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1	OPERATIONAL DELIVERY COMMITTEE BUSINESS PLANNER The Business Planner details the reports which have been instructed by the Committee as well as reports which the Functions expect to be submitting for the calendar year.								
2	Report Title	Minute Reference/Committee Decision or Purpose of Report	Update		Chief Officer	Directorate	Terms of Reference	Delayed or Recommended for removal or transfer, enter either D, R, or T	Explanation if delayed, removed or transferred
3	12 November 2019								
4	South College Street/Queen Elizabeth Bridge Junction	CH&I - 8/11/17 - To instruct the interim Director of Communities, Housing and Infrastructure to report back to this Committee on a preferred option for South College Street/Queen Elizabeth Bridge junction.		Joanna Murray / David Dunne	Strategic Place Planning	Place	5	D	This project is awaiting completion of Phase 1 of the South College Street Project and updated traffic counts as a result of the opening of the AWPR. Estimated Committee date 2021.
5	Council Housing Rent Management and Universal Credit Review of Implementation of Full Service	ODC 14/03/19 - To note that a report would be brought back to the November meeting on the progress being made, which would also provide details on what was being done to support tenants. To review Universal Credit after the first year of implementation and identify any learnings or recommendations that the council has adopted to support the transition to full UC service.		Neil Carnegie	Early Intervention and Community Empowerment	Customer	TBC	D	Delayed to enable cognisance to be taken of the recently approved Child Poverty Action Plan and whether any changes to Universal Credit are required. This will enable the report to provide the awaited information to Education Operational Delivery Committee regarding school meals, closer to the end of the school year as per the initial EODC instruction.

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6	Petition - School Road	A petition was submitted and had the necessary signatures to be considered at committee. "We the undersigned petition the council to introduce a weight restriction to stop HGV's from using School Road / Golf Road Park Road and Park Street and to ask the council to write to Police Scotland to consider the installation of speed cameras along School Road and Golf Road in Seaton."	The petitioner asked that it be moved to November in order to gain information from Police Scotland. On agenda	Doug Ritchie/Vycki Ritson	Operations and Protective Services	Operations	GD 5		
7	Performance Report	The purpose of this report is to present Committee with the status of key performance measures relating to the Operations Directorate (non-Education).	On agenda	Louise Fox	Business Intelligence and Performance Management	Commissioning	1 and 3		
8	Risk Register	To present the Customer Function Risk Register by Cluster in accordance with the Risk Management Framework and Committee Terms of Reference	On agenda	Graeme Simpson, Jacqui McKenzie, Mark Reilly, Paul Smith, Andrew Howe, Derek McGowan	Customer Experience/ External Communications / Digital and Technology/ Early Intervention and Community Empowerment/ Operations and Protective Services/ Integrated Children's and Family Services	Various	9		
9	Joint Inspection of Children's Services	To report on inspection findings.	On agenda	Alison McAlpine/ Kymme Fraser	Integrated Children's and Family Services	Operations	1		

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10	Out of Authority Residential Placements	EOD Committee 17/01/19 - To request that officers submit separate committee reports to a future meeting of the Education Operational Delivery Committee in respect of Out of Authority Placements. This report may also need to be submitted to Operational Delivery Committee		Graeme Simpson	Integrated Children's and Family Services	Operations	1, 2	R	This is being reported to EODC and a service update will be provided to this committee after the decision of EODC.
11	Windmill Brae	ODC 19/04/18 - To request that a report be brought back to Committee on an update in regards to Windmill Brae.		Ross Stevenson	Operations and Protective Services - Mark Reilly	Operations	3 and 4	D	The Statutory Consultation is taking considerably longer than anticipated due to the complexity of the proposals and the number of responses from residents and businesses. Additional surveys had to be carried out and further meetings to be arranged with all concerned. Move to March 2020.

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12	Policy that Specifies the Existing Granite Sett and Lock Block Streets - NOM Former Cllr Corall	Council 15/03/17 referred the terms of the motion to Communities, Housing and Infrastructure Committee. "agrees to instruct the Interim Director of Communities, Housing and Infrastructure to develop a policy that specifies: a. the location of existing granite sett and lock block streets; b. which ones should be maintained; and c. what maintenance procedure should be used; and gives a commitment that any future repair work will be carried out sympathetically and appropriately."		Angus MacIver/ Paul Davies	Operations and Protective Services - Mark Reilly	Operations	GD 7.1	D	Policy to go before CMT for approval and due to deadlines this will now go to January committee.
13	Community Learning Centre and leased Community Centre provision	Council Budget 05/04/19 - To instruct the Chief Officer - Early Intervention and Community Empowerment to undertake a review of Community Learning Centre and leased Community Centre provision to ensure best value, appropriate direction and scrutiny of service provision, and report to the relevant Committee on the implementation of that review		Derek McGowan	Early Intervention and Community Empowerment	Customer	TBC	D	Meeting is scheduled early Nov 2019 with wider stakeholders to consider the initial findings from the review. To allow for any feedback to be incorporated into the final report it is recommended to present the report at the next available committee.
14	09 January 2020								
15	Autism Strategy and Action Plan	ODC 17/01/19 - To instruct that annual reports would be submitted on the progress of implementation of the Action Plan.		Jenny Rae	Health and Social Care Partnership	Health and Social Care Partnership	GD 7.1		

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16	Scottish Road Works Commissioner Annual Performance	Annual report on performance from the Scottish Road Works Commissioner.	Delayed by two cycles as the Road Commissioner advised that the issue of the annual figures had been delayed and will not be issued until some time during the next quarter.	Angus MacIver/ Kevin Abercrombie	Operations and Protective Services	Operations	Purpose 1		
17	Performance Report	The purpose of this report is to present Committee with the status of key performance measures relating to the Operations Directorate (non-Education).		Louise Fox	Business Intelligence and Performance Management	Commissioning	1		
18	Various Small Scale Traffic Management Stage 2	To present the results of the initial statutory consultation process undertaken. (Will only be presented if representations are received during the statutory consultation process)			Operations and Protective Services - Mark Reily	Operations	3		
19	05 March 2020								
20	Performance Report	The purpose of this report is to present Committee with the status of key performance measures relating to the Operations Directorate (non-Education).		Louise Fox	Business Intelligence and Performance Management	Commissioning	1		
21	Various Small Scale Traffic Management Stage 2	To present the results of the initial statutory consultation process undertaken. (Will only be presented if representations are received during the statutory consultation process)			Operations and Protective Services - Mark Reily	Operations	3		
22	21 May 2020								
23	Committee Annual Effectiveness Report	To present the annual effectiveness report for the Committee	To be reported May 2020	Fraser Bell	Governance	Governance	GD7.5		
24	Performance Report	The purpose of this report is to present Committee with the status of key performance measures relating to the Operations Directorate (non-Education).		Louise Fox	Business Intelligence and Performance Management	Commissioning	1		

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25	Various Small Scale Traffic Management Stage 2	To present the results of the initial statutory consultation process undertaken. (Will only be presented if representations are received during the statutory consultation process)			Operations and Protective Services - Mark Reily	Operations	3		
26	10 September 2020								
27	Performance Report	The purpose of this report is to present Committee with the status of key performance measures relating to the Operations Directorate (non-Education).		Louise Fox	Business Intelligence and Performance Management	Commissioning	1		
28	Various Small Scale Traffic Management Stage 2	To present the results of the initial statutory consultation process undertaken. (Will only be presented if representations are received during the statutory consultation process)			Operations and Protective Services - Mark Reily	Operations	3		
29	19 November 2020								
30	Performance Report	The purpose of this report is to present Committee with the status of key performance measures relating to the Operations Directorate (non-Education).		Louise Fox	Business Intelligence and Performance Management	Commissioning	1		
31	Various Small Scale Traffic Management Stage 2	To present the results of the initial statutory consultation process undertaken. (Will only be presented if representations are received during the statutory consultation process)			Operations and Protective Services - Mark Reily	Operations	3		
32	Date to be confirmed **Can you please review the below and advise on when these items will be reported***								

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33	Cycle Path for Ferryhill School Children	At its meeting on 14 June 2017, the Petitions committee referred the matter to the CH&I Committee which at its meeting on 29 August 2017 instructed officers to undertake a feasibility study to look at options on improving cycling within the area. At its meeting on 8 November 2017, the Committee instructed the Director of Communities, Housing and Infrastructure to report back to the appropriate committee with the anticipated levels of active travel associated with the school, how any future actions should be progressed, what resources will be needed and how these can be sourced following the production of the school's travel plan.	To be reported in 2019 following the production of the Ferryhill School Travel Plan	Alan Simpson	Strategic Place Planning	Place	5	D	This report has been delayed and will be included in the review of Active Travel Action Plan.
34	Smart Bins and Digitalisation of Waste Containers	To seek approval to conduct a trial on bin fill sensors on communal bins, i.e. to trial fitting sensors in communal bins that tell us when they need emptying and record accurately how often these bins require to be serviced.	Delayed from May 2018. The initiative is linked to funding through Smarter Cities which is being explored. Funding currently being explored in order to carry out a trial To be reported to CRD Joint Committee in June to seek funding - move to 'future reports' section of planner meantime	Pam Walker	Operations and Protective Services	Operations			
35	Use of Plastic Based Materials in Roads Construction	ODC 17/01/19 -To instruct the Chief Operating Officer to bring back a report to this committee when there is sufficient evidence on the benefits of conducting a trial of this product in Aberdeen.		Paul Davies	Operations and Protective Services	Operations	3 and 5		

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36	Motion by Councillors Boulton and Delaney - Suitable Bus Laybys on the Hazlehead to Westhill Road	CH&I Committee 27/08/15 resolved (i) to agree that any future development within this area should be conditioned to incorporate public transport facilities where feasible; (ii) to agree that due to the ongoing works at the Five Mile Garage in connection with the AWPR, along with the proposed expansion to the Prime Four development, no work should be carried out on introducing bus stops/laybys or pedestrian crossings on the A944 until such a time as the proposed expansion to the Prime Four development is agreed and after the AWPR becomes operational; (iii) to instruct officers to continue discussions with the developers in order to ensure that contributions are secured	Due to continued lack of new development in the area of the Prime 4 site there have been no developer's contributions to take this proposal forward at this time.	Vycki Ritson	Operations and Protective Services	Operations	Purpose 1		No date specified for reporting back as this will depend on any new development in the area of the Prime Four site.