

ABERDEENSHIRE COUNCIL
COMMUNITIES COMMITTEE

WOODHILL HOUSE, ABERDEEN, 20 DECEMBER, 2018

Present: Councillors A Stirling (Chair), I Walker (Vice Chair), A Allan, M Buchan (as substitute for Councillor A Hassan), P Gibb, A Hassan, A Kille, D Mair, A McKelvie (as substitute for Councillor D Beagrie), G Petrie, G Reynolds, D Robertson, A Ross, R Thomson (as substitute for Councillor S Calder) and S Wallace.

Apologies: Councillors D Beagrie, S Calder and A Hassan.

Officers: Director of Infrastructure Services, Head of Service (Housing), Head of Service (Finance), Head of Service (Lifelong Learning and Leisure), Head of Service (Property and Facilities), Housing Manager (Strategy), Service Manager (Sport and Physical Services), Service Manager (Finance), Team Leader (Housing), Service Development Officer (Housing), Service Manager (Cultural Services), Policy Performance and Improvement Manager Local Senior Officer, Scottish Fire and Rescue Service, Group Manager (Service Delivery), Scottish Fire and Rescue Service, Chief Superintendent C Thomson and Sergeant John McAdoo (Police Scotland). Principal Solicitor (Governance) and Senior Committee Officer (N David).

1. SEDERUNT AND DECLARATION OF MEMBERS' INTERESTS

The Chair asked members if they had any interests to declare in terms of the Councillors' Code of Conduct. No interests were declared.

2A. STATEMENT ON EQUALITIES

In taking decisions on the undernoted items of business, the Committee **agreed**, in terms of Section 149 of the Equality Act 2010:-

- (1) to have due regard to the need to:-
 - (a) eliminate discrimination, harassment and victimisation;
 - (b) advance equality and opportunity between those who share a protected characteristic and persons who do not share it; and
 - (c) foster good relations between those who share a protected characteristic and persons who do not share it.
- (2) Where an Equality Impact Assessment was provided, to consider its contents and take those into account when reaching their decision.

2B. RESOLUTION

The Committee **agreed**, in terms of Section 50A (2) of the Local Government (Scotland) Act 1973, to exclude the public from the meeting during consideration of Item 22 so as to avoid disclosure of exempt information of the class described in paragraph 8 of Part 1 of Schedule 7A of the Act.

3. MINUTE OF MEETING OF THE COMMUNITIES COMMITTEE OF 8 NOVEMBER, 2018

The Minute of Meeting of the Committee of 8 November, 2018 had been circulated, was **approved** as a correct record and thereafter signed by the Chair.

4. PROGRESS WITH ACTIONS FROM PREVIOUS COMMUNITIES COMMITTEE MEETINGS

There was circulated a report, which updated members on the progress made, against outstanding actions agreed, at previous meetings of the Communities Committee, held on 21 December, 2017, 31 May, 6 September and 8 November, 2018.

After consideration, the Committee **agreed**:-

- (1) to note the position with regard to progressing actions from previous meetings; and
- (2) Items 7 and 9 were now completed and should be removed from the list.

5. BRITISH SIGN LANGUAGE IMPLEMENTATION PLAN 2018 – 2024

There was circulated a report dated 1 November, 2018 by the Director of Business Services on the British Sign Language Implementation Plan 2018 – 2024.

The report explained that the Aberdeenshire Council British Sign Language (BSL) Local Plan 2018-2024 was produced earlier this year as a result of a legal duty under the BSL (Scotland) Act 2015 on each public body to produce a plan with actions that are locally orientated but will support meeting the long term goals set out by the Scottish Government. The final draft of the plan was approved by the Business Services Committee at the meeting on 13 September, 2018. That Committee requested that an implementation plan be developed and taken before all area and policy committees as well as the Integration Joint Board for comment prior to being considered for final approval by the Business Services Committee. The implementation plan was included as an appendix to the report.

Following consideration, the Committee **agreed**:-

- (1) to acknowledge the progress in developing the Aberdeenshire British Sign Language (BSL) Implementation Plan 2018-2024;
- (2) to acknowledge the draft Implementation Plan; and
- (3) that comments be reported to the meeting of the Business Services Committee on 10 January, 2019.

6. POLICE SCOTLAND PERFORMANCE MONITORING AND OPERATIONAL UPDATE

There was circulated a report dated 21 November, 2018, by the Director of Business Services which provided information on how the Police Service was performing against key performance measures and associated targets, as set out in the Aberdeenshire Local Police Plan, previously approved by the Communities Committee.

The report reminded members that the performance monitoring report provided a regular opportunity for members to maintain scrutiny of significant Police activities, in order to achieve good outcomes for the residents of Aberdeenshire.

Chief Superintendent Campbell Thomson introduced the report and took members through the various themes of the report and commented on a number of areas within the report.

After consideration, the Committee **agreed** to:-

- (1) acknowledge the performance monitoring information relating to the Aberdeenshire component of the North East Division of Police Scotland;
- (2) a presentation being made to the next meeting on Operation Corner;
- (3) briefings being provided to the Committee on the digital roll-out to officers; and also on current areas of collaborative working with Aberdeenshire Council; and
- (4) request the Divisional Commander to continue to report to Committee quarterly on performance measures against service objectives.

7. POLICE SCOTLAND NE DIVISION: THEMATIC REPORT – HATE CRIME

There was circulated a report dated 20 November, 2018, by the Director of Business Services which provided information on Hate Crime, particularly within Aberdeenshire.

The reported explained that Hate Crime was a crime against the person and Police Scotland record Hate Crime and Hate incidents by following Scottish Government definitions, which were detailed within the report.

Following discussion, the Committee **agreed** to acknowledge the information provided in relation to Hate Crime, particularly within Aberdeenshire.

8. POLICE SCOTLAND NE DIVISION: THEMATIC REPORT – YOUTH VOLUNTEERS

There was circulated a report dated 20 November, 2018, by the Director of Business Services which provided information on Aberdeenshire Police Scotland Youth Volunteers (PSYV).

The report explained that PSYV was Scotland's newest uniformed youth organisation. They were groups of up to 24 young people, aged between 13 and 18 and provided an insight into policing. The report went on to provide information on PSYV in the North East Division and Aberdeenshire.

Following discussion, the Committee **agreed** to acknowledge the information provided in relation to Aberdeenshire Police Scotland Youth Volunteers.

9. POLICE SCOTLAND NE DIVISION: THEMATIC REPORT – RURAL CRIME

There was circulated a report dated 22 November, 2018, by the Director of Business Services which provided information on Rural Crime, particularly within Aberdeenshire.

The report explained that Rural Crime was any crime that affected those living, working or visiting rural areas, and included theft of property, machinery, vehicles and livestock; along with environmental, heritage and wildlife crime.

The North East of Scotland Rural Crime and Safety Partnership: Rural Crime and Safety Strategy 2018 to 2020 was included as an appendix to the report.

Following discussion, the Committee **agreed** to acknowledge the information provided in relation to Rural Crime in general, particularly within Aberdeenshire.

10. SCOTTISH FIRE AND RESCUE SERVICE PERFORMANCE REPORT

There was circulated a report by the Director of Business Services which provided information on the Scottish Fire and Rescue Service Performance Report for April to September 2018.

The report explained that the main purpose of the report was to advise members of how the Scottish Fire and Rescue Service was performing against key performance measures and associated targets, as set out in the Aberdeenshire Fire and Rescue Plan 2017 – 2020.

The performance reports were detailed in summary within an appendix to the report.

The Local Senior Officer (Aberdeenshire and Moray), Ian Findlay, introduced the report and took Members through the various aspects of the report and commented on a number of areas within the report.

Following discussion, the Committee **agreed:-**

- (1) to acknowledge the information provided in within the performance report for the Aberdeenshire area of the Scottish Fire and Rescue Service for April to September, 2018; and
- (2) that the Local Senior Officer provide an email briefing to the Committee on whether those committing arson at HMP Grampian were being prosecuted.

11. HOUSING MANAGEMENT POLICY

There was circulated a report dated 22 November, 2018, by the Director of Infrastructure Services on the Housing Management Policy.

The report reminded members that the Communities Committee had approved the Local Housing Strategy 2018 – 2023. The strategy set the direction of the Housing Services for the next five years. In order to support the delivery of the Strategy the Housing Service had undertaken a review of key Housing Policies.

A detailed appendix to the report set out the Housing Management Policy Statement. It was an overarching policy for the Housing Service and covered the functions of: Tenancy Services; Housing Options and Homeless Service; Asset Management and Repairs; and Affordable Housing and Private Sector Housing.

Following discussion, the Committee **agreed:-**

- (1) to approve the draft Housing Management Policy; and
- (2) that the Head of Housing arrange for tenants to be advised annually how many new build houses had been completed.

12. RAPID REHOUSING TRANSITION PLAN UPDATE

There was circulated a report dated 21 November, 2018, by the Director of Infrastructure Services which provided an update on the Rapid Rehousing Transition Plan (RRTP).

The report reminded members that it had been agreed at the meeting of the Committee on 6 September, 2018, when considering an update on the work of the Homelessness and Rough Sleeping Action Group (HARSAG), that a five year fully costed RRTP be in place by 31 March, 2019. It was also agreed that a member officer working group be set up to oversee progress

of the RRTP and make recommendations to the Communities Committee. The report went on to outline progress to date, including the meetings of the working group. The report concluded by confirming that the deadline to send the draft RRTP to the Scottish Government by 31 December, 2018 would be met.

Following discussion, the Committee **agreed**:-

- (1) to acknowledge the work of the joint member officer working group;
- (2) that the draft RRTP be considered at the meeting of the Committee on 21 February, 2019; and
- (3) to delegate power to the Director of Infrastructure Services to sign the draft RRTP, following consultation with the Chair, Vice Chair and opposition housing spokesperson.

13. CREATE HOMES ABERDEENSHIRE UPDATE

There was circulated a report dated 22 November, 2018, by the Director of Infrastructure Services which provided an update on Create Homes Aberdeenshire.

The report reminded members that Create Homes was a Limited Liability Partnership set up by Aberdeenshire Council and the Scottish Futures Trust to provide mid-market rental properties in Aberdeenshire. Create Homes was managed by a board consisting of members from Aberdeenshire Council and the Scottish Futures Trust.

The report provided detail on the current situation and future plans.

Following discussion, the Committee **agreed**:-

- (1) to acknowledge the update on Create Homes Aberdeenshire LLP; and
- (2) that the Director of Infrastructure Services submit a further report to the Committee in six months to provide an update on progress and to review the long-term strategy of Create Homes.

14. STRATEGIC HOUSING INVESTMENT PLAN MONITORING

There was circulated a report dated 21 November, 2018, by the Director of Infrastructure Services which provided a monitoring update on the Strategic Housing Investment Plan.

The report reminded members that the Strategic Housing Investment Plan 2019-2024 was approved for submission to the Scottish Government at the meeting of the Committee on 8 November, 2018. The core purpose of the Strategic Investment Plan was to set out the investment priorities for affordable housing over a five year period to achieve the outcomes set out in the Local Housing Strategy 2018-2023 and the Council Plan 2017-2022. A set of performance measure were included as an appendix to the report.

Following discussion, the Committee **agreed**:-

- (1) to approve the Strategic Housing Investment Plan Monitoring Report;
- (2) that the Head of Housing organise a development session on the Strategic Housing Investment Plan before a future meeting of the Committee, around the end of the current financial year; and

- (3) that the Head of Housing circulate the Affordable Housing Hub report to members of the Committee.

15. HOUSING SERVICE QUARTERLY PERFORMANCE

There was circulated a report, dated 22 November, 2018 by the Director of Infrastructure Services which provided information to the Committee on the performance of the Service against key performance measures and associated targets as set out in the Infrastructure Services Plan 2017-2020, as approved by the Infrastructure Services Committee.

The report explained that the performance measures were linked to the Council priorities and the quarterly performance during the first quarter of 2018/19, and were summarised in Section 2.3 of the report, with Key Service Objectives focusing on: - ensuring access to good quality, affordable housing; ensuring the service meets the outcomes for the Scottish Social Housing Charter; and reducing fuel poverty.

After consideration the Committee **agreed**:-

- (1) to acknowledge the positive performance achieved from July to September 2018 (Quarter 1), identified in Section 2.3;
- (2) that they had considered those measures where performance was below expectations from July to September 2018, identified in Appendix 1 to the report; and
- (3) to acknowledge the publication of the complete April to June Performance Report.

16. DELIVERING THE SPORT AND CULTURE BUSINESS UNIT

There was circulated a report dated 25 November, 2018, by the Director of Education and Children's Services on Delivering the Culture and Sport Business Unit.

The report reminded members that it had been agreed at the meeting of Full Council on 26 April, 2018 to pilot a new way of delivering these services by the creation of a "business unit" with the objective of creating a bespoke operating environment for the culture and sports service, designed to best enable them to contribute to the Council's priority. Thereafter, at the meeting of the Communities Committee on 31 May, 2018, it was agreed to establish a Culture and Sport Sub-Committee, comprising four councillors and four external members, with the intention that, once in place, the sub-committee would provide new ways of offering leadership and scrutiny of the Culture and Sport Business Unit, with a range of new perspectives and experiences brought to bear to support the sustainability of the service. The Communities Committee agreed the terms of reference of the Sub-Committee.

The report went on to review the progress to date and outline proposals for implementing the changes required to develop the business unit.

Following discussion, the Committee **agreed**:-

- (1) that the business unit be called Life Live Aberdeenshire;
- (2) to approve the arrangements for ensuring effective liaison and collaboration between the Communities Committee and Sub-Committee;
- (3) to approve the arrangements regarding the proposed focus on communication between the business unit and Area Committees;

- (4) to approve the arrangements for communication with employees and the “Fit for the Future” programme supporting staff;
- (5) the pilot year to begin in January 2019, with a report to the Communities Committee after three, six, nine and twelve months; and a report thereafter to Full Council;
- (6) to approve the areas of development on which the Committee would expect the unit to focus on in the initial year;
- (7) approval of the principles laid out in the Statement of Ambition to be delegated to the Director of Education and Children’s Services, following consultation with the Chair, Vice Chair and opposition spokesperson;
- (8) approval of the Statement of Ambition being announced as part of the Live Life Aberdeenshire launch in January 2019 to be delegated to the Director of Education and Children’s Services, following consultation with the Chair, Vice Chair and opposition spokesperson; and
- (9) the Live Life Aberdeenshire logo to be emailed to the Committee, substitutes and Sub-Committee immediately after the meeting.

17. ASSESSMENT CRITERIA FOR THE CULTURE AND SPORT BUSINESS UNIT PILOT

There was circulated a report dated 15 November, 2018, by the Director of Education and Children’s Services on the Assessment Criteria for the Culture and Sport Business Unit.

The report reminded members that it had been agreed at the meeting of Full Council on 26 April, 2018 to commission a business unit for the delivery of culture and sport for a twelve month pilot period. A cross service working group and the Culture and Sport Service considered a series of specific benefits which might reasonably be expected to be delivered by the new unit, and associated performance measures.

The report went on to outline the proposed assessment criteria.

Following discussion, the Committee **agreed**:-

- (1) to approve the assessment criteria for the Culture and Sport Business Unit pilot period, as detailed in the report;
- (2) to approve the reporting framework as detailed in the report; and
- (3) that the current performance management measures be emailed to the Committee, substitutes and Culture and Support Sub-Committee.

18. CULTURE AND SPORT PERFORMANCE REPORTING

There was circulated a report dated 25 November, 2018, by the Director of Education and Children’s Services on Culture and Sport Performance Reporting.

The report reminded members that at the meeting of Full Council on 23 November, 2018 the Council Plan for 2017 to 2022 was considered. It included the agreed priority: “Encourage active lifestyles and promote well-being with a focus on obesity and mental health”.

The report detailed both the Cultural Strategic Outcomes and Sport and Physical Activity Strategic Outcomes agreed by Council, as well as a proposed suite of measures.

Following discussion, the Committee **agreed**:-

- (1) to approve the performance reporting framework outlined within the report;
- (2) to acknowledge the next steps for developing the performance framework for 2019/20 as detailed in the report;
- (3) that the corporate reporting timeline be that the outcome indicators and progress with actions identified in the priority delivery plan be reported six monthly; and
- (4) that a further report be submitted to the meeting of the Committee on 21 February, 2019 providing specific targets for each measure.

19. CHIEF SOCIAL WORK OFFICER ANNUAL REPORT

There was circulated a report dated 10 December, 2018, by the Chief Social Work Officer which introduced the Chief Social Work Officer (CSWO) Annual Report for the financial year 2017/18.

The preparation of the annual report was not mandatory but was a recommendation of Scottish Government guidance. Council Committees and the Integration Joint Board received reports throughout the year on the performance of social work as measure against a range of national and local indicators, and also received reports on particular initiatives and issues. The CSWO Annual Report drew on these reports to highlight overarching themes and trends, and also reported on key areas concerning the proper discharge of the social work function that may not have been addressed elsewhere, including those areas of decision making that required CSWO output.

Following discussion, the Committee **agreed**:-

- (1) to acknowledge the CSWO Annual Report for the 2017/18 financial year;
- (2) acknowledge the level of investment by Aberdeenshire Council and Integration Joint Board in Social Work Services for the residents of Aberdeenshire;
- (3) to acknowledge the commitment of social work staff in the consistent delivery of high performing services; and
- (4) that the Chief Social Work Officer provide a further briefing to the Committee by email.

20. ANNUAL PROCUREMENT REPORT 2018

With the reference to the Minute of Meeting of the Business Services Committee of 15 November, 2018 (Item 7), there was circulated a report dated 10 December, 2018, by the Director of Business Services (1) which explained that the Procurement Reform (Scotland) Act 2014 required each Scottish local authority to publish its procurement strategy and to notify Scottish Ministers accordingly, (2) which advised that the Council's procurement function was shared with Aberdeen City Council and Highland Council, aimed at ensuring value for money and contributing to the achievement of the authority's broader aims and objectives, (3) which highlighted the priorities of the joint Procurement Strategy, together with the financial efficiencies achieved and (4) to which was appended a copy of the Council's Annual Procurement Report for the period between 1 January, 2017, and 31 March, 2018.

The Committee **agreed**:-

- (1) to acknowledge the content and publication of the Annual Procurement Report 2017/18; and
- (2) that a development session on procurement matters be organised by the Head of Commercial and Procurement Shared Services for the Communities Committee members and substitutes, Integration Joint Board members, and Culture and Sport Sub-Committee members.

21. ABERDEENSHIRE HSCP PERFORMANCE AND OUTCOMES FRAMEWORK: QUARTER 1

There was circulated a report, dated 22 November, 2018 by the Chief Officer, Aberdeenshire Health and Social Care Partnership which provided information on the performance of the Health and Social Care Partnership (HSCP) against the strategic priorities for the period April to June 2018. The Committee were advised that the report was approved at the Integration Joint Board (IJB) on 31 October, for circulation to the Communities Committee for noting and recommending improvement actions as appropriate.

After consideration, the Committee **agreed**:-

- (1) to acknowledge the content of the IJB Performance and Outcomes Framework Quarter 1 report; and
- (2) that the Chief Officer, Aberdeenshire Health and Social Care Partnership provide a briefing to a future meeting of the Committee on the Substance Misuse and Alcohol and Drug Action Plan, once it had been developed by the Alcohol and Drugs Partnership and agreed by the Integration Joint Board.

22. ANNUAL WORK PLAN 2019/20 FOR IJB: CARE AND SUPPORT SERVICES AND WORKS, GOODS AND NON-COMMISSIONED SERVICES

With reference to the Minute of Meeting of the Aberdeenshire Integration Joint Board of 12 December, 2018, there was circulated a report by the Chief Officer, Aberdeenshire Health and Social Care Partnership on the Annual Work Plan 2019/20 – Care and Support Services and Works, Goods and Non-Commissioned Services.

The Committee **agreed** to:-

- (1) the details included in the report to the Integration Joint Board entitled “Annual Work Plan – Procurement Approval”, approved at the meeting of the Integration Joint Board on 12 December, 2018; and
- (2) implement the Direction from the Integration Joint Board to procure the items in the Work Plan.

