

	A	B	C	D	E	F	G	H	I
1	ANTI-POVERTY AND INEQUALITY 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	10th May 2023								
4	Supporting People Through the Cost of Living Crisis - CUS/23/122	At the meeting of Operational Delivery Committee on 31 August 2022, it was agreed to instruct the Chief Officer – Early Intervention and Community Empowerment to report to a future Committee on the outcomes achieved by the allocation of funds; to instruct the Chief Officer – Early Intervention and Community Empowerment to report to the relevant committee on the provision of warm spaces within Aberdeen and explore any support that can be provided to communities visiting them; and should additional resources be made available by either the UK or Scottish Government for fuel and the cost of living crisis, to instruct the relevant Chief Officer to report to the relevant committee with options for the best allocation of these funds.		Jacqui McKenzie	Early Intervention and Community Empowerment	Customer	1.1		Transferred from Operational Delivery Committee.
5	Update report on current initiatives - CUS/23/123	The report will provide an update to committee on ongoing initiatives in relation to food insecurity and fuel poverty, and on funded programmes.		Paul Tytler	Early Intervention and Community Empowerment	Customer	1.1, 1.8, 1.14		
6	Report from External Advisers - CUS/23/124	To provide an update to committee on ongoing initiatives in relation to research into poverty and inequality.		Jacqui McKenzie	Early Intervention and Community Empowerment	Customer	1.1		
7	Report on Anti-Poverty & Inequality Committee visit to CFINE - CUS/23/159	To provide the Committee with a report following the Committee visit to CFINE on 8 March 2023		Paul Tytler	Early Intervention and Community Empowerment	Customer	1.1		
8	21st June 2023								
9	Child Poverty Action Report 2022/23	Agree the submission of Child Poverty Action Plans and Reports to the Scottish Government		Paul Tytler	Early Intervention and Community Empowerment	Customer	2.1		
10	Formation of a working group to support the Anti-Poverty and Inequality Committee	The Committee agreed on 8 March 2023 to request that the working group, with support from the Chief Officer – Early Intervention and Community Empowerment and the External Advisers, submit a report to the Anti-Poverty and Inequality Committee in June 2023 detailing their thoughts on anti-poverty and inequality issues in Aberdeen and making recommendations on actions believed necessary to tackle these issues.		Jacqui McKenzie	Early Intervention and Community Empowerment	Customer	1.3		

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2	30th August 2023								
11	30th August 2023								
12	Annual Committee Effectiveness Report	To present the annual Committee Effectiveness report		Andy MacDonald		Customer	GD 8.5		
13	Memorandum of Understanding between Aberdeen City Council and the Department of Work and Pensions on preventing homelessness and improving outcomes	At the Council meeting on 13 July 2022 the Council resolved to approve the Memorandum of Understanding (MoU); to agree that the Co-Leaders of the Council countersign the MoU on behalf of the Council; and to agree that update reports for the MoU be submitted on a six-monthly basis to the relevant committee.		Paul Tytler	Early Intervention and Community Empowerment	Customer	2.3		
14	Child Poverty Action Plan update	At the Operational Delivery 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. Last reported to APIC on 8 March 2023, when it was also agreed (CUS/23/067) to instruct the Chief Officer – Early Intervention and Community Empowerment to include in the next six monthly Child Poverty Action Plan report analysis of work being done to support specific demographics outwith the six identified child poverty family groups		Jacqui McKenzie	Early Intervention and Community Empowerment	Customer	1.1		Transferred from Operational Delivery Committee.
15	Citizens' Assemblies	To note detailed plans and costs for a Citizens' Assembly (while noting that budget approval would require to be considered by the Finance and Resources Committee).	At the Committee on 8 March 2023, Members agreed (CUS/23/063) that the report planned for May 2023 be submitted for the Committee on 30 August 2023 to allow a final proposal to be brought.	Jacqui McKenzie/ Paul Tytler	Early Intervention and Community Empowerment	Customer	1.2, 1.3		
16	1st November 2023								
17	Anti Poverty Strategy	At the Anti Poverty and Inequality Committee on 8 March 2023, Members noted the approach to the development of an anti-poverty strategy (CUS/23/062) and agreed that the Strategy would be developed and submitted to Committee on 1 November 2023.		Paul Tytler	Early Intervention and Community Empowerment	Customer	2.8.1		
18	Child Poverty Action Plan update report	At the Operational Delivery 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. Last reported to API on 8 March 2023.		Paul Tytler	Early Intervention and Community Empowerment	Customer	1.1		
19	Demographic information on child poverty, in-work poverty and other forms of poverty in the city	Committee agreed on 8 March 2023 to instruct the Chief Officer – Early Intervention and Community Empowerment to undertake further work with the External advisers and working group on poverty demographics in Aberdeen and report back to this Committee.		Jacqui McKenzie	Early Intervention and Community Empowerment		1.1		
20	Beyond 2023 or date not confirmed.								

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2									
21	Child Poverty Action Plan Annual statutory report.	At the meeting of Operational Delivery Committee on 31 August 2022, it was agreed to instruct the Chief Officer – Early Intervention and Community Empowerment to review the Council’s approach to tackling Child Poverty, in conjunction with Community Planning Partners through the Community Planning Aberdeen Anti - Poverty group, and bring a report back to the relevant Committee detailing a refreshed action plan for 2022-2026.		Jacqui McKenzie	Early Intervention and Community Empowerment	Customer	1.1		Transferred from Operational Delivery Committee.
22	Demographic information on child poverty, in-work poverty and other forms of poverty in the city	At the Committee on 8 March 2023, it was agreed (CUS/23/067) to: (1) instruct the Chief Officer – Early Intervention and Community Empowerment to undertake further research into rates of poverty and ‘in work’ poverty in the rented and social housing sectors in Aberdeen and report back to this Committee at a future date; (2) Instruct the Chief Officer – Customer Experience following consultation with the Chief Officer – Data and Insights, to review how the Council records demographic information of residents, and report back to a future Committee with suggestions on how this data can be more effectively used to target key demographics with a higher risk of experiencing poverty; (3) instruct the Chief Officer – Data and Insights to undertake a further survey through City Voice on poverty rates in Aberdeen and report back to a future Committee; and (4) instruct the Chief Officer – Early Intervention and Community Empowerment to report back to this Committee on poverty demographics once the most recent census data was available.		Jacqui McKenzie	Early Intervention and Community Empowerment	Customer	1.1		
23	Equality Outcomes Progress Report	To provide an update on the progress achieved at the end of Year 3 of Aberdeen City Council’s Equality Outcomes for 2021-25. Last reported to Committee on 8 March 2023.		Baldeep McGarry	Early Intervention and Community Empowerment	Customer	2.2		