

**COMMUNITIES, HOUSING AND INFRASTRUCTURE COMMITTEE
COMMITTEE BUSINESS AND ANNUAL REPORTS
Updated 24 October 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	Communities, Housing and Infrastructure 18/03/15 Article 15	<u>Leased Community Centres</u> 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.	A report is on the agenda	Head of Communities and Housing	27/10/2015
2	Communities, Housing and Infrastructure 17/05/16 Article 18	<u>Review of Voids Processes</u> At its meeting of 17 May 2016, the Committee agreed amongst other things to receive a further update report in 6 months' time	An update is on the information bulletin	Head of Communities and Housing	01/11/16
3	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.	Recommended for removal – an officer will provide an update at the meeting	Head of Planning and Sustainable Development	27/10/15
4	Housing and	<u>Haudagain Improvement Scheme</u>	An update is on the information bulletin	Head of	Ongoing

	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>
	Environment Committee 26/08/14 Article 13	To request officers to provide regular updates to the Communities, Housing and Infrastructure Committee advising on how the relocation of tenants was progressing.		Communities and Housing	
5	Communities Housing and Infrastructure Committee 15/03/16 Article 14	<p><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 –</p> <ul style="list-style-type: none"> (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. 	Officer will provide an update at the meeting	Head of Communities and Housing	25/08/16
6	Communities, Housing and Infrastructure Committee 27/08/15 Article 20	<p><u>Council House Rent Policy</u> At its meeting of 27 August 2015 the Committee resolved:-</p> <ul style="list-style-type: none"> (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 	A report is on the agenda	Head of Communities and Housing	01/11/2016

	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>
		from the consultation together with a proposal for a new rent increase policy.			
7	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.	An update is on the information bulletin.	Head of Public Infrastructure and Environment	25/08/2016
8	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.	Report expected January due to signal works at the Crematorium being delayed.	Head of Public Infrastructure and Environment	On completion of new signal controls for AWPR – 2016/17
9	Communities Housing and	<u>Pedestrian Crossing on Scotstown</u>	A report is on the agenda	Head of Public Infrastructure	25/08/16

	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>
	Infrastructure Committee 15/03/16 Article 8	<u>Road</u> At its meeting of 15 March 2016 the Committee agreed that a report on the area should come back to August Committee.		and Environment	
10	Petitions Committee 20/04/16 Article 2 Communities, Housing and Infrastructure 25/08/16	<u>Agent of Change Principle</u> At its meeting of 20 April 2016, the Committee resolved amongst other things to request that a report goes to the Communities, Housing and Infrastructure Committee August meeting to investigate the impact of adopting the Agent of Change principle as a Council. At its meeting of 25 August 2016, the Committee resolved amongst other things to instruct the Director of CH&I to present a report to the November meeting on the lengths of time taken by music venues and other licensed premises to implement measures to 'prevent, or to counteract the effects' of any noise after a Noise Abatement Notice has been served and to share this report with the Scottish Government so that it could help inform them of whether it may be necessary to amend the legislation and guidelines on noise nuisance in addition to any inclusion of an Agent of Change Principle into National Planning Policy.	An update is on the information bulletin	Head of Planning and Sustainable Development	01/11/16
11	Council 11/05/16	<u>Roads Hierarchy</u>	The public consultation programme has been delayed so this report is not expected	Head of Planning and	01/11/16

	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>
		At its meeting of 11 May 2016, Council agreed to instruct officer to engage with stakeholders on the proposed framework and intended hierarchy including an online consultation with stakeholders and the public, and report back to the appropriate Committee after the Summer recess.	until January 2017.	Sustainable Development	
12	Communities, Housing and Infrastructure 17/05/16 Article 21	<u>Upgrading Works to 330-356 Victoria Road</u> At its meeting of 17 May 2016, the Committee resolved to:- (i) to develop this proposed project in detail; (ii) to conclude the grant application with the grant funder that has indicated support for this project; (iii) to consult with the private owners of the flats within the blocks, and seek their consent for the proposals; and (iv) to report back to Committee on these outcomes	An update is on the information bulletin	Head of Land and Property Assets	01/11/16
13	Communities, Housing and Infrastructure 17/05/16 Article 22	<u>Back Court Improvements to Grampian Place, Tullos Circle and Tullos Place</u> At its meeting of 17 May 2016, the Committee resolved to:- (i) to develop this proposed project in	An update is on the information bulletin		01/11/16

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		<p>detail;</p> <p>(ii) to conclude the grant applications with the grant funder that has indicated support for this project;</p> <p>(iii) to consult with the private owners of flats within these blocks, and seek their consent for the proposals; and</p> <p>(iv) to report back to Committee on these outcomes</p>			
14	<p>Communities, Housing and Infrastructure</p> <p>17/05/16</p> <p>Article 37</p>	<p><u>Provision of Forestry Consultancy Services</u></p> <p>At its meeting of 17 May 2016, the Committee resolved to instruct officer to issue a procurement exercise for the provision of forestry consultancy services for the period 2016-2021 and report back to Committee in August 2016 on progress made.</p>	An update is on the information bulletin	Head of Public Infrastructure and Environment	25/08/16
15	<p>Council</p> <p>29/06/16</p> <p>Article 14</p>	<p><u>City Centre Masterplan Project EN01 - Broad Street</u></p> <p>At its meeting of 29 June 2016, the Committee resolved amongst other things to instruct officers to work with Muse regarding the detailed design for Broad Street and to report back to the first appropriate committee and to instruct officers to commence the necessary legal procedures of preliminary statutory</p>	Recommended for removal this will be reported to Council.	Head of Economic Development	01/11/16

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		consultation for the Traffic Regulation Order (TRO) as described in the report, and then progress with the public advertisement and report the results of both the preliminary statutory consultation and public consultation to the Communities, Housing and Infrastructure Committee in November 2016.			
16	Council 29/06/16 Article 15	<u>Heat Network Torry - Phase 1</u> At its meeting of 29 June 2016, the Council resolved to instruct the Director of Communities, Housing and Infrastructure to develop a brief for the scope of works to procure the services of technical consultants to produce a fully costed detailed design of the Phase 1 heat network in Torry and to provide an initial assessment of how this could be further extended within the Torry area and more widely across the city; proceed to procure and appoint technical consultants; and prepare a report to a future committee meeting with the findings.	An update is on the information bulletin	Head of Land and Property Assets	01/11/16
17	Communities, Housing and Infrastructure 25/08/16 Article 8	<u>Introduce Parking Charges to three existing car parks as per budget proposals</u> At its meeting of 25 August 2016, the Committee resolved to instruct officers to identify a method of mitigating the financial impact of not taking forward parking		Head of Public Infrastructure and Environment	25/01/17

	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>
		charges to three existing car parks in 2016/17 and report back to a future meeting.			
18	Communities, Housing and Infrastructure 25/08/16 Article 21	<u>Shaping Middlefield Triangle Site</u> At its meeting of 25 August 2016, the Committee resolved amongst other things to instruct council officers to engage with the community and relevant stakeholders to develop plans for the future use of the triangle site which should support the Council's community regeneration and community empowerment objectives and report back with detailed proposals at the January meeting.		Head of Communities and Housing	25/01/17
19	Communities Housing and Infrastructure 25/08/16	<u>Developer Obligations</u> At its meeting of 25 August 2016, the Committee resolved amongst other things to instruct offices to report to the November meeting on revised working procedures and report on the viability of including community groups, community councils and/or local members in the decision making process with regards to the allocation of funds from developer contributions.	A report is on the agenda	Head of Planning and Sustainable Development	01/11/16
20	Communities, Housing and Infrastructure	<u>Draft Aberdeen Active Travel Action Plan</u> At its meeting of 25 August 2016, the Committee resolved amongst other things		Head of Planning and Sustainable Development	25/05/17

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	25/08/16 Article 39	to instruct officers to prepare a final Aberdeen Active Travel Action Plan and present it to a future meeting of this Committee.			
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 2017
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 how 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. An update is on the information bulletin	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. A report is on the agenda	Head of Public Infrastructure and Environment	November 2016

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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.	Head of Economic Development	August 2017
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	May 2017
9	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. . Update is on the information bulletin	Head of Public Infrastructure and Environment	November 2016
10	Communities	<u>Memorandum of Understanding with</u>	At its meeting of 20 January 2016 the	Head of	January 2017

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	Housing and Infrastructure 20/01/16 Article 21	<u>Pemba, Mozambique</u>	Committee resolved amongst other things to request officers to report annually to Committee to review outcome achieved as a result of the MOU.	Economic Development	
11	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
12	Communities, Housing and Infrastructure 17/05/16 Article 28	<u>Supported Bus Services</u> At its meeting of 17 May 2016 the Committee agreed amongst other things to request that officers report back on the level of use and performance of the supported bus services, the cost of continuing the services and options for reallocating future savings towards other potential routes with an identified social need.		Head of Planning and Sustainable Development	May 2017
13	Communities Housing and Infrastructure 15/03/16 Article 15	<u>HMO License Fees</u> At its meeting of 15 March 2016 the Committee agreed that the Committee continue with the current HMO licence fee structure for 2016/17.		Head of Communities & Housing	January 2017
14	Communities, Housing and Infrastructure 25/08/16	<u>World Energy Cities Partnership Annual Report</u> At its meeting of 25 August 2016, the Committee resolved amongst other things to instruct officers to report annually on the		Head of Economic Development	August 2017

	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>
	Article 34	activities of the WECP.			
15	Communities, Housing and Infrastructure 25/08/16 Article 39	<u>Draft LTS Costed and Delivery Action Plan</u> At its meeting of 25 August 2016, the Committee resolved amongst other things to instruct officers to report back with an update of the delivery of the plan on an annual basis.		Head of Planning and Sustainable Development	August 2017
16	Council 06/10/16	<u>Powering Aberdeen</u> At its meeting of 6 October 2016, Council resolved to instruct the Director of Communities, Housing and Infrastructure to submit an annual report on progress in implementing Powering Aberdeen to the Communities, Housing and Infrastructure Committee.		Head of Planning and Sustainable Development	October 2017