

	A	B	C	D	E	F	G	H	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	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	16 September 2021								
4	Performance Report	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 Intelligene and Performance Management	Customer	1.1.3		
5	Draft Tree and Woodland 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. The Draft Tree and Woodland Implementation Plan now been approved and will brought to committee in September seeking approval to undertake public consultation.	Steven Shaw and David Dunne	Operations and Protective Services	Operations	1.1.1 and 1.1.5		
6	Digital Support for Care Leavers	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.	It was not possible to report to the May 2021 committee. In the meantime, a Service Update was issued in April 2021.	Graeme Simpson	Integrated Children & Family Services	Operations	1.2		
7	Annual Assurance Statement	To seek approval for the Council's Annual Assurance Statement. To be submitted by 31 October.		Neil Carnegie	Early Intervention and Community Empowerment	Customer	1.1.1		

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8	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 and 1.1.5		
9	Targeted Learning 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;		Madalene McSween	Early Intervention and Community Empowerment	Customer	1.1.1		
10	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	1.1.1 and 1.1.3		
11	Annual Action Plan for Child Poverty 2020/21	To be submitted annually to the Scottish Government. This report is scheduled to come to Committee in September, on the basis that national data is available for inclusion in the report. If this is not available, the report will come before a future Committee as advised by the Chief Officer - Early Intervention and Community Empowerment.		Derek McGowan	Early Intervention and Community Empowerment	Customer	1.1.3	D	Officers have been advised that the national data for monitoring performance is unlikely to be available until mid-October. Officers will aim to bring the reports to Committee in November, and will update the Convener on progress towards this date.
12	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. This report is scheduled to come to Committee in September, on the basis that national data is available for inclusion in the report. If this is not available, the report will come before a future Committee as advised by the Chief Officer - Early Intervention and Community Empowerment'		Derek McGowan	Early Intervention and Community Empowerment	Customer	1.1.3	D	Officers have been advised that the national data for monitoring performance is unlikely to be available until mid-October. Officers will aim to bring the reports to Committee in November, and will update the Convener on progress towards this date.

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18	Empty Home Policy	To approve the empty homes policy and instruct officers to provide an annual update on empty homes.		Mel Booth	Early Intervention and Community Empowerment	Customer	1.1.5		
19	18 November 2021								
20	Performance Report	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		
21	Notice of Motion by Councillor Reynolds - referred from Council on 21 June 2021.	That the Council instruct the Chief Officer - Operations and Protective Services to report to the Operational Delivery Committee on the next steps following discussions with Podback (which is operated and financed by the coffee pod manufacturers at no cost to this authority) with a view to Aberdeen City Council becoming the first local authority in Scotland to introduce the recycling of coffee pods.		Hannah Lynch	Operations and Protective Services	Operations			
22	Committee Annual Effectiveness Report	To report on the annual effectiveness report for this Committee.		Rob Polkinghorne Andy MacDonald	Operating Officer and Director of Customer Services	Operations and Customer	GD 8.5		
23	Cluster Risk Register and Assurance Map Reporting	To report on the cluster risk register.		Jacqui MacKenzie, Steve Roud, Derk McGowan, Mark Reilly, Graeme	Various	Various	1.1.4		
24	Various Small Scale Traffic Management 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		
25	19 January 2022								
26	Performance Report	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		

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33	Proposed Removal of Pedestrian Crossings and Traffic Signal Controlled Junctions	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.	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 June 2022	Donald Kinnear	Operations and Protective Services	Operations	1.1.1		
34	31 August 2022								
35	Performance Report	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		
36	Various Small Scale Traffic Management 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		
37	Road Winter Service Plan	To present the Road Winter Maintenance programme every September.			Operations and Protective Services	Operations	1.1.1, 1.1.3, 1.1.5		
38	01 November 2022								
39	Performance Report	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		
40	Various Small Scale Traffic Management 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		
41	Future reports								

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42	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. This report is awaiting opening of Phase 1 of the South College Street Project currently programmed for Summer 2022, updated traffic counts and modelling thereafter. Estimated Committee date 2023.	Joanna Murray / David Dunne	Strategic Place Planning	Place	1.1.5		
43	Traffic Management Measures for TECA site	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.	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 updates were issued in November 2020 and May 2021 to outline the delay.	Jack Penman/Ross Stevenson	Operations and Protective Services	Operations	1.1.1		