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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	6th July 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 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	D	The transformation workstream around housing repairs and maintenance is being progressed with a small team across the organisation considering processes, structure, assurance and data management across the housing and public buildings property portfolio's. The work undertaken to date has led to some extension to the project scope to consider interactions with all relevant clusters (operations, corporate landlord and capital and E1 nbd CE) around both repairs, maintenance and capital works to ensure a consistency of approach and common areas of improvement. The ongoing work around wider structure will now be captured in the December report to Council on the wider council structure. The implications of any change on delivery of repairs and maintenance will be reported to this committee thereafter.
6	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		
7	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.	On agenda	Margaret Stewart	Early Intervention and Community Empowerment	Customer	1.1.1		

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8	Modern 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.	On agenda	Deirdre Nicolson	Governance	Commissioning	2		
9	Fly Tipping, Littering and Dog Fouling	Council Budget 07/03/22 - 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	On agenda	Jacqui McKenzie	Early Intervention and Community Empowerment	Customer	1.1.1 and 1.1.2		
10	Police Scotland	Officer from Professional Standards to attend Committee following agreement at meeting on 14 March 2023	On agenda	Graeme Mackie	Police Scotland	Police Scotland			
11	SFRS - 2022/23 Annual Scrutiny Report	To provide details on the Scottish Fire and Rescue Scrutiny Report for 2022/23	On agenda	Chay Ewing	Scottish Fire and Rescue Service	Scottish Fire and Rescue Service	2.20		
12	5th September 2023								
13	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		
14	Trusted Trader Scheme in Aberdeen City	To seek approval for the proposed Trusted Trader Scheme		Graeme Paton	Operations and Protective Services	Resources	1.1.2 and 1.1.5		
15	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		
16	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		

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17	Annual Committee Effectiveness Report	To report on the annual effectiveness of the committee		Lynsey McBain	Governance	Commissioning	GD 8.5	D	This is an annual report which is presented after a full year of committee - therefore request deferral to 14 November 2023 in order to report on data for the complete 12 months.
18	Police Scotland - Mental Health Thematic Report	To provide a thematic report on Mental Health.		Graeme Mackie	Police Scotland	Police Scotland	2.2		
19	Police Scotland - Performance Report	To provide Police Scotland Performance Report		Graeme Mackie	Police Scotland	Police Scotland	2.2		
20	Food Standards Scotland audit	At the meeting on 16 May 2023, it was agreed to instruct the Chief Officer – Operations and Protective Services to provide the Committee with a progress update of the audit "Action Plan" and also instructs the Chief Officer – Operations and Protective Services to report back with the "Annual Service Plan" report that details future service delivery, for Food law interventions, considering the Food Standards Scotland Audit findings		Hazel Stevenson	Operations and Protective Services	Resources	2.30		
21	Annual Assurance Statement	Annual submission required to the Scottish Government. October/November 2023		Jacqui McKenzie	Early Intervention and Community Empowerment	Customer	1.1.1		
22	SFRS: Thematic Report	Theme to be agreed.		Chay Ewing	Scottish Fire and Rescue Service	Scottish Fire and Rescue Service	2.20		
23	14th November 2023								
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	Data and Insight	Customer	1.1.3		

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25	Police Scotland - verbal update on cyber crime and Disclosure Scheme for Domestic Abuse Scotland	To provide information to Members on cyber crime and Disclosure Scheme for Domestic Abuse Scotland		Graeme Mackie	Police Scotland	Police Scotland	2.20		
26	Housing Improvement Group - Capital Works	At the meeting on 16 May 2023, it was agreed to instruct the Chief Officer - Corporate Landlord to report back to this Committee on progress towards introducing those outcomes referred to in the report.		Stephen Booth	Corporate Landlord	Resources	1.1.1		
27	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		Stephen Booth	Corporate Landlord	Resources			
28	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		
29	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		
30	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		
31	Police Scotland - Disclosure Scheme for Domestic Abuse - verbal update	To provide members with information on the Disclosure Scheme for Domestic Abuse		Graeme Mackie	Police Scotland	Police Scotland			
32	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		
33	Beyond 2023 or no date confirmed.								

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34	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			
35	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			
36	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		
37	Park and Open Spaces	At the meeting on 16 May 2023, it was agreed to instruct the Chief Officer - Operations and Protective Services to report back to committee if significant objections or comments, which have not been withdrawn, addressed or resolved, are received during the public consultation with: (a) the results of the public consultation; and (b) a recommendation as to the form the Management Rules should take following the public consultation. Report only if objections.		Steven Shaw	Operations and Protective Services	Resources			
38	City Centre Multi Storey Blocks	At the meeting on 16 May 2023, it was agreed to instruct the Chief Officer Corporate Landlord to report the findings of the extensive consultation exercise in the summer of 2024, with recommendations as to potential decisions that may then be made.		Stephen Booth	Corporate Landlord	Resources	1.1.1		

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39	Housing Strategy Report	At the meeting of 16 May 2023, it was agreed to instruct the Chief Officer - Strategic Place Planning to report back to this Committee with a timeline for the review of Aberdeen City's Local Housing Strategy within six months of receiving confirmation from the Centre for Housing Market Analysis (CHMA) that the HNDA is "robust and credible"; and		Mel Booth	Strategic Place Planning	Commissioning	1.1.1		