

## KINCARDINE AND MEARN'S AREA PLAN 2005 – 2008

### 1. INTRODUCTION

- 1.1 This Area Plan for Kincardine and Mearns sets out the Area Committees proposal for Local Authority initiative in the Area in the coming 3 years with a particular emphasis on the financial year 2005/06. The Plan will be monitored regularly and updated throughout the year with a major review in the Spring of each year. It is part of the family of Service and Area Plans which together represent the Council's corporate planning process.
- 1.2 The Plan is laid out in a way which places particular emphasis on compliance with the Community Plan for the Aberdeenshire Council Area, also the Council's own Strategic Plan. The Community Plan reflects four themes and six principles. The themes are: community well being; learning; sustainable environment; jobs and the economy and the principles are: inclusion; accountability; participation; communication; evidence based; partnership. These are also reflected in the Council's Strategic Plan with the addition of 'quality services'.

### 2. THE KINCARDINE AND MEARN'S AREA

- 2.1 The Kincardine and Mearns Area is 753 square km (291 sq. miles) represents 12% of the Area covered by Aberdeenshire Council.

- 2.2 The 2001 Census showed a population of 38506. It shows the population of major towns as **Stonehaven** (9,577), **Portlethen** (6,603), **Newtonhill** (2,940), **Inverbervie** (2,094) and **Laurencekirk** (1,808). Population density is 51 persons per sq. km (compared with Aberdeenshire density of 36 per sq. km). Kincardine and Mearns is defined by 59 km of dramatic coastline to the east, and the foothills of the Grampian mountains to the west. There is great diversity within the Area; in the north, proximity to Aberdeen has encouraged considerable development of population and industry. The southern part contains the rich farm land of the Mearns, north east Scotland's greatest resource of prime agricultural land, and a series of attractive former fishing villages.

2.2	<i>Population</i>	1991	1998	2001	2006
		35,700	38,100	38,200	38,500

- 2.3 The population of Kincardine and Mearns is projected to grow slowly over the period to 2006, but greater than the average rate for Aberdeenshire overall, although nowhere near the growth rates of the last 20 years. In contrast to past growth which was concentrated close to Aberdeen, projections show a more even pattern, with the Mearns area gaining population. 8% of the Area's population are pre-school age, 16% school age, 63% working age, and 13% retired. This age profile contains a higher representation of younger age groups than other Areas administered by Aberdeenshire Council or Scotland, reflecting recent employment driven in-migration.
- 2.4 *Economy* - The economy is closely linked to Aberdeen, particularly in the north of the Area, and is similarly influenced by the performance of the oil and gas sector. In the south, a more traditional rural economy exists, where issues such as Common Agricultural Policy reform and rising fuel taxes are of great significance. In recent years, the closure of RAF Edzell and Gourdon Mills, together with declining fish quotas, has adversely affected economic activity in the southern part of the Area.
- 2.5 *Main Employers* - McIntosh Donald Ltd (meat processors), Asda Stores Ltd (supermarket retailers), Baker Hughes Inteq (oil services suppliers), Cooper Cameron (UK) Ltd (drilling contractors), Hunting Oilfield Services (International) Ltd (oil services), Macphie of Glenbervie Ltd (food processors), BJ Services Co Ltd (oil services), Aberdeenshire Council and NHS Grampian.

- 2.6 *Tourism* -Although large numbers of visitors traverse the Area on the A90 trunk road, there is little large scale tourist related development in Kincardine and Mearns. The development of coastal routes may bring economic benefits to the former fishing villages. The A92 has been designated a National Tourist Route, and Nortrail a national cycle and walking route runs from St Cyrus northwards along the coast. Stonehaven's appeal, based on its diverse built heritage and landscape setting, will be further enhanced activity promoted by the Aberdeenshire Towns Programme. Dunnottar Castle and Stonehaven Open Air Pool are important attractions as are the Tolbooth Museum, Stonehaven Harbour and the Grassic Gibbon Centre at Arbuthnott which depicts the farming heritage of the Mearns, and the cultural legacy of author Lewis Grassic Gibbon.
- 2.7 *Services and Facilities* - Stonehaven is the Area's main service centre offering a wide range of services and facilities. Other important service centres include Laurencekirk and Inverbervie. The Area has 3 secondary schools and 24 primary schools. Public facilities include 3 swimming pools and 6 libraries. In common with other parts of Aberdeenshire, the number of key facilities (shops, post offices, primary schools, petrol stations and doctors surgeries) in rural areas has fallen with a reduction of 26% since 1981.
- 2.8 *Travel to Work Patterns* - Kincardine and Mearns is closely integrated with the Aberdeen economy. High proportions of the working population commute to Aberdeen (2/3 in Portlethen, 1/2 in Stonehaven). These flows are being increasingly balanced by commuting outward from Aberdeen (1/3 of work journeys to Portlethen-Badentoy originate from Aberdeen). Aberdeenshire Council supports the improvement of the railway, running the length of Kincardine and Mearns, as part of a sustainable transport strategy. This includes encouragement of Park and Ride and the reopening of Laurencekirk Station to allow some existing services to stop at key times, also the development of the Cross Rail service between Stonehaven and Inverurie via Aberdeen. It also supports the introduction of green travel plans.
- 2.9 *Unemployment* - There are an estimated 320 unemployed persons in the Area (January 2003), 16% of Aberdeenshire's jobless. This represents an unemployment rate of 1.8%. The highest rate is in Inverbervie and Johnshaven ward (3.0%).
- 2.10 *Housing/Industrial Development* - An average of around 250 new dwellings have been built annually in Kincardine and Mearns over the last five years, roughly 20% of the Aberdeenshire total in this period. 44% of this development took place in Stonehaven. Laurencekirk, Newtonhill and Portlethen each accommodated around 100 additional houses and there was a considerable amount of development outwith defined settlements (around 300 units over the five years). 67% of the housing stock is owner occupied, which is slightly lower than the figure for Aberdeenshire as a whole (71%), with 15% rented from the local authority or a housing association, 10% rented privately and the remainder consisting of other tenures. There is an increasing trend towards smaller households.

Over the last five years, an average of around 4.5 hectares per annum of land has been developed on designated industrial estates in Kincardine and Mearns, roughly 31% of the Aberdeenshire total over this period. Over 95% of this development was at Badentoy, Portlethen. In terms of future developments, the area has just over 51 hectares of marketable industrial land, although only 10 hectares is immediately available for development. The marketable land is located primarily in Portlethen with smaller areas in Stonehaven, Newtonhill, Gourdon and Laurencekirk.

- 2.11 *Future Challenges* -. Key challenges to be addressed by the Council and its partners are the dependence upon Aberdeen for employment and services, the requirement to accommodate continuing population and household growth, the need to promote a diverse economy, and to realise the Area's tourism potential. There is also a need to provide affordable housing, to sustain social and commercial facilities in the Area's villages, and protect the Area's unique built and natural heritage. The planned

Aberdeen Western Peripheral Route may create development opportunities, particularly in the north of the Area

- 2.12 *Council Services* - There is an expectation that a level of service consistent with local needs will continue to be provided by the Local Authority. The Kincardine and Mearns Area Committee feels that preservation of essential services to a level consistent with local needs and expectations is a top priority. Loss or diminution of certain services can have a very serious effect on communities, particularly in the rural areas.
- 2.13 In recognition of a need to enhance certain services to reflect particular local needs, the Council has devolved a top-up budget to Area Committees. This budget will be targeted at specific local service enhancements and projects to reflect particular needs of individual communities and concerns expressed by the community.

### **3. THE AIMS OF THE AREA COMMITTEE**

- 3.1 This section of the Area Plan sets out objectives which the Kincardine and Mearns Area Committee sees as necessary to provide a framework for local services and new initiatives. This has to be within the context of overall Council policy, Service Plans, also, the Community Plan which has been prepared in partnership with other public agencies. There must be a clear understanding of the Council's role, responsibilities and aims and the needs of the community and individual communities. Much of this will be achieved through close working with Community Councils and other groups representing service users.
- 3.2 There must be a sustainable economy to ensure that there are adequate and appropriate employment opportunities for the Kincardine and Mearns population. This means that local businesses require an environment in which they can grow and communications have to be maintained and improved. These aims must be achieved with due regard to the natural and built environment of the Kincardine and Mearns Area parts of which are under considerable development pressure.
- 3.3 Many communities have aspirations for community facilities and activities and local environmental projects. Whilst perhaps in the past the Local Authority may have provided these, the emphasis is now on partnership working to secure funding from sources other than mainstream Local Authority funding. The Kincardine and Mearns Area Committee would wish to assist communities which it represents in such ventures where this is consistent with its aims. To achieve these aims, the Kincardine and Mearns Area Committee believes that it is important to work closely externally, with the community and other agencies, internally across all Services.

### **4. USERS GROUPS, OPERATIONAL RELATIONSHIPS AND LINKAGES**

- 4.1 The decentralised structure of Aberdeenshire Council puts Area Committees and the Area Management Team in the position of serving all the Council's customers. In addition, the Area management staff have a wide range of internal customers.
- 4.2 The User Groups can be summarised as follows (not in any order of priority).  
The Council and its Committees  
Community Councils  
Other Community Groups  
All Council Services  
Partner Organisations and Agencies e.g. NHS Grampian, Grampian Police, Grampian Fire and Rescue Service  
The Wider Community including all groups and individuals within the Area  
Business and bodies representing or supporting businesses e.g. Business Association, Enterprise North East Trust, Scottish Enterprise Grampian  
Individual members of the Council

- 4.3 Important multi-service/agency linkages have evolved and will continue to develop as a key way of working in the current circumstances. In particular, joint working between public agencies such as the Council, NHS Grampian, Grampian Police, Grampian Fire and Rescue Service, Scottish Enterprise Grampian is a fundamental importance in the delivery of services to the public

## 5. PUBLIC AND CUSTOMER INVOLVEMENT AND PARTICIPATION

- 5.1 Community Councils through the Forum or individually have the opportunity to make suggestions for inclusion in the Area Plan. It is proposed to build upon this by circulating this Plan to Community Councils and seeking feedback suggestions in time for the next major review.

- 5.2 In addition, the Community Council Forum will receive copies of progress reports as presented to the Kincardine and Mearns Area Committee.

- 5.3 The format of this plan had been altered to reflect the strategic themes in the Aberdeenshire Community Plan and the Aberdeenshire Council Strategic Plan. It is now also in line with other Area and Service Plans. The cycle has also been refined to create a better link between Area and Service Plans.

- 5.4 The timetable for reviewing the Area Plan over the coming year is set out below:

28 <sup>th</sup> June, 2005	Area Committee agree Area Plan 2005 – 08
end June, 2005	Area Committee receive progress report on current plan.
July, 2005	Area Plan issued to Community Councils with other bodies along with request that any issues which the organisation would like the Council to consider are notified by end of September.
August, 2005	Progress report to Area Committee
October, 2005	Area Committee and Area Management Team to meet informally to review progress, feedbacks performance data etc and to identify issues for next review.
November, 2005	Area Management Team to draft revised plan.
December, 2005	Area Committee consider and agrees draft plan for consultation
December, 2005	Draft plan issued to consultees for feedback by end February, 2006
March, 2006	Area Management Team review consultation responses and draft final plan.
March/April, 2006	Area Committee agrees final plan.

## 6. RESOURCES

- 6.1 Implementation of the Area Plan will require a variety of resources, not all of them directly in the control of the Council. The key to the successful implementation as many actions in the Plan is partnership working with other agencies, the private sector and local communities.

- 6.2 Within the Council, the Area Management Team provides the focus of joint and cross service working bringing appropriate expertise and agreed financial resources to assist in the implementation of the objectives of the Plan and identify the actions. Where necessary, Community Action Teams or Project Teams will be established to carry out some of the tasks.

## **7. PERFORMANCE MANAGEMENT**

- 7.1 Wherever possible, Performance Indicators for the actions contained within the Plan have been identified and progress will be measured against these on a quarterly basis.
- 7.2 The Plan should also be a cornerstone of reports to the Area Committee. The specific relationship between any report subject and the Area Plan should be addressed in the 'Area Implications' part of each report.
- 7.3 A range of Performance Indicators has been developed and will be the subject of review periodically. These relate to day to day service delivery which are not necessarily individually specified within the Area Plan. Performance Indicators will be reported through the Bulletin on a quarterly basis and will be used to help to determine priorities for improvement projects, new initiatives etc. Similarly, feedback from the Council's 'Tell Us What You Think' Scheme will be used as the Plan is reviewed and new objectives defined. The Citizens' Panel set up by the Community Planning Partnership will also provide useful information upon which to base decisions about performance, improvement and priorities.
- 7.4 In the preparation of this plan consideration has been given to current performance information and feedback. The performance indicators monitored at a local level show, in general terms, reasonable consistency. The time taken to deal with planning applications which, was reported in last year's plan as having increased, has now improved and continues to improve. There is still a particularly heavy workload of complex applications and appeals but staffing establishments have been reviewed and processes are currently under review. There is a continuing trend in a reduction in complaints relating to the housekeeping of towns and villages reflecting positive results from objectives set out in the previous Area Plan. Waste Management continues to be a concern but as reported last year, these are addressed by objectives within this plan and in the coming 12 months there should be a considerable improvement. The introduction for kerbside recycling has been very positively received.
- 7.5 Early in 2005, the Council is adopting a new performance management system. This is as a result of a very comprehensive review of performance management and performance indicators and will provide headline indicators to the Area Committee for the full range of Council services delivered locally. The monitoring of local service delivery is a key function of the Area Committee and this new system will provide a much better tool to achieve this.
- 7.6 In preparing this Plan, attention has been paid to a recently completed residents survey. This, in general terms, contrary national trends shows increasing levels of satisfaction of Council services. Two areas remain of some concern i.e. planning issues and response/maintenance issues e.g. roads, property and planning issues. An objective has been set in the Area Plan to ensure that these, along with other aspects of local services are carefully monitored and improvement action initiated as necessary.

## **8. EXTERNAL FACTORS INFLUENCING THE PLAN**

- 8.1 The Plan, as with all the Council's Plans, will be influenced by a series of external factors, social, political, economic and technological, which will tend to guide the direction of future plans and the priorities attached to particular activities.

8.2 Particular factors which can be expected to influence future plans include:-

the statutory duty of Community Planning and the pilot local community planning project in the Area  
increasing community involvement and engagement  
inadequate financial resources (on a per capita basis, the annual grant received by Aberdeenshire Council is some £30 million below the national average)  
The outcome of the Council's Fairshare Campaign  
increasing awareness of the environment and the principles of the sustainable development and activity  
increased accountability  
increasing emphasis on customer care and service  
changing employment trends  
changing population profile  
continuing restrictions on expenditure  
opportunities for external funding to be accessed  
the efficient government campaign which would result in reduction in budget of approximately 1% per annum. This, on top of current budget constraints poses a great challenge

8.3 As previously reported, the Council remains one of the lowest spending Councils in Scotland. In terms of the grant received per head of population, Aberdeenshire Council would need an additional £30 million or more just to be average, this equates to expenditure of around £100,000 per day which the Council fall short of the average level in Scotland. This is mirrored by staffing levels where the Council has one of the lowest staffing levels in the Country. Given the dispersed and rural nature of Aberdeenshire, this poses a particular challenge. The Council and the Area Committee has to have regard for this in developing its objectives.

8.4 The Council will be subject to an external best value audit in 2006 and a peer review in 2005. This will provide useful information on how the Council is performing and areas for attention in the future.

WM/LD  
May, 2005

# KINCARDINE AND MEARNS AREA PLAN

## STRATEGIC THEMES

### A COMMUNITY WELLBEING

Ref.	Action and Project	Other Themes	Community Council Area	Lead Service (who is responsible)	Target (what we aim to do)
A1	Affordable Housing – To keep under review the current housing needs in Kincardine and Mearns, particularly in relation to affordable and special needs housing and to relate this to the public and private stock opportunities.	J&E; L; SE		Housing	Report to Committee or Bulletin as appropriate by November, 2005
A2	Housekeeping – To continue to achieve improvement in general housekeeping and appearance of towns and villages Report to Area Committee, May Employ Village Orderlies, June, each summer	J&E; SE; QS		Planning and Environmental Services (Environmental Services)	Summer 2005
	To improve appearance of housing estates, new post of Assistant Housing Officer (Environment) created.			Housing	April 2005
A3	Recreation facilities (especially for young people) and play parks	L; SE; QS		Transportation and infrastructure (Landscape Services)/ Education and Recreation (Recreation)	Consider during 2005 extent of problem and means to address concerns over gaps in provision; condition of buildings and equipment; more efficient use of recreational facilities

<b>Ref.</b>	<b>Action and Project</b>	<b>Other Themes</b>	<b>Community Council Area</b>	<b>Lead Service (who is responsible)</b>	<b>Target (what we aim to do)</b>
A4	Youth Issues. In addition to specific geographical objectives, a report will be produced to summarise existing activity promoted by the Council within the area, to include the youth forum, & specific targets may be derived from this.	L; QS		Education and Recreation	During, 2005
A5	Community Care – Work with LCHP to create and deliver integrated plans and services in area	L; QS		Social Work	Update Bulletin; Report During, 2005
A6	Lack of affordable and sheltered housing and care homes			Housing and Social Work	Discuss in 2005 at AMT how these problems might be addressed
A7	Care and Repair Scheme	QS		Housing	Spring 2005
A8	Community Safety – Attend and support Kincardine and Mearns Community Safety Steering group and report back to Area Management Team, Area Committee as appropriate building projects into Area Plan	J&E; L; SE;		Area Manager	Attend at least 2/3 of meetings Action as necessary
A9	St Cyrus - Work with community groups to produce scheme for improved facilities for children and youth	L; SE	St Cyrus	Education and Recreation	Ongoing
A10	Kinneff - Monitor & review speed limit if appropriate	SE	Catterline, Kinneff and Dunnottar	Transportation and Infrastructure	Traffic Calming to be implemented by September, 2005

<b>Ref.</b>	<b>Action and Project</b>	<b>Other Themes</b>	<b>Community Council Area</b>	<b>Lead Service (who is responsible)</b>	<b>Target (what we aim to do)</b>
A11	Youth – Draw together all youth activity in Portlethen and identify needs	J&E; L; SE	Portlethen and District	Education and Recreation	June, 2005
A12	Vacant properties – Find suitable uses for, or progress disposal of Groundsman’s House and Depot	J&E; L; SE	Portlethen and District	Transportation and Infrastructure	Await outcome of asset management review
A13	To improve road safety in vicinity of Newtonhill Primary School.		Newtonhill, Muchalls and Cammachmore	Transportation and Infrastructure	September, 2005
A14	Drumoak – To review the provision and status of Community facilities including amenity and play areas, recycling facilities and to identify appropriate action and pursue	SE; QS	Crathes, Drumoak and Durris	Area Manager	Review complete and youth shelter in place
A15	Drumoak - Monitor speeds & meet reduced speed limit, traffic calming & pedestrian crossings. Improve management of traffic & parking	SE	Crathes, Drumoak and Durris	Transportation and Infrastructure	Traffic Calming to be in place by September, 2005
A16	Banchory - Devenick Review need for speed limit & safety measures & implement findings		??	Transportation and Infrastructure	LED sign to alert drivers to Banchory-Devenick Crossroads but speed limit assessment work still to be done during 2005
A17	Support Mearns Area Project	J&E; L; SE	Mearns	Education and Recreation	Annual Report
A18	Laurencekirk St Laurence Hall – review use and state of building	SE	Mearns	Education and Recreation	Review update maintenance plan agreed 2005

<b>Ref.</b>	<b>Action and Project</b>	<b>Other Themes</b>	<b>Community Council Area</b>	<b>Lead Service (who is responsible)</b>	<b>Target (what we aim to do)</b>
A19	Laurencekirk - Review Traffic and pedestrian management and ground maintenance associated with primary school		Mearns	Education and Recreation	Review the review and improve by August, 2005
A20	Fordoun - General review of play equipment, pedestrian routes and speed limits	SE	Mearns	Transportation and Infrastructure	Review in 2005 implement as resources allow
A21	Planning Gain - To bring forward proposals for the use of unallocated planning gain money associated with development around Stonehaven	SE; QS	Stonehaven and District	Law and Admin (Planning Gain)	Allocation of funds ongoing in 2005
A22	Town Hall – Resolve ownership issue - commission feasibility study for refurbishment then draw up and find resources for plan	J&E; L; SE	Stonehaven and District	Education and Recreation	December, 2005
A23	To improve facilities at Mineralwell Park e.g. storage, lighting, footpaths, bonfire site, ground maintenance	SE	Stonehaven and District	Education and Recreation	Grant offered by ATP to design new facility in 2005  Ground maintenance, Spring each year Plan agreed
A24	Work with PARCS to promote projects to improve play and recreational facilities	L; SE	Stonehaven and District	Transportation and Infrastructure (Landscape Services)	Major project 2005
A25	Identify site and funding for all weather pitch – Stonehaven	L; SE	Stonehaven and District	Education and Recreation/Landscape Services	Identify site, date to be confirmed Secure funding

B JOBS AND THE ECONOMY

<b>Ref.</b>	<b>Action and Project</b>	<b>Other Themes</b>	<b>Community Council Area</b>	<b>Lead Service (who is responsible)</b> Area Manager	<b>Target (what we aim to do)</b> April each year
B1	The Area Committee continues to seek improved resourcing to address concerns about the deterioration of road infrastructure				
B2	Promote & support the take up of commercial & industrial property in Kincardine & Mearns, as detailed in regular T&I Property Service bulletins	QS		Transportation and Infrastructure (Economic Development)	Ongoing Bulletins update
B3	Promoting the development of farmers' markets in Kincardine & Mearns Area			Transportation and Infrastructure (Economic Development)	March 2005
B4	Promote diversification opportunities in Kincardine & Mearns via the Farm Business Development & Processing & Marketing Schemes.			Transportation and Infrastructure (Economic Development)	Ongoing
B5	Encourage business development & economic diversification in Kincardine & Mearns through implementing the Support for Aberdeenshire Business Scheme. Support the retention & sustainability of village services by delivering the Rural Shop Support Scheme			Transportation and Infrastructure (Economic Development)	Ongoing Bulletin update

<b>Ref.</b>	<b>Action and Project</b>	<b>Other Themes</b>	<b>Community Council Area</b>	<b>Lead Service (who is responsible)</b>	<b>Target (what we aim to do)</b>
B6	Make information on the implementation of e-business available to all businesses in Kincardine & Mearns in conjunction with the existing enterprise agencies e.g. Scottish Enterprise Grampian & Enterprise North East Trust.			Transportation and Infrastructure (Economic Development)	Ongoing
B7	Campaign for improved access to broadband connectivity in Kincardine & Mearns area	SE		Transportation and Infrastructure (Economic Development)	December 2005
B8	Press case with Scottish Executive TRNMD to bring about improvements to/from Trunk Road at communities in Kincardine and Mearns.	CW; SE; QS		Area Manager/Transportation and Infrastructure	Ongoing 2005
B9	Case for better tourist facilities and information needed as well as continuing enhancement to appearance of towns and villages	CW; SE; QS		Area Manager	Meet by spring 2005 with Aberdeen and Grampian Tourist Board (or successors) to discuss options
				Transportation and Infrastructure/Planning and Environmental Services	Priority list of local action points re. tourism to be drawn up  Continue with measures to enhance appearance of towns and villages and refurbishment of public toilets

<b>Ref.</b>	<b>Action and Project</b>	<b>Other Themes</b>	<b>Community Council Area</b>	<b>Lead Service (who is responsible)</b>	<b>Target (what we aim to do)</b>
B10	Inverbervie – Work with interested parties to secure future of caravan site	CW; SE; QS	Royal Burgh of Inverbervie	Transportation and Infrastructure (Landscape Services)	Conclude draft lease by Spring 2005
B11	The Haughs, Inverbervie – To continue to participate in a Partnership to enhance the general amenity and access arrangements at the Haughs in Inverbervie	SE; QS	Royal Burgh of Inverbervie	Area Manager	Ongoing, Agree and fund work each year
B12	Laurencekirk Station – Progress towards re-opening of station	CW; SE	Mearns	Transportation and Infrastructure	Assess progress during 2005
B13	Laurencekirk – Completion of Car Park Ph II	CW; SE	Mearns	Transportation and Infrastructure	Contract to be awarded in phase 2 (August 2005) but funding shortage would mean final completion held over to a 3 <sup>rd</sup> phase for which funding would need to be identified.
B14	Laurencekirk – Completion of business park Laurencekirk Mart	CW; SE	Mearns	Transportation and Infrastructure (Property)	Site completed, Date to be confirmed
B15	Aberdeenshire Towns Partnership - Area Committee to receive progress reports and note Action Plan as agreed by Stonehaven Partnership Group and ATP Partners' Board	CW; SE	Stonehaven and District	Area Manager	June/December , 2005 - Bulletin items
B16	Refurbish & staff Margaret Street public conveniences (avoid work being done during tourist main season)	CW; SE`	Stonehaven and District	Planning and Environmental Services (Environmental Services)	Open by Spring 2005

<b>Ref.</b>	<b>Action and Project</b>	<b>Other Themes</b>	<b>Community Council Area</b>	<b>Lead Service (who is responsible)</b>	<b>Target (what we aim to do)</b>
B17	Open Air Pool – continue to work with Friends and enhance facility including consideration of roofing and extension to create new paddling pool	CW; L; SE; QS	Stonehaven and District	Education and Recreation (Recreation)	Meet with Friends February and October each year; end of season report to committee October each year
B18	Caravan site – considered outcome of Best Value Review and way forward now mapped out	CW; SE	Stonehaven and District	Transportation and Infrastructure (Landscape Services)	Attempts being made to identify funding with Capital Bid in 2006
B19	Tolbooth refurbishment and report on way forward in view of unsuccessful funding bid	CW; L; SE	Stonehaven and District	Education and Recreation (Aberdeenshire Heritage)	Report by end of 2005

C. LEARNING

<b>Ref.</b>	<b>Action and Project</b>	<b>Other Themes</b>	<b>Community Council Area</b>	<b>Lead Service (who is responsible)</b>	<b>Target (what we aim to do)</b>
C1	Library Provision – Receive report on future library provision and new initiatives, agree future proposals and integrate with plan	CW; J&E; QS		Education and Recreation (Library Service)	Report by end of 2006
C2	Educational establishments – receive report on the outcome of consultation exercise on asset management review ahead of prioritisation of projects  Assess in parallel immediate concerns of all schools in Kincardine and Mearns.	CW; QS		Education and Recreation (Education)	Report on consultation by Spring 2005 to Area Committee  Report to Area Committee on action programme by Feb. 2005 Monitoring ongoing work and flag up any concerns by August, 2005
C3	Community Learning – To develop a community learning plan for the Kincardine and Mearns Area (note relationship with Community Plan, see GC2 below)	CW; J&E; QS		Education and Recreation (Community Education)	Plan adopted by March, 2006
C4	Drop-In and Community Facilities Develop & open a drop-in centre in former rent office. In longer term, review future of library building	CW	Portlethen and District	Education and Recreation (Community Education)	Centre opened 2005; plans adopted in 2006

<b>Ref.</b>	<b>Action and Project</b>	<b>Other Themes</b>	<b>Community Council Area</b>	<b>Lead Service (who is responsible)</b>	<b>Target (what we aim to do)</b>
C5	Education - PPP2 – Development of new schools at Portlethen and Netherley	CW; J&E; SE	Portlethen and District/North Kincardine Rural??	Education and Recreation (Education)	Schools complete by 2006 Operational Management group/PPP2 Consultation Group to consider local issues
C6	Portlethen Academy as an inclusive school in the community	CW; J&E; SE	Portlethen and District	Education and Recreation (Education)	Review of ICS programme by march/April 2005
C7	Newtonhill Library – To secure permanent facilities for the library in Newtonhill, such as incorporating into centre or new building	CW; J&E	Newtonhill, Muchalls and Cammachmore	Education and Recreation (Library Service)	Assess at conclusion of Asset Management Review
C8	Newtonhill Library – review success of extended service		Newtonhill, Muchalls and Cammachmore	Education and Recreation (Library Service)	Report to AMT by summer 2005
C9	Maryculter East (former school) Report on use and future	CW; J&E; SE	North Kincardine Rural??	Education and Recreation (Education)	Report during 2005
C10	Laurencekirk – To promote and seek funding for Mearns Academy as a new inclusive school in the community	CW; J&E; SE	Mearns	Education and Recreation (Education)	Community School Designation – June, 2005
C11	Aspiration on part of young people to create skate facility	CW; SE	Stonehaven and District	Education and Recreation (Recreation)	Requiring skaters to feedback in 2005 to move matters forward
C12	To promote and seek funding for Mackie Academy as a new community school	CW; J&E; SE	Stonehaven and District	Education and Recreation (Education)	School designated – June, 2005

<b>Ref.</b>	<b>Action and Project</b>	<b>Other Themes</b>	<b>Community Council Area</b>	<b>Lead Service (who is responsible)</b>	<b>Target (what we aim to do)</b>
C13	<p>Primary School accommodation in Stonehaven.</p> <p>To review demand against capacity &amp; draw up plan for primary education accommodation which will take into account Dunnottar, Mill of Forest, Carronhill, Arduthie &amp; options for permanent/temporary accommodation &amp; zoning.</p>		Stonehaven and District	Education and Recreation (Education)	Report September 2005
C14	Extended Mill O'Forest School/Family Centre serving Kincardine and Mearns Area	CW	Stonehaven and District	Housing and Social Work (Social Work)	Report to Area Committee on Planning Application (Dec. 2004) Secure funding

#### D. SUSTAINABLE ENVIRONMENT

<b>Ref.</b>	<b>Action and Project</b>	<b>Other Themes</b>	<b>Community Council Area</b>	<b>Lead Service (who is responsible)</b>	<b>Target (what we aim to do)</b>
D1	Waste Management – To ensure the appropriate implementation of the Council’s Waste Management Strategy in the Kincardine and Mearns Area including to pursue the introduction of a wheeled bin and waste minimisation/recycling strategy for the area	CW; J&E; SE		Planning and Environmental Services (Environment Health)	Ongoing during 05/06 as per strategy building on public enthusiasm
D2	Sustainable Transport/Travel Plan – To support initiatives such as Green Transport Week, Walk to School Week, In Town Without my Car Day, and to work towards objectives in Council’s travel plan	CW; L		Transportation and Infrastructure	One initiative during 2005
D3	Local Agenda 21 – meet objective of Sustainability Charter 2004 – 07	CW; J&E; L		Planning and Environmental Services (Planning)	Report by September, 2005
D4	Review the extent of private unadopted roads within the area, and ‘housing roads’ including the relative importance of each to the wider community. Thereafter consider what, if anything, can be done to improve them, consistent with Council Policy.	J&E; QS		Transportation and Infrastructure	Review the extent of private unadopted roads – report back to Area Committee once Aberdeenshire wide review complete (by December, 2005) Housing roads currently maintained by Housing and Social Work to be upgraded, brought onto list of public roads and thereafter maintained by T&I (5 year

<b>Ref.</b>	<b>Action and Project</b>	<b>Other Themes</b>	<b>Community Council Area</b>	<b>Lead Service (who is responsible)</b>	<b>Target (what we aim to do) (programme). Schemes for each financial year to be reported to Area Committee (by August, 2005)</b>
D5	The Area Committee will receive a report on existing & planned Conservation Areas in Kincardine & Mearns to explain in some detail the development & funding implication.	J&E		Planning and Environmental Services (Planning)	Report during 2005
D6	Nortrail To encourage economic & social regeneration of the coast by highlighting & conserving the areas of natural & cultural heritage through enhanced interpretation & links to North Sea neighbours. PhI interpretation St Cyrus/Northwater Bridge, Johnshaven, Inverbervie/Gourdon, Stonehaven, Muchalls	J&E		Planning and Environmental Services (Planning)	Complete 2004  Complete October, 2005
D7	Johnshaven-Steps for Seaview-Main Street Facilitate improvements by owners	CW; J&E; L	Benholm and Johnshaven	Transportation and Infrastructure	Progress project by Summer 2005
D8	Catterline/Kinneff - Provision of new recycling point	CW	Catterline, Kinneff and Dunnottar	Planning and Environmental Services (Planning)	Hope to progress in 2005 but need to identify site
D9	Clarify ownership/maintenance responsibilities for open spaces and amenity areas in Portlethen. Look for opportunities to improve e.g:	CW; L; QS	Portlethen and District	Transportation and Infrastructure (Landscape Services)	End of 2005

<b>Ref.</b>	<b>Action and Project</b>	<b>Other Themes</b>	<b>Community Council Area</b>	<b>Lead Service (who is responsible)</b>	<b>Target (what we aim to do)</b>
	Cinder path alongside railway from Thistle Drive to Station; North Portlethen; projects for landscape strategy Adoption of non adopted areas				Project progressed
D10	Portlethen Household waste & recycling centre	CW	Portlethen and District	Planning and Environmental Services (Environmental Services)	Discontinued attempts to identify site and will now focus efforts in being developed in Stonehaven
D11	Portlethen Introduce kerbside recycling service as a pilot	CW	Portlethen and District	Planning and Environmental Services (Environmental Services)	Commenced pilot in 2004; ongoing in 2005 (target date by October, 2005)
D12	Banchory Devenick Cemetery Extension to Car Park	CW	North Kincardine Rural	Transportation and Infrastructure (Landscape Services)	Progress in 2005
D13	Findon Provision of new recycling point	CW	Portlethen and District	Planning and Environmental Services (Environmental Services)	Hope to progress in 2005, but need to identify site
D14	Deeside Way – To complete feasibility & undertake Phase 1		Crathes, Drumoak and Durris/ North Kincardine Rural	Planning and Environmental Services (Environmental Services)	Report to Area Committee by March, 2005
D15	Laurencekirk – Review Traffic Management	CW; J&E	Mearns	Transportation and Infrastructure	Initial proposals to Area Committee September 2005 Consultation complete April 2005 Implementation June 2005

<b>Ref.</b>	<b>Action and Project</b>	<b>Other Themes</b>	<b>Community Council Area</b>	<b>Lead Service (who is responsible)</b>	<b>Target (what we aim to do)</b>
D16	Laurencekirk – access strategy & path network. To extend south to Denlethen		Mearns	Planning and Environmental Services (Planning)	March 2005
D17	Laurencekirk Household waste & recycling centre	CW	Mearns	Planning and Environmental Services (Environmental Services)	July, 2005
D18	Laurencekirk Improve appearance of Burgh Buildings car park	CW	Mearns	Transportation and Infrastructure (Property)	Improve during 2005
D19	Pitdrichie Landfill site – Reinstatement	CW	Mearns	Planning and Environmental Services (Environmental Services)	Reinstatement ongoing in 2005
D20	Market Square – with phase 2 complete, only phase 3 remains with issues raised in Safety Audit	CW; J&E	Stonehaven and District	Transportation and Infrastructure	By Summer 2006
D21	Proposed Conservation Area – Fetteresso	CW	Stonehaven and District	Planning and Environmental Services	Now superseded by D5
D22	Stonehaven Household waste & recycling centre/point	CW	Stonehaven and District	Planning and Environmental Services (Environmental Services)	End 2006
D23	Stonehaven – Access strategy & path network. To develop an integrated path network around Stonehaven – complete study & implement proposals		Stonehaven and District	Planning and Environmental Services (Planning)	Complete study spring 2005 Agree plans Summer 2005
D24	Bervie Braes – Continue monitoring and seek funding for stabilisation works	CW; J&E	Stonehaven and District	Transportation and Infrastructure	Ongoing

<b>Ref.</b>	<b>Action and Project</b>	<b>Other Themes</b>	<b>Community Council Area</b>	<b>Lead Service (who is responsible)</b>	<b>Target (what we aim to do)</b>
D25	Review Traffic Management - Stonehaven	CW; J&E	Stonehaven and District	Transportation and Infrastructure	Report to Area Committee in August 2005
D26	Promenade, Seawall and rock armouring coastal protection try to secure funds	CW; J&E	Stonehaven and District	Transportation and Infrastructure	Report to Infrastructure Services Committee in August, 2005.
D27	To resolve issues relating to embankment at East Glebe and to agree any maintenance regime	CW	Stonehaven and District	Transportation and Infrastructure (Landscape Services)	Consider case for retention in plan and Top-Up Funding January, 2005
D28	To assist Stonehaven Horizon Project with the efforts to enter Stonehaven in Beautiful Scotland in Bloom.	CW	Stonehaven and District	Landscape Services	Entry made 2006
D29	Stonehaven Former Gas Works site – establish owner's plans and consider it as a car park	CW	Stonehaven and District	Transportation and Infrastructure	Will incorporate in Traffic Management Review to be reported in August, 2005 but site not in Council ownership
D30	Improvements to road footway, fencing and lighting Braehead to Invercarron	CW	Stonehaven and District	Transportation and Infrastructure	End 2005

## E. QUALITY SERVICES

<b>Ref.</b>	<b>Action and Project</b>	<b>Other Themes</b>	<b>Community Council Area</b>	<b>Lead Service (who is responsible)</b> Area Manager	<b>Target (what we aim to do)</b>
E1	Improved lines of Communications with and between Community, Councillors, Officers				During 2005 discuss in AMT and work out clear strategy to build and improve on what is in place at present. Liaise with press office on spreading of "good news" stories arising from Kincardine and Mearns into media.
E2	Staff recruitment			Area Manager	AMT initially in 2005 discuss local concerns over difficulties in filling some posts essential to be tackled to ensure Service provision
E3	Responsiveness of Services dealing directly with service users			Area Manager	Spring 2005
E4	The Area Committee has a role in monitoring local service delivery. The Area Management Team submit a quarterly bulletin report on the revised Performance Indicators & in preparation for Area Plan review, prepare report on issues highlighted by Performance Indicators, feedback from e.g. ward visits, complaints, surveys & consultations.	CW; J&E; L; SE		Area Manager	Performance Indicators quarterly bulletin.

<b>Ref.</b>	<b>Action and Project</b>	<b>Other Themes</b>	<b>Community Council Area</b>	<b>Lead Service (who is responsible)</b>	<b>Target (what we aim to do)</b>
	Ten information bulletins will be issued per annum.			Area Committee Officer	10 bulletins per annum.
	Education will issue a regular newsletter for staff & Councillors in Kincardine & Mearns.			Education	4 per annum
	(a) The Kincardine and Mearns Area is a pilot for community planning at a local level				
	(b) The Area Management Team will participate in the community planning process and further refine and develop the pilot local community planning during 2005.				Well define process and summaries of activity plans during 2005
	(c) This will include partner agencies e.g. Grampian Police, NHS Grampian, Grampian Fire and Rescue Service, Scottish Enterprise Grampian, Scottish Water, Communities Scotland, Scottish Natural Heritage and of course the community/communities of Kincardine and Mearns				
	(d) The Area Management Team will keep abreast of progress, charges, initiatives, best practice at a local, Aberdeenshire and national level and ensure that implications at the local level are addressed.				Reports as appropriate, refinements to process

<b>Ref.</b>	<b>Action and Project</b>	<b>Other Themes</b>	<b>Community Council Area</b>	<b>Lead Service (who is responsible)</b>	<b>Target (what we aim to do)</b>
	(e) The Area Management team will establish, as appropriate community action, project or task teams to take forward objectives in the Area Plan and to fulfil the requirement of the local community planning pilot.				Teams established and objectives defined and fulfilled
	(f) Specific local community planning exercises will be supported in				(i) Planning for real exercise and action plan during 2005
	(i) Edzell				
	(ii) Portlethen				(ii) Support for community exercise and action plan
	(iii) Stonehaven				(iii) Support for community exercise and action plan and Imagine Stonehaven exercise during 2005
	(iv) Other if opportunities arise				(iv) to be determined
	But success of these is dependant on the level of community activity				
	(g) Examples of integrated and co-operative multi-agency working will be explored.				Report best practice as appropriate
	(h) To develop a community learning plan for the Area to achieve the Learning Theme				Plan adopted March, 2006

<b>Ref.</b>	<b>Action and Project</b>	<b>Other Themes</b>	<b>Community Council Area</b>	<b>Lead Service (who is responsible)</b>	<b>Target (what we aim to do)</b>
E5	The Area Committee will meet informally to consider in some depth issues relating to particular services in the area.	CW; J&E; L; SE		Area Manager	To cover all aspects of Council services in the course of 2005/06
E6	For Transportation & Infrastructure, this session will look in particular at responsiveness to fault reporting.	SE		Transportation and Infrastructure	To cover this element of T&I by August, 2005
E7	For Social Work & Housing, this service will look in particular at local issues & how Council wide strategies eg. Community care, children's services are to address the local issues. More specific area plan objectives will be desired as a result.	CW		Housing and Social Work (Social Work)	To be dealt with by SW by April 2005
E8	The Area Manager will spend a day per annum with each Councillor visiting each ward if wished by Councillor.	CW; J&E; L; SE		Area Manager	Visit each Ward in 2005. Action plan & quarterly monitoring
E9	Community Councils – (1) Hold Forum meetings 3-4 times per annum plus annual budget/service meeting (2) Check Comm. Councils operate within scheme (3) Assess training needs and address	CW; J&E; L; SE		Area Committee Officer	Ongoing

<b>Ref.</b>	<b>Action and Project</b>	<b>Other Themes</b>	<b>Community Council Area</b>	<b>Lead Service (who is responsible)</b>	<b>Target (what we aim to do)</b>
E10	Support for voluntary organisations and volunteers. Recognise difficulties faced by voluntary bodies in providing services and in particular filling Management Committee Posts	CW; J&E; L; SE		Area Manager	In early 2005, consider how best might be addressed and meet with umbrella bodies
E11	Imagine Stonehaven – To study in consultation with the community the future development requirements and possible locations for such development in and around Stonehaven. Draft strategy prepared to accommodate such development in the future with the impact on the environment and landscape minimised. Seek a special designation to protect the landscape and skyline	CW; J&E; SE	Stonehaven and District	Planning and Environmental Services (Planning)	After consultation further debate by Area Committee by Summer 2005

