

PROGRESS WITH OUTSTANDING ACTIONS FROM PREVIOUS MEETINGS OF THE COMMUNITIES COMMITTEE

	Item Title	Date of Meeting	Action Agreed	Service Required to Take Action	Progress to Date
1.	Infrastructure Services - Service Plan 2017	15 June, 2017	Director of Infrastructure Services to continue to report six monthly on progress in delivering all aspects of the Service Plan	Infrastructure Services	Next progress report to be submitted to meeting of the Committee on 21 December, 2017
2.	Housing Revenue Account Capital Stock Improvement Delivery	28 June, 2017	<p>The Head of Housing, following consultation with the Head of Property & Facilities Management, provide a six monthly monitoring report on the programme to the Committee with prior consultation through briefings with individual Area Committees, whose comments should be fed back through the six monthly monitoring reports;</p> <p>The Director of Infrastructure Services to:</p> <p>include information on risks and planned mitigation measures, links to health and social care provision and community benefits and how these will be achieved in future reports on the work programme; provide Local Members with a planned programme</p>	Infrastructure Services	<p>Next progress report to be submitted to meeting of the Committee on 21 December, 2017.</p> <p>Completed.</p> <p>A full programme of works has been issued to Councillors.</p>

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			<p>of work, including property details, relevant to their area;</p> <p>and, following consultation with the Chair, Vice-Chair and opposition spokesperson, consider and approve any matters relating to the programme of works which require an urgent decision that cannot be reported to the Committee within the timescale required, as provided for in Section B of the List of Officers Powers in the Scheme of Governance.</p>		Ongoing
3.	Supplementary Work Plan for Social Care Goods	28 June, 2017	<p>Director of Business Services to provide a briefing note to members of the committee on the achievements of best value for the procurements detailed in the report.</p> <p>Director of Infrastructure Services to provide a briefing note to all members on the benefits on Scotland Excel Framework Agreements to include information on action taken previously in respect of an approved vendor involved in the supply of chicken from Thailand.</p>	Infrastructure Services	<p>In progress</p> <p>Business Services are preparing a briefing for all members on the subject of the Scotland Excel Procurement Framework and this work is still underway. Upon completion the briefing will be provided to all members.</p>

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4.	Police Scotland – Performance Monitoring and Operational Update	07 September, 2017	Working Group to be established to consider and report back on Police attendance at Community Council meetings. Group to include Cllr Walker (as Chair), one member of the opposition, Chief Inspector Main and the Director of Business Services.	Police Scotland	Preliminary meeting took place on 16 October and a meeting of a wider group is currently being arranged. Next meeting takes place on Monday 11 th December, and will include 6 Community Council representatives and a representative from SFRS, in addition to those listed in the action agreed.
5.	Financial Monitoring for the Period Ending June 2017	07 September, 2017	A briefing note to be provided to the Committee with regard to the detail behind Product Development in Tourism. Workshops to be arranged for March with regard to reviewing budgets, business plans and service plans. To make arrangements for Cllr Walker to attend the Scotland Policy conference. To provide a report to the Committee on the policy for attending conferences	Education & Children's Services Infrastructure Services	
6.	Attendance at Conferences	07 September, 2017		Infrastructure Services Business Services	Completed Consideration and discussion by officers as to whether a single report should go to Full Council annually; or whether attendance be considered as and when necessary by each Committee

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7.	Housing Service Quarterly Report	07 September, 2017	To provide a report to Committee on rent arrears and the impact of universal credit.	Infrastructure Services	Report by to be on the agenda for the meeting of 21 December, 2017. Housing Manager (Tenancy Services)
8.	Local Housing Strategy 2016/2017 Annual Report	07 September, 2017	With regard to the workshop taking place on 4 October, 2017, email to be sent to all members.	Infrastructure Services	Workshop was held on 4 October, 2017. Completed.
9.	Aberdeenshire Council Care and Repair Annual Update 2016-17	07 September, 2017	Briefing to be provided with regard to the drop in number of repairs for the latest financial year.	Infrastructure Services	The Housing Manager (Strategy) sent an email to all members of the Committee on 6 November, 2017. Completed.
10.	Housing First Pilot Scheme	07 September, 2017	Request that a briefing note be given to members of IJB to ensure they are aware of the project and to the Chief Officer to keep the locality managers informed.	Infrastructure Services	Briefing note provided to Chief Officer Aberdeenshire Health and Social Care Partnership on 16 October, 2017. Completed.
11.	Voids Update	07 September, 2017	Request that more area focussed reports go to the Area Committees to ensure that area specific difficulties can be scrutinised at the appropriate times. Request that a more focused advert is placed in tenants newsletters for difficult to let properties	Infrastructure Services Infrastructure Services	Reports have been distributed for the next Area Committees. Completed.

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12.	Housing Revenue Account (HRA) Capital Programme Monitoring 2017/18	07 September, 2017	Informal sessions on HRA Capital Programme to be arranged with Area Committees.	Infrastructure Services	Informal sessions to be arranged for the New Year.
13.	Hard Facilities Management	07 September, 2017	Keep members informed via briefing notes of progress towards 100% compliance.	Business Services	Further briefing note to be on the agenda for the HardFM board meeting of 19 December, 2017. A further update will then be made available, in due course, to Members of the Communities Committee.