

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.	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	Agreed at meeting of Committee on 20 December, 2018 that a report be submitted to Committee following the end of the current financial year.
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	Report to be submitted to Committee on 28 March, 2019. This followed up from the workshop in Autumn 2018. A six month informal review on progress will take place in September 2019 which will again look at outcome measures.
3.	Universal Credit Full Service in Aberdeenshire	8 November 2018	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; 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.	Infrastructure Services	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. Rent arrears levels are continuously monitored with triggers in place to ensure prompt interaction with tenants in order to best manage the situation.

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					<p>The Report has been circulated to Area Committees prompting detailed discussion on the impact of Universal Credit Full Service implementation and support in place. Additional reports sought by Area Committees will be provided.</p>
4.	Hillside Pitch	8 November 2018	<p>A more detailed briefing note on the issues raised by K&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>	Education and Children's Services	Briefing has been issued.

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			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 plan with timeline to assist the process going forward.		
5.	Strategic Housing Investment Plan	20 December 2018	Development Session to be organised immediately before a future meeting of the Committee (around the end of the current financial year)	Infrastructure Services	To be organised.

ACTIONS COMPLETED SINCE LAST MEETING OF COMMUNITIES COMMITTEE

	Item Title	Date of Meeting	Action Agreed	Service Which Took Action	Completion Details
1.	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. Most recent report was on agenda for Communities Committee on 20 December, 2018.
2.	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 the day of the Committee meeting on 21 February, 2019.

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3.	Create Homes	20 December 2018	Operational Action Plan to be sent to Committee for information	Infrastructure Services	Email sent by the Service.
4.	Delivering the Sport and Culture Business Unit	20 December 2018	Logo to be emailed to Committee, substitutes and Culture and Sport Sub-Committee immediately after the meeting	Education and Children's Services	Email sent by the Service.
5.	Assessment Criteria and Sport Business Unit Pilot	20 December 2018	Email current performance management measurements to Committee, substitutes and Culture and Sport Sub-Committee	Education and Children's Services	Email sent by the Service.
6.	Culture and Sport Performance Reporting	20 December 2018	Report back to meeting of Committee on 21 February	Education and Children's Services	On the agenda for meeting on 21 February.
7.	Chief Social Work Officer Annual Report	20 December 2018	Further briefing to be issued to Committee and substitutes by email	Chief Social Work Officer	Email issued on 16 January.
8.	Annual Procurement Report	20 December 2018	Workshop/development session to be organised for Committee, substitutes, IJB members and Culture and Sport Sub-Committee	Commercial and Procurement Shared Service	Organised to take place on morning of 28 February.
9.	Police Scotland Performance Update	20 December 2018	Presentation to next Committee on Operation Corner	Police Scotland	On the agenda for meeting on 21 February.
10.	Scottish Fire and Rescue Performance Report	20 December 2018	Email briefing to Committee and substitutes on whether those found to have committed arson at HMP Grampian are being prosecuted	Scottish Fire and Rescue Service	Email sent to Committee and substitutes on 8 February.