ongoing discussions with owner and end-user options being updated since market change ref C19.	Jan Emery; Gavin King; Alan Morris; Elaine Osinska	Trisha Pirie


5.17 The Banff Vinery project - working with partners to deliver digital upskilling & a range of courses designed to enable people to return to the work market						
ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
Place investment & Regeneration - Banff Vinery: Banff Vision and Action Plan / Environmental Planning - working with partners to deliver digital upskilling & a range of courses designed to enable people to return to the work market	 Overdue	50%	31-Mar-2022	The Common Good process is now complete and final stages underway to hand the building over to Aberdeen Foyer, once the main build is complete. Aberdeen Foyer have recruited 5 staff to manage the project.	Gavin King; Alan Morris; Elaine Osinska; Christine Webster	Trisha Pirie

5.18 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	 In Progress	50%	31-Dec-2022	Economic Development has recently recruited to 3 new posts focussed on digital connectivity. Work plans for this team are being developed alongside	Gavin King; Matthew	Trisha Pirie


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.				the postholders' induction.	Lockley; Alan Morris; Elaine Osinska	
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## 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	40%	31-Mar-2023	<b><u>PARENT ACTION</u></b>		


#### 6.01 Progress with appraisal of all operational facilities within the Banff & Buchan Area, which extends to 123 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 - As part of the Estate Modernisation Programme, progress with appraisal of all operational facilities within Banff and Buchan, which, as at April 2021, extended to 123 facilities, to be progressed in conjunction with Services.	 Overdue	50%	31-Mar-2022	Ongoing activity with Services progressing with development of Asset Based Strategies following background activities which support, and inform, these Strategies.	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; Inverboyndie Ind Estate, Inverboyndie Former Depot, Tannery Street, Banff Cape House, Seafield Street, Banff Old Fordyce School Building, Fordyce Former Fife Street School, Macduff Grampian House, Commerce Street, Fraserburgh	 In Progress	50%	31-Mar-2023	Former depot/waste facility at Inverboyndie sold, along with Grampian House and Old Fordyce School building. At time of update, Cape House and Tannery Street are progressing through legal process. Fife Street subject to ongoing Asset Transfer application. A number of facilities are to be marketed in coming months.	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
Support community groups to promote capacity building prior to commencing with an Asset Transfer - assist groups by providing the guiding them through the process and providing them with the tools to ensure that their policies and procedures are in place and robust, to allow them to progress to full asset transfer.	 In Progress	0%	31-Mar-2023	Work continues with 8 Asset Transfers considered by the group (including Expressions of Interests) since April 2021. Asset Transfer for Banff & Macduff Men's Shed progressing to final stages with HoT to be agreed.	Angela Keith; Gavin King; Alan Morris; Elaine Osinska	Trisha Pirie

#### 6.04 As part of wider corporate benchmarking activities and performance indicators, seek improvement in the proportion of operational buildings that are suitable of their current use. Target to improve performance by 1% each year

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
We have an estate that is sustainable, efficient and fit for purpose	 In Progress	50%	31-Mar-2023	Overall performance indicator for April 2022 notes that 482 operational assets are assessed as suitable for their current use - equating to 77.87% (an improvement of 0.5% on previous year). A number of underperforming assets are subject to review by Services and/or form part of ongoing strategies currently being implemented e.g. workSPACE/Office Space Strategy, Depots etc.	Andy Moir	Allan Whyte

**6.05 As part of wider corporate benchmarking activities and performance indicators, improve the proportion of internal floor area of operational buildings in suitable condition**

ACTION DESCRIPTION	STATUS	PROGRESS	DUE DATE	LATEST NOTE	Assigned To	Managed By
We have an estate that is sustainable, efficient and fit for purpose	 In Progress	50%	31-Mar-2023	Overall performance indicator for April 2022 notes that 619,980sqm is assessed as being in satisfactory condition – equating to 91.59% (an improvement of 0.76% on previous year). Condition Surveys of operational assets continues.	Andy Moir	Allan Whyte