

	A	B	C	D	E	F	G	H	I
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	Explanation if delayed, removed or transferred
3	27 May 2021								
4	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	Customer	1.1.3	
5	Review of Winter Maintenance Plan 2020/21	To review the winter maintenance plan 2020/21	On agenda		Doug Ritchie	Operations and Protective Services	Operations	1.1.1	
6	Autism Strategy and Action Plan	ODC 17/01/19 - To instruct that annual reports be submitted on the progress of implementation of the Action Plan. To be reported annually from March however this has been delayed due to COVID-19.	On agenda		Kevin Dawson	Health and Social Care Partnership	Health and Social Care Partnership	1.1.5	
7	Learning Centres	At ODC in January 2020, it was agreed to instruct the Chief Officer – Early Intervention and Community Empowerment to review the Council’s Operational Agreements with learning centre associations over the next 12 months and thereafter to report back to this Committee with the outcome and findings of this review.	On agenda		Derek McGowan	Early Intervention and Community Empowerment	Customer	1.1.1	
8	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)	On agenda		Doug Ritchie	Operations and Protective Services	Operations	1.1.1	
9	16 September 2021								
10	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	Customer	1.1.3	

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2	Draft Tree and Woodland Implementation Plan	It was agreed at the budget meeting on 2 March 2020 that a report would be brought on this which would be incorporated into the Open Space Strategy to increase tree coverage within the city.	Delayed from November 2020. On the basis of recs from the Strategy Board the current draft of the Tree and Woodland Strategy has been altered to focus on implementation. Draft Tree and Woodland Implementation Plan now been approved and will be brought to committee in September seeking approval to undertake public consultation. A complementary high level Tree and Woodland Strategy is to be produced after the completion of an overarching environmental strategy, to ensure alignment.	Steven Shaw and David Dunne	Operations and Protective Services	Operations	1.1.1	D	See update section.
11									
12	Digital Connectivity - Care Experienced Young People	At the budget meeting on March 2021, it was agreed to approve £25,000 to support care experienced young people in relation to digital connectivity (wifi/broadband) and instruct the Chief Officer - Integrated Children's and Family Services to report to ODC on 27 May 2021 with details of a suitable scheme to deliver this.	Will now be reported to September Committee. A Service Update has been issued.	Graeme Simpson	Integrated Children & Family Services	Operations	1.1.1		
13	Annual Assurance Statement	To seek approval for the Council's Annual Assurance Statement. To be submitted by 31 October.		Derek McGowan	Early Intervention and Community Empowerment	Customer	1.1.3		
14	Strategic Community Learning and Development Plan 2021-2024	To seek approval of the Strategic CLD Plan 2021-2024 prior to submission to Education Scotland.		Fiona Clark	Early Intervention and Community Empowerment	Customer	1.1.1		
15	Targeted Learning Package	At the budget meeting in March 2021, it was agreed to approve £90,000 and instruct the Chief Officer - Early Intervention and Community Empowerment to develop, with partners, a targeted learning package for those whose employment opportunities have been hardest hit by Covid-19, and report back to ODC in September detailing the package identified and how it is being implemented;		Derek McGowan	Early Intervention and Community Empowerment	Customer	1.1.1		

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2									
22	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)		Doug Ritchie	Operations and Protective Services	Operations	1.1.1		
23	Road Winter Service Plan	To present members with the proposed Road Winter Service Plan and explains any changes from previous years.		Angus MacIver	Operations and Protective Services	Operations	1.1.1, 1.1.3, 1.1.5		
24	18 November 2021								
25	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	Customer	1.1.3		
26	Committee Annual Effectiveness Report	To report on the annual effectiveness report for this Committee.		Lynsey McBain	Governance	Commissioning	GD 8.5		
27	Cluster Risk Register and Assurance Map Reporting	To report on the cluster risk register.		Jacqui MacKenzie, David Gammie, Derk McGowan, Mark Reilly, Graeme	Various	Various	1.1.4		
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)		Doug Ritchie	Operations and Protective Services	Operations	1.1.1		
29	Future reports								

