







2021-22 Quarter to September Education Resources And Communities Performance Report – Service Plan



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

1. EDUCATION RESOURCES & COMMUNITIES 2020/24 1.1. Overall Plan Progress

Action Code	Action Title	Due Date	Latest Status Update	Progress Bar	Status Icon
ERC SP20-24	EDUCATION RESOURCES & COMMUNITIES 2020-24 Service Plan	31-Mar-2024	Q2 2020/21 - The plan continues to make good progress. Of particular note are the eight Actions within the Recovery and Service Level sections of the plan, of which six have completed.	<div style="border: 1px solid black; padding: 2px; display: inline-block;">77%</div>	

2. STRATEGIC ACTIONS
2.1 Strategic Actions Overall Progress

Action Code	Action Title	Due Date	Latest Status Update	Progress Bar	Status Icon
STRATEGIC ERC	All Strategic Actions Progress	31-Mar-2024	Q2 2021/22 - One Strategic action (STRATEGIC ERC 1.1) due to complete by March 2021 remains incomplete, COVID had a major impact in progressing this action as intended. Four actions are on target to complete by the due dates. Two further actions (STRATEGIC ERC 1.2 & STRATEGIC ERC 3.1) are behind target at this stage of the plan. With regards to STRATEGIC ERC 3.1 an amendment to the current action or the addition of a new action to effectively monitor progress is to be considered during Q3.	54%	

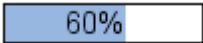

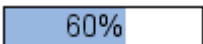

2. STRATEGIC ACTIONS
2.2. (L) Empowering & connecting communities. (CP) Our Place: Empower and support communities to build capacity

Action Code	Action Title	Due Date	Latest Status Update	Progress Bar	Status Icon
STRATEGIC ERC 1.1	Enhance community participation in service delivery (e.g. CATs)	31-Mar-2021	<p>Q2 2021/22 -The consultation process for The Fisherman’s Hall CAT has completed. Response to feedback is currently being undertaken prior to moving to the next stage of formal transfer of the asset. The Fisherman's Hall group held their AGM and have strengthened the board with increased community membership. The Trust were also successful in attracting funding from HiE for a Hall Co-ordinator post until March 2022, this will help to oversee the reopening and promotion of the Hall post COVID. The Community Empowerment Act timeline has been amended to 15 January 2022, with a decision expected at P&R Committee in November 2021.</p> <p>Work is being carried out with the fledgling Elgin Allotments Association to progress their management of an identified piece of land at Pinefield. The costs of making the site accessible and who is responsible is the obstacle at present as the site also shares access with another asset transfer in process by New Elgin Junior FC.</p> <p>Recently approved cases are</p> <ul style="list-style-type: none"> . West Dunes Toilets in Findhorn (Findhorn Village Conservation Company) . Alice Littler Park (Aberlour Community Association) . Coularbank Park- part of (Lossie Community Development Trust). . Findochty Town Hall (Findochty Town Hall SCIO) . Cullen Community and Residential Centre (Three Kings Cullen Association) 	55%	
STRATEGIC ERC 1.2	Develop and implement Participatory Budgeting	31-Dec-2021	Q2 2021/22 - The CONSUL site is now fully operational and was used by adults during the PB consultation process for the Rothes Play-park development. Younger children voted through nursery and primary schools and S1 pupils engaged with youth work teams to vote on the proposals. The	60%	

			<p>PB process regarding Rothes Play-park has been completed and a design has now been approved.</p> <p>CSU continue to work with Lands and Parks liaising with representatives from Cullen and Findochty Community Councils to consult with schools and the wider community regarding their playpark developments. It is intended to use CONSUL in both, as these projects develop, to promote the projects and for voting on final proposals.</p> <p>The Council has made very little progress towards meeting the 1% requirement and an update will be provided to CMT to raise awareness with services and to encourage them to identify potential spends that lend themselves to a PB approach.</p> <p>Money for Moray have announced their next round of PB with £100,000 available. A separate process is being co-designed with young people for an additional £50k allocation. Neither of these contribute to the 1% target. The Money for Moray group have decided not to use the CONSUL platform as the voting options are different to their chosen methodology where voters have 10 votes to allocate as they see fit across all proposals.</p>		
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2. STRATEGIC ACTIONS

2.3. (CP) Improve our understanding of the issues in our communities based on the experience of local people

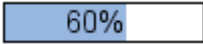

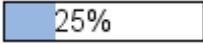

Action Code	Action Title	Due Date	Latest Status Update	Progress Bar	Status Icon
STRATEGIC ERC 2.1	(CP) Develop engagement with the public on the future of council services	30-Sep-2022	<p>Q2 2021/22 - Extended timeline to 30 September 2022 to allow sufficient time for the Community Planning Partnership(CPP) Community Engagement Strategy to be co-produced and be approved by the CPP.</p> <p>A session was facilitated during quarter 2 with members of Community Planning Officers Group (CPOG) in relation to the benefits of community engagement and the role of the Community Engagement Group. A further session will take place with community and third sector partners in November, led by tsi MORAY, to engage and identify their perceptions of what good community engagement looks like, this will inform the process of refreshing the CPP Community Engagement Strategy.</p> <p>Community Council elections took place in September 2021 and 14 were reformed with a total of 107 members. Two community councils have submitted petitions to re-form which would take the total to 16.</p>		
STRATEGIC ERC 2.2	(CP) Develop locality engagement - so that solutions are influenced by the experience of local people	30-Sep-2022	<p>Q2 2021/22 - Action completion date extended, for one year, to 30 September 2022. The restrictions imposed by the COVID pandemic had a severe impact on engagement with communities and mostly prevented meaningful engagement. The extension will provide a</p>		

		<p>period of time where robust and meaningful engagement can take place.</p> <p>The Buckie Monitoring Group is currently drafting a questionnaire to carry out a review of the Plan post COVID-19 lockdowns This questionnaire will broaden the themes that are being considered as well as extending the boundary to include the whole of Buckie. The Consultation period will begin mid / late October and run until mid-December. It is planned that following analysis of the data; a revised plan will be launched in February / March 2022. The groups and organisations in Buckie are working well together and it is recognised that the success of the plan depends on this continuing. The Buckie Area Forum is keen to be the steering group to explore establishing a constituted anchor organisation/Development Trust in the town to support partnership working, the Monitoring Group could be one subgroup of this organisation.</p> <p>Initial discussions have been held with Development Trusts Association Scotland (DTAS) and Highlands and Islands Enterprise (HIE) who are both keen to work with and support the community. Ultimately the community would hope to secure the employment of a Development Officer to support with the delivery of the plan.</p> <p>There is a recognition that work needs to be refocussed in New Elgin and to engage with the working group around the boundaries and priorities – some of which are specific to New Elgin East (NEE), others which are New Elgin in general and Elgin wide concerns. Particularly relevant in the period as we transition from lockdown, seek opportunities for community connection and renewal, is the need for a community hub, this has already been identified as being crucial to the core NEE issues being addressed and realised.</p> <p>Work to identify existing community assets and public buildings to support meetings and the development of local groups and learning activities is ongoing.</p> <p>The Scottish Community Development Centre have completed their review of the Localities process and will be reporting to the Community Engagement Group (CEG), Community Planning Officers Group (CPOG) and the Community Planning Partnership (CPP) Board on their recommendations. They note the need for - <i>'Continuing to develop the capacity of community members to continue and deepen their involvement, and to ensure that this is sustained over a longer period of time'</i>. Access to community facilities is a key element of this and has been prioritised already in both Buckie and New Elgin.</p> <p>The work in Lossiemouth is still at stage 5 of 8 with the group working on a report to feed back the results and actions from their recent community consultation. Keith and Forres both remain at stage two with exploratory discussions taking place with local anchor organisations. Discussions have</p>		
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			taken place with Forres Area Forum and Forres Area Community Trust (FACT) to scope out the next steps, taking into account the wide range of consultation information that has already been gathered in the town.		
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2. STRATEGIC ACTIONS
2.4. (CP) A Sustainable Council: that provides valued services to our communities

Action Code	Action Title	Due Date	Latest Status Update	Progress Bar	Status Icon
STRATEGIC ERC 3.1	(CP) Tackle the affordability and standard of our schools and the buildings they operate from, deal with changing demographics and demands	31-Dec-2021	<p>Q2 2021/22 Findrassie Primary School Project Outline Business Case was approved by Transform Learning Board in Sep. Final Business Case to be developed during project detailed design phase and planned to be submitted for approval in Q3 2022. Community engagement has commenced and will complete 1 Nov 22. This activity is informing primary school design brief. This brief will be handed over to design team to develop from concept to detailed design during Q1/2 2022. Discussions are planned to take place during November 2021 with internal Design Services team and Procurement to determine design services procurement approach. The appointment of external design partner is expected in Jan 2022. Initial SMART objectives have been developed in Outline Business Case. Work ongoing with Scottish Future Trust to develop these for the Findrassie project. The establishment of formal Project Board within new programme governance structure – kick off meeting planned 2 Nov 2021.</p> <p>Learning Estate Programme Still exploring option to bring forward the operational date of Glassgreen due to the changing developer intentions in south Elgin area. Awaiting updated school roll forecasts – taking into account new developer build out rates – to support decision. End of November 2021 deadline for recommendation.</p> <p>Stakeholder consultation on Learning Estate strategy planned for Nov/Dec 2021. This will focus on Parent Councils and Community Councils in the first instance. Wider community group engagement planned for Feb/Mar 22. At this stage these are information-only events focusing on the process and timelines as options will not be progressed within ASGs until condition surveys are completed.</p> <p>Committee approval for HubNorth Scotland appointment to support Moray Council Learning Estate Investment Programme Stage 3 submissions in Sep. Work in progress to support business cases for Buckie HS and Forres HS future options to be delivered by Hub in early Feb 2022 to support anticipated submission date in Apr 2022. CMT level workshop to develop strategic outcomes and smart objectives completed.</p> <p>Housing and Property resources assigned and commenced school condition surveys during Oct school holidays. Initial focus on Buckie, Forres and Elgin</p>	<div style="border: 1px solid black; width: 100px; height: 20px; position: relative;"> <div style="background-color: #4F81BD; width: 50%; position: absolute; left: 0;"></div> 50% </div>	▶

			<p>ASGs together with rural schools to support ASG level options development in 2022. Expect 18months to complete full survey works and formal reporting.</p> <p>Development of draft Strategic roadmap and key project milestones to support delivery of the Learning Estate strategy on course for completion by end of Dec.</p> <p>Established programme governance structure. Initial Learning Estate Programme Board to meet late Nov/early Dec (date tbc)</p>		
STRATEGIC ERC 3.2	(CP) Leisure Services Review	31-Mar-2023	<p>Q2 2021/22 -The Sport and Leisure Business Plan implementation continues to progress well particularly now that facilities have reopened. 59% of the Business Plan has been completed over the past year. The Service Level Agreement with Moray Leisure Centre is complete from a Service/Management perspective we simply are awaiting some legal input before official signage. Closer working across the sector is being successfully developed through the new Sport & Leisure Strategic Group, any proposals for more integrated working, including sharing of resources and staff (Sport & Leisure Business Case), are being developed by this group. Due to the success of this group over the past 6mths a Business Case has not yet been progressed. Outdoor Education officers have delivered training to the Youth Work team and have offered the same to schools, disappointingly no schools took up the offer. The Excursions Policy has been updated with clearer guidance on how to use the EVOLVE tool effectively.</p>		
STRATEGIC ERC 3.3	(CP) Review of approach to additional support needs (ASN)	31-Mar-2024	<p>Q2 2021/22 - Business case has been approved and budget allocated through the Improvement and Modernisation programme. New Education Project Officer (Improvement and Modernisation) is now in post and will support the development of the programme plan and monitoring arrangements</p> <p>Next steps are:</p> <ul style="list-style-type: none"> - Establishing governance structure and stakeholder groups. - Recruiting into additional posts. 		



3. RECOVERY ACTIONS (COVID)

3.1 Recovery Actions Overall Progress

Action Code	Action Title	Due Date	Latest Status Update	Progress Bar	Status Icon
COVID ERC	All Recovery (COVID) Actions Progress	31-Dec-2021	Q2 2021/22 - One action (COVID ERC 1.1) is slightly behind target to complete by 31 December 2021. The remaining action in this section of the plan which was due to complete by 31 March 2021 completed during Q1 2021/22.	85%	


3. RECOVERY ACTIONS (COVID)

3.2. Empower and support communities to build capacity

Action Code	Action Title	Due Date	Latest Status Update	Progress Bar	Status Icon
COVID ERC 1.1	Development of Community Resilience Plans	31-Dec-2021	Q2 2021/22 - Little progress made on the Resilience Plans as the focus has been on the Community Council elections. There is an inauguration process in place for the new community councils and that will include an input on their role in producing resilience plans. In addition there is a target for all community councils to have a plan in place over the lifetime of the new Partnership Community Learning and Development (CLD) plan.	70%	
COVID ERC 1.2	Support for Community Anchor organisations	31-Mar-2021	All requests for capacity building support met. During the past year the communities team supported organisations with the COVID- response and kept in touch with key "champions" on a regular basis.	100%	



4. SERVICE ACTIONS



4.1. Service Actions Overall Progress

Action Code	Action Title	Due Date	Latest Status Update	Progress Bar	Status Icon
SERVICE ERC	All Service Actions Progress	31-Mar-2022	Q2 2021/22 - With the exception of one action (SERV ERC 1.1) all other actions in this section of the plan have completed.	<div style="width: 92%;"><div style="width: 92%;"></div></div> 92%	

4. SERVICE ACTIONS


4.2. Ensuring Digital ways of working are embedded across our teams, maximising connectivity, collaboration and online service delivery

Action Code	Action Title	Due Date	Latest Status Update	Progress Bar	Status Icon
SERVICE ERC 1.1	Development and Implementation of School Business Admin Review	31-Mar-2022	Q2 2021/22 - No further progress made due to capacity issues across the team. The service is still working towards a completion target date of March 2022, however this date is currently under review.	<div style="width: 10%;"><div style="width: 10%;"></div></div> 10%	
SERVICE ERC 1.2	Roll out Digital Youth Work	31-Mar-2021	<p>100% of existing staff trained in digital platforms with monthly supervision and tutorial support from Digital Development Worker. New staff commencing in April. Digital Youth Work training scheduled for May 100% of existing staff delivering Youth Work digitally Moving forward in 2021/22 it is intended that a blended approach to developing digital youth work is taken as it shouldn't be treated as a separate entity, it is just another method of engaging. It is expected that digital engagement will rapidly grow once face to face work starts again.</p> <p>Specific digital youth work delivered</p> <ul style="list-style-type: none"> • Transition projects in Lossie, Buckie, Elgin – sessions delivered to primary Schools online by Youth Workers using Teams or Google Classroom. These are scheduled to start in all other areas from this week on. • Online drop-ins • Altspace group (Oct-Dec 2020) will resume in May at Elgin Youth Caf&eacute; • Peas in a Pod Podcast group • Wellbeing groups delivered online in Speyside and Milnes. • Social Isolation and Loneliness Projects – photography, circus skills and H&WB sessions delivered by specialists in partnership with youth workers. • Instawalks – Elgin High and Elgin Academy, combining face to face YW with digital platform • 80% of Youth Work now delivered digitally Moray Youth Work website liv • Using Teams – setting up groups, exploring the functionalities within MS Office for Youth Work, Forms, Onedrive, Stream, etc 	<div style="width: 100%;"><div style="width: 100%;"></div></div> 100%	

			<ul style="list-style-type: none"> Using Google Classroom, Google Drive, Google Jamboard and Easy Retro for Evaluation Discord introduction Using social media and producing content for our website Creating QR codes and Bitmoji <p>External courses for digital youth work which members of the Youth Work Team have attended.</p> <ul style="list-style-type: none"> Digiknow Champions Award Climate emergency toolkit for youth workers How to create safe online spaces for Youth Work #NaeDanger Game <p>Upcoming work;</p> <ul style="list-style-type: none"> 12 VR headsets have been purchased to develop the Altspace project and more in partnership with EYC. Animation and film projects planned for Transition and Recovery work in Milnes SYP election will be all be delivered virtually both campaigning and voting (now – November) YP PB will delivered online later this year (no date yet) 		
SERVICE ERC 1.3	Implement Online Music Instruction	31-Dec-2020	<p>Remote live video lessons continued for instrumental music instruction pupils learning from home until the end of Term 3. Where connectivity in schools will allow, pupils self-isolating and well enough to learn at home will continue to be offered remote live video lessons rather than face-to-face. Instructors will continue to use Glow/Teams to share resources etc and offer support to pupils moving forward. Class Notebook within Teams will replace the need for paper-based Pupil Progress Diaries in the long term. Some work still to be done around offering remote live video lessons to pupils in schools. Challenges include availability of staff to supervise youngest learners and available technology in schools.</p>	100%	
SERVICE ERC 1.4	Improve Libraries digital offering (eResources, Libraries YouTube Channel, online Bookbug, online Learning).	31-Mar-2021	<p>eResouce services transferred to Overdrive (new supplier) on 19 April.</p> <p>A number of Digital Bookbug sessions were carried out during the lock down and recovery periods. The learning Centre provided support to Connecting Scotland device recipients. A new 3D printer has been installed at the Learning Centre in Elgin Library. The digital help hub at Buckie Library has restarted with the Elgin one recommencing in the coming weeks.</p>	100%	

4. SERVICE ACTIONS

4.3. Restructure of service management to meet demands of the service

Action Code	Action Title	Due Date	Latest Status Update	Progress Bar	Status Icon
SERVICE ERC 2.1	Complete review of third tier management arrangements	31-Oct-2021	Q2 2021/22 - This action completed during quarter 2. A new Service Manager for Sport and Culture services was appointed and took up post within the second quarter of 2021/22.	<div style="width: 100%; text-align: right;">100%</div>	

4. SERVICE ACTIONS

4.4. Community Learning and Development

Action Code	Action Title	Due Date	Latest Status Update	Progress Bar	Status Icon
SERVICE ERC 3.1	Development of Community Learning & Development Strategy (2021-2024)	30-Sep-2021	Q2 2021/22 - This action completed during quarter 2 with the final version of the Partnership Community Learning & Development (CLD) plan being approved at the Community Planning Board and being published on 31 August 2021.	<div style="width: 100%; text-align: right;">100%</div>	