

**PROGRESS WITH OUTSTANDING ACTIONS FROM PREVIOUS MEETINGS OF THE COMMUNITIES COMMITTEE**

|    | <b>Item Title</b>   | <b>Date of Meeting</b> | <b>Action Agreed</b>  | <b>Service Required to Take Action</b>    | <b>Progress to Date</b>   |
|----|---|------------------------|---|---|---|
| 1. | Tenure-Neutral Adaptations  | 21 December, 2017      | Area Committees to be kept informed as appropriate, ahead of rollout. Bulletin reports to Committee on lessons learned throughout the process.  | Infrastructure Services                   | Ongoing.  |
| 2. | Council Plan 2017-2022 Delivery   | 31 May, 2018           | Agree the plan in principle, subject to the outcome of a workshop, to discuss priorities and outcomes and allow members to scrutinise service delivery options.   | Business Services/Infrastructure Services | Update – report to be presented to 21 February, 2019 meeting.   |
| 3. | Housing Services Quarterly Performance, Exception Reporting, Jan-March 2018 | 31 May, 2018           | Ref Item 4 (Workshop), the Committee consider their scrutiny role. What are the most relevant performance indicators and what the Committee would find most useful in future reports.                       | Infrastructure Services                   | Tied to Item 2 - Feedback comments to Officers following workshop.  |
| 4. | Housing Services Quarterly Performance, Exception Reporting, Jan-March 2018 | 31 May, 2018           | HEEPS – Officers to keep Area Committees updated on the progress of HEEPS, with regular reports being presented to Communities Committee to allow members to track progress as part of their scrutiny role. | Infrastructure Services                   | Six-monthly progress reports to be taken to Committee. Report on agenda for Communities Committee on 20 December, 2018. |

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| 5. | Homeless and Rough Action Group (HARSAG) Recommendations                | 31 May, 2018     | The Chair on behalf of the Committee would write to Kevin Stewart to highlight the Committee's concerns over the HARSAG recommendations.   | Infrastructure Services         | Completed – Kevin Stewart MSP invited to meet with Aberdeenshire Council. MSP has agreed to meet and we have offered a date (18 January 2019) – awaiting a response.                              |
| 6. | Scottish Fire and Rescue Service Thematic Report – Non Fire Emergencies | 6 September 2018 | Invite SFRS officers to provide a demonstration of virtual reality headsets to Members at the conclusion of the next meeting of the Committee;   | SFRS                            | Demonstration arranged for after 21 February, 2019 meeting.   |
| 7. | Financial Monitoring as at 30 June 2018                                 | 6 September 2018 | Information regarding the European Social Fund referred to in Appendix 2 to be circulated to all substantive and substitute Members of the Committee, for their information.   | Business Services               | Briefing note issued to elected members on 26 November 2018.  |
| 8. | Homeless and Rough Sleeping Action Group (HARSAG) Recommendations       | 6 September 2018 | To set up a short-life Member/Officer Working Group comprising 4 Members, with the Administration and Partnership Group to nominate two members each and formulation of remit to be delegated to the Director of Infrastructure Services in consultation with the Chair, Vice-Chair and Opposition Spokesperson; | Infrastructure Services         | A meeting was held on 13 November and further meeting dates agreed to the end of the year. The terms of reference have been agreed and a further update report will go to the December Committee. |

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| 9.  | Housing Revenue Account (HRA) Financial Monitoring – 30 September 2018 | 8 November 2018 | Updated detail for HRA monitoring to be circulated to Committee (plus substitute members).   | Business Services               | Update uploaded to Ward Pages Consultation Section on 8 November, 2018. Email also to be sent.   |
| 10. | Universal Credit Full Service in Aberdeenshire                         | 8 November 2018 | <p>Ask officers to come back prior to 1 April 2019 with a presentation to Committee to demonstrate progress and to ensure a partnership approach is being taken to ensure a support service fit for purpose;</p> <p>To refer the report to Area Committees for their information, and to ask Community Planning Officers to feed in to demonstrate what is being done to support tenants at a local level, and to seek regular reports on the roll out of Universal Credit to Committee.</p> | Infrastructure Services         | <p>Officers continue to offer a proactive approach to the implementation of Full-Service Universal Credit. Mechanisms have been introduced to ensure full monitoring and tracking of Universal Credit applications with appropriate advice and support provided to tenants.</p> <p>Rent arrears levels are continuously monitored with triggers in place to ensure prompt interaction with tenants in order to best manage the situation.</p> <p>Arrears letters issued to tenants have been provided in order to provide clear and concise information regarding debt levels and support available.</p> <p>Officers have developed enhanced levels of interaction with partners in managing Full Service roll out and facilitated a Rent Arrears Information Sharing Forum on Friday 30</p> |

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| 11. | Hillside Pitch | 8 November 2018 | <p>A more detailed briefing note on the issues raised by K&amp;M Area Committee be provided to Members of the Committee and Local Members at the earliest opportunity;</p> <p>Officers should work towards producing the Outdoor Sport and Physical Activity Facilities Strategy within the first quarter of 2019 and should work towards providing a masterplan for each town/area to go alongside the strategy;</p> <p>That the relevant Area Manager along with the Area Service Team should be asked to meet with Local Members to formulate a masterplan in order to ensure that all the available information is brought together and is made available;</p> <p>That the Service should engage in dialogue with local community groups regarding development and fund raising, and arrange for costings and resource, and provide a proposed</p> | Education and Children's Services | <p>November, 2018.</p> <p>Briefing has been issued.</p> |

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|  |            |                 | plan with timeline to assist the process going forward. |                                 |                  |

