

Annex 1

Development and Infrastructure – Service Plan Actions for Six Months Ending 30 September 2016

Action	Lead	Current Period September 2016				
		Start Date	Target Date	Overall Status	BRAG	Comment
01- UK and Scottish Government Reviews of Planning and Regulatory Services	Roddy MacKay	01-04-2016	31-03-2019	In Progress	Green	An initial meeting has been held between the Scottish Government and islands authorities to identify the opportunities/implications for Planning in an islands context arising from the recommendations contained in the Planning Review report. Ministerial decision on appointment of Building Standards verifiers expected in May 2017. Scottish Government currently assessing the performance of local authorities as verifiers since 2012. Strategic review of Trading Standards on-going. Movement towards a regional delivery option which is favoured option provided that a Trading Standards presence is maintained on the islands.
02 – Joint Responsibilities for Public and Port Health	Roddy MacKay	01-04-2016	31-12-2017	In Progress	Green	The existing plans and operational procedures currently in place between Environmental Health and NHSO Public Health are being reviewed by both organisations. These to take into consideration the World Health Organisation's guidance on the implementation of the International Health Regulations. Joint meeting with NHSO is scheduled for January 2017.
03 – Enforcement of Waste Regulations	Roddy MacKay	01-04-2016	31-03-2018	In Progress	Amber	This work is scheduled to commence in November 2016. Preparatory work has been undertaken in Waste to identify the businesses that do not currently have a trade waste collection service with the Council.
04 – Review of the Planning Enforcement	Roddy MacKay	01-04-2016	30-09-2017	In Progress	Green	Review in progress - additional temporary Officer appointed, significant increase in enforcement cases.

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Service						
05 – Marine Planning Partnership	Roddy MacKay	01-04-2016	31-12-2017	In Progress	Green	Initial investigations regarding potential composition of Marine Planning Partnership are underway and advice has been sought from Marine Scotland Legal Team regarding potential partners. The matter of resource capacity has also been raised with Marine Scotland.
06 – Special Protection Areas in Orkney Waters	Roddy MacKay	01-04-2016	31-03-2019	In Progress	Green	Detailed response submitted to the Scottish Government consultation on the proposed Scapa Flow and North Orkney Special Protection Areas (SPAs) expressing the concerns of the Council regarding the proposed designations and the poor quality of the scientific advice on which the proposals are based.
07 – Supplementary Guidance	Roddy MacKay	01-04-2016	31-12-2017	In Progress	Green	Draft Housing in the Countryside Supplementary Guidance will be presented to Development and Infrastructure Committee in November 2016. Engagement on potential design principles will take place over winter 2016/17.
08 – Access Strategy	Roddy MacKay	01-04-2016	31-03-2017	In Progress	Green	Draft Access Strategy approved for public consultation at Development and Infrastructure in September 2016. Updated version to be taken to Committee for approval in February 2017.
09 – Core Paths Plan	Roddy MacKay	01-04-2016	31-03-2018	Not Started	Green	The review of the Core Paths Plan will commence upon the adoption of the revised Access Strategy, which will inform the review.
10 – Urban Design and Village Masterplans	Roddy MacKay	01-04-2016	31-03-2019	Not Started	Green	The review of the Kirkwall Urban Design Framework is programmed for 2017, with the other documents to follow in 2018/19.
11 – Roads	Darren Richardson	01-04-2016	31-03-2017	In Progress	Green	Work progressing to complete draft Roads Management and Maintenance Plan by March 2017.

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12 – Fleet Services	Darren Richardson	01-04-2016	31-03-2017	In Progress	Green	Work is underway to seek to tender annual maintenance tasks to the private sector and reduce overtime. Services have been encouraged to reduce vehicle requirements.
13 – Quarry Services	Darren Richardson	01-04-2016	31-03-2017	In Progress	Green	Tar plant is now under contract and progressing.
14 – Environmental Services	Darren Richardson	01-04-2016	31-03-2017	In Progress	Green	The interim Chinglebraes improvement has been designed and implementation is scheduled and expected to be completed by summer 2017. Work is ongoing regarding the replacement facility. Project feasibility for the new integrated waste facility is underway with outline business case to be presented to the February 2017 meeting of the Development and Infrastructure Committee. Alternate Weekly Collection (AWC) for outer isles is almost complete subject to Council approval.
15 – Environmental Services	Darren Richardson	01-04-2016	31-03-2017	In Progress	Green	Work has been done to raise the awareness by attending events and taking part in Recycle Week. Visits to schools was also part of this programme with some visiting the facilities. Businesses were also visited to ensure that they were aware of their responsibilities.
16 – Environmental Services	Darren Richardson	01-04-2016	31-03-2020	In Progress	Amber	Various projects are underway in accordance with the Five year Investment Plan. There have been some challenges with certain properties in terms of land acquisition which have delayed progress in some cases but action is underway to seek to address this.
17 – General Roads and Environmental Services	Darren Richardson	01-04-2016	31-03-2017	In Progress	Green	Recruitment of additional seasonal workers has been undertaken. Continued recruitment of seasonal and temporary staff is ongoing to meet the needs of the service.
18 – General Roads and	Darren	01-04-	31-03-	In	Green	Main phase of staff engagement is complete on this service

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Environmental Services	Richardson	2016	2017	Progress		restructure proposal.
19 – Capital and Property Maintenance Programme Delivery	Jan Falconer	01-04-2016	31-12-2017	In Progress	Green	Initial discussions have been held with Concerto regarding Project Management software. Trial options provided for Orkney Islands Council to review which will take place next quarter. Final funding source and programme to be confirmed.
20 – Carbon Management Programme	Jan Falconer	01-04-2016	31-12-2018	In Progress	Amber	The Carbon Management Programme went to Policy and Resources Committee 19 April 2016 and was approved by Council on 28 April 2016.
21 – Strategic Projects	Jan Falconer	01-04-2016	31-03-2018	In Progress	Green	Orkney Hydrogen Economic Strategy has been consulted on and was approved through Development and Infrastructure Committee in September 2016. Joint work with Highlands and Islands Enterprise (HIE) continues with expert advisors procured to undertake the detailed business plan. The Scottish Government is updating its Energy Strategy. It is advised that this should be taken into account in the Orkney Energy Strategy.
22 – Attracting Investment	Jan Falconer	01-04-2016	31-12-2018	In Progress	Green	Prospectus printed for All Energy in May 2017. Other Orkney Marketing branding in support of key sectors delivered as per programme with Highlands and Islands Enterprise (HIE).
23 – Skills Development	Jan Falconer	01-04-2016	31-12-2018	In Progress	Green	Orkney Offer steering group meetings of have been scheduled with Economic Development contributions to the Employer Engagement and Communications sub groups. Skills Strategy consultancy work was commissioned by Skills Development Scotland (SDS) in partnership with Economic Development and Education colleagues (funded by SDS) that has engaged with Employers to define challenges and strategic intent.
24 - Volume Tourism	Jan Falconer	01-04-2016	31-12-2018	Not Started	Green	Under consideration as part of the engagement with Historic Environment Scotland and the Consultancy Study has now been

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						commissioned to explore Volume Tourism challenges and opportunities.
25 - Digital Connectivity	Jan Falconer	01-04-2016	31-03-2018	In Progress	Green	Awaiting details of the anticipated phase 2 roll out of superfast broadband to Orkney.
26 - Business Gateway	Jan Falconer	01-04-2016	31-03-2018	In Progress	Green	Orkney Business Festival held in April 2016, in collaboration with Highland and Islands Enterprise (HIE) and Economic Development Service. Digital Boost programme delivered in conjunction with HIE. Continued to provide support via one to many workshops and one to one specialist advice.
27 – Implementation of the Kirkwall Townscape Heritage Initiative (KTHI)	Jan Falconer	01-04-2016	31-03-2018	In Progress	Green	A number of initiatives have been undertaken with visible improvements of shop frontages and key buildings under development or nearing completion. Engagement with community groups, Community Council and Kirkwall Bid towards developing bespoke and sympathetic 'Spaces and Places' initiative. This will include improved way-finding.
28 - EU and External Funding Opportunities	Jan Falconer	01-04-2016	31-03-2018	Complete	Blue	The Action is undertaken as a matter of course. The impacts of 'Brexit' on external funding is not yet clear but will be constantly monitored.
29 – Strategic Investment/Intervention Projects	Gavin Barr	01-04-2016	31-12-2018	In Progress	Green	Initial support has been procured to support the process. Expert advice is under procurement with fixed term posts being developed.
30 – STAG Appraisal for Transport Connectivity to the Scottish Mainland	Gavin Barr	01-04-2016	31-03-2019	Complete	Blue	STAG report/strategic business case complete. Members briefed at the draft stage and will be briefed on the final report by the end of 2016 pending decisions on how best to proceed to the outline business case.
31 – Improve	Brian	01-04-	31-03-	In	Amber	Whilst some works have been undertaken on ferries and

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Accessibility to all Transport Services	Archibald	2016	2018	Progress		buildings, full access will not become possible until new build ferries are delivered.
32 – New Business and Growth in Current Marine Activities in Scapa Flow and Kirkwall	Brian Archibald	01-04-2016	31-03-2019	In Progress	Green	Business activity continues to grow with surplus having increased from zero to 4 Million pounds over the past 3 years. Numerous new opportunities and expansion of current business are being actively pursued with success.
33 – Revised Harbours Governance Arrangements	Brian Archibald	01-04-2016	31-03-2018	Complete	Blue	Harbour Authority Sub Committee in place and active.
34 – Port Infrastructure Refurbishment	Brian Archibald	01-04-2016	31-03-2019	In Progress	Green	On-going accelerated low water corrosion project and other refurbishment and improvement projects underway. Long term maintenance plan and Port Master Plan being developed.
35 – Port Master Plan	Brian Archibald	01-04-2016	31-12-2017	In Progress	Green	Infrastructure design and business case development activity is underway. Master Plan will be in place by December 2017.
36 – Airfields Plan and Infrastructure Improvements	Brian Archibald	01-04-2016	31-03-2018	In Progress	Green	Programme for airfield building replacement in place, runway resurfacing and fire tender introduction on schedule.
37 – Kirkwall Harbour Coastal Flood Risk Management	Brian Archibald	01-04-2016	31-03-2018	In Progress	Green	Flood Risk Management Plan approved and in place. Kirkwall Harbour Flood Defence Scheme approved and at the tender stage. Scottish Government funding has been confirmed. Tender due to be confirmed before the end of 2016.
38 – Revised Community Transport Arrangements	Brian Archibald	01-04-2016	31-12-2019	Overdue	Amber	Council transport services awaiting completion of Care Services Study into their transport needs. Until this is complete the transport team is unable to proceed further. Study expected to be complete in time for a possible joint contract mid-2017.

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39 - Carbon Footprint	Brian Archibald	01-04-2016	31-03-2019	In Progress	Green	Work underway with regards to low carbon ferries as part of the hoped for new build programme. Liquid natural gas (LNG) currently understood to be the lower carbon fuel of choice for new build shipping. Electric bus in service and hydrogen being considered more broadly as part of the future transport/energy strategy.

Personnel key

Executive Director of Development and Infrastructure – Gavin Barr

Head of Planning and Regulatory Services – Roddy MacKay

Head of Marine Services, Engineering and Transportation – Brian Archibald

Head of Strategic Projects and Enterprise – Jan Falconer

Head of Infrastructure – Darren Richardson

BRAG key

Red - the agreed action is experiencing significant underperformance, with a medium to high risk of failure to meet its target.

Amber - the agreed action is experiencing minor underperformance, with a low risk of failure to meet its target.

Green - the agreed action is likely to meet or exceed its target.

Blue - the agreed action has been progressed to completion.