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1	CITY GROWTH AND RESOURCES COMMITTEE BUSINESS PLANNER The Business Planner details the reports which have been instructed by the Committee 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	Directorate	Terms of Reference	Delayed or Recommended for removal or transfer, enter either D, R, or T	Explanation if delayed, removed or transferred
3			05 December 2019						
4	Workplans and Business Cases - Capital	To present (if there are any) the procurement workplans for review and to seek approval of the estimated expenditure on the procurement business cases.		Craig Innes/Carol Wright	Commercial and Procurement	Commissioning	Purpose 2	R	There are no business cases with capital expenditure this cycle.
5	Review of School 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		D	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
6	Community Transfer - 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		D	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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2									
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.		Alison Leslie	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 multi-agency 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		
12	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.	Oluwatoyin Fatokun	Strategic Place Planning	Place	Purpose 4 & 5	R	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.
13	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		
14	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.		Will Hekelaar	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		Kevin Pert	Strategic Place Planning	Place	Purpose 6 & Remit 2.2		

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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.		Ian 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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25	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		
26	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		
28	VisitAberdeenshire – Articles of Association	Committee approval of amendments to the VisitAberdeenshire Articles of Association		Dawn Schultz	City Growth	Place	2.2 & 2.3		
29			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		Alex Paterson	Business Intelligence and Performance Management	Commissioning	Purpose 5		
31	Council Financial Performance, Quarter 3, 2019/20	To present the Council's financial position for the quarter.		Lesley Fullerton	Finance	Resources	1.2		
32	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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2			23 April 2020						
36									
37	Bridge of Dee West - Walking/Cycling Improvements	Approval to begin detailed design.	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.	Kevin Pert	Strategic Place Planning	Place	2.2		
38	Council Financial Performance, Quarter 4, 2019/20	To present the Council's financial position for the quarter.		Lesley Fullerton	Finance	Resources	1.2		
39	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		Alex Paterson	Business Intelligence and Performance Management	Commissioning	Purpose 5		

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2	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.	This was due to be reported to 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.	Alan Robertson	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.
40			18 June 2020						
41									
42	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		Alex Paterson	Business Intelligence and Performance Management	Commissioning	Purpose 5		
43	Committee Annual Effectiveness Report for 2019/20	To present the annual effectiveness report for the Committee.		Mark Masson	Governance		GD 7.5		

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44			29 July 2020 (Special)						
45	Council Financial Performance, Quarter 1, 2020/21	To present the Council's financial position for the quarter.		Lesley Fullerton	Finance	Resources	1.2		
46			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		Will Hekelaar	Strategic Place Planning	Place			
48			28 October 2020						
49	No reports scheduled at this time.								
50			Date TBC						

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2	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		
57	Schoolhill Public Realm Enhancement	<p>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.</p> <p>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.</p> <p>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.</p>	This report 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									
60			Date TBC - Estimated 2021						

