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1	COMMUNITIES HOUSING AND PUBLIC PROTECTION COMMITTEE BUSINESS PLANNER The Business Planner details the reports which have been instructed 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	Report Author	Chief Officer	Director	Terms of Reference	Delayed or Recommended for removal or transfer, enter either D, R, or T	Explanation if delayed, removed or transferred
3	14th March 2023								
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	Data and Insight	Customer	1.1.3		
5	Housing Allocation Policy	To provide committee with an update on the allocations policy.	On agenda	Graeme Gardener	Early Intervention and Community Empowerment	Customer	1.1.5		
6	Protests and Processions	To agree the Council's position on the public protection aspects of protests and processions where there are traffic management implications arising from applications		Vikki Cuthbert	Governance	Commissioning	2.12	D	Discussions still ongoing with COSLA and Police Scotland.
7	Cluster Risk Registers and Assurance Map Reporting for Customer Experience / D&I / D&T / E&CE and Building Services	To report on the cluster risk registers	On agenda	Jacqui MacKenzie, Steve Roud, Derek McGowan	Various	Various	1.1.4		
8	Police Scotland 6 monthly Performance Report	To present Police Scotlands 6 monthly Performance Report	On agenda	Graeme Mackie	Police Scotland	Police Scotland	2.20		
9	Capital Programme of Works to Properties	At the meeting on 17 January 2023, it was agreed to instruct the Chief Officer – Corporate Landlord to report to the next meeting of this Committee on the capital programme of works to properties, following consideration of the current approach to tenants refusing improvement works, with options to change this approach and the case for changing to an approach which ensures all tenanted properties are upgraded and maintained to the same standard.		Stephen Booth	Corporate Landlord	Resources	1.1.1	D	Officers are working on exploring the issues raised within the instruction and require additional time to consider all the implications of any changes to the current practise and to undertake wider consultation on any recommendations.
10	Local Police Plan 2023-26	To provide members with the Local Police Plan for 2023-26	On agenda	Graeme Mackie	Police Scotland	Police Scotland	2.19		

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11				16th May 2023						
12	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	Data and Insight	Customer	1.1.3			
13	SFRS - Thematic Report: SFRS Rescue and Specialist Support	To provide a thematic report on the SFRS Rescue and Specialist Support		Chay Ewing	Scottish Fire and Rescue Service	Scottish Fire and Rescue Service	2.20			
14	Aberdeen Water Safety	To inform committee on Aberdeen City Council's involvement in the Aberdeen Water Safety Group and provide and update on this group's and Environmental Services' current initiatives.		Steven Shaw	Operations and Protective Services	Resources	1.1.1			
15	Trusted Trader Scheme in Aberdeen City	To seek elected member approval for the proposed Trusted Trader Scheme		Graeme Paton	Operations and Protective Services	Resources	1.1.2 and 1.1.5			
16	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	1.2		Transferred from Operational Delivery Committee business planner.	
17	Piper Alpha Memorial Report	ODC 31/08/22 - to instruct the Chief Officer Operations and Protective Services to liaise with interested parties as to their preferred options for the future of the Piper Alpha Memorial and to include in those options presented to those parties, the option of the replanting of roses including any cost implications; and to instruct the Chief Officer Operations and Protective Services to report the outcome of the meeting(s) with interested parties to the next appropriate Committee meeting and seek a decision; and to instruct the Chief Officer Operations and Protective Services to provide an update to a Council meeting when appropriate.		Mark Reilly	Operations and Protective Services	Operations	1.1.1			
18	Housing Strategy Update	To provide committee with an update on Housing Strategy		Mel Booth	Strategic Place Planning	Commissioning	1.1.1			
19	SFRS: Thematic Report	Theme to be agreed.		Chay Ewing	Scottish Fire and Rescue Service	Scottish Fire and Rescue Service	2.20			
20	Police Scotland	To provide a verbal operational update to committee.		Graeme Mackie	Police Scotland	Police Scotland				

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21	6th July 2023								
22	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	Data and Insight	Customer	1.1.3		
23	Housing Improvement Group	At the meeting on 17 January 2023, it was agreed that (i) to note the work of the Housing Improvement Group in identifying improvements and efficiencies around the management and maintenance of the housing stock and instruct the Chief Officer – Corporate Landlord to bring forward regular reports (bi-annual) on the work of the Group to this Committee, the first such report to go to the Committee meeting in July 2023; and (ii) to note that, as part of the transformation programme, there is an ongoing review of the structure of the organisation around housing repairs and maintenance and instruct the Chief Officer – Corporate Landlord to report any changes to this Committee on 6 July 2023;		Stephen Booth	Corporate Landlord	Resources	1.1.1		
24	Housing Revenue Account Portfolio	At the meeting on 17 January 2023, it was agreed to instruct the Chief Officer – Corporate Landlord to review, as part of the transformation programme, key planned maintenance activities required across the Housing Revenue Account (HRA) portfolio and report back to this committee in July 2023) on a programme approach to delivering these works.		Stephen Booth	Corporate Landlord	Resources	1.1.1		
25	Library Provision	At the budget meeting on 1 March 2023, it was agreed to instruct the Chief Officer - Early Intervention and Community Empowerment to bring a report to the Communities, Housing and Public Protection Committee, during financial year 2023/24, outlining options for, the design of a 21 st library provision that can then be shared for consultation.		Margaret Stewart	Early Intervention and Community Empowerment	Customer	1.1.1		
26	SFRS - 2022/23 Annual Scrutiny Report	To provide details on the Scottish Fire and Rescue Scrutiny Report for 2022/23		Chay Ewing	Scottish Fire and Rescue Service	Scottish Fire and Rescue Service	2.20		
27	5th September 2023								
28	Empty Home Policy	At the Operational Delivery 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	1.1.1		Transferred from Operational Delivery Committee business planner.
29	City Centre Policing	At the meeting on 17 January 2023, it was agreed that a report be brought in 6 months on City Centre Policing and to include information on partnership working		Graeme Mackie/ Andy McDonald	Customer Services	Customer	1.1.1		

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30	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	Data and Insight	Customer	1.1.3		
31	Annual Committee Effectiveness Report	To report on the annual effectiveness of the committee		Lynsey McBain	Governance	Commissioning	TBC		
32	Police Scotland - Performance Report	To present Police Scotland Performance Report		Graeme Mackie	Police Scotland	Police Scotland	2.20		
33	Annual Assurance Statement	Annual submission required to the Scottish Government. October/November 2023		Derek McGowan	Early Intervention and Community Empowerment	Customer	1.1.1		
34	SFRS: Thematic Report	Theme to be agreed.		Chay Ewing	Scottish Fire and Rescue Service	Scottish Fire and Rescue Service	2.20		
35	14th November 2023								
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	Data and Insight	Customer	1.1.3		
37	Review of the Non Traditional Housing Stock	At the meeting on 17 January 2023, it was agreed to instruct the Chief Officer – Corporate Landlord to review the HRA's non traditional housing stock to identify properties that will be unable to meet future environmental or other standards, identify a budget to undertake these inspections within the 2023/24 budget and report back to this Committee on progress in November 2023.		Stephen Booth	Corporate Landlord	Resources			
38	Aberdeen City's Affordable Housing Delivery Programme	To provide an update on the Aberdeen City affordable housing delivery programme.		Mel Booth	Early Intervention and Community Empowerment	Customer	1.1.1		
39	Aberdeen City's Strategic Housing Investment Plan 2023/24 – 2027/2028	To seek approval of the Strategic Housing Investment Plan (SHIP)		Mel Booth	Early Intervention and Community Empowerment	Customer	1.1.1		
40	Building Standards Activity Report	At the meeting on 17 January 2023, it was agreed that a further report be brought on Building Standards Activity Report		Grant Tierney	David Dunne	Commissioning	2.7		

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41	SFRS - 6 month Performance Report	To provide details on the 6 month performance report from Scottish Fire and Rescue.		Chay Ewing	Scottish Fire and Rescue Service	Scottish Fire and Rescue Service	2.20		
42	Beyond 2023 or no date confirmed.								
43	Asset Management Strategies for the HRA Estate	At the meeting on 17 January 2023, it was agreed to instruct the Chief Officer – Corporate Landlord to consolidate and refresh all asset management strategies for the HRA estate and report back to this Committee on this matter by late 2024.		Stephen Booth	Corporate Landlord	Resources			
44	Housing	At the budget meeting on 1 March 2023, it was agreed instruct the Chief Officer - Strategic Place Planning to include a tiered analysis of resource requirements in the refreshed Local Housing Strategy to be presented for approval to the Communities, Housing and Public Protection Committee noting the significance of housing as one of the key determinants of population health.		David Dunne	Strategic Place Planning	Commissioning			
45	Public Engagement	At the budget meeting on 1 March 2023, it was agreed to instruct the Communications Manager to bring back a report to the Communities, Housing and Public Protection Committee outlining a scheme of public engagement, ahead of the 2024/25 budget setting process.		David Ewen	Customer Experience	Customer	1.1.1		