

**COMMUNITIES, HOUSING AND INFRASTRUCTURE COMMITTEE  
COMMITTEE BUSINESS AND ANNUAL REPORTS  
Updated 15 May 2017**

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	Housing and Environment Committee  26/08/14  Article 13	<b><u>Haudagain Improvement Scheme</u></b> To request officers to provide regular updates to the Communities, Housing and Infrastructure Committee advising on how the relocation of tenants was progressing.	<b>Service update will be available May</b>	Head of Communities and Housing	<b>Ongoing</b>
2	Communities Housing and Infrastructure Committee  15/03/16  Article 14	<b><u>Houses in Multiple Occupation</u></b> 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.	<b>Recommended for removal – At its meeting of 24 January, the Committee resolved amongst other things to instruct officers to report back to Council in June 2017 therefore this should transfer to the Council business statement</b>	Head of Communities and Housing	25/08/16
3	Communities, Housing and Infrastructure Committee	<b><u>North East of Scotland Road Casualty Reduction</u></b> At its meeting of 27 August 2015 the Committee resolved, amongst other things,	<b>Officers from Aberdeen City Council, Aberdeenshire, The Moray Council, Police Scotland, Scottish Fire and Rescue Service, Nestrans, Transport Scotland and NHS</b>	Head of Public Infrastructure and Environment	25/08/2016

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	27/08/15  Article 30	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.	<p><b>Grampian have been involved in these discussions and have in essence formed a North East of Scotland Road Casualty Reduction Lead Officers Group to focus on how our work will contribute to achieving the national targets for road casualty reduction in line with the National Framework.</b></p> <p><b>All parties have contributed positively to these discussions and have focussed on the overall policy position that all of the key agencies work within with specific reference to Single Outcome Agreements and Community Planning Partnership working. This work also incorporates setting objectives and targets for meeting the national targets. Officers expect these discussions to conclude in Autumn 2017 with a further report back to committee in November 2017.</b></p>		
4	Council  11/05/16  Article 21	<p><b><u>Roads Hierarchy</u></b></p> <p>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.</p>	<p><b>Awaiting the survey analysis report and as there were significantly more responses than originally anticipated with a number of free text boxes there will not be sufficient time to share and discuss the results with colleagues/ key elected Members – this report will contain a significant new approach to the transport network which merits suitable consideration and discussion.</b></p> <p><b>A Service update will be provided during May</b></p>	Head of Planning and Sustainable Development	01/11/16

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			<b>Report expected August</b>		
5	Communities, Housing and Infrastructure 24/01/17	<b><u>Heat Network Torry - Phase 1</u></b> At its meeting of 24 January 2017, the Committee resolved amongst other things to instruct the Interim Director of Communities, Housing and Infrastructure to report progress of the project to the next meeting of Communities, Housing and Infrastructure.	<b>Report is on the agenda</b>	Head of Land and Property Assets	16/05/17
6	Communities, Housing and Infrastructure 24/01/17	<b><u>Shaping Middlefield Triangle Site</u></b> At its meeting of 24 January 2017, the Committee resolved amongst other things to instruct council officers to develop a detailed business case working in collaboration with the local community and report back to the August Committee cycle.	<b>Report expected August</b>	Head of Communities and Housing	29/08/17
7	Communities, Housing and Infrastructure 01/11/16 Article 16	<b><u>Bus Gate Bedford Road</u></b> Committee resolved to instruct the Roads Infrastructure Manager to submit a report detailing the options for allowing taxis to have access to the bus gate on Bedford Road including details on the statutory process which would be required to a future meeting of the Committee.	The Bedford Road bus gate was introduced in coordination with the Access from the North (Third Don crossing) project, and the impact of the bus gate on the road network is very much interrelated with the creation of the new crossing. We believe that the review of the Bedford Road bus gate and the review of the Third Don crossing project are interdependent and therefore it is appropriate to submit the report to the same committee. We therefore intend to submit the report on the findings of the Bedford Road bus gate review to the CH&I committee in August.	Head of Public Infrastructure and Environment	16/05/17

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			<b>Report expected August</b>		
8	Communities, Housing and Infrastructure  24/01/17	<b><u>Supported Bus Services</u></b>  At its meeting of 24 January 2017 the Committee resolved amongst other things to instruct officers to further report on options of reallocating the savings from termination of the service 95, towards other potential routes with an identified social need.	<b>Report expected August</b>	Head of Planning and Sustainable Development	29/08/17
9	Communities, Housing and Infrastructure  24/01/17	<b><u>Bus Lane Enforcement</u></b>  At its meeting of 24 January 2017, the Committee resolved amongst other things to authorise officers in the Transport Strategy and Programmes team to finalise a prioritised list of projects seeking funding from the remaining net surplus BLE money in 2017/18 and instruct officers to submit this to the May 2017 meeting of this Committee for approval by Members.	<b>A report is on the agenda</b>	Head of Public Infrastructure and Environment	16/05/17
10	Council  22/02/17	<b><u>Housing Revenue Account</u></b>  At its meeting of 22 February 2017, Council resolved amongst other things to instruct the Interim Director of Communities, Housing and Infrastructure to undertake a full strategic review of service delivery in relation to the Housing Revenue Account and report back to the Communities,	<b>Report expected November</b>	Director Finance Officers /	08/11/17

	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>
		Housing and Infrastructure Committee on 8 November 2017.			
11	Council 15 March 2017	<p><b><u>City Centre Masterplan Project EN10: Union Terrace Gardens - Outline Design, Business Case, Development Costs and Procurement Strategy</u></b></p> <p>At its meeting of 15 March 2017, Council resolved amongst other things to delegate authority to the Head of Public Infrastructure and Environment to commence the statutory consultation for the Stopping Up Order relating to the slip between Rosemount Viaduct and Union Terrace and report back the results to the first available Communities, Housing and Infrastructure Committee.</p>	<b>Report expected August</b>	Head of Public Infrastructure and Environment	29/08/17
12	Council 15 March 2017	<p><b><u>City Centre Masterplan Project EN10: Union Terrace Gardens - Outline Design, Business Case, Development Costs and Procurement Strategy</u></b></p> <p>At its meeting of 15 March 2017, Council resolved amongst other things to note that the Head of Public Infrastructure and Environment following consultation with the Head of City Planning would progress transport options for Union Terrace and report back to the first available Communities, Housing and Infrastructure Committee on a preferred option and associated Traffic Regulation Order</p>	<b>Report expected August</b>	Head of Economic Development	29/08/17

	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>
		recommendations.			
<b>Annual Reports</b>					
1	Housing and Environment 29/10/03 Article 10	<b><u>Private Sector Housing – Enforcement Funding</u></b>	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	<b><u>Aberdeen in Bloom</u></b>	To report each year on the Aberdeen in Bloom campaign.	Head of Public Infrastructure and Environment	November 2017
3	Housing and Environment 14/01/14	<b><u>Countryside Ranger Service Five Year Plan</u></b>	To receive an annual report on the Countryside Ranger Service Annual Report.	Head of Public Infrastructure and Environment	January 2018
4	Housing and Environment 19/11/09 Article 27	<b><u>Responsible Dog Ownership</u></b>	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 Communities and Housing	January 2018
5	Housing and Environment 01/03/11 Article 34	<b><u>Air Quality Action Plan</u></b>	To instruct the Director of Communities, Housing and Infrastructure to report annually on progress.  <b>Guidance from Scottish Government still not issued – Service Update available</b>	Head of Communities and Housing	January 2017
6	Communities, Housing and Infrastructure	<b><u>Sponsorship of Business Awards</u></b>	To request an annual report on the impact of the business award sponsorship activity.	Head of Economic Development	August 2017

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	13/01/15 Article 18				
7	Communities, Housing and Infrastructure 15/03/16 Article 19	<b><u>Environmental Noise Action Plan Update</u></b>	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  <b>Service Update expected in May</b>	Head of Communities and Housing	May 2017
8	Communities Housing and Infrastructure 20/01/16 Article 21	<b><u>Memorandum of Understanding with Pemba, Mozambique</u></b>	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.  Despite significant efforts from Aberdeen City Council and the Mozambique High Commission in London, it has not yet proved possible to secure a date for the signing of the Memorandum of Understanding with Pemba. Recent discussions with the High Commission suggest that both the Mozambique Government and local administration in Pemba are still keen to proceed. The intention is still to host a signing ceremony in Aberdeen, with dates in July and August 2017 now being explored. A full report on the MoU with Pemba and proposed actions to support it will be brought to CH&I Committee once the agreement is signed.	Head of Economic Development	January 2017
9	Communities Housing and Infrastructure 20/01/16 Article 17	<b><u>Buildings Performance Policy</u></b>	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.  <b>Report on the agenda</b>	Head of Planning and Sustainable Development	January 2017

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10	Communities, Housing and Infrastructure 25/08/16 Article 34	<b><u>World Energy Cities Partnership Annual Report</u></b>  At its meeting of 25 August 2016, the Committee resolved amongst other things to instruct officers to report annually on the activities of the WECP.		Head of Economic Development	August 2017
11	Communities, Housing and Infrastructure 25/08/16 Article 39	<b><u>Draft LTS Costed and Delivery Action Plan</u></b>  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	November 2017
12	Council 06/10/16 Article 6	<b><u>Powering Aberdeen</u></b>  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	November 2017