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1	<b>OPERATIONAL DELIVERY COMMITTEE BUSINESS PLANNER</b> The Business Planner details the reports which have been instructed by the Committee as well as reports which the Functions expect to be submitting for the calendar year.								
2	Report Title	Minute Reference/Committee Decision or Purpose of Report	Update		Chief Officer	Directorate	Terms of Reference	Delayed or Recommended for removal or transfer, enter either D, R, or T	Explanation if delayed, removed or transferred
3	<b>16 May 2019</b>								
4	Traffic Management Measures within TECA	To report on the statutory consultation for the internal traffic management measures proposed for the TECA site.	<b>On agenda</b>	Ross Stevenson	Operations and Protective Services	Operations	5		
5	Management of Gaps in the Public Transport Network	FP&R 20/09/17 - To request the Interim Head of Planning and Sustainable Development to report to the Communities Housing and Infrastructure Committee in May 2018 with regards to the position of operating services under s22 Community Bus Permit and to update on the performance of all supported bus services.	UK Government have still not released the outcome of their Review and Consultation. The High Court have also recently approved a Judicial Review into the Community Bus Permits, which will potentially result in further impact. Officer will report in May to update on all matters. <b>On agenda</b>	Chris Cormack	Strategic Place Planning	Place	1	<b>D</b>	Response still awaited from Department of Transport however a report will still be presented.
6	Various Small Scale Traffic Management Stage 3	Following completion of the public consultation process, this report considers objections that have been lodged with respect to proposed Traffic Regulation Orders (TROs), and as part the statutory procedure set out in the Road Humps (Scotland) Regulations 1998.	<b>On agenda</b>	James Watt	Mark Reily	Operations	5		
7	Various Small Scale Traffic Management Stage 3	ODC 17/01/19 - To instruct the Chief Operating Officer to delay proposals for Westerton Road Prohibition of Waiting, for two committee cycles, to allow officers to carry out further traffic volume and speed surveys now that the AWPR has opened and report these results to the May meeting of Operational Delivery Committee.	<b>On agenda</b>	Tolu Olowoleru	Operations and Protective Services	Operations	5		

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8	Traffic Regulation Orders Craigshaw Drive	Following completion of the public consultation process, this report considers objections that have been lodged with respect to proposed Traffic Regulation Orders that are required to establish dedicated cycle tracks on Craigshaw Drive and on certain lengths of adjacent roads.	On agenda	Graeme McKenzie	Operations and Protective Services	Operations	5		
9	Motorcycles In Bus Lanes	At its meeting on 21 November 2017, the Petitions Committee referred the following petition to the Communities, Housing and Infrastructure Committee for consideration. "We the undersigned petition the council to allow motorcycles to use the city bus lanes at all times." The Committee requested that works would consist of an assessment of other cities schemes and the findings would be reported back to a relevant committee and requested that the report include appropriate consultation with other road user groups.	On agenda	Tony Maric	Strategic Place Planning	Place	5	D	The report was delayed from January and rescheduled to allow officers to gather feedback from other LAs
10	Annual Committee Effectiveness Report	To present the annual effectiveness report for the Committee.	On agenda	Lynsey McBain	Governance	Governance	GD 7.5		
11	Review of Broad Street Partial Pedestrianisation including safety review.	Council 05/03/18 - To instruct the Chief Officer for Strategic Place Planning to conduct a road safety review of the scheme, with relevant stakeholders including Disability Equity Partnership, Bus Companies and the Aberdeen Cycle Forum, (six months after opening) and report back with any recommendations at the earliest opportunity to the next available Committee. Combined with this report is the safety review and the instruction from Council on 5/3/18 was to instruct the Chief Officer Strategic Place Planning to conduct a full review of the Broad Street pedestrianisation (one year after opening) on the effectiveness of the scheme, the implications on the City Centre network and the CCMP and report back with recommendations taking into account rec (b) to the relevant committee at the earliest opportunity.	This report will now combine both of the aspects of the Broad Street review. The partial pedestrianisation and the safety review. On agenda	Tara Gavan/ John Wilson	Capital	Resources	Purpose 1		
12	Lochside Academy	To update members on the performance of the transport services and on the success of provisions in relation to the safe walking routes to Lochside Academy and to seek approval to amend the transport arrangements to Lochside Academy.	On agenda	Chris Cormack	Strategic Place Planning	Place	1		

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13	Equalities Report	To provide members with an update on progress achieved at the end of Year 2 of Aberdeen City Council's Equality Outcomes for 2017-21.	On agenda	Baldeep McGarry	Early Intervention and Community Empowerment	Customer	2 and 3		
14	Performance Report	To provide an update in regard to performance every cycle.	On agenda	Louise Fox	Business Intelligence Unit	Commissioning	Purpose 1		
15	Cycle Paths on Union Street	ODC 19/04/18 - To request that a report be brought back to Committee in regards to the feasibility of cycle paths on Union Street, subject to consultation from the City Centre Masterplan, and to include information on a potential dedicated segregated cycle lane.		Joanna Murray	Strategic Place Planning	Place	GD 5	T	This will now be reported to CG&R as part of the Sustainable Urban Mobility Plan report.
16	<b>17 September 2019</b>								
17	South College Street/Queen Elizabeth Bridge Junction	CH&I - 8/11/17 - To instruct the interim Director of Communities, Housing and Infrastructure to report back to this Committee on a preferred option for South College Street/Queen Elizabeth Bridge junction. The report will also seek approval of a new roads hierarchy		Ken Neil	Operations and Protective Services	Operations	5		
18	Child Poverty	A local authority and each relevant Health Board must, as soon as reasonably practicable after the end of each reporting year, jointly prepare and publish local child poverty action report	To be reported after 1 April 2019	Derek McGowan	Early Intervention and Community Empowerment	Operations		D	This will now be reported a cycle later after the end of the financial year to complete internal governance and submit to cttee. The legislation states that the report must be submitted 'as soon as practicable after the end of the financial year'.

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19	Various Small Scale Traffic Management Stage 3	Following completion of the public consultation process, this report considers objections that have been lodged with respect to proposed Traffic Regulation Orders (TROs), and as part the statutory procedure set out in the Road Humps (Scotland) Regulations 1998.			Mark Reily	Operations	3		
20	Windmill Brae	ODC 19/04/18 - To request that a report be brought back to Committee on an update in regards to Windmill Brae.		Ross Stevenson	Operations and Protective Services	Operations	3 and 4	D	This will require to be delayed until September 2019, due to the large number of objections and the requirement for the inclusion of additional survey data
21	Proposed Road Sign Policy	To clarify the situation regarding requests for directional signs.		Jack Penman	Operations & Protective Services	Operations	1		Delayed to enable further background assessment to be carried out and to consult with CMT about the proposed policy.
22	Policy that Specifies the Existing Granite Sett and Lock Block Streets - NOM Former Cllr Corall	Council 15/03/17 referred the terms of the motion to Communities, Housing and Infrastructure Committee. "agrees to instruct the Interim Director of Communities, Housing and Infrastructure to develop a policy that specifies: a. the location of existing granite sett and lock block streets; b. which ones should be maintained; and c. what maintenance procedure should be used; and gives a commitment that any future repair work will be carried out sympathetically and appropriately."		Angus Maclver/ Paul Davies	Operations and Protective Services	Operations			

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23	Road Safety Plan	To present the Road Safety outcomes and actions over the past 5 years and to introduce the proposed Aberdeen City Road Safety Plan (2019-2022) for adoption. To be reported every second year.		Laura Sneed	Operations and Protective Services	Operations	3		
24	Roads Winter Maintenance Winter Plan			Angus MacIver	Operations and Protective Services	Operations	1,3 and 5		
25	Scottish Road Works Commissioner Annual Performance	Annual report on performance from the Scottish Road Works Commissioner.		Angus MacIver/ Kevin Abercrombie	Operations and Protective Services	Operations	Purpose 1		
26	Hydrogen Buses and Facilities in Aberdeen	Council 10/09/18 - It was agreed that a report come to the first Operational Delivery Committee following consultation with an outline strategic appraisal on how the Council intends to increase charging and refuelling infrastructure across the city including potential funding sources available and estimated cost implications	This will be reported after the Main Issues report has been to CG&R and consultation closes.	Gale Beattie/David Dunne	Strategic Place Planning	Place			
27	<b>12 November 2019</b>								
28	Council Housing Rent Management	ODC 14/03/19 - To note that a report would be brought back to the November meeting on the progress being made, which would also provide details on what was being done to support tenants.		Neil Carnegie	Early Intervention and Community Empowerment	Customer			
29	Joint Inspection of Children's Services	To report on inspection findings.		Alison McAlpine/ Kymme Fraser	Integrated Children's and Family Services	Operations	1		
30	Various Small Scale Traffic Management Stage 3	Following completion of the public consultation process, this report considers objections that have been lodged with respect to proposed Traffic Regulation Orders (TROs), and as part the statutory procedure set out in the Road Humps (Scotland) Regulations 1998.			Mark Reily	Operations	3		

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31	Community Learning Centre and leased Community Centre provision	Council Budget 05/04/19 - To instruct the Chief Officer - Early Intervention and Community Empowerment to undertake a review of Community Learning Centre and leased Community Centre provision to ensure best value, appropriate direction and scrutiny of service provision, and report to the relevant Committee on the implementation of that review		Derek McGowan	Early Intervention and Community Empowerment	Customer			
32	Universal Credit – Review of Implementation of Full Service	To review Universal Credit after the first year of implementation and identify any learnings or recommendations that the council has adopted to support the transition to full UC service.		Neil Carnegie	Early Intervention and Community Empowerment	Customer	1		
33	<b>Reports for 2020 and beyond</b>								
34	Autism Strategy and Action Plan	ODC 17/01/19 - To instruct that annual reports would be submitted on the progress of implementation of the Action Plan.		Jenny Rae	Health and Social Care Partnership		GD 7.1		
35	Cycle Path for Ferryhill School Children	At its meeting on 14 June 2017, the Petitions committee referred the matter to the CH&I Committee which at its meeting on 29 August 2017 instructed officers to undertake a feasibility study to look at options on improving cycling within the area. At its meeting on 8 November 2017, the Committee instructed the Director of Communities, Housing and Infrastructure to report back to the appropriate committee with the anticipated levels of active travel associated with the school, how any future actions should be progressed, what resources will be needed and how these can be sourced following the production of the school's travel plan.	To be reported in 2019 following the production of the Ferryhill School Travel Plan	Alan Simpson	Strategic Place Planning	Place	5	D	This report has been delayed and will be included in the review of Active Travel Action Plan.

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36	Smart Bins and Digitalisation of Waste Containers	To seek approval to conduct a trial on bin fill sensors on communal bins, i.e. to trial fitting sensors in communal bins that tell us when they need emptying and record accurately how often these bins require to be serviced.	Delayed from May 2018. The initiative is linked to funding through Smarter Cities which is being explored. Funding currently being explored in order to carry out a trial  <b>To be reported to CRD Joint Committee in June to seek funding - move to 'future reports' section of planner meantime</b>	Pam Walker	Operations and Protective Services	Operations	R		
37	Road Safety Plan	To be presented every second year. To be presented in September 2019.		Laura Sneed	Operations and Protective Services	Operations	3		
38	Use of Plastic Based Materials in Roads Construction	ODC 17/01/19 -To instruct the Chief Operating Officer to bring back a report to this committee when there is sufficient evidence on the benefits of conducting a trial of this product in Aberdeen.		Paul Davies	Operations and Protective Services	Operations	3 and 5		
39	Motion by Councillors Boulton and Delaney - Suitable Bus Laybys on the Hazlehead to Westhill Road	CH&I Committee 27/08/15 resolved (i) to agree that any future development within this area should be conditioned to incorporate public transport facilities where feasible; (ii) to agree that due to the ongoing works at the Five Mile Garage in connection with the AWPR, along with the proposed expansion to the Prime Four development, no work should be carried out on introducing bus stops/laybys or pedestrian crossings on the A944 until such a time as the proposed expansion to the Prime Four development is agreed and after the AWPR becomes operational; (iii) to instruct officers to continue discussions with the developers in order to ensure that contributions are secured from future phases of the Prime Four development to allow the necessary infrastructure improvements to be introduced at no cost to Aberdeen City Council; and (iv) to instruct officers to update the committee in 12 months' time.	Due to continued lack of new development in the area of the Prime 4 site there have been no developer's contributions to take this proposal forward at this time.	Vycki Ritson	Operations and Protective Services	Operations	Purpose 1	<b>No date specified for reporting back as this will depend on any new development in the area of the Prime Four site.</b>	

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40	<b>To be reported by Service Update</b>								
41	Haudagain Improvement Scheme		Agreed at Committee in April 18 that an update report would be provided every cycle.	Neil Carnegie	Early Intervention and Community Empowerment	Customer	Purpose 1		
42	Property Level Flood Protection Grant Scheme	Agreed in May 2018 that this would be removed once Service Update circulated.		Alan Robertson	Capital	Resources	GD3		
43	One Stop Employability Shop	Will be deleted after service update received.		Matt Lockley	City Growth	Place	1		
44	Responsible Dog Ownership	Housing and Environment Committee on 14/01/14 - The Committee agreed 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.		Hazel Stevenson	Early Interventions and Community Empowerment	Customer	Purpose 1		<b>To be reported by means of service update</b>
45	Crematorium Management Compliance Report	Report every second committee to update members. Procedures and PI's update	To be reported every second cycle by means of Service Update	Steven Shaw	Operations and Protective Services	Operations	3.1		This report was previously under the Public Protection Committee but will now report to Operational Delivery.
46	Aberdeen in Bloom	Housing and Environment - The Committee agreed to receive a report each year on the Aberdeen in Bloom campaign.		Steven Shaw	Operations and Protective Services	Operations	Purpose 1		To be reported by means of service update.
47	Countryside Ranger Service Five Year Plan	Housing and Environment Committee on 14/01/14 - The Committee agreed to receive an annual report on the Countryside Ranger Service.	<b>Service Update</b>	Steven Shaw	Operations and Protective Services	Operations	Purpose 1		<b>To be reported by means of service update.</b>