

	A	B	C	D	E	F	G	H	I
1	<b>COMMUNITIES HOUSING AND PUBLIC PROTECTION COMMITTEE BUSINESS PLANNER</b> The Business Planner details the reports which have been instructed as well as reports which the Functions expect to be submitting for the calendar year.								
2	<b>Report Title</b>	<b>Minute Reference/Committee Decision or Purpose of Report</b>	<b>Update</b>	<b>Report Author</b>	<b>Chief Officer</b>	<b>Director</b>	<b>Terms of Reference</b>	<b>Delayed or Recommended for removal or transfer, enter either D, R, or T</b>	<b>Explanation if delayed, removed or transferred</b>
3	<b>1st November 2022</b>								
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).		Louise Fox	Business Intelligence and Performance Management	Customer	1.1.3	T	Transferred from ODC planner.
5	SFRS - Verbal update	The Group Commander for SFRS to give a verbal update regarding concerns around the cost of living crisis and potential for individuals to be burning more candles etc.		Chay Ewing	Scottish Fire and Rescue Service	Scottish Fire and Rescue Service		T	Transferred from Public Protection Committee business planner.
6	Adult Protection Committee Biennial Report 2020-22	To share the Adult Protection Committee (APC) Convener's Biennial Report for 2020-22		Val Vertigans	AHSCP	AHSCP	2.9		
7	Tenant and Resident Engagement	To advise the Committee of progress on tenant and resident engagement in the city		Derek McGowan	Early Intervention and Community	Customer	1.1.1		
8	Warm Spaces	To share the progress made on the Warm Spaces initiative by the Library and Community Learning service.		Margaret Stewart	Early Intervention and Community Empowerment	Customer	1.1.1		
9	<b>17th January 2023</b>								
10	Notice of Motion by Councillor Hutchison	At the Council meeting on 13 July 2022, the following Notice of Motion was referred to Operational Delivery Committee and the NOM was agreed on 31 August 2022 (a) notes the role of the council in protecting tenants in the private rented housing sector through licensing, registration and enforcement;(b) agrees that everyone living in the rented sector should be able to have an expectation of safe, secure and good-quality housing, and that this is undermined where landlords fail to meet their legal obligations;(c)instructs the Chief Officer - Early Intervention and Community Empowerment to report to a future committee on the operation of the private landlord registration and HMO licensing schemes, and short term lets legislation preparedness in Aberdeen. This should include the action taken when complaints are received about unlicensed landlords, and options to ensure that the public are aware of how to raise complaints. Report may require to be considered by Licensing Committee thereafter.		Derek McGowan	Early Intervention and Community Empowerment	Customer	1.1.1	T	Transferred from ODC planner.

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11	Preventing Homelessness - Memorandum of Understanding between Aberdeen City Council and the Department of Work and Pensions	At the Council meeting on 13 July 2022, it was agreed that update reports on the Memorandum of Understanding between Aberdeen City Council and the Department of Work and Pensions be submitted to the relevant committee on a six monthly basis.		Derek McGowan	Early Intervention and Community Empowerment	Customer	1.1.1	T	Transferred from Operational Delivery Committee business planner.
12	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		
13	Resilience Annual Report	To provide the annual assurance report on the Council's resilience arrangements in fulfilment of its duties as a Category 1 responder under the Civil Contingencies Act 2004		Fiona Mann/Vikki Cuthbert	Governance	Governance	2.12	T	Transferred from Public Protection Committee business planner.
14	Building Standards Activity Report	At its meeting on 10 October 2019, the Committee agreed to six monthly assurance reporting. Last considered at PPC on 28 June 2022.		Gordon Spence	Place	Governance	2.7	T	Transferred from Public Protection Committee business planner.
15	SFRS - Thematic Report: Tracking and Monitoring Initiatives	Members agreed at PPC on 28 June 2022 to note that the Group Commander would present a thematic report in respect of tracking and monitoring of initiatives to Committee on 12 December 2022. Following changes to the committee structure, will now be reported to CHPPC on 17 January.		Chay Ewing	Scottish Fire and Rescue Service	Scottish Fire and Rescue Service	2.20	T	Transferred from Public Protection Committee business planner.
16	Police Scotland - Thematic Reports	Topics to be agreed with PS and Convener at meeting which is to be arranged following approval of new committee structure.		Kate Stephen	Police Scotland	Police Scotland	2.20		
17	<b>14th March 2023</b>								
18	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		
19	Cluster Risk Registers and Assurance Map Reporting for Customer Experience / D&I / D&T / EI&CE and Building Services	To report on the cluster risk registers		Jacqui MacKenzie, Steve Roud, Derek McGowan, Mark Reilly, Graeme Simpson	Various	Various	1.1.4	T	Transferred from ODC planner.

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20	SFRS - Thematic Report:	Theme to be agreed.		Chay Ewing	Scottish Fire and Rescue Service	Scottish Fire and Rescue Service	2.20		
21	Police Scotland 6 monthly Performance Report	To present Police Scotlands 6 monthly Performance Report		Kate Stephen	Police Scotland	Police Scotland	2.20		
22	<b>16th May 2023</b>								
23	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		
24	SFRS: Thematic Report	Theme to be agreed.		Chay Ewing	Scottish Fire and Rescue Service	Scottish Fire and Rescue Service	2.20		
25	<b>6th July 2023</b>								
26	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		
27	SFRS - 2022/23 Annual Scrutiny Report	To provide details on the Scottish Fire and Rescue Scrutiny Report for 2022/23		Chay Ewing	Scottish Fire and Rescue Service	Scottish Fire and Rescue Service	2.20		
28	<b>5th September 2023</b>								
29	Empty Home Policy	At the Operational Delivery Committee on 16 September 2021, it was agreed that an annual report be brought back in relation to Empty Homes.		Derek McGowan	Early Intervention and Community Empowerment	Customer	1.1.1	T	Transferred from Operational Delivery Committee business planner.
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	Customer	1.1.3		

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31	Annual Committee Effectiveness Report	To report on the annual effectiveness of the committee		Lynsey McBain	Governance	Commissioning	TBC		
32	Police Scotland - Performance Report	To present Police Scotland Performance Report		Kate Stephen	Police Scotland	Police Scotland	2.20		
33	SFRS: Thematic Report	Theme to be agreed.		Chay Ewing	Scottish Fire and Rescue Service	Scottish Fire and Rescue Service	2.20		
34	<b>14th November 2023</b>								
35	Annual Assurance Statement	Annual submission required to the Scottish Government. October/November 2023		Derek McGowan	Early Intervention and Community Empowerment	Customer	1.1.1	T	Transferred from Operational Delivery Committee business planner.
36	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		
37	Aberdeen City Affordable Housing Supply Programme Update report			Mel Booth	Early Intervention and Community Empowerment	Customer			
38	Strategic Housing Investment Plan			Mel Booth	Early Intervention and Community Empowerment	Customer			
39	SFRS - 6 month Performance Report	To provide details on the 6 month performance report from Scottish Fire and Rescue.		Chay Ewing	Scottish Fire and Rescue Service	Scottish Fire and Rescue Service	2.20		
40	<b>Beyond 2023 or no date confirmed.</b>								
41									
42	Participatory Budgeting in Aberdeen	At the budget meeting on 7 March 2022, it was agreed to note the Council's approach towards meeting the target of 1% of revenue funding being available for Participatory Budgeting, paragraph 3.83 of the report, and instruct the Chief Officer - Early Intervention and Community Empowerment to report to a future meeting of the Operational Delivery Committee on the impact of Participatory Budgeting in Aberdeen;		Derek McGowan	Early Intervention and Community Empowerment	Customer	1.2	T	Transferred from Operational Delivery Committee business planner.

