	A	В		C	D	E	F	G	Н	I
1	OPERATIONAL DELIVERY COMMITTEE BUSINESS PLANNER 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	L	Jpdate		Chief Officer	Directorate	Terms of Referen ce	Delayed or Recomm ended for removal	Explanation if delayed, removed or transferred
3			27	May 2021						
4		The purpose of this report is to present Committee with the status of key performance measures relating to the Operations Directorate (non-Education).	On agenda		Louise Fox	Business Intelligence and Performane Management	Customer	1.1.3		
5	Review of Winter Maintenance Plan 2020/21	To review the winter maintenance plan 2020/21	On agenda		Doug Ritchie	Operations and Protective Services	Operations	1.1.1		
6	Autism Strategy and Action Plan	ODC 17/01/19 - To instruct that annual reports be submitted on the progress of implementation of the Action Plan. To be reported annually from March however this has been delayed due to COVID-19.	On agenda			Health and Social Care Partnership	Health and Social Care Partnership	1.1.5		
7	Learning Centres	At ODC in January 2020, it was agreed to instruct the Chief Officer – Early Intervention and Community Empowerment to review the Council's Operational Agreements with learning centre associations over the next 12 months and thereafter to report back to this Committee with the outcome and findings of this review.	On agenda		Derek McGowan	Early Intervention and Community Empowerment	Customer	1.1.1		
8	Stage 2	To present the results of the initial statutory consultation process undertaken. (Will only be presented if representations are received during the statutory consultation process)	On agenda		Doug Ritchie	Operations and Protective Services	Operations	1.1.1		
9			16 Sep	tember 2021						
10		The purpose of this report is to present Committee with the status of key performance measures relating to the Operations Directorate (non-Education).				Business Intelligene and Performance Management	Customer	1.1.3		

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11	Implementation Plan	It was agreed at the budget meeting on 2 March 2020 that a report would be brought on this which would be incorporated into the Open Space Strategy to increase tree coverage within the city.	Delayed from November 2020. On the basis of recs from the Strategy Board the current draft of the Tree and Woodland Strategy has been altered to focus on implementation.Draft Tree and Woodland Implementation Plan now been approved and will brought to committee in September seeking approval to undertake public consultation. A complementary high level Tree and Woodland Strategy is to be produced after the completion of an overarching environmental strategy, to ensure alignment.	Steven Shaw and David Dunne	Operations and Protective Services	Operations	1.1.1	D	See update section.
12	Digital Connectivity - Care Experienced Young People	At the budget meeting on March 2021, it was agreed to approve £25,000 to support care experienced young people in relation to digital connectivity (wifi/broadband) and instruct the Chief Officer - Integrated Children's and Family Services to report to ODC on 27 May 2021 with details of a suitable scheme to deliver this.	Will now be reported to September Committee. A Service Update has	Graeme Simpson	Family Services	Operations	1.1.1		
13	Annual Assurance Statement	To seek approval for the Council's Annual Assurance Statement. To be submitted by 31 October.		Derek McGowan		Customer	1.1.3		
14	Strategic Community Learning and Development Plan 2021- 2024	To seek approval of the Strategic CLD Plan 2021- 2024 prior to submission to Education Scotland.		Fiona Clark	Early Intervention and Community Empowerment	Customer	1.1.1		
15	Package	At the budget meeting in March 2021, it was agreed to approve £90,000 and instruct the Chief Officer - Early Intervention and Community Empowerment to develop, with partners, a targeted learning package for those whose employment opportunities have been hardest hit by Covid-19, and report back to ODC in September detailing the package identified and how it is being implemented;		Derek McGowan	Early Intervention and Community Empowerment	Customer	1.1.1		

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16	Road Safety Plan	To be presented every second year. This was presented to ODC in September 2019, therefore to be presented in September 2021.		Laura Sneed	Operations and Protective Services	Operations	1.1.3		
17	Annual Action Plan for Child Poverty 2020/21	To be submitted annually to the Scottish Government.		Derek McGowan	Early Intervention and Community Empowerment	Customer	1.1.3		
18	Child Poverty Action Plan update	At the Committee on 13 January 2021, it was agreed that committee receives a half yearly report on the actions being taken by Community Planning Aberdeen to reduce and eradicate child poverty around the priorities for 2020/21.		Derek McGowan	Early Intervention and Community Empowerment	Customer	1.1.3		
19	Void Properties	At the Committee meeting on 19 November 2020, it was agreed that a report would be brought back to a future meeting of this committee on the progress of Void properties.		Neil Carnegie	Early Intervention and Community Empowerment	Customer	1.1.3		
20	Eradicating Food Poverty	(1) At the budget meeting in March 2021, it was agreed to approve £100,000 and instruct the Chief Officer - Early Intervention and Community Empowerment to work with partners and community groups towards eradicating food poverty including hard to reach groups, maximising income and investigating the establishment of further community pantries and report back to the ODC no later than November 2021; and (2) Council on 3/3/21 agreed from within the report that "No one in Aberdeen will go without food due to poverty by 2026" (the LOIP stretch outcome) and "Increasing food resilience at individual and community level by establishing self-governing community co-operatives to offer further supportive ways of providing food." Therefore, to instruct the Chief Officer - Early Intervention and Community Empowerment to work with the Fairer Aberdeen Board to use the £75,000 allocated within the Administration's 2020/21 agreed budget proposals to establish a co-operative and report back to the next City Growth and Resources Committee on how this can be progressed	planner. Co-operative proposals to be included in a single report on tackling food insecurity and allocation of £100k funding agreed at budget setting meeting. Report to ODC in September 2021.	Derek McGowan	Intervention and Community Empowerment	Customer	1.1.1		
21	Household Waste and Recycling Centre Policy	To establish a policy which ensures the provision and correct use of Household Waste and Recycling Centres (HWRC) in Aberdeen.		Hannah Lynch	Operations and Protective Services	Operations	1.1.5		

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22	Stage 2	To present the results of the initial statutory consultation process undertaken. (Will only be presented if representations are received during the statutory consultation process)		Doug Ritchie	Operations and Protective Services	Operations	1.1.1		
23		To present members with the proposed Road Winter Service Plan and explains any changes from previous years.		Angus Maclver	Operations and Protective Services	Operations	1.1.1, 1.1.3, 1.1.5		
24			18 November 2021						
25		The purpose of this report is to present Committee with the status of key performance measures relating to the Operations Directorate (non-Education).		Louise Fox	Business Intelligence and Performance Management	Customer	1.1.3		
26	Committee Annual Effectiveness Report	To report on the annual effectiveness report for this Committee.		Lynsey McBain	Governance	Commissioning	GD 8.5		
27	Cluster Risk Register and Assurance Map Reporting	To report on the cluster risk register.		Jacqui MacKenzie, David Gammie, Derk McGowan, Mark Reilly, Graeme	Various	Various	1.1.4		
28	Stage 2	To present the results of the initial statutory consultation process undertaken. (Will only be presented if representations are received during the statutory consultation process)		Doug Ritchie	Operations and Protective Services	Operations	1.1.1		
29			Future reports						

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3(	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.			Operations and Protective Services	Operations		R	A Service Update has been issued therefore recommended for removal.
3	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.	When the original report on "plastic" roads was delivered to ODC (17th Jan 2019), it was agreed that officers would update cttee if, as, or when there was any significant progress made with regards to the material. There has been no significant progress with respect to officers being in a better informed position to recommend (or not) the use of the material. The material still lacks government body approval and there has been no significant new data published surrounding the material or trials of it. Since the committee date there has, however, been progress with regard to an Aberdeen trial - The material has been laid within the Aberdeen folly boundary, covering one of the car parks at TECA. Officers will monitor how this performs. It should be stressed that it could take considerable time before any meaningful conclusions can be drawn from this trial. Officers will continue to monitor the outcomes of all relevant trials of the material and applied there is no significant new evidence to suggest that a trial on an adopted Aberdeen road is something that officers would recommend. Previously expressed concerns over the use of the material (as per the committee report) remain unchanged.	Paul Davies	Operations and Protective Services	Operations	1.1.3 and 1.1.5	R	Service update was issued in relation to this. Recommended for removal.

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32	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. <b>Service update to</b> <b>be issued.</b>	Vycki Ritson	Operations and Protective Services	Operations	Purpose 1		No date specified for reporting back as this will depend on any new development in the area of the Prime Four site.
33	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.	Joanna Murray / David Dunne	Strategic Place Planning	Place	5	D	This project is awaiting completion of Phase 1 of the South College Street Project and updated traffic counts as a result of the opening of the AWPR. Estimated Committee date 2021.
34	Windmill Brae	ODC 19/04/18 - To request that a report be brought back to Committee on an update in regards to Windmill Brae.	This was at committee on 5 March 2020 and it was agreed to wait for the prioritised delivery programme of transport interventions from the Chief Officer Strategic Place Planning and Chief Officer Capital before determining its position on the proposed overnight prohibition of motor vehicles on Justice Mill Lane/Langstane Place/Windmill Brae etc as outlined in the report. Likely to be May 2022 to committee.	TBC	Strategic Place Planning	Place	3 and 4		

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35		To advise the committee as to the functionality and success of the measures installed within and around the TECA site, this being based on a review from the events held to date.		Jack Penman/Ross Stevenson	Operations and Protective Services	Operations	1.1.1	D	Delayed as it was to contain an element of public consultation into the parking behaviours of those attending TECA. However due to Covid-19 diverting resources, and the suspension of events at TECA, consultation and the report have been delayed. Service update has been issued to outline the delay.
		The purpose of this report is to advise members of the budget savings already approved through the budget process for 2020 / 21 which have yet to be implemented due to the ongoing pandemic and to seek approval from the Committee to carry out further monitoring of the traffic signal installations (previously considered for removal) to ascertain their true level of usage.		Donald Kinnear	Operations and Protective Services	Operations	1.1.1	D	Delayed from Jan 21 committee due to Covid and the inability for officers to carry out surveys to identify which ones could be removed, if approved by committee. Given the Covid restrictions and the ongoing changes to traffic movements/increase in pedestrian movements and more people out exercising, its unlikely that these surveys will be carried out until Autumn 2021 at the earliest. Committee in May 2022