

**COMMUNITIES, HOUSING AND INFRASTRUCTURE COMMITTEE
COMMITTEE BUSINESS AND ANNUAL REPORTS
27 AUGUST 2015**

Please note that this statement contains a note of every report which has been instructed for submission to this Committee. All other actions which have been instructed by the Committee are not included, as they are deemed to be operational matters after the point of committee decision. Reports which are overdue are shaded (in blue).

	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>
1	Enterprise, Planning & Infrastructure Committee 11/09/12 Article 23	<u>Aberdeen – The Smarter City: A Strategy for 2020</u> To instruct officers to report back to Committee in August 2013 with the strategy and implementation plan for approval.	It has been agreed previously that this report will be delivered by the Environmental Policy team through the Sustainable Energy Action Plan. A different report has been requested to outline the future direction of the "Aberdeen - The Smarter City" policy statement. Report is expected in October 2015	Head of Economic and Business Development	29/08/13
2	Enterprise, Strategic Planning and Infrastructure Committee 29/08/13 Article 23	<u>Market Street / Guild Street Junction</u> In relation to the Aberdeen City Council (Market Street / Guild Street) (Rationalisation of Turning Movements) Order 201(X), to uphold the objection received and refuse the making of this order, reverting to the status quo position from January 2014 after the Christmas and New Year period; and to request that officers review this in 12 months' time and report back to the Committee.	The officers' review will commence after the 12 month period (i.e. after January 2015) and the outcomes will be reported back to Committee after that time. A report should therefore not be expected prior to March 2015. The 12 month review was presented in the Committee information bulletin in March and this item is therefore <u>recommended for removal</u>.	Head of Public Infrastructure and Environment	04/09/14
3	Housing and Environment Committee 14/05/13 Article 15 and Council 26/06/13 Article 19	<u>Tillydrone Update – A Way Forward</u> To instruct officers to report back to a future meeting of Committee with clear recommendations on land use to support regeneration based upon the desktop reports, title reports and financial viabilities for each site.	An update was provided in the March 2015 information bulletin. <u>Recommended for removal</u> as updates will continue to be provided through the bulletin	Head of Land and Property Assets	28/10/14

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4	Enterprise, Strategic Planning and Infrastructure Committee 29/08/13 Article 9	<u>Rural Roads – Speed Limits</u> To request that officers report back to the Committee in 12 months' time on the speed limits across rural roads.	Due to continued staff shortages, the speed surveys have not yet been carried out on the four locations contained within the original report. Along with the speed surveys, accident information is required to complete the analysis and it is proposed that the report comes back to Committee in August 2015. <u>Recommended for removal as this is amalgamated with item 18 on the business statement and a report will be presented to the October meeting.</u>	Head of Public Infrastructure and Environment	13/01/15
5	Housing and Environment Committee 26/08/09 Article 16 Housing and Environment Committee 29/10/13 Article 17	<u>Modernising Public Space CCTV</u> To instruct officers to submit a further all-encompassing report, detailing the merits and costs of the existing and proposed new CCTV system, in particular the impact CCTV has had on assisting convictions; and investigating other systems and new technologies that could be adopted, to a future meeting of the Committee. At its meeting of 29 October 2013, the Committee resolved:- (a) To note the progress made in terms of the in-house delivery model; and (b) To approve the further development of the in-house model by producing a detailed business case that outlined long term funding and staffing requirements.	Further to a bulletin report in August 2014, a letter from Police Scotland was received on 26 September which recognised the concerns of the Council with regard to funding. The letter indicated continued support for a project to provide a sustainable Public Space CCTV strategy and invited further dialogue on the matter. Considering the substantial cost pressure previously identified relating to the Council managing public space CCTV in the future, work continues to explore alternative funding options to bridge the funding gap. Dialogue with Police Scotland also continues. An update was provided in the information bulletin to the May 2015 Committee. A report is expected in October 2015.	Director of Communities, Housing and Infrastructure	13/01/15
6	Housing and Environment Committee 14/01/14 Article 6	<u>Management of Parking</u> To recommend to the Enterprise, Planning and Infrastructure Service that they manage all parking across the city, and if agreed, to request that a report be	Officers are currently awaiting information to be provided from Housing and Environment. Report will be presented in October 2015.	Head of Public Infrastructure and Environment	13/01/15

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	Enterprise, Strategic Planning and Infrastructure Committee 21/01/14 Article 4	submitted to this Committee in 12 months providing an update on how the service was operating.			
7	Enterprise, Strategic Planning and Infrastructure 21/01/14 Article 24	<u>Quality Partnership for Public Transport</u> To note the discussions which had taken place between the Quality Partnership for Public Transport partners on the possibility of entering into a Statutory Quality Partnership and instruct officers to work with partners to develop a draft agreement for approval by Members, with a report back to Committee in 6 months' time on progress.	Officers are in discussion with bus operators, NESTRANS and Aberdeenshire Council officers to explore the possible infrastructure and bus developments that might form the first SQP in Aberdeen. A full report on this item is anticipated after the summer. Progress on this item will be contained within the Strategic and Local Transport Projects update report to this Committee. A bulletin update is expected in August 2015 as part of the Strategic and Local Transport Projects item.	Head of Planning and Sustainable Development	18/03/15
8	Enterprise, Strategic Planning and Infrastructure 12/11/13 Article 4	<u>Review of Emission Related Parking Charges</u> To instruct officers to monitor the benefits and outcomes of the emission related parking charges in other cities and to report back in 18 months in the following terms:- (a) establish the process and cost implications under which a residential permit scheme could be rolled out across the city as 'Phase 1' of an Emissions Based Parking Control (EBPC); and (b) establish the process and cost implications for a pay and display scheme to roll out across the city as 'Phase 2' of EBPC.	The Consultant, AECOM, have prepared a report on the likely cumulative impacts on achieving statutory air quality objectives from various transport schemes as detailed in the Air Quality Action Plan. This suggests that Emission Based Parking Charges have a role to play in meeting the air quality standards but should be considered as part of a package of transport measures. For this reason the EPBC progression has been delayed to package and prioritise measures as detailed in the CHI Air Quality Bulletin. A more substantive report will be available when officers have further	Head of Planning and Sustainable Development	19/05/15

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			information. Report expected October 2015.		
9	Communities, Housing and Infrastructure Committee 13/01/15 Article 17	<u>Local Transport Strategy</u> At its meeting of 13 January 2015, Committee resolved:- (i) to approve the content of the report and the Council's consultative draft Local Transport Strategy, following incorporation of comments by Members; (ii) to approve a period of consultation on the draft Local Transport Strategy and Strategic Environment Assessment with members of the public and stakeholders; and (iii) to report back to Committee with the results of the public consultation and a final draft Local Transport Strategy in May 2015.	Report expected October 2015.	Head of Planning and Sustainable Development	19/05/15
10	Council 17/12/14 Article 15	<u>Combined Heat and Power Initiative</u> To instruct officers to bring forward a report to the appropriate Committee outlining the next phase of the Combined Heat and Power initiative to include additional homes and public buildings across the city in order to contribute towards the reduction of fuel poverty, reduce the Council's carbon footprint and minimise fuel costs faced by the Council in respect of public buildings.	A report is on the agenda.	Head of Land and Property Assets	27/08/15
11	Enterprise, Strategic Planning & Infrastructure Committee	<u>Area Around Hill of Rubislaw – Parking Review</u> At its meeting of 28 October 2014, the Committee resolved:- (i) to note the content of the report and	Report will now be October 2015 – initial statutory consultation will be undertaken during August / September and the results will be reported to the October meeting.	Head of Public Infrastructure and Environment	27/08/15

	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>
	<p>29/08/13 Article 28</p> <p>Communities, Housing & Infrastructure Committee 28/10/14 Article 23</p> <p>Communities, Housing & Infrastructure Committee 18/03/15 Article 26</p>	<p>the results of the informal consultation exercise;</p> <p>(ii) to instruct officers to proceed with the detailed design of option 4, and to put together a business case for its justification with a report back to a future Committee meeting on the findings of the above, detailing financial costings and requesting permission to commence the legal process;</p> <p>(iii) subject to the above, to remove Royfold Crescent from Controlled Parking Zone X and include it within the design of the proposed Hill of Rubislaw zone;</p> <p>(iv) subject to the above, to add the streets to the east of Anderson Drive included within the area of consultation to Controlled Parking Zone X; and</p> <p>(v) as part of the ongoing dialogue with the businesses at the Hill of Rubislaw, to instruct officers to ask that they fund the administration, enforcement and management costs of the additional parking restrictions.</p> <p>At its meeting of 18 March 2015, the Committee resolved:-</p> <p>(i) to note the content of the report and the appended Business Case and preliminary design;</p> <p>(ii) to note that the £30,000 budget for the initial phase of the project was included within the Roads renewal Capital budget for 2015-2016; and</p>			

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		(iii) to instruct officers to commence with the legal process, and report back to a future Committee with the results of the initial phase consultation.			
12	<p>Housing and Environment Committee 30/08/13 Article 14</p> <p>Housing and Environment Committee 26/08/14 Article 3</p> <p>Communities, Housing and Infrastructure Committee 19/05/15 Article 17</p>	<p><u>Houses in Multiple Occupation – New Powers in relation to Over-Provision</u></p> <p>At its meeting of 19 May 2015, the Committee resolved:-</p> <p>(i) to instruct officers to investigate an over-provision scheme for Aberdeen based on the Dundee model of a cut-off percentage per locality (other than in the exempt city centre), and using a traffic light system of differentiation; and</p> <p>(ii) to instruct officers to report back to the August Committee on the feasibility of such a scheme and on the process of consultation required to enable such a scheme to be operational as quickly as possible.</p>	A report is on the agenda.	Head of Communities and Housing	27/08/2015
13	<p>Education, Culture & Sport Committee 24/03/11 Article 19 15/09/11 Article 13</p> <p>Education, Culture and Sport Committee 30/05/13 Article 12</p>	<p><u>Community Learning and Development Regulations</u></p> <p>To instruct the Director of Education, Culture and Sport to review the number of community facilities within Aberdeen as part of the wider service asset management plan for Education, Culture and Sport; and following on from the initial modelling based on the current level of provision, to instruct officers to run the model based on variations of current provision according to benchmarking, and report back to Committee on the outcomes of this modelling.</p>	<p>At its meeting of 18 March 2015, the Committee agreed amongst other things to request a progress report after September on the outstanding centres which had not yet signed up to the Management Agreement and lease. The Committee also agreed to request that officers consult with community projects about a pilot Community Anchor model and report back to a future meeting.</p> <p>At its meeting of 19 May 2015, the Committee approved a compliance monitoring process for leased community centres.</p> <p>A report on the Scottish Statutory</p>	Head of Communities and Housing	27/10/2015

	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>
	Communities, Housing and Infrastructure 18/03/15 Article 15	To request a further report on the implications of the Scottish Statutory Instrument legislation once it was enacted.	Instrument will be presented to the October 2015 meeting.		
14	Housing and Environment Committee 26/08/14 Article 11 Communities, Housing and Infrastructure Committee 18/03/15 Article 16 Communities, Housing and Infrastructure Committee 19/05/15 Article 16	<u>Review of Voids Processes</u> To request officers to provide regular updates on the Voids situation and on any future initiatives to improve the performance. At its meeting of 18 March 2015, the Committee agreed:- (i) to note the content of the report; and (ii) to agree that officers proceed with the detailed action plan, to include (a) asset management options for the lowest demand areas with the primary focus being to bring these homes back into use quickly; (b) the implications of prioritising the turnaround of empty homes over routine maintenance and non-urgent repairs for a time limited period; and (c) minimising the turnaround times for empty homes on a longer-term basis, outlining the resources likely to be needed, balanced against the expected increased income to the Housing Revenue Account. At its meeting of 19 May 2015, the Committee agreed, amongst other things to request a report back on how the letting to care workers scheme was progressing.	Report expected October 2015	Head of Communities and Housing	27/10/2015

	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>
15	Housing & Environment Committee 11/03/14 Article 5	<u>Community Engagement Plan – Hazlehead Grove Nursery</u> To request officers to provide a report in 12 months' time (a) outlining the lessons learned with the project, and (b) to identify whether there were other areas across the city to expand on the project.	The Grove Nursery project is making very good progress but it is still too early for the project to report on lessons learned and how it might be expanded across the city. A report will go to Committee later in 2015 giving a full update.	Head of Public Infrastructure and Environment	27/10/15
16	Enterprise, Strategic Planning and Infrastructure Committee 03/06/14 Article 28	<u>Advertising Bus Shelter</u> To instruct officers to report back to Committee with details of a preferred bidder for approval in Autumn 2015.	Report expected October 2015	Head of Planning and Sustainable Development	27/10/15
17	Petitions Committee 24/04/14 Article 2 Communities, Housing and Infrastructure Committee 28/10/14 Article 20	<u>A944 Lang Stracht to Westhill Cycle Route</u> (i) To agree that officers should liaise with the appropriate parties to aim for future development approvals within the corridor to be conditioned to provide improvements to the cycle route on the north side of the A944 to bring it up to a standard compatible with 'Cycling by Design', subject to planning approval; and (ii) To request a report back to Committee in a year's time if contributions from developers were not forthcoming within that time period.	Report expected October 2015	Head of Planning and Sustainable Development	27/10/15
18	Enterprise, Strategic Planning & Infrastructure Committee 29/08/13	<u>C127 Blacktop Road – Flashing Speed Limit Signs</u> To request that officers report back to the Committee on the feasibility of installing flashing speed limit signs at C127 Blacktop Road (east to westbound)	Report expected October 2015	Head of Public Infrastructure and Environment	27/10/15

	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>
	Article 9 Community, Housing & Infrastructure Committee 28/10/14 Article 25	At its meeting of 28 October 2014, the Committee resolved:- (i) to note the content of the report and the fact that officers had undertaken a review / assessment of the route in line with guidance; (ii) to agree that no further action should be taken with regard to the installation of vehicle activated signs; (iii) to agree the renewal of signs and lines on the route in advance of the bend hazards; and (iv) to request that officers review the situation on the road in 12 months' time.			
19	Communities, Housing and Infrastructure 18/03/15 Article 20	<u>Bi-Annual Sector Skills Needs Audit</u> At its meeting of 18 March 2015, the Committee resolved, amongst other things:- To agree to the production of a future report to Committee outlining the draft action plan to address the key issues raised in the sector skills needs audit.	Report expected October 2015	Head of Economic and Business Development	27/10/15
20	Housing and Environment Committee 26/08/14 Article 13	<u>Haudagain Improvement Scheme</u> To request officers to provide regular updates to the Communities, Housing and Infrastructure Committee advising on how the relocation of tenants was progressing.	An update was provided in the information bulletin in March 2015.	Head of Communities and Housing	Ongoing
21	Communities, Housing and Infrastructure 19/05/15 Article 11	<u>Fire and Rescue Service</u> At its meeting of 19 May 2015, the Committee heard that the inspection report of the Fire and Rescue Service was still to be published and would therefore come		Head of Service, Office of Chief Executive	27/10/2015

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		back to a future meeting of Committee.			
22	Communities, Housing and Infrastructure 19/05/15 Article 14	<u>Police Scotland</u> At its meeting of 19 May 2015, the Committee noted the positive inspection report which had been received, and that the recommendations in the report would be the subject of an action plan which would be reported to Committee in due course.	A report is on the agenda in relation to the recent inspection.	Head of Service, Office of Chief Executive	
23	Communities, Housing and Infrastructure 19/05/15 Article 19	<u>Installation of Feature Lighting to Multi-Storey Blocks at Balnagask</u> At its meeting of 19 May 2015, the Committee resolved to instruct officers to develop the proposed project in detail; to consult with the private owners of flats within the blocks to seek consent for the proposals; and to report back to Committee on the outcomes.	Report expected October 2015	Head of Land and Property Assets	27/10/2015
24	Communities, Housing and Infrastructure 19/05/15 Article 20	<u>Seaton Backies One</u> At its meeting of 19 May 2015, the Committee resolved to instruct officers to develop the proposed project in detail; to conclude grant application with the funders who had indicated support for the project; to consult with the private owners of flats within the blocks to seek consent for the proposals; to request that officers continue to look for additional funding opportunities which might enable the project to be rolled out elsewhere; and to report back to Committee on the above as soon as possible.	Report expected October 2015	Head of Land and Property Assets	27/10/2015

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25	Communities, Housing and Infrastructure 19/05/15 Article 23	<u>Former AECC Site, Bridge of Don Framework</u> At its meeting on 19 May 2015, the Committee approved the draft framework to be issued for public consultation over a six week period and instruct officers to report the results and any revisions to a future meeting of Committee.		Head of Planning and Sustainable Development	27/10/2015
26	Communities, Housing and Infrastructure 19/05/15 Article 22	<u>Draft Rowett North Masterplan</u> At its meeting on 19 May 2015, the Committee approved the draft masterplan to be issued for public consultation over a six week period and instruct officers to report the results and any revisions to a future meeting of Committee.		Head of Planning and Sustainable Development	27/10/2015
27	Enterprise, Strategic Planning and Infrastructure Committee 29/08/13 Article 27 Communities, Housing and Infrastructure 19/05/15 Article 25	<u>Reduction in Speed Limit A944 to B9119 from 50mph to 40mph</u> At its meeting of 19 May 2015, in relation to the A944/Skene Road / Queens Road / Lang Stracht proposed 40MPH speed limit, the Committee instructed officers to commence preliminary statutory consultation on the order, but also requested that officers report back to Committee in relation to a review of speed limits in this area once the new signal controls were in place for the AWPR.	A report on the initial statutory consultation is on the agenda.	Head of Public Infrastructure and Environment	On completion of new signal controls for AWPR – 2016/17
28	Enterprise, Planning & Infrastructure Committee 22/01/13 Article 26	<u>Garthdee Controlled Parking Zone Extension</u> To instruct officers to monitor the parking impact in the area following the opening of the expanded RGU campus and report findings to the Committee with further recommendations pertaining to the	Report expected October 2015	Head of Public Infrastructure and Environment	27/10/2015

	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>
	<p>Urgent Business Committee 27/11/14 Article 3</p> <p>Communities, Housing and Infrastructure Committee 18/03/15 Article 7</p> <p>Communities, Housing and Infrastructure Committee 19/05/15 Article 27</p>	<p>implementation of a Controlled Parking Zone.</p> <p>At its meeting of 18 March 2015, the Committee resolved:-</p> <ul style="list-style-type: none"> (i) to acknowledge the contents of the report; (ii) to note the concerns of the Community Council; (iii) to agree that the area covered by this report would be at zero charge to residents (iv) to accept the offer from Robert Gordon University to make payments up to 30 September 2025 to fund the administration for the existing Garthdee CPZ (capped at £25,000 p.a.) provided that during this period, residents were not charged a parking fee; and (v) to agree that a joint letter be sent to residents from the Principal of Robert Gordon University and the Chief Executive of Aberdeen City Council which would specify that refunds would be paid promptly in respect of payments and fines levied since December 2014. <p>At its meeting of 19 May 2015, the Committee resolved:-</p> <ul style="list-style-type: none"> (i) to approve the amended proposals as set out in the report and to instruct officers to make the traffic order with amendments and commence implementation of the CPZ; (ii) to request a report back to Committee in relation to (a) the 			

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		feasibility of providing parking permits at zero cost to qualifying businesses within the CPZ and (b) on the suggestion of the provision of a third residents' parking permit for households in both the existing Garthdee CPZ and the extension to it.			
29	Communities, Housing and Infrastructure 19/05/15 Article 28	<u>Action Plan for Fleet Services</u> To instruct the Head of Public Infrastructure and Environment to update future meetings on the progress made on the action plan.	A report is on the agenda.	Head of Public Infrastructure and Environment	27/10/2015
30	Finance, Policy and Resources 4/12/14 Article 25	<u>Housing Support Services Commissioning Plan</u> To instruct officers to report to the Finance, Policy and Resources Committee by December 2015 with a Commissioning Plan for the Support, Housing Access and Community Safety Services with new service specifications. Referred to CH&I.		Head of Communities and Housing	By December 2015
31	Communities, Housing and Infrastructure 19/05/15 Article 34	<u>A96 Park and Choose Operation</u> To instruct officers to monitor and review usage of the site at six monthly intervals following opening to ensure the site was operating as anticipated and report these findings back to Committee.	It is likely to be into 2017 before officers will report back on the first six months' monitoring period (working back from a likely opening in summer 2016).	Head of Planning and Sustainable Development	2017
32	Petitions Committee 24/04/15 Article 1	<u>A Tree For Every Citizen / Deer Management Disclosure Request - Petition</u> At its meeting of 24 April 2015, the Committee resolved (amongst other things):- (i) in respect of point (1) of the petition,		Head of Public Infrastructure and Environment	Awaiting a date

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		<p>to note that a deer management plan, which would address these queries, would be submitted to the Council's Communities, Housing and Infrastructure Committee later this year;</p> <p>(ii) to note that the deer management plan would estimate the population as a snapshot and to assess the impact of deer on habitats, deer welfare (from weights, deformities etc) damage to crops, public safety etc and that this would also explain how officers implemented SNH guidelines; and</p> <p>(iii) to request officers to report on deer crossing warning signs to a future meeting of the Communities, Housing and Infrastructure Committee.</p>			
33	Petitions Committee 24/04/15 Article 2	<p><u>Pelican Crossing, Greenbrae Drive - Petition</u></p> <p>At its meeting of 24 April 2015, the Committee requested officers to report on the terms of the petition, as well as all traffic management options at the location on Greenbrae Drive, Aberdeen to a future meeting of the Communities, Housing and Infrastructure Committee.</p>	A report is on the agenda.	Head of Public Infrastructure and Environment	
Annual Reports					
1	Housing and Environment 29/10/03 Article 10	<u>Private Sector Housing – Enforcement Funding</u>	To request the Director of Communities, Housing and Infrastructure to bring further annual reports to Committee on future developments (or earlier as required)	Head of Communities and Housing	August 2015

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2	Housing and Environment 26/08/14 Article 9	<u>Development of an Asset Management Model for the Council's Housing Stock</u>	To instruct the Director of Communities, Housing and Infrastructure to report annually on the future high levels outcomes and now these will influence decision making on the housing stock.	Head of Land and Property Assets	October 2015
3	Housing and Environment	<u>Aberdeen in Bloom</u>	To report each year on the Aberdeen in Bloom campaign.	Head of Public Infrastructure and Environment	October 2015
4	Housing and Environment 14/01/14	<u>Countryside Ranger Service Five Year Plan</u>	To receive an annual report on the Countryside Ranger Service Annual Report.	Head of Public Infrastructure and Environment	January 2016
5	Housing and Environment 19/11/09 Article 27	<u>Responsible Dog Ownership</u>	To instruct the Director of Communities, Housing and Infrastructure to provide an annual update report on responsible dog ownership to the Communities, Housing and Infrastructure Committee.	Head of Planning and Sustainable Development	January 2016
6	Housing and Environment 01/03/11 Article 34	<u>Air Quality Action Plan</u>	To instruct the Director of Communities, Housing and Infrastructure to report annually on progress.	Head of Planning and Sustainable Development	January 2016
7	Communities, Housing and Infrastructure 13/01/15 Article 18	<u>Sponsorship of Business Awards</u>	To request an annual report on the impact of the business award sponsorship activity.	Head of Economic and Business Development	January 2016
8	Communities, Housing and Infrastructure 18/03/15 Article 29	<u>Environmental Noise Action Plan Update</u>	To instruct relevant officers within the Communities, Housing and Infrastructure Service to implement the Noise Action Plan and report annually on progress during the period 2015-2018.	Head of Planning and Sustainable Development	March 2016

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9	Communities, Housing and Infrastructure 18/03/15 Article 18	<u>Short Term Housing for Key Workers</u>	At its meeting of 18 March 2015, the Committee resolved, amongst other things:- To instruct officers to review the local lettings initiative as set out in the report after a period of 12 months and report back to Committee on outcomes as appropriate.	Head of Communities and Housing	March 2016