

	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	18 November 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).	On agenda	Louise Fox	Business Intelligence and Performance Management	Customer	1.1.3		
5	Keeping the Promise	To introduce the Committee to the Scottish Government's Plan 21-24 to #KeepThePromise and to provide information and proposals on our implementation of it.	On agenda	Kymme Fraser	Integrated Children's and Family Services	Operations	1.1.1 and 1.1.2		
6	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.	On agenda	Hannah Lynch	Operations and Protective Services	Operations	1.1.5		
7	Committee Annual Effectiveness Report	To report on the annual effectiveness report for this Committee.	On agenda	Rob Polkinghorne Andy MacDonald	Operating Officer and Director of Customer Services	Operations and Customer	GD 8.5		
8	South College Street Junction Improvements (Phase 1) - Traffic Regulation Orders	To highlight objections received as a result of the statutory consultation for two Traffic Regulation Orders associated with the South College Street Junction Improvements (Phase 1) Project. With the committee thereafter considering the responses and recommendations made by officers; thereby reaching a conclusion as to whether the orders should be made as originally envisaged, or modified, or rejected.	On agenda	Graeme McKenzie	Operations and Protective Services	Operations	1.1.1		

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9	Cluster Risk Register and Assurance Map Reporting	To report on the cluster risk register.	On agenda	Jacqui MacKenzie, Steve Roud, Derk McGowan, Mark Reilly, Graeme Simpson, Martin Murchie	Various	Various	1.1.4		
10	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	Report delayed as the national data for child poverty is not yet available, and is required to inform the progress and impact of work, as well as the actions required over the next year to continue to tackle child poverty.
11	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	Report delayed as the national data for child poverty is not yet available, and is required to inform the progress and impact of work, as well as the actions required over the next year to continue to tackle child poverty.
12	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	R	No objections received therefore report not required.
13	19 January 2022								
14	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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15	Managed Student Accommodation Waste Policy	To implement a policy for the provision of domestic waste services to managed student accommodation in Aberdeen		Hannah Lynch	Operations and Protective Services	Operations	1.1.5		
16	Tree and Woodland Strategic Implementation Plan	At the committee on 16 September 2021, it was agreed to instruct the Chief Officer - Operations and Protective Services, to report back to Operational Delivery Committee in January 2022 detailing; (a)The findings of the public consultation; and (b)A final draft of Aberdeen City Tree & Woodland Strategic Implementation Plan for approval and publication.		Steven Shaw	Operations and Protective Services	Operations	1.1.1 and 1.1.5		
17	Void Housing	At the Committee on 16 September 2021, it was agreed that a report be brought back to this committee by the Chief Officer – Early Intervention and Community Empowerment after two cycles to allow further monitoring of progress of the improvement plan in reducing the number of void properties.		Derek McGowan	Early Intervention and Community Empowerment	Customer	1.1.3		
18	Duties to Brothers and Sisters - new legislation			Graeme Simpson	Integrated Children's and Family Services	Operations	1.1.1 and 1.1.2		
19	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		
20	09 June 2022								
21	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		
22	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		

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23	A92 Haudagain Improvement – Detrunking Settlement			Doug Ritchie	Operations and Protective Services	Operations	1.1.1		
24	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 June 2022 to committee.	Joanna Murray	Strategic Place Planning/ Capital	Place	1.1.3		
25	Autism Strategy Action Plan	ODC 17/01/19 - To instruct that annual reports would be submitted on the progress of implementation of the Action Plan. Reported 5 March 2020 and will then be annually.	An update was provided to ODC in May 2021, therefore annual reports will be submitted May/June 2022 onwards.	Jenny Rae	Health and Social Care Partnership	Health and Social Care Partnership	GD 7.1		
26	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		
27	31 August 2022								

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28	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		
29	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		
30	Digital Support for Care Leavers	At the Committee on 16 September 2021, it was agreed that a report be brought back in Autumn 2022, providing details on the impact the funding has had on the support for care leavers.		Graeme Simpson	Integrated Children's and Family Services	Operations	1.2		
31	Child Poverty Action Plan	To be submitted annually to the Scottish Government. Due to be submitted September 2021		Derek McGowan	Early Intervention and Community Empowerment	Customer	1.1.3		
32	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		
33	Empty Home Policy	At the Committee on 16 September 2021, it was agreed that an annual report be brought back in relation to empty homes.		Derek McGowan	Early Intervention and Community Empowerment	Customer	1.1.5		
34	Road Winter Service Plan	To present the Road Winter Maintenance programme every September.		Doug Ritchie	Operations and Protective Services	Operations	1.1.1, 1.1.3, 1.1.5		
35	01 November 2022								
36	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		
37	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		

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38	Future reports								
39	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	
40	Macaulay Drive Aberdeen	At the meeting on 16 September 2021, it was agreed to instruct the Chief Officer – Operations and Protective Services to consult with local members and the community council after 12 months of the operation of the Macaulay Drive redetermination; and, if issues are raised through the consultation process from a pedestrian safety perspective, that a report be brought back to this committee by that Chief Officer, identifying whether any further measures may be needed.			Mark Reilly	Operations and Protective Services	Operations	1.1.1	
41	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	