

Formartine Area Committee
Statement of Outstanding Business 22 August 2017

Item No.	Date	Subject Matter	Present Position	Responsible Service/Officer	Date to be completed by
1.	<p>09/06/2015</p> <p>07/06/2016</p> <p>25/10/2016</p> <p>28/02/2017</p>	<p>Statement of Outstanding Business</p>	<p>Members requested that the identification of a new site for a school for Balmedie be added to the statement of outstanding business, in order to progress this matter.</p> <p>Members requested that an update be provided.</p> <p><i>Member briefing session held on 30 August. Work is now ongoing to consider future provision in this area.</i></p> <p>Members requested that the Area Manager seek an update in relation to investigations into a new site for a school for Balmedie.</p> <p><i>Update emailed to members on 16 November. Further update to be provided in mid 2017.</i></p> <p>Members requested that officers seek an update on the current school drop-off issues for Balmedie Primary School.</p> <p><i>Update provided to local members on 7 March, 2017.</i></p>	Formartine Area Manager	Mid 2017

	13/06/2017		Members requested an update on the turning area for buses at the back of the school grounds.		As available
2.	22/03/2016	Planned Maintenance Programme 2016/17	Members requested that an update be provided on the proposed new kitchen for Ellon Primary as this did not appear on the programme of works. <i>Project still to be ratified by Infrastructure Services</i>	Director of Infrastructure Services (Attn: Tom Buchan, Facilities Manager)	As available
3.	15/11/2016	Education and Children's Service Quarterly Performance Exception Reporting, April – June 2016 (Aberdeenshire Performs)	The Committee agreed the recommendations contained within the report and provided the following comments: <ul style="list-style-type: none"> • It would be helpful to spend some protected time with officers to discuss the indicators being presented and whether these are relevant, • As the majority of indicators are Aberdeenshire figures rather than Area figures, the Area Committee is currently unable to fulfil its monitoring role, • In considering the 'percentage calendar days lost to sickness per quarter' for Formartine, could officers explain why the target has increased, when surely this is a target that should be decreased, and • In terms of reducing inequalities for young people and families, is there an action plan in place to tackle current issues and can the service demonstrate that it is reducing inequalities. <p>The Committee asked the Area Manager to relay their concerns to the Director of Education and Children's Services.</p> <p><i>A response to the first three comments was emailed to members on 25 November, 2016. It has been agreed that a session with officers will be arranged.</i></p>	Director of Education and Children's Services (Attn: Imogen Fitzgerald, Analysis & Research Officer, Gordon Lennon, QIO and Gillian Milne, Workforce Planning and Staffing Manager)	Session to be held with members
				Formartine Area Manager	

4.	07/02/2017	Housing Service Quarterly Performance – Exception Reporting, July – September 2016 (Aberdeenshire Performs)	<p>The Committee requested that the Area Manager liaise with the Head of Service to bring forward an informal briefing session for members to look in more detail at the range of services that Formartine residents can access.</p> <p><i>It has been agreed that a session will be arranged for members.</i></p>	Formartine Area Manager	Session to be held with members
5.	21/03/2017	Housing Service Quarterly Performance – Exception Reporting, October – December 2016 (Aberdeenshire Performs)	<p>The Committee agreed the recommendations within the report but asked officers to circulate to Area Committees, the recent report shared at the Communities Committee.</p>	Director of Infrastructure Services (Attn: Neil Watts, Senior Information Officer, Housing)	Awaiting clarification from members
6.	25/04/2017	Road Markings Policy	<p>The Committee recommended that a private workshop be held for members to go through what this policy means and how it will be implemented.</p> <p><i>Suggestion to be considered by Infrastructure Services Committee</i></p>	Director of Infrastructure Services (Attn: David Armitage, Roads Policy & Asset Manager & John Bruce, Roads Policy Officer)	Awaiting outcome
7.	25/04/2017	Variable and Vehicle-Activated Signs Policy	<p>The Committee recommended that a private workshop be held for members to go through what this policy means and how it will be implemented.</p> <p><i>Suggestion to be considered by Infrastructure Services Committee</i></p>	Director of Infrastructure Services (Attn: David Armitage, Roads Policy & Asset Manager & John Bruce, Roads Policy Officer)	Awaiting outcome

8.	25/04/2017	Education and Children's Service Quarterly Performance Exception Reporting, October-December 2016 (Aberdeenshire Performs)	<p>The Committee provided the following comments:</p> <ul style="list-style-type: none"> Percentage of half day truancy / unexplained absences of Looked After Children – a further explanation of the trends would be appreciated, along with an updated narrative and figures relating to Formartine. The members requested that officers bring forward a separate report on this issue as it was a matter that was raised repeatedly, In noting the percentage calendar days lost to sickness per quarter, for both Aberdeenshire and Formartine, could an explanation be provided as to why targets have changed and why there are varying trends. <p><i>Response circulated to members on 30 May, 2017</i></p> <p>The Committee further requested that the covering Area Manager write to the Head of Service to again reiterate the concerns of the Committee that insufficient information is being provided to allow the Committee to carry out its monitoring role.</p>	<p>Director of Education & Children's Services (Attn: Gillian Milne, Workforce Planning & Staffing Manager & Imogen Fitzgerald, Analysis & Research Officer)</p> <p>Buchan Area Manager</p>	<p>Report on Looked After Children Truancy / Unexplained Absences to come forward.</p> <p>Session to be arranged for officers and members.</p>
9.	25/04/2017	Area Committee Budget 2017-2018	The Committee instructed officers to provide a report on street cleansing provision within Formartine, to a future meeting.	Support Leader & Collections & Cleansing, Protective Services and Waste Management	To follow after service provision review
10.	25/04/2017	Community Asset Transfer: Municipal Buildings, Turriff – Turriff & District Heritage Society (SC007970)	As a separate matter, the Committee requested that officers investigate whether future Community Asset Transfers could be protected by a clause to ensure that, in the event of a body dissolving, the building would be protected for future community use and would not be used for non-community profit. It was requested that the findings be relayed back to members.	Director of Business Services (Attn: Reid Hutchison, Community Economic Development Co-	Information to follow as available

				ordinator)	
11.	25/04/2017	Ellon Cemetery Provision	The Committee agreed the recommendations within the report but further requested that members be notified before the planning application is submitted.	Director of Business Services (Attn: Trevor Morgan, Estates Team Leader)	At the appropriate time
12.	25/04/2017	Turriff – Errol Court – Hatton Road New Housing Contract 18022 (Exempt)	The Committee deferred consideration of this item, pending further discussions to take place by officers with the Chair, local members and Area Manager, regarding the significant changes to the planning application which local members were not consulted on. The Committee further requested feedback on why the costs for the project were so high.	Director of Business Services (Attn: Ken Abel, Quantity Surveying Manager)	22/08/2017
13.	13/06/2017	Education and Children's Service Quarterly Performance Exception Reporting, January-March 2017, Including Update on Service Plan (Aberdeenshire Performs)	The Committee provided the following comments: <ul style="list-style-type: none"> • Reduce inequalities in outcomes for children, young people and families – it would be helpful if there was more information to explain the large variances within the trends. • In noting that a report has been requested in relation to the percentage of half day truancy / unexplained absences of Looked After Children, it was suggested that it would also be useful to have a report detailing the outcomes for Looked After Children, including the average tariff score of Looked After Children who are leavers, and the Council's responsibilities as corporate parent, • In noting that a workshop is to be arranged for members with appropriate officers from the service, it would be helpful to have an opportunity to consider the performance indicators being reported on and whether they are appropriate, • The safe outdoor play area to be established at 	Director of Education & Children's Services (Attn: Gillian Milne, Workforce Planning & Staffing Manager & Imogen Fitzgerald, Analysis & Research Officer)	Completed

			<p>Rothienorman Hall should be progressed as soon as possible.</p> <p><i>Point 1 resolved during the meeting; points 2 and 3 have been noted by the Service and future performance indicators will be confirmed; point 4 has been raised with the relevant officers.</i></p>		
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