

GARIOCH AREA COMMITTEE STATEMENT OF OUTSTANDING BUSINESS AS AT NOVEMBER 2019

NO	TITLE	MOST RECENT UPDATE	TIMESCALE
1.	<u>Road Inspection Policy (Item 9)</u>	Report provided to September meeting of the Committee. No further action identified. Proposed for removal from the Statement of outstanding Business.	Completed
2.	<u>Assisted Transport Policy and Residential Respite Services in Aberdeenshire (Item 13)</u>	At its meeting on 4 th June Committee requested an update report upon completion of the Project Charter workstream. This report will be provided to Committee at the meeting on 3 December 2019	3 December 2019
3.	<u>Corseduick Road & Hillbrae Way</u>	The works at Hillbrae Way are now in progress with the traffic islands in place and the lining completed. All that remains is for the bollards to be installed onto the islands and it is hoped that this will be completed before the end of October. In terms of Corserduick Road, we have had to make some amendments to the traffic calming design due to conflict issues with private driveways. In this regard it is now proposed to have speed humps as you initially leave the A947 and then revert to the priority islands further along as per the original plan. It is proposed that the works on this section will follow on from the completion of Hillbrae way.	Completion by end of November
4.	<u>Aberdeenshire Performs</u>	The first report in the revised format is expected to be reported to Committee in December.	December 2019
5.	<u>Reducing Child Poverty in Aberdeenshire 2019</u>	Seminar took place on Tuesday 10 September. No further action identified. Proposed to be removed from the Statement of Outstanding Business	Completed
6.	<u>Aberdeenshire Council Strategic Cycle Routes: Kintore to Blackburn - Option 3</u>	The team has carried out a waymarking and signage exercise for the route and is doing some monitoring. Officers aim to roll out a survey towards the end of November to run over Christmas and New Year and close at the end of January.	March 2020

		No Sustrans funding has been secured to help take this forward so being resourced from the team.	
7.	Strategic Housing Investment Plan 2020-2025	At its meeting on 8 October the Committee requested that an update report be provided to Committee by June 2020 on the delivery of the SHIP for the 2019/20 financial year.	June 2020
8.	Supplementary Housing Work Plan and Business Case – Procurement Approval for Works at Littlewood Court, Kemnay	<p>(1) a further meeting was held last Friday of the Littlewood Oil Spill Project Team chaired by the Area Manager attended by various Council colleagues from Environmental Health, Property, Housing, Legal etc. At present further investigation and testing works are being progressed and an implementation plan for any proposed remedial works has yet to be determined. Subject to completion of this exercise estimated costs should be available from Property for any proposed remedial works</p> <p>(2) Housing has instructed Property to undertake a feasibility and options appraisal to replace the oil heating system.</p>	February 2020

No	COMMITTEE DATE	DECISION	RESPONSIBLE OFFICER	TIMESCALE
1	21 November 2017	<u>Roads Inspection Policy (Item 9)</u> Request that a further report be brought to Committee after 12 months to give an update on how the policy has been working.	Infrastructure Services (Tom O'Connor, Senior Engineer, Roads)	November 2018 delayed until April 2019 delayed until June 2019.
DATE		OFFICER UPDATE		RESPONSE FROM COMMITTEE
13 November 2018		The Roads Service has indicated that the review of the revised Roads Inspection Policy will take place in accordance with the Council's Policy Framework procedures (i.e. one year after its introduction) and that a report will be provided to Garioch Area Committee following this. The timescale has therefore been amended accordingly.		Noted and timescale changed to April 2019
4 June 2019		The review is taking longer than envisaged. Officers are currently obtaining feedback from stakeholders (Inspectors, Engineers, Insurance etc.) and will then require to submit a policy review report to the Director of Infrastructure Services. It is envisaged that the report will be available to the meeting of Committee in late June.		Change of Timescale to 25 June 2019
27 August		One-year review now approved by Director. Update report will be provided to Committee on 17 th September.		

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2a	31 May 2016	<u>Assisted Transport Policy and Residential Respite Services in Aberdeenshire (Item 13)</u> To request that further reports including scenarios should be brought to Committee once the detailed draft policies had been devised before going back to Integrated Joint Board	Health and Social Care (Val Milne) changed to (Lindsay Flochkhart, Lead Social Worker)	
2b	5 February 2019	Retain the item on residential respite services and request further information about progress made and what is happening in Garioch.	Health & Social Care (Angie Wood, Partnership Manager)	Awaiting update from Service

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30 January 2018	<p>Operational issues and pending legislative changes have impacted on progress. A Respite Strategy is being developed and the Review will continue once the strategic direction for the service is agreed'</p> <p>The Assisted Transport Policy was reported back to Committee in January and will go to IJB on 28 June 2017</p>	Noted
9 October 2018	<p>Respite Review (contact Lindsey Flockhart) An updated review report has been compiled and has gone back to IJB this month with the recommendation to complete and identify changes to service. The Review working group will look to reconvene soon after this.</p> <p>Children's respite (contact Sharon Napier) The team has been tasked with identifying a strategy for the children's service for future provision. This will make a positive difference to the adult service- if they pay for, or if they move from the service. Its deadline is December.</p> <p>Transport Policy (contact Amy Richert) The review highlighted a change that was required to be made to the policy – this is due to go to the IJB for approval in October then an email update will be provided to all area committees. This is expected to come out in November.</p> <p>The Assisted Transport Policy action was completed in June 2017.</p>	Noted
30 January 2019	<p>The review of the Transport Policy has been completed and was agreed at October IJB. The reviewed policy is available at https://www.aberdeenshire.gov.uk/social-care-and-health/community-care/community-care-policies-and-strategies/</p> <p>There have been some amendment to the previous version and these can be considered in detail in the report which went to IJB – Item 12 http://committees.aberdeenshire.gov.uk/committees.aspx?commid=486&meetid=19154</p> <p>The main amendment is the movement of reference to Mobility benefit in the eligibility section to the section on assessment with the proviso that at assessment stage the use of this benefit, and its affordability, has already been explored by the practitioner involved and actioned, if appropriate. The reason for this change is that in the original policy people would be unable to access any support with transport from Social Work if they receive this benefit and it did not take</p>	Noted and new action identified (shown above)

	<p>account of whether the individual was capable of making such arrangements or if the benefit they receive would cover the cost of the transport they require. The impact of this amendment is minimal as this element of the policy had not been fully implemented.</p> <p>Respite Review (Laura Thom and Sharon Napier) A decision has been taken by the Service to move this work forward at a local level, but no timescale has been given.</p>	
4 June 2019	Report on Children's Residential Respite is on the agenda for 4 June 2019.	
27 August 2019	At its meeting on 4 th June Committee requested an update report upon completion of the Project Charter workstream. This report will be provided to Committee at the meeting on 3 December 2019	New action

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3a	30 January 2018	Member Promoted Issue – Speeding in Newmachar (Item 5) Request that the Director of Infrastructure Services to bring an options report to Garioch Area Committee before 29 May 2018.	Infrastructure Services (Brian Strachan, Roads and Landscape Services Manager)	29 May 2018
3b	29 May 2018	Member Promoted Issue – Update on Speeding in Newmachar (Item 8) Request that a further report be provided for the Area Committee meeting on 28 August 2018.	Infrastructure Services (Brian Strachan Roads and Landscape Services Manager))	28 August 2018
3c	January 2019	Retain the item regarding speeding in Newmachar and request that officers provide, with some urgency, a report showing the actions and timescales to address the issues on Corseduck Road and Hillbrae Way.	Infrastructure Services (Brian Strachan Roads and Landscape Services Manager)	March 2019
3d	14 May 2019	Committee requested that the item be retained on the Statement of Outstanding Business until the actions have been completed.	As above	October 2019

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8 May 2018	Officers are preparing a report for meeting on 29 May 2018	Noted and further report requested on 29 May
9 October 2018	<p>In terms of providing a crossing at Hillbrae Way, Officers confirm that the external Consultant has only recently submitted the assessment for crossing provision and this information has confirmed that Hillbrae Way does not meet the required criteria for the provision of any form of crossing. The data from the consultant is currently being further assessed and analysed by our Transportation colleagues, taking account of other relevant data relating to RTCs, etc., and a further update will thereafter be available but it looks likely that it will still be a negative outcome.</p> <p>The poles for the speed indicator device (SID) have been erected in both Corseduick Road and Hillbrae Way and indeed the SID has been, at times, positioned at both sites. The SID is not currently located in Newmachar but will be erected here again as per our proposed intention to rotate its use at other suitably identified areas. The ongoing use of the SID in both roads will act as a reminder to drivers of the speed limit as well as provide good data relating to overall traffic behaviour. The surface dressing works were completed along a section of Corseduick Road as per our Road Maintenance Programme.</p> <p>Once the final decision relating to the crossing provision at Hillbrae Way is available, a full update will be provided to Area Committee on 13/11/18.</p>	Noted
13 November 2018	This report was due to be on the agenda for the meeting in November after an initial delay. Officers apologise for the further delay, but no appropriate officer was able to attend this meeting. Officers have been working on the report and this will be presented to the Committee on 4 December 2018.	Noted
13 January 2019	Report presented on 4 December 2018.	New action noted for actions and timescales to be reported back urgently.(shown above)

<p>19 March 2019</p>	<p><u>Corseduick Road</u></p> <p>Provision of chicanes - An initial design has been completed by our framework Consultant. This is currently being assessed by the team with a view to refining and finalising the design.</p> <p>Indicative Timescale:-</p> <ul style="list-style-type: none"> • Final Design April 2019 • Issue to contract – May/June 2019 • Construction on site – August/September 2019 <p><u>Hillbrae Way</u></p> <p>Provision of traffic islands - An initial design has been completed by our framework Consultant. This is currently being assessed by the team with a view to refining and finalising the design.</p> <p>Indicative Timescale:-</p> <ul style="list-style-type: none"> • Final Design April 2019 • Issue to contract – May/June 2019 • Construction on site – August/September 2019 <p>We will endeavour, if possible, to accelerate the above timescales in order to achieve earlier completion.</p> <p>The budget is confirmed, this excludes consultant fees, they will be funded separately from the Traffic Calming and Speed Reduction budget.</p> <p>Officers will report to the Area Committee at it's meeting in April to provide a further update and confirmation of timescales.</p>	
<p>4 June 2019</p>	<p>Report provided to Committee on 14 May 2019 showing plans and detailing actions and timescales. The timescale detailed were as follows:-</p> <ul style="list-style-type: none"> • Final Design May 2019 • Issue to contract – June/July 2019 • Construction on site – September/October 2019 	<p>Committee requested that the item be retained on the Statement of Outstanding Business until the</p>

		actions have been completed.
27 August 2019	Officers have confirmed that construction will commence in September and it is anticipated that it will take 6 weeks to complete both schemes. Construction begins September 2019 Completion in October 2019	

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4	26 February 2019	<u>Aberdeenshire Performs – Housing</u> Request that the Area Manager speak with the Directors with a view to ensuring that all Services provide Performance Reports to Garioch Area Committee and to provide an update to the Committee;	E&CS (Margaret-Jane Cardno)	March 2019
DATE		OFFICER UPDATE	RESPONSE FROM COMMITTEE	
4 June 2019		<p>On the 4 March 2019 the Area Manager Garioch wrote to the Director of Business Services formally raising the fact that for many months now very few performance reports have been presented to Area Committee. This correspondence highlighted that the lack of performance information being presented to Area Committee is now significantly impeding Committees ability to properly fulfil their scrutiny role and may well have a detrimental impact on the outcomes of the forthcoming Best Value Audit.</p> <p>This email was acknowledged on 6 March 2019 but no formal response has been received.</p> <p>The Area Manager Garioch wrote once again to the Director of Business Services on the 4 April 2019 acknowledging the submission of a report to Strategic Management Team (SMT) by the Head of Service Customer Communications and Improvement (formally submitted to SMT 24 April 2019), which did not appear to present an imminent solution, and requesting a further update.</p> <p>On the 24 April 2019 SMT agreed to support the approach for delivering area focused performance reporting to Area Committees from 1 April 2019. They also committed to an annual programme of informal service presentations with each Area Committee. SMT agreed that the</p>		

	<p>Area Improvement Working Group should consider area performance reporting as part of its work programme.</p> <p>Although informal sessions with Directors have now been scheduled there is no further update in terms of the formal scrutiny arrangements for Area Committee. The Area Improvement Working Group is scheduled to meet again on 13 June 2019.</p>	
27 August 2019	<p>On the 7 August 2019, Strategic Leadership Team considered a report by the Director of Business Services entitled: Action Plan: How Good is Our....Governance in Practice? Self Evaluation.</p> <p>This report indicated that Area Managers were to become the lead officers for Performance Management, taking forward a new approach to area performance reporting including six monthly progress reports to Area Committee evidencing delivery of the priority project supporting the Council Plan and regular informal meetings between services and Area Committees.</p> <p>Although the report highlights that the first monthly reports are due in October 2019, it is unlikely that this deadline will be met although Area Managers are making every attempt to work with colleagues and Elected Members in order to expedite this process.</p>	

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5.	19 March 2019	<p><u>Reducing Child Poverty in Aberdeenshire 2019</u> Request that seminars on benefits and an update on progress with the child poverty action plan be provided</p>	Annette Johnston	September 2019
DATE	OFFICER UPDATE		RESPONSE FROM COMMITTEE	
4 June 2019	Officers are in the process of arranging a seminar being provided on 10 September 2019 (date to be confirmed)			
27 August 2019	Seminar arranged for 10 September.			

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6	25 June 2019	<u>Aberdeenshire Council Strategic Cycle Routes: Kintore to Blackburn - Option 3</u> The Committee agreed that officers report back to the Committee on the details of Options 2 and 3 for a final determination on a commuter route to be made.	Infrastructure Services (Chris Menzies)	March 2020
DATE		OFFICER UPDATE		RESPONSE FROM COMMITTEE

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7	8 October 2019 (item 6)	<u>Strategic Housing Investment Plan 2020-2025</u> Request that an update report be provided to Committee by June 2020 on the delivery of the SHIP for the 2019/20 financial year.	Infrastructure Services (Elaine Reid)	June 2020
DATE		OFFICER UPDATE		RESPONSE FROM COMMITTEE

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8	8 October 2019 (item 9)	Supplementary Housing Work Plan and Business Case Request that reports be provided:- 1. detailing the costs an implications and remedial work required following the investigation works; and 2. giving a comparison business case for alternative heating sources for Littlewood Court, Kemnay	Infrastructure Services (Matthew MacAuslin)	February 2020
DATE		OFFICER UPDATE		RESPONSE FROM COMMITTEE