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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	31 August 2022								
4	Notice of Motion from Councillor Stewart - King's Gate	At the meeting in November 2021, the Committee agreed "That this Committee instructs the Chief Officer – Operations and Protective Services to submit a report to the next appropriate committee and refer it to the budget process concerning the alternative options of installing another pedestrian crossing on King's Gate in the vicinity of the Atholl Hotel from the south side to the north side of King's Gate and installing such a crossing on Forest Road near its junction with King's Gate and any other options which are considered by the Chief Officer to be appropriate. It was also agreed to include other local schools in the study.	On agenda		Katie Watson	Operations and Protective Services	1.1.1		
5	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.	On agenda		Jenny Rae	Health and Social Care Partnership	1.1.5		
6	Keeping the Promise	At the meeting on 18 November 2021, it was agreed that the Chief Officer of Integrated Children & Family Services provides an annual report to this Committee on the Council's progress in delivering delivering Plan 21-24; the first of these being in June 2022. At the Committee in June 2022 it was noted that a report would be submitted to the August Committee.			Graeme Simpson	Integrated Children's and Family Services	1.1.1	D	Awaiting input from key partnership agencies therefore the report will be available at the next cycle.

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7	Supporting People Through the Cost of Living Crisis	The purpose of the report is to set out options on how the Council could further support struggling and vulnerable people throughout the cost of living crisis.	On agenda	Derek McGowan/ Paul Tytler	Early Intervention and Community Empowerment	Customer	1.1.1		
8	Proposed Removal of Pedestrian Crossings and Traffic Signal Controlled Junctions	To provide details on the proposed removal of pedestrian crossings and Traffic Signal Controlled Junctions		Steve McGuire	Operations and Protective Services	Operations	1.1.1	D	Report delayed until January 2023. Service update has been issued in the meantime. Traffic volumes and pedestrian movements had not returned to pre-covid levels therefore the surveys were delayed to be carried out in Autumn 2022 to make sure the survey data within the report was accurate.
9	Children's Social Work Statistics 2020-21	To update members on the publication of the national report in relation to Children's Social Work statistics with a focus how Aberdeen City is performing in relation to comparative authorities and the national position.	On agenda	Graeme Simpson	Integrated Children's and Family Services	Operations	1.1.3 and 1.2		
10	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		
11	Annual Assurance Statement	To seek approval for the Council's Annual Assurance Statement for the year 2022/23	On agenda	Derek McGowan/ Heather Murdoch	Early Intervention and Community Empowerment	Customer	1.1.1		

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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	Consultation period for this cycle of schemes will not be completed until after the final report deadline. Any objections received will therefore go to the next committee.
13	Notice of Motion by Councillor Stewart - Springfield Road	That the Committee instructs the Chief Officer - Operations and Protective Services to submit a report to the next appropriate meeting of the Operational Delivery Committee (or equivalent) outlining the options for installing a pedestrian crossing on Springfield Road in the area/vicinity of the petrol station and of Craigeibuckler Avenue. This notice of motion is made on pedestrian safety grounds, addressing the needs of local people, young and those less mobile and for families, living within the area, wanting to walk to the local neighbourhood shops, schools, Johnstone Gardens and the wider Hazlehead / Craigeibuckler area. Residents believe a traffic island is insufficient to operate as a pedestrian crossing and are unable to stand on it safely with prams and wheelchairs	On agenda	Naomi McRuvie	Operations and Protective Services	Operations	1.1.1		
14	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.	On agenda	Graeme Simpson	Integrated Children's and Family Services	Operations	1.1.2		
15	Child Poverty Action Plan Annual statutory report 2021/22.	To be submitted annually to the Scottish Government.	On agenda	Derek McGowan/ Paul Tytler	Early Intervention and Community Empowerment	Customer	1.1.1 and 1.1.3		
16	Child Poverty Action Plan update 2022/23.	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.	On agenda	Derek McGowan/ Paul Tytler	Early Intervention and Community Empowerment	Customer	1.1.1 and 1.1.3		
17	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.	On agenda	Derek McGowan/ Mel Booth	Early Intervention and Community Empowerment	Customer	1.1.1		
18	Refurbishment/ Improvements to Memorial Garden at Aberdeen Crematorium	To seek approval for improvements to be made to the Memorial Garden at Aberdeen Crematorium	On agenda	Steven Shaw	Operations and Protective Services	Operations	1.1.1, 1.1.2, 1.2		

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19	Piper Alpha Memorial Report	At the Council meeting on 13 July 2022, it was agreed (i)to instruct the Chief Officer - Operations and Protective Services to connect with, meet with, and agree next steps with, all relevant parties, including survivors of and families affected by the Piper Alpha disaster and trade unions, with the outcome of the meetings to be reported back to the Operational Delivery Committee in August 2022; and (ii)to instruct the Chief Officer - Operations and Protective Services to prepare a cost estimate for the planting of the rose beds as an interim measure and report to the Operational Delivery Committee in August 2022 including the options on how this could be funded.	On agenda	Mark Reilly	Operations and Protective Services	Operations	1.1.1		
20	Notice of Motion by Councillor Hutchison	At the Council meeting on 13 July 2022, the following Notice of Motion was referred to this Committee. (a) notes the role of the council in protecting tenants in the private rented housing sector through licensing, registration and enforcement; (b)agrees that everyone living in the rented sector should be able to have an expectation of safe, secure and good-quality housing, and that this is undermined where landlords fail to meet their legal obligations; (c)instructs the Chief Officer - Early Intervention and Community Empowerment to report to a future committee on the operation of the private landlord registration and HMO licensing schemes, and short term lets legislation preparedness in Aberdeen. This should include the action taken when complaints are received about unlicensed landlords, and options to ensure that the public are aware of how to raise complaints. Report may require to be considered by Licensing Committee thereafter.	On agenda	Derek McGowan	Early Intervention and Community Empowerment	Customer	1.1.1		
21	Free Period Products	Section 6 of the Period Products (Free Provision) (Scotland) Act 2021 (the Act) requires Aberdeen City Council to produce and communicate a "Statement on Exercise of Functions" to summarise the arrangements in place to meet the legal duties imposed by the Act.	On agenda	Paul Tytler	Early Intervention and Community Empowerment	Customer	1.1.1		
22	Road Winter Service Plan	To present the Road Winter Service Plan for the forthcoming winter period and explain the changes from the previous year.	On agenda	Paul Davies	Operations and Protective Services	Operations	1.1.1		
23	01 November 2022								
24	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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25	Windmill Brae	ODC 19/04/18 - To request that a report be brought back to Committee on an update in regards to Windmill Brae.	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 November 2022 to committee.	Joanna Murray	Strategic Place Planning/ Capital	Place	1.1.3		
26	Notice of Motion by Councillor Greig - Queens Lane South	At the meeting on 9 June 2022, it was agreed to request that a letter drop off be undertaken to residents in the local area in relation to the Aberdeen City Council (Queens Lane South, Aberdeen) (Prohibition of Waiting) Order 2021 and to report back to this Committee in two cycles (1 November 2022) with a report on the results of any representations received and actions to be taken.		Vycki Ritson	Operations and Protective Services	Operations	1.1.1		
27	Cluster Risk Registers and Assurance Map Reporting	To report on the cluster risk registers		Jacqui MacKenzie, Steve Roud, Derek McGowan, Mark Reilly, Graeme Simpson	Various	Various	1.1.4		
28	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		
29	Future reports								

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30	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		
31	Participatory Budgeting in Aberdeen	At the budget meeting on 7 March 2022, it was agreed to note the Council's approach towards meeting the target of 1% of revenue funding being available for Participatory Budgeting, paragraph 3.83 of the report, and instruct the Chief Officer - Early Intervention and Community Empowerment to report to a future meeting of the Operational Delivery Committee on the impact of Participatory Budgeting in Aberdeen;		Derek McGowan	Early Intervention and Community Empowerment	Customer			
32	A92 Haudagain Improvement – Detrunking Settlement	To present Committee with the details of the final settlement for the remaining sections of Trunk Road on Anderson Drive / Great Northern Road and Auchmill Road	Contractor working on the Haudagain Improvement for Transport Scotland failed to complete the scheme before 31/3/2022. Although the scheme opened 16/5/22, this means that the earliest the old Trunk Road will be detrunked is 31/3/2023. Officers expect that this report will not come back to	Doug Ritchie	Operations and Protective Services	Operations	1.1.1		
33	Fly Tipping, Littering and Dog Fouling	At the budget meeting on 7 March 2022, it was agreed to instruct the Chief Officer - Early Intervention and Community Empowerment to explore cost neutral options to supplement the enforcement of fly tipping, littering and dog fouling and implement a 12 month test of change and report back to the Operational Delivery Committee with a full evaluation of the test of change;		Derek McGowan	Early Intervention and Community Empowerment	Customer	1.1.1		

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34	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		
35	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.	Service updates were issued in November 2020 and May 2021 to outline the delay. The instruction from committee was report back after 1 year of facility opening. Due to the COVID and slow return to those traveling by bus and other public transport, required surveys have not been able to be concluded. Work currently ongoing with staff at TECA to monitor parking and travelling behaviours during the 2022 summer/autumn events. These additional surveys will be required between now and Dec 22, during which	Ross Stevenson	Operations and Protective Services	Operations	1.1.1		
36	Preventing Homelessness - Memorandum of Understanding between Aberdeen City Council and the Department of Work and Pensions	At the Council meeting on 13 July 2022, it was agreed that update reports on the Memorandum of Understanding between Aberdeen City Council and the Department of Work and Pensions be submitted to the relevant committee on a six monthly basis.			Early Intervention and Community Empowerment	Customer			