

COMMUNITIES, HOUSING AND INFRASTRUCTURE COMMITTEE
COMMITTEE BUSINESS AND ANNUAL REPORTS
Updated 5 May 2016

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, 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.	Update was provided on January Information Bulletin. Progress will continue to be reported to Committee until such a time as a completed draft agreement has been concluded when a report will be made to committee.	Head of Planning and Sustainable Development	18/03/15
2	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 Communities, Housing and Infrastructure Bulletin of August 2015 advised of proposals to develop a strategic plan to improve air quality, incorporating Emission Based Parking Charging, and provide a more coordinated approach to link other related policies such as climate change, urban realm, transportation and noise pollution. There has been limited progress in the development of direct actions to reduce emissions. As reported in previous bulletins, the Scottish Government launched a Clean Air for Scotland (CAFS) Strategy in November 2015 and framework guidance is currently being development on the implementation of the various CAFS actions. Officers will further consider measures to improve air quality and develop a more co-ordinated approach to related environmental issues once this	Head of Planning and Sustainable Development	19/05/15

	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>
			guidance is available. The information within the Aberdeen Vehicle Emission and Analysis Report, March 2016 and ongoing national and EU studies on real-drive tailpipe emissions will further support the assessment of measures that have the greatest potential to reduce emissions. A further report will be produced once the Scottish Government guidance and related emissions information is available.		
3	Communities, Housing and Infrastructure 18/03/15 Article 15	<p><u>Leased Community Centres</u></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.</p>	<p>The following Leased Community Centres are not yet signed up to the new Lease and Management Agreement: Airyhall Community Centre Management Committee, Danestone Community Centre Association, Ferryhill Community Centre, Hanover Community Centre Management Committee, and Kingswells Community Centre Management Committee.</p> <p>Officers held a workshop with leased centre committees to help identify issues relating to current leasing and arrangements. Officers are developing proposals in response to concerns raised by the committees and a further meeting is planned for late May 2016.</p> <p>Report expected November 2016</p>	Head of Communities and Housing	27/10/2015
4	<p>Housing and Environment Committee 26/08/14 Article 11</p> <p>Communities, Housing and Infrastructure</p>	<p><u>Review of Voids Processes</u></p> <p>To request officers to provide regular updates on the Voids situation and on any future initiatives to improve the performance.</p> <p>At its meeting of 18 March 2015, the Committee agreed:- (i) to note the content of the report; and</p>	A report is on the agenda	Head of Communities and Housing	17/05/2016

	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>
	<p>Committee 18/03/15 Article 16</p> <p>Communities, Housing and Infrastructure Committee 19/05/15 Article 16</p> <p>Communities Housing and Infrastructure Committee 27/10/15 Article 15</p>	<p>(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.</p> <p>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.</p> <p>At its meeting of 27 October 2015 the committee agreed amongst other things to receive a further report on progress in 6 months time.</p>			
5	Enterprise, Strategic Planning and Infrastructure Committee 03/06/14 Article 28	<p><u>Advertising Bus Shelter</u></p> <p>To instruct officers to report back to Committee with details of a preferred bidder for approval in Autumn 2015.</p>	Invitation to Tender to be published for Monday 9th May with a response date of 20th June. This will allow tender evaluation and identification of preferred bidder to be undertaken ahead of reporting back at August Committee.	Head of Planning and Sustainable Development	27/10/15
6	Petitions Committee	<u>A944 Lang Stracht to Westhill Cycle Route</u>	The upgrade of the existing A944 cycle route is being considered as part of the Prime 4	Head of Planning and	27/10/15

	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>
	24/04/14 Article 2 Communities, Housing and Infrastructure Committee 28/10/14 Article 20	(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.	Business Park Development (CHI/16/083) with detail contained within the Transport Assessment and this will be assessed as part of the Planning Application in due course.	Sustainable Development	
7	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.	Update expected for May bulletin Council are now able to fund Home Loss Payments with reasonable disturbance payments and a contract has been awarded for assistance with this process. Process of identifying properties for moving the 136 households is well advanced with 109 moved, 2 waiting for completion of works with 5 under offer leaving 20 to rehouse. Officers are working with these households on an individual basis.	Head of Communities and Housing	Ongoing
8	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.	This project has been delayed by the change to the Government's Feed in Tariff rules. This resulted in a necessity for the project to be financially remodelled. The Council's original partner has, as a result, chosen to withdraw from this project. A new offer has now been received from an alternative potential partner. The due diligence review of this new offer is now being undertaken. On the face of it, this new offer remains within the parameters previously approved by Committee. Bulletin update expected August	Head of Land and Property Assets	27/10/2015

	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>
9	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.	A Bulletin Report is to be tabled at the next Committee advising on the results of this recently completed project, against the parameters of the approved report. Bulletin update expected August	Head of Land and Property Assets	27/10/2015
10	Communities Housing and Infrastructure Committee 15/03/16 Article 14	<u>Houses in Multiple Occupation</u> At its meeting of 15 March 2016, the Committee resolved to instruct officers to report back to August Committee – (i) the number and capacity of licensed houses in multiple occupation in all 13 wards broken down to proposed localities within each ward; (ii) the need for housing accommodation in each proposed locality and the extent to which HMO's are required to meet that need; and (iii) a recommendation on whether or not the Council ought to set a threshold for overprovision of HMO's in the relevant localities, including proposals for the levels of thresholds for each locality.	Report expected August	Head of Communities and Housing	25/08/16
11	Communities, Housing and Infrastructure	<u>Council House Rent Policy</u> At its meeting of 27 August 2015 the Committee resolved:-	Report expected August	Head of Communities and Housing	25/08/2016

	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>
	Committee 27/08/15 Article 20	(i) to instruct consultation with tenants on a rent increase for 2016/17 based on the existing policy of RPIX +1%. The July 2015 figure for RPIX is 1.1%; (ii) to instruct consultation with tenants on a new rent policy for 2017/18 onwards; and (iii) to instruct a report to a future committee on the views received from the consultation together with a proposal for a new rent increase policy.			
12	Communities, Housing and Infrastructure Committee 27/08/15 Article 30	<u>North East of Scotland Road Casualty Reduction</u> At its meeting of 27 August 2015 the Committee resolved, amongst other things, to note the current position with regard to Road Casualty figures as detailed in the instruct officers to develop by October 2015 a formal strategy and associated action plan on a collaborative basis across the key agencies, including engagement and approval through the relevant Community Safety Partnership networks, and report back to a future committee.	Report expected August 2016	Head of Public Infrastructure and Environment	25/08/2016
13	Communities, Housing and Infrastructure Committee 27/08/15 Article 31	<u>Waste Enforcement Review</u> At its meeting of 27 August 2015 the Committee resolved, amongst other things:- (i) to agree the implementation of a one year pilot project focussed on the enforcement of waste management regulations in the city centre with two officers from the City Warden service seconded into	A report is on the agenda	Head of Public Infrastructure and Environment	15/03/2016

	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>
		<p>a dedicated waste enforcement role as outlined in option 2 of the report; and</p> <p>(ii) to instruct officers to report back to committee in six months' time on progress.</p>			
14	<p>Enterprise, Strategic Planning and Infrastructure Committee 29/08/13 Article 27</p> <p>Communities, Housing and Infrastructure 19/05/15 Article 25</p>	<p><u>Reduction in Speed Limit A944 to B9119 from 50mph to 40mph</u></p> <p>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.</p>	<p>Pending further works on the route (installation of the traffic signals at the Crematorium) these works are due to be completed in March/ April and would require to 'bed in' over the following month. Report expected August.</p>	Head of Public Infrastructure and Environment	On completion of new signal controls for AWPR – 2016/17
15	<p>Petitions Committee 10/11/15 Article 1</p>	<p><u>Weight Restriction in Sclattie Park</u></p> <p>At its meeting of 10 November 2015, the Committee requested that officers carry out relevant transport survey's in regards to Sclattie Park and Kepplehills Drive and to report to Communities, Housing and Infrastructure Committee in March 2016, with the results and any necessary actions</p>	A report is on the agenda	Head of Public Infrastructure and Environment	15/03/15
16	<p>Communities Housing and Infrastructure 20/01/16 Article 20</p>	<p><u>Station Gateway</u></p> <p>At its meeting of 20 January 2016, the Committee agreed amongst other things to instruct officers to report the results of the public consultation to the March Committee meeting.</p>	A report is on the agenda	Head of Planning and Sustainable Development	15/03/16
17	<p>Communities Housing and Infrastructure 20/01/16 Article 22</p>	<p><u>FCH-JU Commercialisation Study</u></p> <p>At its meeting of 20 January 2016, the Committee agreed amongst other things to instruct officers to present a detailed business case for Aberdeen City Council's</p>	Recommended to transfer to Finance Policy and Resources business statement as the business case will be reported to that Committee.	Head of Economic Development	17/05/16

	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>
		participation in the commercialisation project under the proviso that European and external funding sources are secured.			
18	Communities Housing and Infrastructure 20/01/16 Article 31	<u>Aberdeen Crematorium and Hall of Remembrance Management Rules</u> At its meeting of 20 January 2016, the Committee agreed amongst other things to instruct officers to report back to committee with the results of the public consultation and the recommendation as to the form the Management Rules should take following the public consultation.	A report is on the agenda	Head of Public Infrastructure and Environment	17/05/16
19	Council 25/02/16 Article 2	<u>Energy Services Company</u> At its meeting of 25 February 2016, the Council agreed to instruct the Director of Communities, Housing and Infrastructure to report back to the August 2016 meeting of the Communities, Housing and Infrastructure Committee having explored options for the development of an Energy Services Company (ESCo) to provide a heat network and to manage the heat and electricity that will be produced from the proposed Energy from Waste facility at Tullos.	Report expected August	Director of Communities, Housing and Infrastructure	25/08/16
20	Council 25/02/16 Article 2	<u>Delivery of affordable and social housing</u> At its meeting of 25 February 2016, the Council agreed to instruct the Chief Executive to bring forward to the Communities, Housing and Infrastructure Committee proposals for the Council to accelerate the delivery of affordable and social housing within the Aberdeen city boundary utilising all relevant fiscal mechanisms, including asking the Scottish	Recommended for removal as this will be reported at Council meeting in August.	Director of Communities, Housing and Infrastructure	17/05/16

	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>
		Government to use their devolved powers to help support these opportunities and to report back to Council at its meeting in August 2016.			
21	Communities Housing and Infrastructure Committee 15/03/16 Article 8	<u>Pedestrian Crossing on Scotstown Road</u> At its meeting of 15 March 2016 the Committee agreed that a report on the area should come back to August Committee.	Report expected August		25/08/16
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 2016
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. Regular meetings continue to be held with our consultants on the development of the Housing asset management strategy. Good progress was made at the last meeting on 11 March and it is envisaged that a report on the finalised draft of the strategy and the position of the updated model will be presented to the next cycle of the committee. Expected August	Head of Land and Property Assets	January 2016
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 2016

	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>
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 2017
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 2017
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 2017
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. Officers are in the process of reviewing and reassessing opportunities for and the impact of sponsorship of business awards and will provide a bulletin for the next Committee cycle.	Head of Economic Development	January 2016
8	Communities, Housing and Infrastructure 15/03/16 Article 19	<u>Environmental Noise Action Plan Update</u>	To instruct relevant officers within the Communities, Housing and Infrastructure Service to continue with the implementation of the Noise Action Plan and report annually on progress	Head of Planning and Sustainable Development	March 2017
9	Communities, Housing and Infrastructure 18/03/15 Article 18	<u>Short Term Housing for Key Workers</u>	Following committee approval in March 2015 to use Smithfield Court for Key Workers, building works were delayed and the tenancies did not start until August 3 2015 it would be appropriate to allow the operation of Smithfield Court to run for 12 months in order to evaluate the initiative	Head of Communities and Housing	August 2016

	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>
			properly. Therefore a report will be submitted to committee after August 2016		
10	Communities, Housing and Infrastructure 27/10/15 Article 27	<u>Deer Management</u>	At its meeting of 27 October 2015 the Committee resolved to agree to the implementation of the Deer Management Plan; and requested that an update on progress of the plan be reported back to Communities, Housing and Infrastructure in 12 months' time. .	Head of Public Infrastructure and Environment	October 2016
11	Communities Housing and Infrastructure 20/01/16 Article 21	<u>Memorandum of Understanding with Pemba, Mozambique</u>	At its meeting of 20 January 2016 the Committee resolved amongst other things to request officers to report annually to Committee to review outcome achieved as a result of the MOU.	Head of Economic Development	January 2017
12	Communities Housing and Infrastructure 20/01/16 Article 17	<u>Buildings Performance Policy</u>	At its meeting of 20 January 2016 the Committee agreed amongst other things to report back to Committee with an update on progress of the process in 12 months' time.	Head of Planning and Sustainable Development	January 2017