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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	05 September 2024								
4	Scottish Fire and Rescue	To provide a thematic report on new initiative Unwanted Fire Alarm Signals (UFAS)	On agenda	Andy Wright	SFRS	SFRS	2.20		
5	Police Scotland Performance Report	Performance Report from Police Scotland for 2023-24.	On agenda	Graeme Mackie	Police Scotland	Police Scotland	2.20		
6	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 Insight	Corporate Services	1.1.3		
7	Busking Code of Practice	At the meeting on 23 January 2024, it was agreed to instruct the Chief Officer – Early Intervention and Community Empowerment to report back to this committee to seek approval of a Busking Code of Conduct.	On agenda	Mark Wilson	Governance	Corporate Services	1.1.5		
8	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;	A new structure for the organisation was approved by Council in early 2024. This consolidates all housing activity within the same directorate and brings soft FM and Building Services with the Corporate Landlord structure whilst also creating a Chief officer – Housing, the implications of this and the mechanism around how Housing will be managed within this structure are being finalised and will be brought to this Committee after the Summer.'	Stephen Booth	Corporate Landlord	Families & Communities	1.1.1	R	This item will be incorporated with the joint report at number 37 on the planner.
9	RAAC Interventions	At the meeting on 30 May 2024, it was agreed to instruct that a verbal update should be provided to each meeting of the Committee and that such an update should be included as a standing agenda item until the Committee otherwise instructs.	Verbal update	Jaquie McKenzie/ John Wilson/ Stephen Booth	Housing/ Capital/ Corporate Landlord	Various	1.1.1		
10	Library Provision	At the meeting on 23 January 2024, it was agreed to instruct the Chief Officer - Early Intervention and Community Empowerment to continue to collaborate with stakeholders in designing a strategic vision and model for the Library and Information Service, reporting back to this Committee on the Future Libraries and Information Service vision and model at the meeting on 5 September 2024. Also at the meeting on 23 January 2024, it was agreed to instruct the Chief Officer - Early Intervention and Community Empowerment to undertake a consultation (including by means of newspaper advertisement) on the proposed Library and Information Services Management Rules at Appendix C and thereafter report back to a meeting of this Committee on the outcome of such consultation and to seek a decision on whether such Rules should be made, all in accordance with section 112 of the Civic Government (Scotland) Act 1982.	On agenda	Margaret Stewart	Education & Lifelong Learning	Families & Communities	1.1.1		

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11	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	Families & Communities	1.1.1	D	This will now be reported to the November meeting.
12	Establishing a Trusted Trader Scheme in Aberdeen City	At the meeting on 5 September 2023, it was agreed to instruct the Chief Officer – Operations and Protective Services to report back to the Committee in 12 months on the effectiveness of the scheme against the aims of the scheme.	On agenda	Graeme Paton	Governance	Corporate Services	1.1.2 and 1.1.5		
13	The Aberdeen City Retailers' Charter for the Responsible Sale of Tobacco and Vaping Products	At the meeting on 5 September 2023, it was agreed to instruct the Chief Officer Operations and Protective Services to report back to the Committee in 12 months on the effectiveness of the Charter.	On agenda	Graeme Paton	Governance	Corporate Services	2.5		
14	Annual Assurance Report	Annual submission required to the Scottish Government. October/November 2024	On agenda	Jacqui McKenzie	Housing	Families & Communities	1.1.1		
15	Cost Neutral Environmental Enforcement	At the meeting on 6 July 2023, the Committee resolved:(i) to agree the implementation of a 12-month pilot programme with the selected supplier for the enforcement of Littering, Dog Fouling and Fly Tipping legislation; and (ii) to instruct the Chief Officer - Early Intervention and Community Empowerment to monitor and evaluate the pilot and prepare a report for Communities Housing and Public Protection Committee on conclusion of the pilot in 2024.		Mark Wilson	Governance	Corporate Services	1.1.1 and 1.1.2	D	The contract is due to start on 19th August 2024 so the report on the pilot will be reported back in summer 2025.
16	Homewards Programme Update	To provide committee with an update on the Homewards Programme in Aberdeen. Specifically an update on the formation of the Aberdeen coalition and the progress made on the development of the local action plan.	On agenda	Rachel Harrison	Housing	Families & Communities	1.1.1		
17	Housing Capital Update	To provide an update on Housing Capital projects.	On agenda	John Wilson	Capital	City Regeneration & Environment	1.1.1		
18	Housing Bill Update	To provide an update in regards to the Housing Bill.	On agenda	Mel Booth	Housing	Families & Communities	1.1.1		
19	Affordable Housing Update	To provide an update in regards to Affordable Housing.	On agenda	Mel Booth	Housing	Families & Communities	1.1.1		

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2		<p>Council notes the unprecedented housing and homelessness issues affecting tenants and potential tenants in Aberdeen.</p> <p>Recognises the extreme pressures facing housing and homelessness services in Aberdeen today. These pressures exist despite the best endeavours and professionalism of officers within the Council that have seen a number of positive achievements. These include:</p> <p>The Aberdeen Labour decisions alongside our coalition partners 2017-2022 to build 2,000 new Council homes on top of procuring over 4,000 Affordable homes with Registered Social Landlords.</p> <p>This has resulted in Dyce new Builds Completed, Auchmill Road New builds Completed, Summerhill New Build has now achieved Practical Completion for all blocks, Tillydrone New Build has now achieved Practical Completion for all blocks, Cloverhill New Build is progressing as planned, Kaimhill New Build is nearing completion, Greenferns and Greenferns Landward are progressing to achieve RIBA 3 completion, Craighill New Build is out to tender, Kincoth New Build tender documentation is being finalised; and 206 Union Street works have commenced</p> <p>However, the number of households assessed as homeless or in housing need waiting for a home to call their own remains of significant concern.</p> <p>As detailed in the reports to the Communities, Housing and Public Protection Committee: Homeless applications are at a 13 year high at the end of March 2024, with levels recorded (1,481) not seen since the same period in 2010/11, 442 Statutory Homeless Households Residing in Temporary Accommodation at end March 2024, only 30% of Unintentional homeless decisions reached within 21 Days, 161 days the Average length of journey in days for applicants assessed as unintentionally homeless at the end of March, the Council are now breaching our duties in accordance with the Unsuitable Accommodation Order, by having households in unsuitable accommodation for longer than 7 days, 237.7 The YTD Average time taken to re-let all properties (Citywide - days) against a target of 125 days at the end of March 2024, the YTD Void Rent Loss figure for 2023/24 is £7,805,806 this equates to 7.91% of the gross debit (rent due) which is a significant increase when compared with the same period last year where the figure stood at £5,271,632 (5.70%), planned maintenance projects such as in Summerhill have been put on hold. In April 2022, 4,750 applications were on the waiting list for housing, this has grown to 6,658 in May 2024</p> <p>These issues have been exacerbated by the following. We have 366 houses identified as uninhabitable due to RAAC and a massive transfer operation in place for Council tenants. Of the 366 houses, 138 are privately owned properties whose owners have been virtually neglected by ACC, The Scottish Administration and the UK Government, families face ruin and bankruptcy and this should not be allowed to happen in a Civil Society.</p> <ul style="list-style-type: none"> The Housing Revenue account is funding the majority of the costs currently being incurred and faces unprecedented financial pressures. . <p>This a perilous situation and one that requires action today. That the Council therefore agrees to:-</p> <ul style="list-style-type: none"> -Declare a Housing Emergency in Aberdeen today. -Instruct the Executive Director – Families and Communities, working with key partners internally and externally, to bring forward a Housing Emergency Action Plan in two cycles. This plan will address how we will tackle homelessness and increase housing supply in the short and medium term, increase maintenance programmes on our housing stock and support the findings of the RAAC report due in August. -Instruct the Chief Executive to write to both Scottish and UK Governments advising them of this grave situation and request immediate support. 	On agenda		Housing	Families & Communities			
20	Notice of Motion by Councillor Graham - referred by Council on 3 July 2024								
21	Notice of Motion by Councillor Macdonald - referred from Council on 3 July 2024.	<p>At the Council meeting on 3 July 2024, it was agreed to refer the Notice of Motion by Councillor Macdonald. 1.notes that anti-social behaviour includes street drinking, fist fights, drug taking and dealing, aggressive begging and recognises that anti-social behaviour incidents in the city centre are causing increasing concern to residents, businesses and those who work, shop and visit the area;</p> <p>2.notes that Aberdeen holds Scotland's only Purple Flag accredited city centre status and that efforts should continue to retain this accreditation; and</p> <p>3.instructs the Chief Officer - Governance to co-ordinate a further report from the Community Safety Partnership to the Communities, Housing and Public Protection Committee on current efforts to manage anti-social behaviour in the city centre and on approaches to offering wider system awareness and understanding of the issues.</p>	On agenda		Governance	Corporate Services			
22	21 November 2024								

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23	Police Scotland - thematic report - Hate Crime	At the meeting on 28 March 2024, it was agreed to note many within the public and the media have great concerns that the implementation of the Hate Crime and Public Order (Scotland) Act 2021 will criminalise freedom of thought, freedom of speech, and freedom of belief; and requests the Chief Superintendent Graeme Mackie, North East Division, Police Scotland bring forward a thematic report to the meeting on 21 November 2024 on the implications to the media and the public from this new Act		Graeme Mackie	Police Scotland	Police Scotland			
24	Scottish Fire and Rescue	To provide a six monthly performance report		Andy Wright	SFRWS	SFRS	2.20		
25	RAAC Interventions	At the meeting on 30 May 2024, it was agreed to instruct that a verbal update should be provided to each meeting of the Committee and that such an update should be included as a standing agenda item until the Committee otherwise instructs.		Jaquie McKenzie/ John Wilson/ Stephen Booth	Housing/ Capital/ Corporate Landlord	Various	1.1.1		
26	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 Insight	Corporate Services	1.1.3		
27	Adult Protection Committee Biennial Report	To provide the Adult Protection Committee Biennial report		Val Vertigans	AHSCP	AHSCP	2.1		
28	Annual Effectiveness Report	To report on the annual effectiveness of the committee.		Lynsey McBain	Governance	Corporate Services	GD8.5		
29	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	Families & Communities	1.1.1	R	This item will be incorporated with the joint report at number 37 on the planner.
30	Rental Differentials	At the Council meeting on 14 December 2023 it was agreed to instruct the Chief Officer - Corporate Landlord, in consultation with the Chief Officer - Finance and the Chief Officer - Early intervention and Community Empowerment, to undertake a review of the rental differentials per property type, including any premium that may be applied to properties with high energy efficiency levels reporting the outcome to a future meeting of the Communities Housing and Public Protection Committee and thereafter as part of the 2025/26 HRA budget process.		Stephen Booth / Jonathan Belford/ Jacqui McKenzie	Stephen Booth / Jonathan Belford/ Jacqui McKenzie	Various		T	This will be incorporated into the report to Council - Housing Revenue 30 Year Account Business Plan
31	Building Standards Activity Report	At the meeting on 30 May 2024, it was agreed to receive a further Building Standards Activity Report at the meeting of the Communities, Housing and Public Protection Committee on 21st November 2024.		Grant Tierney	Strategic Place Planning	City Regeneration & Environment	2.7 and 2.8		

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32	Council Housing Improvement Activity and Acquisition and Disposal Policy	At the meeting on 30 May 2024, it was agreed to instruct the Chief Officer – Corporate Landlord to pause any new applications under the Council House buy-back scheme (with the exclusion of any properties in Torry that may meet the requirements of RAAC affected tenants) in light of wider resource pressures, accelerated by RAAC in Torry, and the funding and voids impact and bring a report on the Acquisition and Disposal policy and buy-backs progress to a future meeting of this Committee, no later than 21 November 2024		Stephen Booth	Corporate Landlord	Families & Communities		R	This item will be incorporated with the joint report at number 37 on the planner.
33	Strategic Housing Investment Plan	To approve the Strategic Housing Investment Plan.		Mel Booth	Housing	Families & Communities			
34	Empty Homes Update Report	To provide an update on empty homes		Mel Booth	Housing	Families & Communities			
35	Housing (Cladding Remediation) (Scotland) Bill	To provide an update on the Housing (Cladding Remediation) (Scotland) Bill		Stephen Booth	Corporate Landlord	Families & Communities			
36	Housing Board Report	At the meeting on 30 May 2024, it was agreed to instruct the Executive Director Families and Communities to bring back to this Committee bi-annual reports providing oversight on Housing Improvement Activity.		Eleanor Sheppard		Families & Communities		R	This item will be incorporated with the joint report at number 37 on the planner.
37	Housing Board Bi Annual Report	This will be a combined report incorporating numbers (8) on the planner - Housing Improvement Group, (29) - Asset Management Strategies for the HRA Estate, (32) - Council Housing Improvement Activity & Acquisition and Disposal Policy and (36) Council Housing Improvement Activity		Eleanor Sheppard		Families & Communities			
38	Notice of Motion from Cllr Boulton	At Council on 21 August 2024, the following Notice of Motion was approved. To instruct the Executive Director of Families and Communities to investigate, with urgency, the opportunity for post offices that are closing to be set up in our local libraries and to report back to the Communities, Housing and Public Protection Committee as soon as possible. With the closure of both Culter and Culps post offices recently, this leaves a huge number of people without a post office facility.		Eleanor Sheppard		Families & Communities			
39			14 January 2025						
40	RAAC Interventions	At the meeting on 30 May 2024, it was agreed to instruct that a verbal update should be provided to each meeting of the Committee and that such an update should be included as a standing agenda item until the Committee otherwise instructs.		Jaquie McKenzie/ John Wilson/ Stephen Booth	Housing/ Capital/ Corporate Landlord	Various	1.1.1		
41			11 March 2025						
42	Resilience Report	Annual report - to provide an update on arrangements which have been put in place with communities across the city to support them in local emergency response during disruptive weather events and power outages. Reported in March 2024, therefore March/April 2025.		Fiona Mann	Governance	Corporate Services	2.12		

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2	RAAC Interventions	At the meeting on 30 May 2024, it was agreed to instruct that a verbal update should be provided to each meeting of the Committee and that such an update should be included as a standing agenda item until the Committee otherwise instructs.		Jaquie McKenzie/ John Wilson/ Stephen Booth	Housing/ Capital/ Corporate Landlord	Various	1.1.1		
43									
44			27 May 2025						
45	Housing Board report	At the meeting on 30 May 2024, it was agreed to instruct the Executive Director Families and Communities to bring back to this Committee bi-annual reports providing oversight on Housing Improvement Activity. Due to be reported November 2024 then May 2025.		Eleanor Sheppard		Families & Communities			
46	RAAC Interventions	At the meeting on 30 May 2024, it was agreed to instruct that a verbal update should be provided to each meeting of the Committee and that such an update should be included as a standing agenda item until the Committee otherwise instructs.		Jaquie McKenzie/ John Wilson/ Stephen Booth	Housing/ Capital/ Corporate Landlord	Various	1.1.1		
47	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.	Consultation works on the future of the City centre multi's has been undertaken with excellent level of tenant and owners participation. Further works has not been progressed as staff time has been diverted to other RAAC related issue.	Stephen Booth	Corporate Landlord	Families & Communities	1.1.1		
48			02 September 2025						
49	RAAC Interventions	At the meeting on 30 May 2024, it was agreed to instruct that a verbal update should be provided to each meeting of the Committee and that such an update should be included as a standing agenda item until the Committee otherwise instructs.		Jaquie McKenzie/ John Wilson/ Stephen Booth	Housing/ Capital/ Corporate Landlord	Various	1.1.1		
50			11 November 2025						
51	RAAC Interventions	At the meeting on 30 May 2024, it was agreed to instruct that a verbal update should be provided to each meeting of the Committee and that such an update should be included as a standing agenda item until the Committee otherwise instructs.		Jaquie McKenzie/ John Wilson/ Stephen Booth	Housing/ Capital/ Corporate Landlord	Various	1.1.1		
52	Council Housing Improvement Activity	At the meeting on 30 May 2024, it was agreed to instruct the Executive Director Families and Communities to bring back to this Committee bi-annual reports providing oversight on Housing Improvement Activity. Due to be reported November 2024 then May 2025		Eleanor Sheppard		Families & Communities	1.1.1		
53			Future reports						
54	Grampian Joint Health Protection Plan	At the meeting on 30 May 2024 it was noted that the plan would be reviewed again in 2026.		Hazel Stevenson	Governance	Corporate Services	2.2		
55	Rent Assistance Fund 2024/25	At the meeting on 28 March 2024, it was agreed to instruct the Chief Officer – Finance to present a further evaluation covering the full 12 months of the pilot to be presented to the Communities, Housing and Public Protection Committee after one full year of operation.		Jonathan Belford	Finance	Corporate Services	1.1.1		

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56	Aberdeen City Local Housing Strategy Update	At the meeting on 30 May 2024, it was agreed to instruct the Chief Officer – Housing in collaboration with the Chief Officer – Aberdeen City Health and Social Care Partnership, to report back to the Communities, Housing and Public Protection Committee within 12 months on the implementation of the hybrid care and support model at Provost Hogg Court to evaluate the effectiveness before considering potential implementation in other parts of the city.		Jacqui McKenzie	Housing	Families & Communities	1.1.1		
57	Anti Modern Slavery report	At the meeting on 30 May 2024, it was agreed that a report be brought back to this Committee in 2 years time, to provide an evaluation of the implementation of the statement.		Sandie Scott/ Isla Newcombe	People & Citizen Services	Corporate Services	GD 8.1		
58	Reinforced Autoclaved Aerated Concrete (RAAC) - Outcome of Options Appraisal August 2024	At the Council meeting on 21 August 2024, it was approved to agree that the optimum option was the demolition and rebuild of homes on site and instruct the Chief Officer - Capital to proceed with the demolition aspect of this (Option 4a), and report back to the next appropriate meeting of the Communities, Housing and Public Protection Committee on the initial phasing of demolition and landscape details.		John Wilson	Capital	City Regeneration & Environment			
59	Reinforced Autoclaved Aerated Concrete (RAAC) - Outcome of Options Appraisal August 2024	At Council on 21 August 2024, it was agreed to instruct the Chief Officer - Corporate Landlord in consultation with the Chief Officer - Capital, Chief Officer - Housing, and the Chief Officer - Finance, to assess the 'building new homes' option as alluded to in Option 4b with consideration towards undertaking a detailed masterplanning exercise assuming the site is vacant to determine future redevelopment proposals. For the wider site give consideration to creation of appropriate greenspace, preferred housing mix, opportunities to extend tenure mix and provision for housing for varying need and report this to a future meeting of the Communities, Housing and Public Protection Committee in 2025 (as early as possible);		Jacqui McKenzie/ Stephen Booth/ John Wilson/ Jonathan Belford	Various	Various			
60	Reinforced Autoclaved Aerated Concrete (RAAC) - Outcome of Options Appraisal August 2024	At Council on 21 August 2024, it was agreed to instruct the Chief Officer - Housing to continue the re-homing process and report progress to the Communities, Housing and Public Protection Committee on a regular basis, noting that there may be requirements to commence legal proceedings under the Scottish Tenancy Agreements, where tenants refused to move to alternative accommodation having received reasonable offers of alternative accommodation to ensure that tenant safety remains the Council's primary objective;		Jacqui McKenzie	Housing	Families & Communities			