

	A	B	C	D	E	F	G	H	I
1	<b>CITY GROWTH AND RESOURCES COMMITTEE BUSINESS PLANNER</b> 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	<b>Report Title</b>	<b>Minute Reference/Committee Decision or Purpose of Report</b>	<b>Update</b>	<b>Report Author</b>	<b>Chief Officer</b>	<b>Directorate</b>	<b>Terms of Reference</b>	<b>Delayed or Recommended for removal or transfer, enter either D, R, or T</b>	<b>Explanation if delayed, removed or transferred</b>
3			<b>10 November 2021</b>						
4	Condition & Suitability 3 Year Programme	This report seeks approval of an updated 3-year Condition and Suitability (C&S) Programme.		Alastair Reid	Corporate Landlord	Resources	4.1		
5	Performance Management Framework Report – City Growth and Resources	To inform Members of service delivery performance, commitments and priorities relating to City Growth and Resources as reflected within the Council's commissioning intentions and the Council Delivery Plan.		Alex Paterson	Chief Officer – Data and Insights	Customer	2.1.4		
6	Unrecoverable Debt	To advise numbers and values of Council Tax, Non-Domestic Rates, Housing Benefit Overpayments and Rent made unrecoverable during 2020/21 as required in terms of Financial Regulations and approve Non-Domestic Rates write offs in excess of £25,000		Wayne Connell	Chief Officer- Customer Experience	Customer	1.1.13		
7	Council Financial Performance, Quarter 2, 2021/22	To present the Council's financial position for the quarter.		Lesley Fullerton	Finance	Resources	1.1		
8	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	Commissioning	3.3	<b>R</b>	As work has just commenced on the review of the Local Transport Strategy (LTS) and due to the ongoing work across the City Centre in relation to the City Centre Masterplan review, the Low Emissions Zone and the Bus Partnership Fund, it will be more appropriate to consider car parking as part of a comprehensive review of transport through the LTS which sets out the strategic plan for transport over the next 5 years.

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9	City Growth and Resources Committee Annual Effectiveness Report	To present the Annual Effectiveness report for the Committee.		Mark Masson	Governance	Commissioning	GD 8.5		
10	Medium Term Financial Strategy for the Council's General Fund, 2021	Council on 10/03/21 agreed to instruct the Chief Officer - Finance to refresh the Medium-Term Financial Strategy and report it to the City Growth and Resources Committee on 3 November 2021.		Jonathan Belford	Finance	Resources	2.1.5		
11	Developer Obligations Update	Council on 10/03/21 agreed that given the significant impact on the development industry in the last 12 months, instruct the Chief Officer - Strategic Place Planning to report to the City Growth and Resources Committee by the end of 2021 on the legally binding developer obligations that have been signed with the Council		David Dunne/David Berry	Strategic Place Planning	Commissioning	1.1.1		
12	Socio-Economic Rescue Plan Update	The CG&R Committee on 11/5/21 agreed to note the successful delivery of this plan and agrees for a report to be submitted to the meeting on 3 November 2021 of this Committee, providing information on the recovery initiatives, including budget allocations, undertaken in 2021/22.  The UBC on 30 June 2020 agreed to instruct the Chief Officer City Growth, following consultation with the Chief Officer Customer Services, to take all actions necessary in order to implement the ACC Business Charter working with the relevant Council services and business network representatives; instructs the relevant Chief Officers to monitor performance in delivering the charter; and report back to the Council's City Growth & Resources Committee.		Jim Johnstone	City Growth	Commissioning	2.1.1 & 3.3		
13	History and Legacy of Enslavement	The CG&R Committee on 3/2/21 agreed to instruct the Chief Officer - City Growth to report to the City Growth and Resources Committee on the practicalities and projected costs of identifying locations and street names in Aberdeen with links to slavery and slavery products and then erecting appropriate information plaques at each location.		Jenny Brown	City Growth	Commissioning	2.1.1		
14	Procurement Workplan and Business Cases - Capital	The purpose of this report is to present procurement workplans for each Function to Committee for review and to seek approval of the total estimated capital expenditure for the proposed contracts as required by ACC Procurement Regulations 2021.		Mel Mackenzie	Head of Commercial and Procurement	Commissioning	1.1.6	R	There were no submissions of business cases required.



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18	Wellington Road Multimodal Corridor Study STAG Part 2	The CG&R Committee on 3/2/21 agreed to instruct the Chief Officer – Strategic Place Planning to continue with the Wellington Road Multimodal Corridor Study, ensuring that subsequent appraisal work reflects the decision of this Committee on a preferred option from the External Transportation Links to the Aberdeen South Harbour study, and to report the outcomes of the Wellington Road STAG Part 2 appraisal to this Committee in June 2021		Will Hekelaar	Strategic Place Planning	Commissioning	3.2		
19	Place Based Investment Programme	The CG&R Committee on 25/8/21 agreed to instruct the Chief Officer – City Growth to bring a report to the next Committee with details of other projects that could draw down the remaining Place Based Investment Programme funding.		Stuart Bews	City Growth	Commissioning	1.1.7		
20	Bus Partnership Fund Update	The CG&R Committee on 25/8/21 agreed to instruct the Chief Officer - Strategic Place Planning to submit a report to the November 2021 meeting of the Committee on the progress of the delivery of this grant.		Joanna Murray	Strategic Place Planning	Commissioning	3.2		
21	Disposal of Rosehill House, Aberdeen (Exempt)	The purpose of this report is to advise members of the outcome of the recent marketing exercise and closing date of the former Rosehill House, Ashgrove Road West, Aberdeen		Peter Thatcher	Corporate Landlord	Resources	4.1 & 4.4		
22	Dyce Community Library (Exempt)	This report seeks approval from the committee to send out invitations to tender for construction of a new library at the Dyce Community Centre		Tom Kilpatrick	Operations and Protective Services	Operations	1.1.6		
23	Aberdeen City's Strategic Housing Investment Plan 2022/23 – 2026/2027	Seek approval of the Strategic Housing Investment Plan		Mel Booth	Strategic Place Planning	Commissioning	1.1.7		
24	Bus Lane Enforcement Fund Refresh	The purpose of this report is to provide an update on the status of the current Bus Lane Enforcement (BLE) programme and to seek approval for the programme to be refreshed with a new application process that better meets current Council priorities.		Nicola Laird	Strategic Place Planning	Commissioning	2.1.2		
25	Fleet Replacement Programme	This report provides Committee with the refreshed Fleet Asset Management Plan (Appendix A) which identifies age and replacement plans for all vehicles and plant to provide assurance on effective identification of assets to populate the Phase 2 Fleet Replacement Programme for 2021/22 (Appendix B) and future Fleet Replacement requests.		John Weir	Operations and Protective Services	Operations	1.1.5		

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26			12 November 2021						
27	Beachfront Projects	The CG&R on 25/8/21 agreed (1) to instruct the Director of Resources to move to Full Business Case and options appraisal for the Beach Ballroom including a major refurbishment and report back on progress to the City Growth and Resources Committee on the 3 November 2021; (2) develop Full Business Cases and options appraisal for Sports/Leisure Facilities on the Kings Links which would include full redevelopment of new facilities as well as a major refurbishment of existing facilities and report back on progress to the City Growth and Resources Committee on the 3 November 2021; (3) to instruct the Director of Resources to develop Full Business Cases and options appraisal for Broadhill and report back on progress to the City Growth and Resources Committee on 3 November 2021; (4) Instruct the Director of Resources to move to a Full Business Case and options appraisal for the Beach Boulevard with connectivity to the City Centre through the Castlegate thereby anchoring a closer link between the city centre and the beach and report back on progress to the City Growth and Resources Committee on 3 November 2021; (5) to instruct the Director of Resources to prepare an options appraisal for the provision of an Energy Centre as described within section 3.21 of the report and report back on progress to the City Growth and Resources Committee on 3 November 2021		Craig Innes		Resources	2.1.5, 3.2 & 3.3		



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31	Aberdeen International Market	The CG&R Committee on 25/8/21 agreed (1) to progress with the Full Business case for the project bringing this back to this Committee on 3 November 2021; and (2) to instruct the Chief Officer – Corporate Landlord to consider a business case to bring other vacant properties within this key area of Union Street back into economic use reporting back on 3 November 2021		Stephen Booth	Corporate Landlord	Resources			
32			<b>03 February 2022</b>						
33	Local Authority Bus Services/Controlled Bus Companies	<p>The CG&amp;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.</p> <p>The CG&amp;R Committee on 28/10/20 agreed that given that First Bus has indicated it is no longer for sale, instruct the Chief Officer – Strategic Place Planning to report back to the City Growth and Resources Committee in February 2022 with the steps that would be necessary to establish the setting up by the Council of a municipal bus company as part of the Council's commitment to green energy and net zero and in order to fulfil any obligations under any low emission zone that the Council may wish to implement.</p>		Gale Beattie	Strategic Place Planning	Commissioning	1.1.8 & 3.2		
34	Procurement Workplan and Business Cases - Capital	The purpose of this report is to present procurement workplans for each Function to Committee for review and to seek approval of the total estimated capital expenditure for the proposed contracts as required by ACC Procurement Regulations 2021.	There may not be a need to present a report for each meeting, this would be dependant on submission of business cases required.	Mel Mackenzie	Head of Commercial and Procurement	Commissioning	1.1.6		

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35	City Centre Multi Storey Blocks - Option Appraisal	Council on 10/03/21 agreed (1) to approve £250,000 from the Housing Capital Programme to undertake a full option appraisal on the city centre multi storey blocks to consider future development and investment opportunities; and (2) to instruct the Chief Officer - Corporate Landlord to report back the outcome from the option appraisal of (1) above to the City Growth and Resources Committee no later than March 2022		Stephen Booth	Corporate Landlord	Resources			
36	Developer Obligations - Asset Plans	<p>The CG&amp;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.</p> <p>The CG&amp;R Committee on 11/05/2021 agreed that a Service Update be circulated.</p>	Originally due on 11/5/21, however, due to instruction from Council on 10/03/21 "that given the significant impact on the development industry in the last 12 months, to instruct the Chief Officer - Strategic Place Planning to report to the City Growth and Resources Committee by the end of 2021 on the legally binding developer obligations that have been signed with the Council" combined with the ongoing impact of COVID and the work being undertaken looking at community benefit, it is proposed to report back to this committee after that report and any subsequent instructions from City Growth and Resources Committee, and in the interim look at what opportunities there are to combine the asset plans with existing or proposed community engagement to reduce the burden on communities.	David Dunne/David Berry	Strategic Place Planning	Commissioning	3.2		





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39	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 originally due to be reported to the June 2019 meeting. Officers had consulted other LAs to determine how they came to the decision as to whether to sign up to the MOU with Scottish Water and have found that the interpretation of what Scottish Water consider to be below ground, and therefore their responsibility for maintenance, is key. We have asked for clarification from Scottish Water and are awaiting a response. Without this clarification we are not in a position to make a recommendation as to whether the MOU should be signed. A Service Update will be circulated. A Service Update was circulated on 21 January 2021.	Claire Royce	Operations and Protective Services	Operations	3.2 and 3.3		
40	Aberdeen International Market	The CG&R Committee on 25/8/21 agreed to instruct the Chief Officer – Corporate Landlord to consider option to develop and deliver options for vacant upper floors in the wider block to be brought back into economic use, bring a report back to committee on 3 February 2022		Stephen Booth	Corporate Landlord	Resources			
41	Cluster Risk Register and Assurance Map 2021/22	To present the Cluster Risk Register and assurance map to the Committee for consideration		Ronnie McKean	Governance/ Strategic Place Planning/City Growth/Finance	Resources/ Commissioning			
42	Ellon Park & Ride to Garthdee Transport Corridor Study	To advise Members of the outcomes of the study and to seek approval to further progress works to develop an outline business case.		Kevin Pert	Strategic Place Planning	Commissioning	3.2 & 3.3		

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43			21 June 2022						
44	Roads and Transport Related Budget Programme 2022 - 2023 (Annual Report)	This report is Business Critical to spend the allocated capital Budget approved at the Council Budget meeting and brings together the proposed roads and transportation programme from the approved Capital Budgets for 2022/2023. This is presented as a provisional programme and Members are asked to approve specific schemes where detailed and the budget headings for the remainder. In addition provisional programmes for 2023/24 and 2024/25 are also included where possible.	To be submitted at the first CG&R meeting following the Council Budget Meeting in March 2022	Doug Ritchie	Operations and Protective Services	Operations			
45	Performance Management Framework Report – City Growth and Resources	To inform Members of service delivery performance, commitments and priorities relating to City Growth and Resources as reflected within the Council's commissioning intentions and the Council Delivery Plan.		Alex Paterson	Chief Officer – Data and Insights	Customer	2.1.4		
46	Procurement Workplan and Business Cases - Capital	The purpose of this report is to present procurement workplans for each Function to Committee for review and to seek approval of the total estimated capital expenditure for the proposed contracts as required by ACC Procurement Regulations 2021.	There may not be a need to present a report for each meeting, this would be dependant on submission of business cases required.	Mel Mackenzie	Head of Commercial and Procurement	Commissioning	1.1.6		
47	Flood Risk Management Strategies	The CG&R Committee on 3/2/21 agreed to instruct the Chief Officer – Operations and Protective Services to bring a report on the final Flood Risk Management Strategies and Plans to this Committee at the first possible meeting following the end of the consultation		Claire Royce	Operations and Protective Services	Operations	3.2 & 3.3		
48			4 August 2022 (Special)						
49	Council Financial Performance, Quarter 1 2022/23	To present the Council's financial position for the quarter.		Lesley Fullerton	Finance	Resources	1.1		

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50			<b>21 September 2022</b>						
51	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.	Council on 3/3/21 agreed to instruct the Chief Officer - Corporate Landlord to present the finalised School Estate Plan to the Education Operational Delivery Committee in summer 2022. Officers will recommend that the report is thereafter forwarded to the City Growth and Resources Committee.	Stephen Booth / Andrew Jones	Corporate Landlord	Resources	4.1		
52	Performance Management Framework Report – City Growth and Resources	To inform Members of service delivery performance, commitments and priorities relating to City Growth and Resources as reflected within the Council's commissioning intentions and the Council Delivery Plan.		Alex Paterson	Chief Officer – Data and Insights	Customer	2.1.4		
53	Procurement Workplan and Business Cases - Capital	The purpose of this report is to present procurement workplans for each Function to Committee for review and to seek approval of the total estimated capital expenditure for the proposed contracts as required by ACC Procurement Regulations 2021.	There may not be a need to present a report for each meeting, this would be dependant on submission of business cases required.	Mel Mackenzie	Head of Commercial and Procurement	Commissioning	1.1.6		
54			<b>2 November 2022 (Special)</b>						
55	Council Financial Performance, Quarter 2 2022/23	To present the Council's financial position for the quarter.		Lesley Fullerton	Finance	Resources	1.1		
56			<b>07 December 2022</b>						

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57	Proposals for Investment for Works at Riverbank School to Accommodate the Relocation of St. Peter's School	Council on 3 March 2020 agreed to instruct the Chief Officer Corporate Landlord to take forward the proposals for investment for works at Riverbank School to accommodate the relocation of St. Peter's School once Riverbank School relocates to the City Growth and Resources Committee on 28 October 2020 with an indicative programme.  Council on 10 March 2021 agreed to note that also included	Given the Council decision on 10/03/21 (See Column B) a report will now be submitted in late 2022.	Andrew Jones/Maria Thies	Corporate Landlord	Resources	4.1		
58	Performance Management Framework Report – City Growth and Resources	To inform Members of service delivery performance, commitments and priorities relating to City Growth and Resources as reflected within the Council's commissioning intentions and the Council Delivery Plan.		Alex Paterson	Chief Officer – Data and Insights	Customer	2.1.4		
59	Procurement Workplan and Business Cases - Capital	The purpose of this report is to present procurement workplans for each Function to Committee for review and to seek approval of the total estimated capital expenditure for the proposed contracts as required by ACC Procurement Regulations 2021.	There may not be a need to present a report for each meeting, this would be dependant on submission of business cases required.	Mel Mackenzie	Head of Commercial and Procurement	Commissioning	1.1.6		
60			<b>TBC</b>						
61	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	Commissioning	1.1 & 3.2		



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65	Living Wall	<p>The CG&amp;R Committee on 3/2/2021 agreed to instruct the Chief Officer – City Growth, to investigate alternative ways to deliver a living wall in the city centre and to report back to the May meeting of the Committee.</p> <p>The CG&amp;R Committee on 11/5/2021 agreed to retain this item on the planner for the timebeing.</p>	A report will be brought back to Committee by officers if and when funding streams become available	Stuart Bews	City Growth	Commissioning			
66	Infrastructure Improvements to support increased numbers of Electric Vehicles within the council fleet	The CG&R Committee on 11/5/21 agreed to instruct Chief Officer - Corporate Landlord in consultation with Chief Officer - Operations and Protective Services and Chief Officer - Strategic Place Planning to report to a future meeting of this committee with a programme of infrastructure improvements to support increased numbers of electric vehicles within the council fleet		Stephen Booth	Corporate Landlord	Resources			
67	External Transportation Links to Aberdeen South Harbour	The CG&R Committee on 25/8/21 agreed that subject to approval by the UK and Scottish Governments, instruct the Chief Officer - Capital to progress the next stages of project delivery, including but not limited to, surveys and investigations, design development, obtaining all necessary approvals, permissions, licences, agreements and consents required to develop the design and an Outline Business Case for the project and to report back to this Committee and the City Region Deal Joint Committee upon completion in 2024, and to provide an update if not completed by that time.			Capital	Resources			