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_1	1		CITY GROW The Business Planner details the reports which have be	TH AND RESOURCES Committee as				bmitting for the	calendar year.	
2	Report Title	•	Minute Reference/Committee Decision or Purpose of Report	Update	Report Author	Chief Officer	Directorate	Terms of Reference	Delayed or Recommende d for removal or transfer, enter either D, R, or T	Explanation if delayed, removed or transferred
				05 December 2019						
3	Workplans and Bus Cases - Capital	siness	To present lif there are any) the procurement workplans for review and to seek approval of the estimated expenditure on the procurement business cases.			Commercial and Procurement	Commissioning	Purpose 2	R	There are no business cases with capital expenditure this cycle.
	Review of School E	Estate	Council on 6/3/18 agreed to instruct the Chief Officer – Corporate Landlord to bring a review of the School Estate report within the next 9 months to the Education Operational Delivery Committee, thereafter to forward the report to the Capital Programme Committee.  Transferred from the Capital Programme Committee Planner in line with the changes to the Terms of Reference agreed by Council.		Stephen Booth / Andrew Jones	Corporate Landlord	Resources			Officers have recommended delaying the finalising of the School Estate Plan report until after the Council budget meeting in March. The estate plan will then be aligned to support the delivery of budget decisions made at that meeting
	Community Transfe Leased Community Centres		Council on 5 March 2019 agreed to instruct the Chief Officer - Early Intervention and Community Empowerment to progress Community transfer discussions with Management Committees of leased Community Centres and report back to the relevant committee.		Linda Clark	Early Intervention and Community Empowerment	Customer			A meeting was held in November 2019 with wider stakeholders to consider the initial findings from the review and to allow for any feedback to be incorporated into the final report, which will be presented at the next meeting of the committee.

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7	Aberdeen Adapts: Aberdeen's Climate Adaptation Framework	The City Growth and Resources Committee on 25 April 2019 agreed to instruct the Chief Officer - Strategic Place Planning, to arrange for public consultation of the proposed Aberdeen Adapts: Climate Adaptation Framework and to report back to City Growth and Resources Committee on 26 November 2019 with:  • An update on governance proposals for Aberdeen Adapts;  • The findings of the public consultation; and  • A final version of Aberdeen Adapts and associated Environmental Report for approval and publication.			Strategic Place Planning	Place	2.2		
8	Smart City Action Plan	The purpose of this report is to seek approval from the Committee for the implementation of the Smart City Action Plan	The draft Smart City Strategy and Action plan has been circulated to our multi agency partners for feedback and comment, with the report to go to the November committee to allow time for any subsequent amendments.	Wendy Robertson	City Growth	Place	2.2	R	The Smart City Strategy and Action Plan is a multiagency and collaborative approach and will be governed and reported through the CRD working group, Programme Board and Joint Committee for those projects within the Digital workstream. Other emerging projects will be assessed and reported upon through the Multi-Agency Management Group.
9	Aberdeen Sustainable Urban Mobility Plan	The CG&R Committee on 6 June 2019 agreed to instruct the Chief Officer – Strategic Place Planning to proceed with public and stakeholder consultation on the draft SUMP and report back to this Committee with a finalised SUMP in November 2019, thus completing this key CIVITAS PORTIS work package.		Will Hekelaar	Strategic Place Planning	Place	Purpose 6 & 2.2		
10	Cluster Risk Register	To provide an updated risk register		Carol Smith	Strategic Place Planning/City Growth	Various	GD 7.4		

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11	General Fund Budget Options for 2020/21 to 2024/25	The City Growth and Resources Committee on 31 July 2019 agreed to instruct the Chief Officer – Finance to submit a report to the 26 November 2019 meeting of the City Growth and Resources Committee containing indicative budget options for the financial year 2020/21		Lesley Fullerton	Finance	Resources	1.2		
122	Climate Change Report 2018/2019	The purpose of this report is to approve the mandatory Climate Change Report (CCR) submission to the Scottish Government to ensure compliance with the requirements of Part 4 of the Climate Change (Scotland) Act 2009 and request the Chief Executive Officer signs off the submission. This report is due for submission to Sustainable Scotland Network (SSN) the 30th of November 2019 covering the financial year 2018/2019.	A Service Update will be circulated prior to the Committee Meeting.		Strategic Place Planning	Place	Purpose 4 & 5		As a result of the rescheduled date for City Growth and Resources Committee meeting, the annual Climate Change Report will now seek approval through delegated powers to enable Aberdeen City Council to submit the report by the 30th of November 2019. A service update will be provided.
12	Unrecoverable Debt	To advise numbers and values of Council Tax, Non-Domestic Rates and Housing Benefit Overpayments made unrecoverable during 2018/19 as required in terms of Financial Regulations and approve Non-Domestic Rates write offs in excess of £25,000		Wayne Connell	Customer Experience	Customer	1.2		
13	Low Emission Zone Objectives and Progress	To advise Members of work undertaken to date to identify the optimum form and scope of a Low Emission Zone (LEZ) in Aberdeen, and to agree a set of objectives for the study going forward.			Strategic Place Planning	Place	Purpose 6 & Remit 2.2		

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15	Heat Network Torry - Phase 1	The Capital Programme Committee on 19/3/19 agreed to note that the business case was not included in the report before Council on 4 March and that this item would transfer to the City Growth and Resources Committee and that the Director of Resources would determine which committee cycle the report would be presented to that Committee.		Bill Watson	Capital	Resources	1.2.6 & 1.2.11	D	A grant application has been submitted to the Scottish Government's Low Carbon Infrastructure Transition Programme, so as to increase the benefits that can be achieved from this project. The decision on this application is due early 2020. A report is to be presented to Committee once the results of this application are known.
16	Scotland's 8th City ERDF Smart Energy – Warm Connected Homes Project Update	The purpose of this report is to seek approval to withdraw the Aberdeen City Council (ACC) Warm Connected Homes Project from Scotland's 8th City European Regional Development Fund (ERDF) Programme		Wendy Robertson	City Growth	Place	1.2.3		
17	A92 Murcar North Cycleway	To seek approval from members to construct cycleway between A90 Ellon Road (Murcar roundabout) and Blackdog			Strategic Place Planning	Place	Purpose 6 & Remit 2.2		

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	Visit Aberdeenshire - 2020/21 Financial Position	Council on 5 March 2019 agreed to instruct the Chief Officer - City Growth to investigate the feasibility of Visit Aberdeenshire being financially self-sufficient for the financial year 2020/21 and report back to the relevant Committee;	,		City Growth	Place	2.2 & 2.3	D	This will be addressed through the budget process
18	Queen Street Redevelopment	The Council on 5 March 2019 agreed to instruct the Director of Resources to bring back a business case outlining the options available to the relevant Committee in respect of a permanent Mortuary provision and take steps to help ensure that any new provision should work towards the facilities being provided in Health Board (NHS) facilities.  Relocation of the current mortuary is critical to the site assembly, and therefore project delivery, of Queen Street redevelopment outlined in the approved City Centre Masterplan.  An Outline Business Case for the North East Scotland and Northern Isles Integrated Mortuary is included in as an appendix to the Queen Street Redevelopment Programme and will be reported to City Growth and Resources Committee on 5 December 2019.  The report will request approval of the programme of redevelopment for Queen Street and the North East Scotland and Northern Isles Integrated Mortuary outline business case.		Sandy Beattie	Capital	Resources	2, 6, 1.2.5, 1.2.6, 1.2.7, 1.2.8		

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200	Town Centre Capital Grant Fund	The CG&R Committee on 6 June 2019 agreed that a report be submitted to the September meeting of the City Growth and Resources Committee with further options on how the balance of the fund can be allocated.		Stuart Bews	City Growth		Purpose 1 and 2		At this stage we are unable to report on how the balance of the fund can be allocated due to not having the final costings from the approved projects. This is due to the nature of the projects, in particular the capital aspects which have required seeking input from external sources, contractors etc. A service update will be provided in January/February, following a report on progress to Scottish Government who are the provider of the Town Centre Funding. A report is expected to CG&R in February 2020

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21	Vehicular Access to the Deeside Way	The CG&R Committee on 26/0919 agreed that Council acknowledges the value of the Deeside Way both as a core path and a wildlife corridor. Accepts the Deeside Way is accessed by a variety of users, leisure and commuter cyclists, walkers, adults, children from the elderly to babies in prams, vulnerable individuals including wheelchair users. Instructs the Chief Officer -Corporate Landlord to report to the next meeting of the City Growth and Resources Committee with regard to the feasibility of making amendments to the Council's procedure restricting vehicular access to the Deeside Way to:-  (1) maintenance/refuse collection vehicles and emergency vehicles only for the Deeside Way; and (2) prohibit any other access by any other vehicles for any other purpose."; and (3) to instruct officers to include in that report, proposals as to how signage might be improved in the interests of improving the safety of all users of the Deeside Way.		lan Harris	Corporate Landlord	Resources	3.1		
22	Condition & Suitability 3 Year Programme – Additional Projects	The CG&R Committee on 26/09/19 agreed to instruct the Chief Officer – Corporate Landlord to report back to this Committee on 26 November 2019 with a programme that advances projects in 2020/21, to take in account the budget for the Tullos Depot, Salt Store project not being amended		Alastair Reid	Corporate Landlord	Resources	Purpose 5		
23	Expansion of Early Learning and Childcare – Phase 3 Projects	To outline details of planned projects within Phase 3 of the Early Learning and Childcare (ELC) expansion programme, and to seek delegation of authority for the Chief Officer - Capital to approve business cases and to undertake procurement in order to successfully deliver these projects within the timescales set by Scottish Government.		Andrew Jones	Corporate Landlord	Resources	Purpose 2 and 5; Remit 1.2.5 & 1.2.7		
24	Site Acquisition, Queen Street	This report is to advise members of an opportunity to purchase a 0.03hectares (0.06 acres) site comprising of a car park accessed from Queen Street for its use as part of the Queen Street Masterplan project		Peter Thatcher	Corporate Landlord	Resources	3.4		

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	Credit Rating Annual Review	To provide an overview of the recent credit rating annual review and report the outcome of the review		Neil Stewart	Finance	Resources	Purpose 7		
25	Transition Extreme	Update on Financial Position and action required.		Lesley Fullerton	Finance	Resources	1.2		
27	Economic Policy Panel Annual Report 2019	The purpose of this report is to inform Committee of the publication and the main findings of the second annual report by the Economic Policy Panel, an independent panel formed to advise on the city region's economic performance.		Jamie Coventry	City Growth	Place	2.1 & 2.3		
	VisitAberdeenshire – Articles of Association	Committee approval of amendments to the VisitAberdeenshire Articles of Association		Dawn Schultz	City Growth	Place	2.2 & 2.3		
28			06 February 2020						
30	Performance Management Framework Report – City Growth and Place Services	To inform Members of service delivery performance, commitments and priorities relating to City Growth and Place Services as reflected within the Council's commissioning intentions and the Council Delivery Plan 2019/20			Business Intelligence and Performance Management	Commissioning	Purpose 5		
	Council Financial Performance, Quarter 3, 2019/20	To present the Council's financial position for the quarter.		Lesley Fullerton	Finance	Resources	1.2		
31	Granite City Growing – Aberdeen Growing Food Together	strategy for approval following public consultation		Sandy Gustar	Strategic Place Planning	Place	2.2		

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333	Business Case for the refurbishment of Harlaw Road Pavilion	A provisional allocation of funding for the refurbishment of the Harlaw Road Pavilion was approved within the Condition and Suitability Programme by the City Growth and Resources Committee on 18 September 2018. This report is to seek the approval of Capital Programme Committee for the full business case for this project. Procurement regulation 4.1.1.2 also requires that individual works contracts with an estimated value above £250,000 require a business case to the Strategic Commissioning Committee, and that the approval of that Committee is required prior to the procurement being undertaken. The estimated cost of the proposed refurbishment of Harlaw Road Pavilion is above this threshold, and so the business case for this project will also be presented to the Strategic Commissioning Committee for its approval.  The Capital Programme Committee on 19/3/19 agreed to note the update provided by the Chief Officer Corporate Landlord and that the item would transfer to the City Growth and Resources Committee and be reported to the first committee cycle after the summer.	This was originally due to be reported to the September 2019 meeting. Investigation of alternative proposals for the Harlaw Road Pavilion are continuing in order to ensure that all possible options have been considered and costs are minimised to achieve best value. Officers feel it would be prudent to wait until the outcomes of this work are available, before making any recommendations to the February 2020 meeting of the Committee on how best to proceed.	Andrew Jones	Corporate Landlord	Resources			
	External Funding Plan	To seek approval of the external funding plan; to note the success of the funding team for 17/18 and to note the implications of EU Exit on future funding opportunities	This was initially due to be reported at the June 2019 meeting, however the delay in the EU Exit has impacted on the preparation of the report. Information on the replacement UK Shared Prosperity Fund is not available yet.	Stuart Bews	City Growth	Place	Purpose 1		
34	Local Authority Bus Services/Controlled Bus Companies	The CG&R Committee on 26/09/19 agreed to instruct the Director of Resources to monitor the sale position of First Aberdeen Limited and report back to the City Growth and Resources Committee on 6 February 2020 with an update on the proposed sale and recommended next steps for the Council		Steve Whyte/ Jonathan Belford/ Chris Cormack	Finance	Resources			

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3	5		23 April 2020						
3	Bridge of Dee West - Walking/Cycling Improvements		This was originally due in April 2019, however the complexity of this project and proximity of the Special Area of Conservation (River Dee) means that further work is required. The impact of the AWPR requires to be factored in and additional traffic counts and modelling are due to be carried out later this year which will help determine the scope of the project and the commissioning intentions. Report due possibly April 2020.		Strategic Place Planning	Place	2.2		
3	Council Financial Performance, Quarter 4, 2019/20	To present the Council's financial position for the quarter.		Lesley Fullerton	Finance	Resources	1.2		
3		To inform Members of service delivery performance, commitments and priorities relating to City Growth and Place Services as reflected within the Council's commissioning intentions and the Council Delivery Plan 2019/20			Business Intelligence and Performance Management	Commissioning	Purpose 5		

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4	Sustainable Drainage System (SUDS) Section 7	Maintenance of SuDS within the boundaries or curtilage of a private property, such as a residential driveway or a supermarket car park, is the responsibility of the land owner or occupier. The Scottish Environment Protection Agency's (SEPA's) preference is for SuDS constructed outside the boundaries or curtilage of a private property to be adopted by Scottish Water, the local authority or a public body, and as such SEPA seeks a guarantee for the long term maintenance and sustainability of any SuDS implemented.	the June meeting, however only 8 out of 32 local authorities have signed up to the MOU with Scottish Water – another 19 are considering their options. So nationally things are less advanced than we thought they would be at this stage. Signing up to the MOU commits ACC to significant costs which would increase annually as SuDS come on stream. The lack of progress at a national level gives us more time to consider our options and in particular how SuDS fit into the bigger surface water management framework. Further discussions have been requested with Scottish Water.		Operations and Protective Services	Operations	Purpose 1		Officers need to understand SuDS and their associated costs within the bigger surface water management framework, a paper will be prepared for the Corporate Management Team explaining the direction of travel and likely impact on our budgets. In light of the additional consultation and appraisal, a delay is required to allow a better understanding of the costs and risks to be developed. Report likely April 2020, but may be sooner.
4	Performance Management Framework Report – City Growth and	To inform Members of service delivery performance, commitments and priorities relating to City Growth and Place Services as reflected within the Council's	18 June 2020	Alex Paterson	Business Intelligence and Performance	Commissioning	Purpose 5		
4.	Place Services  Committee Annual Effectiveness Report for 2019/20	commissioning intentions and the Council Delivery Plan 2019/20  To present the annual effectiveness report for the Committee.		Mark Masson	Management Governance		GD 7.5		

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44			29 July 2020 (Special)						
4!	Council Financial Performance, Quarter 1, 2020/21	To present the Council's financial position for the quarter.		Lesley Fullerton	Finance	Resources	1.2		
46	5		19 August 2020						
47	Car Parking Strategy	The CG&R Committee on 6 June 2019 agreed to note the findings of the SCPR and instruct the Chief Officer – Strategic Place Planning to develop a draft Car Parking Strategy and to report back to this Committee in summer 2020			Strategic Place Planning	Place			
48	3		28 October 2020						
49	No reports scheduled at this time.								
50			Date TBC						

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51	Impact on Aberdeen of Scottish Government Funding	Council on 5/3/18 agreed as part of our commitment to Civic Leadership and Urban Governance instruct the Chief Executive to bring a report to the City Growth and Resources Committee working with partners to include our ALEOs, Aberdeen and Grampian Chamber of Commerce, Aberdeen Burgesses Federation of Small Businesses, Opportunity North East, and Scottish Enterprise to assess the impact on Aberdeen of Scottish Government funding in comparison to the funding received by other local authorities and identify how the council can encourage the Scottish Government to provide a better financial settlement for Aberdeen.		Richard Sweetnam	City Growth	Place	1.2		
51	Building Performance Policy	Communities, Housing and Infrastructure to undertake scrutiny of policy compliance and report back to	Delayed from September 2018 Meeting as this policy could only be applied to projects at concept stage, projects have not advanced enough to assess the policy's effectiveness. Work is ongoing with services to assess any changes which may be required to the policy. A service update was circulated on 30 August 2018.	David Dunne	Strategic Place Planning	Place			
532	Energy Plan for Aberdeen	CH&I Committee on 16 January 2018 agreed to instruct the Interim Director of Communities, Housing and Infrastructure to report back to CH&I Committee when the energy plan is complete.	The report was initially on the Planner for the November 2018 meeting. The Energy Plan will be developed in the context of other ongoing energy projects. A report will be submitted after April 2019		Strategic Place Planning	Place	Purpose 6 and Committee Decision		

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	Schools Business Cases	The EODC on 17/9/19 agreed: (1) Countesswells School-to establish a new primary school on the identified site N7 within the Countesswells development, Aberdeen, subject to approval of the fully costed business case at City Growth and Resources Committee; and (2) Milltimber School - to relocate the existing Milltimber Primary School to a new building on an identified site within the Oldfold Farm development, Aberdeen with effect from August 2021 or as soon as possible thereafter, subject to approval of the fully costed business case at City Growth and Resources Committee.		Stephen Booth	Corporate Landlord	Resources			
54	Queens Square as Part of	Council on 6/3/18 agreed to instruct the Chief Officer –	With the complexity of the site	Sandy Beattie	City Growth	Place			
	the Masterplan	City Growth to bring forward an all options business case to the Capital Programme Committee in September 2018 on how best to proceed with Queens Square as part of the next phase of the masterplan.	and co-location aspects, a business case for Queen's Square will not be available until all discussions and actions from the report RES/18/176 have been concluded with partners.						
55	CCTV and Traffic Management Services - Marischal College Relocation	The Council on 5 March 2019 agreed to instruct the Chief Officer - Corporate Landlord to work with Police Scotland and the private sector to relocate the CCTV and Traffic Management to the same location within Marischal College and to explore further synergies of co-locating services within Marischal College with business cases to be presented to the relevant Committee as required		Stephen Booth	Corporate Landlord	Resources			

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57	Marywell to A956 Wellington Road – Cycle Path (RCD5394) 19/20	The CG&R Committee on 6 June 2019 agreed to instruct the Chief Officer – Capital and Chief Officer – Strategic Place Planning to undertake detailed design and cost estimates of the Preferred Route and connections, and to report back to this Committee for approval to construct in due course.	Discussions are continuing with an external funder regarding funding the design stage of the project. Once funding is confirmed the scheme will be progressed by the Roads Projects team (updated on 26 August 2019)	Kevin Pert	Strategic Place Planning	Place	2.2		
37	Schoolhill Public Realm Enhancement	The Strategic Commissioning Committee on 7/6/18 agreed amongst other things to delegate authority to the Chief Officer – Place to bring forward a comprehensive public realm enhancement design for the wider Schoolhill area as future stages of works and report to appropriate committees.  The Council on 5 March agreed to instruct the Chief Officer - City Growth to determine if any external funding can be secured for Phase 2 Public Realm Works and a Living Wall at Flourmill Lane and to report back to the relevant Committee.  The Committee at their meeting on 6 June agreed that money from the Town Centre Capital Grant fund would be used for the Living Wall project.	This repoert was originally due at the September 2019 meeting. An application to the Regeneration Capital Grant Fund had been submitted in regards to Phase 2 Public Realm Works, a decision was taken by the Scottish Government on 5 September 2019 not to recommend to proceed to Phase 2. This confirmation requires officers to explore whether there are any other options. We expect this meeting to take place in the coming weeks.	Stuart Bews/Susan Cameron	City Growth	Place			
58	Developer Obligations - Asset Plans	The CG&R Committee on 26/09/19 agreed to note that the Chief Officer – Strategic Place Planning would undertake the consultation on the draft Asset Plan template as outlined within this report and report the outcomes to a future meeting of this committee.	Significant piece of work involving most services across the council, a report may be submitted at end of 2020 or beginning of 2021.	David Dunne/David Berry	Strategic Place Planning	Place			
59			Date TBC - Estimated 2021						
60			2021						

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	External Transportation Links to Aberdeen South Harbour - STAG Part 2	The City Growth and Resources Committee on 18 September 2018 agreed to instruct the Chief Officer – Strategic Place Planning to conduct a STAG Part 2 Appraisal, to consider the eight options identified in the STAG Part 1 report, as detailed in section 3.4, and that consideration be given to the emerging options from the STAG Part 1 External Transportation Links to Aberdeen South Harbour and ensure that both STAG Part 2 reports are submitted to this committee for consideration at the same time.	Given the length of time needed to undertake a full STAG 2 Appraisal, we wouldn't expect this work to be complete until late 2020 so we would be anticipating reporting March/April 2021 (or nearest appropriate committee around that time).		Strategic Place Planning	Place	2.2		
62	Wellington Road Multimodal Corridor Study - STAG Part 2	The City Growth and Resources Committee on 18 September 2018 agreed to instruct the Chief Officer — Strategic Place Planning to conduct a STAG Part 2 Appraisal, to consider the eight options identified in the STAG Part 1 report, as detailed in section 3.4, and that consideration be given to the emerging options from the STAG Part 1 External Transportation Links to Aberdeen South Harbour and ensure that both STAG Part 2 reports are submitted to this committee for consideration at the same time.	Given the length of time needed to undertake a full STAG 2 Appraisal, we wouldn't expect this work to be complete until late 2020 so we would be anticipating reporting March/April 2021 (or nearest appropriate committee around that time).		Strategic Place Planning	Place	2.2		