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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			06 February 2020						
4	Performance Management Framework Report – Place Service	To inform Members of service delivery performance, commitments and priorities relating to 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		
5	Credit Rating Annual Review	To provide an overview of the recent credit rating annual review and report the outcome of the review.	This report was originally due at the meeting in December 2019, however officers were awaiting information from Moodys	Neil Stewart	Finance	Resources	Purpose 7		
6	Council Financial Performance, Quarter 3, 2019/20	To present the Council's financial position for the quarter.		Lesley Fullerton	Finance	Resources	1.2		
7	Granite City Growing – Aberdeen Growing Food Together	strategy for approval following public consultation		Sandy Gustar	Strategic Place Planning	Place	2.2		
8	Trade and European Partnerships Travel Plan 2019/20 Update	To seek approval for amendment to the international trade priorities 2019 – 20 and for associated travel expenditure.		Morag McCorkindale	City Growth	Place	2.2 & 2.3		

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11	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	An exempt Service Update was circulated to members on 7 January 2020 (not published on website).	Steve Whyte/ Jonathan Belford/ Chris Cormack	Finance	Resources		D	There has been no update on the proposed sale of First Aberdeen, which would allow the Council full consideration of any proposed package. While this is still expected in the coming months, at present there is no indicative timescale for this. The Director of Resources will report to the first committee following release of sale information from First Group
12	Low Emission Zone Options	To recommend to Members that the Council commence the Traffic Regulation Condition process as the first stage in the delivery of a Low Emission Zone in Aberdeen, and to gain approval from Members to undertake public and stakeholder consultation on options for a city centre Low Emission Zone.		Will Hekelaar	Strategic Place Planning	Place	Purpose 6. Remit 2.2		
13	The Planning (Scotland) Act 2019	To provide Members with a summary of the implications of the Planning (Scotland) Act 2019 and to ask for a decision on which discretionary powers within the Act to progress.	A report will also be submitted to the Capital Programme Committee on 22 January 2020	Claire McArthur	Strategic Place Planning	Place	2.2		
14	Donald Colman Plaque	To seek approval for the erection of a plaque to Donald Colman, Footballer, international coach and inventor of the touchline dugout, at 342 King Street		Jim Inglis	City Growth	Place	Purpose 6		

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15	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.	Note that a referral from the Operational Delivery Committee is included on the agenda for consideration.	Linda Clark	Early Intervention and Community Empowerment	Customer		R	The Asset Transfer discussions with the leased community centres were undertaken as part of a Best Value review of Leased and Learning Centres. A report was considered by the Operational Delivery Committee on 9 January 2020
16	Disposal of 165-167 Crown Street and 77-79 Bon Accord Street	To advise members of the outcome of the offers received for 165-167 Crown Street and 77-79 Bon Accord Street		Peter Thatcher	Corporate Landlord	Resources	3.4		
17	Town Centre 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.	This was due at the December 2019 meeting, however at that stage officers were unable to report on how the balance of the fund could be allocated due to not having the final costings from the approved projects. This was 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	Stuart Bews	City Growth	Place	Purpose 1 and 2		
18	Booking of Educational Establishments	to seek approval to transfer responsibility for administering the bookings and lettings system from Sport Aberdeen to an appropriate team within Aberdeen City Council		Emma Shanks	Customer Experience	Customer	1.2		

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19	Property Sale Report - Disposal of Ground Leases	To seek approval for the sale of ground leases.		Neil Strachan	Corporate Landlord	Resources	3.4		
20	Employability Pipeline Project	To seek approval from members to reject the offer of grant for phase 2 of the employability pipeline from the European Social Fund. The fund has been suspended by the European Commission and it is unclear how and when the funds may be available again.		Stuart Bews	City Growth	Place	1.2.3		
21	Community Asset Transfer - Tillydrone Library & Family Centre	The report asks the committee to approve the recommendation presented in regards to the request for a Community Asset Transfer of the Tillydrone Library & Family Centre submitted by the Lighthouse Support Centre		Cate Armstrong	Corporate Landlord	Resources	3.4		
22	Disposal of 120 Westburn Road	to advise members of the approach by the Council's tenant to purchase the ground landlord's interest in a site at 120 Westburn Road.		Neil Strachan	Corporate Landlord	Resources	3.4		
23	Workplans and Business Cases - Capital	to present a procurement workplan where capital expenditure is included for the Operations Functions to Committee for review and to seek approval of the total estimated capital expenditure for the proposed contract as contained in the Procurement Business Case(s)		Craig Innes	Commercial & Procurement Services	Operations	Purpose 2		
24	Aberdeen City Council - Housing Programme	To update the Committee on the development works that have been undertaken in relation to the Council house new build programme including some works to refine and update the vision for the programme but also to develop the future building specification requirements		John Wilson	Capital	Resources			

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25	Review of Leased Centres and Learning Centres	ODC 9/01/20 - notes that the leased community centre management committees will require to seek independent legal advice during the negotiation of new leases and recommends to the City Growth and Resources Committee that they instruct that the Council will meet the reasonable costs of this and that the Chief Officer – Corporate Landlord report to the relevant committee on how this can be facilitated.	The CO - Corporate Landlord has met with the Community Centres Group. At this meeting it was agreed that a small working group would be established to discuss variations to the lease. They have been advised that the Council will only consider one form of the new lease. It was considered to be in the best interests of all parties that if, in the event the working group felt they require independent legal advice, that one solicitor be appointed to represent them all. They have asked to utilise the same solicitor that previously represented the centres in lease discussions, subject to fees being agreed.					R	It is proposed to progress on the basis detailed in the update and therefore it is recommended that this item be removed from the business planner and any future updates submitted as a service update.
26			This is acceptable to the CO-Corporate Landlord and the costs of this can be met from existing budgets with the cluster in 2019/20. Some centres have requested the new lease to be in excess of the ten year period recommended by committee. They have been advised that this will require a follow up report to this Committee.						

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27			23 April 2020						
28	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		
29	Council Financial Performance, Quarter 4, 2019/20	To present the Council's financial position for the quarter.		Lesley Fullerton	Finance	Resources	1.2		
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		

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31	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.
32	Aberdeen City Region Deal – Strategic Transport Appraisal – Initial STAG Appraisal of Regional Transport Projects	The report will advise the Committee of the outcomes of the Scottish Transport Appraisal Guidance (STAG) Initial Appraisal undertaken as the current stage of the Strategic Transport Appraisal component of the Aberdeen City Region Deal. (added to the Planner on 22/01/20)		Ken Neil	Strategic Place Planning	Place	2.2 & 2.3		
33			18 June 2020						
34	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		
35	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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36	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.	This was initially scheduled for the December 2019 meeting. Officers recommended delaying the finalising of the School Estate Plan report until after the Council budget meeting in March 2020. The estate plan will then be aligned to support the delivery of budget decisions made at that meeting.	Stephen Booth / Andrew Jones	Corporate Landlord	Resources			
37			29 July 2020 (Special)						
38	Council Financial Performance, Quarter 1, 2020/21	To present the Council's financial position for the quarter.		Lesley Fullerton	Finance	Resources	1.2		
39			19 August 2020						
40	Car Parking Framework	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			
41			28 October 2020						
42	No reports scheduled at this time.								
43			Date TBC						

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47	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			
48	Queens Square as Part of the Masterplan	Council on 6/3/18 agreed to instruct the Chief Officer – 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. Transferred from the Capital Programme Committee Planner in line with the changes to the Terms of Reference agreed by Council.	With the complexity of the site 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.	Sandy Beattie	City Growth	Place			
49	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		R	The project has been scoped and we have now appointed all suppliers and progressing with deployment, therefore there will be no further synergies explored. Monitoring of the project will continue through the Capital Programme Committee as required.

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55	Transport Delivery Programme	The CG&R Committee on 5 December 2019 agreed to instruct the Chief Officer – Strategic Place Planning and Chief Officer – Capital, to develop a prioritised delivery programme of transport interventions (to encompass larger-scale interventions recommended in the SUMP and the City Centre Masterplan, as well projects arising from the recent Roads Hierarchy review and the ongoing Low Emission Zone development process) to inform the Capital budget process and report this programme back to Committee in due course.		Will Hekelaar/ Joanna Murray	Strategic Place Planning	Place			
56			Date TBC - Estimated 2021						
57	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).	Gale Beattie	Strategic Place Planning	Place	2.2		
58	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).	Will Hekelaar/Gale Beattie	Strategic Place Planning	Place	2.2		