

# Communities, Housing and Public Protection Committee Annual Effectiveness Report 2023/2024



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## 1. Introduction from Convener

- 1.1 I am pleased to present the second annual effectiveness report for the Communities, Housing and Public Protection Committee (CHPPC). The annual effectiveness reports have been in place since 2017, following a recommendation made by CIPFA in their review of the Council's governance arrangements, namely that Committees review the extent to which they had operated within their Terms of Reference, through an annual report. The annual effectiveness report represents good practice in governance and also informs the annual review of the Council's Scheme of Governance, enabling officers to identify if any changes are required, for example, to the Committee Terms of Reference. The presentation of the annual reports was temporarily paused due to the disruption to committee meetings as a result of the pandemic, and then to allow time for the new committee structure to bed in following the local government elections in May 2022.
- 1.2 Aberdeen's diverse communities have made the city what it is today and the views of our communities should be at the heart of all we do as a Council. The Council is committed to listening to, and engaging with, communities throughout Aberdeen to ensure that we deliver the best possible outcomes for our citizens. High quality, affordable social housing for all who require it, is also key to ensuring we have a city which thrives and we are committed to providing housing which will meet the needs of citizens for years to come. The safety of the citizens of Aberdeen is a priority for the Council and the Committee allows a public forum for scrutiny, engagement and oversight of both Police Scotland and the Scottish Fire and Rescue Service.
- 1.3 There were no major changes made to the CHPPC Terms of Reference as part of the 2024 Scheme of Governance Review, however we will continue to monitor them over the next year to ensure they remain fit for purpose.
- 1.4 I would like to thank Members and officers for their contributions during the year. I would also like to thank my Vice Convener, Dell Henrickson, for his help and support and representatives of Police Scotland and the Scottish Fire and Rescue Service for their valuable input this year and we look forward to working with them next year.



Councillor Miranda Radley  
Convener – Communities, Housing and Public Protection Committee

## 2. The Role of the Committee

The purpose of the Committee is to monitor and oversee the delivery of:

- services provided by the Housing Cluster;
- services provided by the Governance Cluster relating to Public Protection;
- services provided by the Operations Cluster (excluding services within the remit of the Net Zero, Environment and Transport Committee and the Education and Children's Services Committee); and
- all other Council housing functions (with the exception of capital building programmes, albeit the Committee may receive and consider reports providing updates on capital building programmes).

To promote the health and wellbeing of the residents of Aberdeen and inclusive, equal communities.

To receive assurance on the statutory and regulatory duties placed on the Council for public protection in relation to

- Adult support and protection
- Protective Services
- Civil Contingency responsibilities for local resilience and prevention; and
- Building Control

To undertake the Council's duties in relation to the Police and Fire and Rescue Services under the Police and Fire Reform (Scotland) Act 2012.

### REMIT OF COMMITTEE

#### 1. Service Delivery and Performance

- 1.1. The Committee will, for the Customer Function, the Operations Function (subject to the exclusions noted above) and the Council housing functions described above:
  - 1.1.1 oversee, and make decisions relating to, service delivery;
  - 1.1.2 approve options to improve/transform service delivery;
  - 1.1.3 scrutinise operational performance and service standards in line with the Performance Management Framework and consider recommendations for improvements where required (including in relation to the Housing Revenue Account);
  - 1.1.4 receive risk registers relative to its remit and scrutinise to ensure assurance of the controls in place;
  - 1.1.5 approve all policies and strategies relative to its remit; and

- 1.1.6 receive reports on inspections and peer reviews in order to ensure best practice and note any actions arising from those inspections and reviews.
- 1.2 In undertaking the aspects at 1.1, the Committee will ensure that it is acting within the budget set by Council and is supporting the delivery of the Council's agreed outcomes, commissioning intentions and service standards.
- 1.3 The Committee may make recommendations to the appropriate Committee(s) or Sub Committee(s) on matters affecting its remit where the authority to approve sits within the remit of another Committee or Sub Committee.
- 1.4 In particular, the Committee will:
  - 1.4.1 consider and determine Asset Transfer Requests made under the Community Empowerment (Scotland) Act 2015;
  - 1.4.2 review and oversee the management of council-managed open spaces, and oversee the development and operation of a Community Environmental Improvement Fund;
  - 1.4.3 monitor the work of leased community centres and work with the management committees of these community centres to enhance the important services and activities they provide with their allocated budget; and
  - 1.4.4 monitor the establishment and operation of Citizens' Assemblies, receiving a report on each Assembly meeting (noting that any such Assembly related to Poverty or Inequality comes under the responsibility of the Anti-Poverty and Inequality Committee).

## **PUBLIC PROTECTION**

- 2. The Committee will receive, amongst other reports relating to the Council's statutory and regulatory duties for public protection, reports:
  - 2.1 providing assurance on the Council's duty to deliver an effective adult justice service as determined by statutory inspections;
  - 2.2 summarising findings from statutory sampling and analysis work carried out by or on behalf of the Environmental Health and Trading Standards services to ensure compliance with required standards;
  - 2.3 providing assurance in respect of the Council's performance in relation to Trading Standards, Environmental Health (including the Public Mortuary) and Scientific Services, including external inspection and audit reports relating to these services;

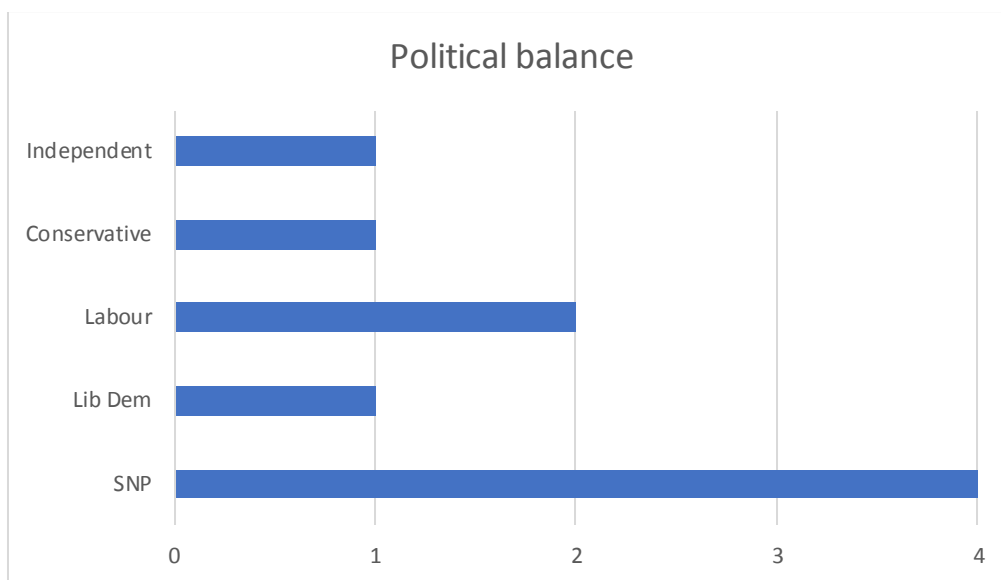
- 2.4 to monitor compliance with the Council's duties relating to the provision of mortuary facilities and their adequacy for responding to mass fatalities;
- 2.5 on any work taken to tackle underage sales in the city;
- 2.6 on major incidents and fatal accident inquiries and any resulting impact and responsibilities placed on the Council;
- 2.7 outlining activity by Building Standards in relation to public safety and dangerous buildings;
- 2.8 outlining activity by Building Standards in relation to public safety and unauthorised building work and the unauthorised occupation of buildings;
- 2.9 providing assurance from the Adult Protection Committee on the impact and effectiveness of adult support and protection improvement initiatives, including: delivery of national initiatives and local implications;
  - learning from learning reviews;
  - quality assurance;
  - training and development;
  - local evidence-based initiatives;
  - effective working on adult protection; and
  - statistics relating to the Adult Protection Register (whilst noting that it has no remit to challenge entries);
- 2.10 relating to the Chief Social Work Officer's Annual Report insofar as it relates to adult services, for assurance purposes;
- 2.11 on the nature of institutional and systemic discrimination in the City of Aberdeen, and the steps required to eradicate such discrimination;
- 2.12 to monitor compliance with the Council's duties relating to resilience and local emergencies;
- 2.13 concerning relevant local, regional and national 'lessons learnt' reports and recommendations in respect of civil contingency matters and monitor their implementation;
- 2.14 to monitor the Council's preparedness in relation to the National CONTEST strategy and associated plans relating to Counter Terrorism;
- 2.15 to contribute to and comment on the Strategic Police Plan and the Scottish Fire and Rescue Service Strategic Plan when consulted by the relevant national authority, in terms of the Police and Fire Reform (Scotland) Act 2012 and the Fire (Scotland) Act 2005 respectively;

- 2.16 to respond to consultations by the Chief Constable on the designation of local commanders and by the Scottish Fire and Rescue Service on the designation of local senior officers;
- 2.17 to be involved in the setting of priorities and objectives, both for the policing of Aberdeen and for the Scottish Fire and Rescue Service in the undertaking of its functions in Aberdeen;
- 2.18 to specify policing measures the Council wishes the local commander to include in a Local Police Plan;
- 2.19 to approve a Local Police Plan submitted by the local commander and approve a Local Fire and Rescue Plan (including a revised plan) submitted by the Scottish Fire and Rescue Service;
- 2.20 on police and fire and rescue service provision and delivery in Aberdeen and provide feedback to the local commander and the local senior officer;
- 2.21 to consider reports, statistical information and other information about the policing of Aberdeen and the undertaking of the Fire and Rescue function in Aberdeen provided in response to the Council's reasonable requests;
- 2.22 to agree, with the local commander, modifications to an approved Local Police Plan at any time;
- 2.23 to liaise with the local commander and local senior officer with regard to the undertaking by them of the community planning duties of the Chief Constable and the Scottish Fire and Rescue Service; and
- 2.24 on the establishment and operation of a Road Safety Fund, in order to agree and monitor the implementation of measures funded (note: decisions on transport are reserved to the Net Zero, Environment and Transport Committee).

### 3. Membership of the Committee during 2023/2024

3.1 The Communities, Housing and Public Protection Committee has 9 members.

3.2 The Committee composition is presented below:-



3.3 Police Scotland and Scottish Fire and Rescue Service regularly provide reports to Committee such as Performance Reports and also prepare thematic reports based on what Elected Members request, or what may be of interest. Members have the opportunity to engage with Senior Officers in Police Scotland and Scottish Fire and Rescue Service on a regular basis.

### 4. Membership Changes

4.1 At the Council meeting on 7 February 2024, the membership of CHPPC was reduced from 13 members to 9. Councillor Bouse replaced Councillor Greig as a member from the meeting in March 2024. Following the decision at Council to reduce the membership of the Committee, Councillors Brooks, Copland, Delaney (the Depute Provost), and Lawrence were no longer members.



## 5. Member Attendance

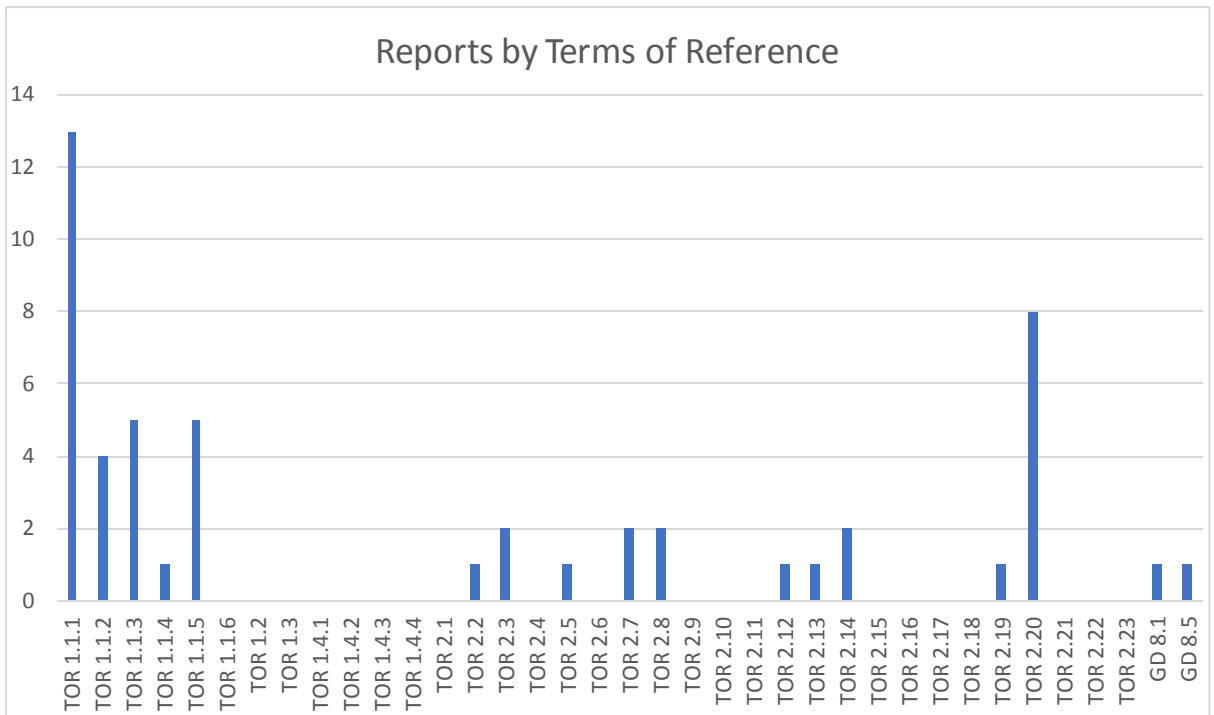
Member	Total Anticipated Attendances	Total Attendances	Substitutions
Councillor Radley	5	5	
Councillor Henrickson	5	5	
Councillor Bouse	3	3	
Councillor Cross	5	5	
Councillor Davidson	5	5	
Councillor Graham	5	3	Councillor Malik
Councillor McLellan	5	5	
Councillor Mrs Stewart	5	4	
Councillor Tissera	5	5	
The following were members until the membership of the Committee was reduced.			
Councillor Brooks	2	2	
Councillor Copland	2	2	
Councillor Delaney	2	2	
Councillor Greig	2	2	
Councillor Lawrence	2	2	

## 6. Meeting Content

6.1 During the 2023/2024 reporting period (15 October 2023 to 15 October 2024), the Committee had 5 meetings and considered a total of 45 reports.

### 6.2 Terms of Reference

6.2.1 The following chart details how reports aligned to the Terms of Reference (set out at section 2 above) for the Committee.



6.2.2 During the course of 2023/2024 the Committee received reports under most of the main Terms of Reference which indicates that the Committee has discharged its role effectively throughout the course of the reporting period. As is visible from the table, 13 reports fell under TOR 1.1.1, which is to oversee, and make decisions relating to, service delivery. There were also 8 reports which fell under TOR 2.20, which were reports from Scottish Fire and Rescue Service and Police Scotland in relation to service provision and delivery in Aberdeen.

6.2.3 It is noted that a number of reports have been listed under more general Terms of Reference, for example, 1.1.1 as set out above, when some of the more specific TOR could have also applied. Officers have undertaken to monitor this next year to ensure that all applicable TOR are reflected. Although there are some TOR which have not been utilised this year, it is not anticipated that these require to be reviewed and altered, as the monitoring work should ensure that they are used in future.

## 7. Reports and Decisions

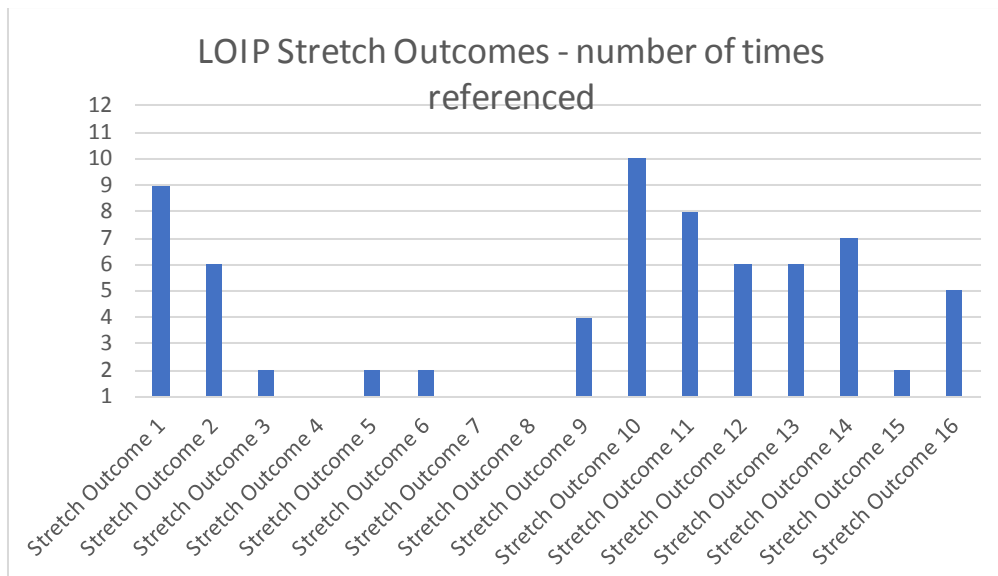
7.1 The following information relates to the committee reports and Notices of Motion presented to Committee throughout the reporting period, as well as the use of Standing Orders and engagement with members of the public.

	Total	Total Percentage of Reports
Confidential Reports	0	0
Exempt Reports	0	0
Number of reports where the Committee amended officer recommendations	6	13%
Number of reports approved unanimously	39	86%
Number of reports or service updates requested during the consideration of another report to provide additional assurance and not in business planner	1	2%
Number of reports delayed for further information	0	0
Number of times the Convener has had to remind Members about acceptable behaviour in terms of the Code of Conduct	0	0
Late reports received (i.e. reports not available for inspection at least 3 clear days before the meeting)	0	0
Number of referrals to Council under SO 34.1	0	0

<b>Notices of Motion, Suspension of Standing Orders, Interface with the Public</b>	
Number of Notices of Motion to Committee	5
Number of times Standing Orders suspended	3
Specific Standing Orders suspended	14.5.7 and 14.13 twice
Number of deputations requested	6
Number of deputations heard	6
Number of petitions considered	0

## 8. Reports with links to the Local Outcome Improvement Plan

8.1 The following table details of the 45 reports, how each report linked to the Local Outcome Improvement Plan (LOIP Stretch Outcomes are appended to this report for reference at Appendix 1). As can be seen from the chart below, stretch outcome 10 was referenced in 10 different reports, with the aim that healthy life expectancy be five years longer by 2026. Stretch outcome 1 was also referenced in 9 reports which aimed for there to be a 20% reduction in the percentage of people who report they have been worried they would not have enough food to eat and/ or not be able to heat their home by 2026.



## 9. Training and Development

9.1 Development opportunities for Members will be considered for next year based on Committee business throughout the year, Executive Lead proposals and Member feedback on what may be required to assist them in performing their roles.

9.2 Service updates were also provided to Members throughout the year to provide additional information on topics which were not reported to Committee or were requested at Committee from Members. These included:-

- Festive Period Service Delivery;
- Remembering together Covid Memorial;
- Domestic Abuse and Women Refuges;
- British Sign Language;
- Police Scotland Service Update; and
- Rent Assistance Fund

## 10. Code of Conduct Declarations and Transparency Statements

10.1 No declarations of interest were intimated and two transparency statements were made by Members during the reporting period. Information in respect of declarations of interest and transparency statements is measured to evidence awareness of the requirements to adhere to the Councillors' Code of Conduct and the responsibility to ensure fair decision-making.

## 11. Civic Engagement

11.1 During the course of the year there has been consultation with the public in respect of various issues and topics. The Responsible Retailers Charter was implemented and has been successful, as it had resulted in the Service receiving only one complaint in

2024. The Trusted Trader Scheme was also due to be implemented in September 2024, following consultation with traders in the city.

- 11.2 Civic engagement is at the forefront of much of the business of the committee, particularly in respect of reports from Police Scotland and the Scottish Fire and Rescue Service and the Council working in partnership with them. Members have engaged with both Police Scotland and Scottish Fire and Rescue Service at meetings, requesting further information or reports to be brought back as necessary.

## 12. Executive Lead to the Committee - Commentary

- 12.1 Given the nature of the Committee, business will often be of interest to the public, it is vital that reports are open and transparent and I am pleased to note all reports were considered in the public domain, with only one deputation heard in private at the request of the presenter.
- 12.2 The Committee will continue to work closely with Police Scotland and Scottish Fire and Rescue Service in order to undertake the Council's role in relation to the Police and Fire Reform (Scotland) Act 2012.
- 12.3 The Committee will also continue to receive assurance on the statutory and regulatory duties placed on the Council for public protection for areas such as Adult Support and Protection, Protective Services, Civil Contingency responsibilities for local resilience and prevention and also Building Control.

## 13. The Year Ahead

- 13.1 The 2025 Scheme of Governance review will look at the operation of this Committee over the last 12 months and consider any amendments to Terms of Reference which may be needed.
- 13.2 The business planner sets out a range of pieces of work which are due to come back before Committee in 2025 for consideration, and as a selection, the following should be noted:-
- Verbal update to every Committee meeting on Reinforced Autoclaved Aerated Concrete;
  - Police Scotland thematic report on hate crime;
  - City Centre Multi Storey Blocks;
  - Building Standards Activity Report;
  - Housing (Cladding Remediation) (Scotland) Bill;
  - Housing Board Bi Annual Report – reported twice yearly;
  - Aberdeen's Future Library and Information Service Model;
  - Anti Social Behaviour in City Centre;
  - Cost Neutral Environmental Enforcement;
  - Busking Code of Conduct;

## Appendix 1 – Local Outcome Improvement Plan Stretch Outcomes

<b>Economy</b>	
1.	20% reduction in the percentage of people who report they have been worried they would not have enough food to eat and/ or not be able to heat their home by 2026
2.	74% employment rate for Aberdeen City by 2026
<b>People (Children &amp; Young People)</b>	
3.	95% of all children will reach their expected developmental milestones by their 27-30 month review by 2026
4.	90% of children and young people report they feel listened to all of the time by 2026
5.	By meeting the health and emotional wellbeing needs of our care experienced children and young people they will have the same levels of attainment in education and positive destinations as their peers by 2026
6.	95% of children living in our priority neighbourhoods (Quintiles 1 & 2) will sustain a positive destination upon leaving school by 2026
7.	83.5% fewer young people (under 18) charged with an offence by 2026
8.	100% of our children with Additional Support Needs/disabilities will experience a positive destination
<b>People (Adults)</b>	
9.	10% fewer adults (over 18) charged with more than one offence by 2026
10.	Healthy life expectancy (time lived in good health) is five years longer by 2026
11.	Reduce the rate of both alcohol related deaths and drug related deaths by 10% by 2026
12.	Reduce homelessness by 10% and youth homelessness by 6% by 2026, ensuring it is rare, brief and non-recurring with a longer term ambition to end homelessness in Aberdeen City.
<b>Place</b>	
13.	Addressing climate change by reducing Aberdeen's carbon emissions by at least 61% by 2026 and adapting to the impacts of our changing climate
14.	Increase sustainable travel: 38% of people walking; 5% of people cycling and wheeling as main mode of travel and a 5% reduction in car miles by 2026
15.	26% of Aberdeen's area will be protected and/or managed for nature and 60% of people report they feel that spaces and buildings are well cared for by 2026
<b>Community Empowerment</b>	
16.	100% increase in the proportion of citizens who feel able to participate in decisions that help change things for the better by 2026