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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	16th May 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	Parks & Open Areas Management Rules 2024	The report seeks approval to make new Management Rules for Parks and Outdoor Areas within the remit of Aberdeen City Council as the existing Management Rules will expire at the end of 2023	On agenda	Steven Shaw	Operations and Protective Services	Resources	1.4.2		
6	Food Standards Scotland Audit of Local Authority implementation of interventions Food Law Code of Practice (Scotland)	To advise Committee of audit report findings and approval of action plan	On agenda	Andrea Carson	Operations and Protective Services	Resources	2.3		
7	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	R	A service update has been issued with necessary information. No decision required. Recommended for removal.
8	SFRS - Thematic Report: SFRS Rescue and Specialist Support	To provide a thematic report on the SFRS Rescue and Specialist Support	On agenda	Chay Ewing	Scottish Fire and Rescue Service	Scottish Fire and Rescue Service	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	On agenda	Stephen Booth	Corporate Landlord	Resources	1.1.1		
10	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	R	This will now be a service update.
11	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	D	The proposed scheme is being revised and will be reported in due course if appropriate.

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12	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.	On agenda	Paul Tytler	Early Intervention and Community Empowerment	Customer	1.1.1, 1.4.2		Transferred from Operational Delivery Committee business planner.
13	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.	On agenda	Mark Reilly	Operations and Protective Services	Operations	1.1.1		
14	Local Housing Strategy Update	To provide committee with an update on Housing Strategy	On agenda	Mel Booth	Strategic Place Planning	Commissioning	1.1.1		
15	Police Scotland	To provide a verbal operational update to committee.	On agenda	Graeme Mackie	Police Scotland	Police Scotland			
16	City Centre Multi Storey Blocks - Progress on Full Options Appraisal	Council on 10/03/21 agreed (1) to approve £250,000 from the Housing Capital Programme to undertake a full option appraisal on the city centre multi storey blocks to consider future development and investment opportunities; and (2) to instruct the Chief Officer - Corporate Landlord to report back the outcome from the option appraisal of (1) above to the City Growth and Resources Committee no later than March 2022 The CG&R Committee on 3/2/22 agreed to defer this whilst further consideration of the outcome of the Council's appeal regarding the listing of these blocks is undertaken. The report will be submitted (likely June 2022) once a way forward has been established.	This was transferred from the Finance and Resources Committee on 29/3/23 due to the Terms of Reference. - ON AGENDA	Bill Watson	Corporate Landlord	Resources	1.1.1		
17	6th July 2023								

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18	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		
19	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		
20	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		
21	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		
22	Slavery	At the Council meeting on 26 April 2023, a Notice of Motion from Cllr Ai was submitted and it was agreed to instruct the Chief Executive to report to the Communities, Housing and Public Protection Committee on the current status of the Modern Slavery Act including any proposed legislative changes and a review of what other local authorities, across the UK, and other major public institutions (e.g. universities, charities, devolved/national governments etc.) have in place and the impact thereof.		Deirdre Nicolson	Governance	Commissioning			
23	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		
24	5th September 2023								

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25	Empty Homes Update report	At the Operational Delivery Committee on 16 September 2021, it was agreed that an annual report be brought back in relation to Empty Homes.		Mel Booth	Strategic Place Planning	Commissioning	1.1.1		Transferred from Operational Delivery Committee business planner.
26	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		
27	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		
28	Annual Committee Effectiveness Report	To report on the annual effectiveness of the committee		Lynsey McBain	Governance	Commissioning	TBC		
29	Police Scotland - Performance Report	To present Police Scotland Performance Report		Graeme Mackie	Police Scotland	Police Scotland	2.20		
30	Annual Assurance Statement	Annual submission required to the Scottish Government. October/November 2023		Jacqui McKenzie	Early Intervention and Community Empowerment	Customer	1.1.1		
31	SFRS: Thematic Report	Theme to be agreed.		Chay Ewing	Scottish Fire and Rescue Service	Scottish Fire and Rescue Service	2.20		
32	14th November 2023								
33	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		
34	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 requirements, so that the stock can be identified and budgeted to		Stephen Booth	Corporate Landlord	Resources			
35	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		

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36	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		
37	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		
38	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		
39	Beyond 2023 or no date confirmed.								
40	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			
41	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			
42	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		