

	A	B	C	D	E	F	G	H	I
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			19 June 2018						
4	Balnagask Motte Regeneration	CH&I on 16/01/18 agreed to (i) to withdraw the report from today's agenda; and (ii) to instruct the Head of Land and Property Assets to further review the legal and financial implications of the report prior to it being re-submitted to Committee for decision making.		Stephen Booth	Corporate Landlord	Resources	Remit 1.1	D	A report will not be provided to the June Committee, further information has been provided by the legal team in respect of various account transfers between the General Services Account and Housing Revenue Account. Further work is required to fully consider this information.
5	2017 Christmas Village Evaluation	To provide members with the evaluation of the 2017 Winter Village.		Dawn Schultz	City Growth	Place	2.3	R	As there are no decisions to be taken, a Service Update will be circulated.
6	City Centre Living Study	Finance, Policy and Resources Committee - 7/12/16/17 (Article 3) - The Committee agreed to approve expenditure of up to £30k to award a contract to consultants to prepare a City Centre Living Study and report progress back to Committee in March 2017.	A draft report has been received and is currently being consulted on with officers to ensure that implications arising from the consultant's study are captured. A report on the outcomes will be submitted by May 2018. On the agenda	Scott Davidson	Chief Executive	Chief Executive	2.2		

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2									
18	Schoolhill Public Realm Enhancement	To approve the development and implementation of Schoolhill public realm enhancement. Approval from CG&R Committee of the Council's contribution to be met from the Non Housing Capital Programme.	Reports also being submitted to Strategic Commissioning Committee (07/06/18) and Capital Programme Committee (23/5/18) for consideration. On the agenda	Scott Davidson	Corporate Landlord	Resources	Purpose 1 and Remits 1.2 & 1.3		
19	Torry Heatnet Pilot Project (Torry Phase 1A)	Approval of Business Case, and approval to proceed with implementation	Reports also being submitted to Strategic Commissioning Committee (07/06/18) and Capital Programme Committee (23/05/18) for consideration. On the agenda	Bill Watson	Corporate Landlord	Resources	Remit 1.1, 1.2, 1.3, 2.2 & 3.2		
20	Middlefield/Northfield Place-Making (3rd Report)	To report on investment proposals and to seek approval for the use of resources for their implementation.	Reports also being submitted to Strategic Commissioning Committee (07/06/18) and Capital Programme Committee (23/05/18) for consideration. On the agenda	Bill Watson	Corporate Landlord	Resources	Remit 1.1, 1.2, 1.3, 2.2 & 3.2		

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2									
24	Review on the Governance of the 365 Advisory Group and Aberdeen Festivals	City Growth and Resources Committee - 24/04/2018 agreed to instruct Chief Officer - City Growth to bring back a report to the next City Growth and Resources Committee meeting with a review on the Governance of the 365 Advisory Group and Aberdeen Festivals.	A Service Update was circulated by email on 22 May 2018.	Dawn Schultz	City Growth	Resources		D	Officers are discussing the potential models to deliver festivals and events in the city, and in the context of SMG and its delivery of business events and larger scale entertainment. At the same time, VisitAberdeenshire has been working on its resourcing of a Convention Bureau model. These discussions conclude on the best model for delivery, and therefore it would follow that the governance around delivery, in relation to the programme, would be clear, but a report will follow in Sept.
25	Aberdeen in Colour Project – Langstane Place	To seek an allocation as a contribution to Aberdeen in Colour project – Langstane Place	On the agenda	Scott Davidson	Corporate Landlord	Resources	GD 3		
26	Regional Quality Partnership for Public Transport	To purpose of this report is to seek approval for an overarching voluntary Regional Quality Partnership for Public Transport Agreement and to commit the Council to the Agreement.	On the agenda	Chris Cormack	Strategic Place Planning	Place	2.2		
27	City Region Deal Strategic Transport Appraisal Objectives	The Purpose of the report is to seek Member endorsement of the interim objectives which have been developed as part of the Strategic Transport Appraisal project being undertaken as part of the City Region Deal. These objectives will be used as part of the assessment criteria for option appraisal.	On the agenda	Ken Neil	Strategic Place Planning	Place	2.2 & 2.3		
28	Loans of Works of Art to Overseas Venues	To request approval for officers to accompany works of art to loans venues overseas	On the agenda	Christine Rew	City Growth	Resources	GD 4		

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2									
34	Council House Building Programme	To report on the business case for delivery of 2,000 new Council houses.	Although this item was transferred to the Capital Programme Committee Business Planner at the last meeting, there were aspects which required consideration and approval from the City Growth and Resources Committee in relation to its Terms of Reference. On the agenda	Paul Genoe	Corporate Landlord	Resources	2.2 & 3.3		
35			1 August 2018 - SPECIAL MEETING FOR QUARTERLY ACCOUNTS						
36	Council Financial Performance - Quarter 1, 2018/19	To present the Council's financial position for the quarter.		Lesley Fullerton	Finance	Resources	1.3		
37	18 September 2018								
38	Unrecoverable Debt	This report advises numbers and values of Council tax, business rates and housing benefit overpayments made unrecoverable during 2017/18 as required in terms of Financial Regulations 5.3.4.		Wayne Connell	Customer	Customer	1.2		
39	Aberdeen City and Aberdeenshire Tourism Strategy	To note the new tourism strategy for the city and region		Richard Sweetnam	City Growth	Place	2.2	D	This was originally due in June, however we awaited the ViisitAberdeenshire new tourism strategy and completed action plan before reporting to Committee.

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43	Development of Models for Civic Leadership and Engagement	To consider models for Civic Leadership and Engagement		Derek McGowan	Early Intervention and Community Empowerment	Customer		R	Following the decision at Full Council on 5 March to 'endorse the values and principles of civic leadership and engagement as set out in Appendix L' there was not a further requirement to report to Committee. This has therefore been removed from the planner. Any future proposals regarding civic leadership and engagement will be presented to the appropriate committee for consideration.
44	Annual Report on Economic Panel	To present the annual review as per the Committee's TOR.		Richard Sweetnam	City Growth	Place	2.1		
45	Property Asset Management Policy and Framework	Finance, Policy & Resources Committee – 20/09/16 (Article 26) - The Committee agreed that a report on the Property Asset Management Strategy be brought to the Committee on 8 June 2017.		Alastair Reid	Corporate Landlord	Resources	3.1	D	Delayed from F,P&R on 1/2/18 and to be reported in second half of 2018
46	Service Income Policy	To seek approval of the Service Income Policy.			Finance	Resources	GD 7.1		
47	Any property Disposal Recommendation	To present the outcome of the marketing exercise of any proposed property disposal.		Neil Strachan	Corporate Landlord	Resources	3.3		

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2	Disposal of the Former Victoria Road School	FP&R – 01/02/18 – agreed (a) instruct the Head of Land and Property Assets to openly market the site with the aspiration that proposals from interested parties must seek to retain as much of the buildings on the site as possible; and (b) to note that the outcome of the marketing exercise would be brought back to the most appropriate committee before the summer recess. Referred to FC for a decision. Full Council on 5/3/18 agreed 1. (a) instruct the Head of Land and Property Assets to openly market the site with the aspiration that proposals from interested parties must seek to retain as much of the buildings on the site as possible; and 2. (b) to note that the outcome of the marketing exercise would be brought back to the City Growth and Resources committee meeting on 18 September 2018.		Stephen Booth	Corporate Landlord	Resources	3.3		
48	Aberdeen Art Gallery - Visitor and Economic Impacts	To update members on the programming schedule for the new Art Gallery and the economic benefits of the new Gallery refurbishment and to ensure links to other complementary developments in the city centre	Christine Rew to confirm date	Christine Rew	City Growth	Place	1.3.6		
49									
50	Housing Revenue Account Business Plan 2017-2047	Council on 22 February 2017, resolved amongst other things to instruct the Interim Director of Communities, Housing and Infrastructure to undertake a full strategic review of service delivery in relation to the Housing Revenue Account and report back to the Communities, Housing and Infrastructure Committee on 8 November 2017.	The final report will be produced following the budget process in February 2018 and the publication of the Asset Management Plan which is due in March 2018.	Helen Sherritt	Finance	Resources	2.2		
51	Building Performance Policy	CH&I Committee 2017 agreed to instruct officers within Communities, Housing and Infrastructure to undertake scrutiny of policy compliance and report back to committee with an annual review and progress report in 12 months, envisaged to be May 2018.	This report has been deferred from May 2018 due to a lack of capacity within the Planning Team to undertake the work; and projects have not progressed far enough for a progress report. A service update will be provided to update members on the process.	David Dunne	Strategic Place Planning	Place			

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2									
54	Review on the Governance of the 365 Advisory Group and Aberdeen Festivals	City Growth and Resources Committee - 24/04/2018 agreed to instruct Chief Officer - City Growth to bring back a report to the next City Growth and Resources Committee meeting with a review on the Governance of the 365 Advisory Group and Aberdeen Festivals.		Dawn Schultz	City Growth	Resources		D	Officers are discussing the potential models to deliver festivals and events in the city, and in the context of SMG and its delivery of business events and larger scale entertainment. At the same time, VisitAberdeenshire has been working on its resourcing of a Convention Bureau model. These discussions conclude on the best model for delivery, and therefore it would follow that the governance around delivery, in relation to the programme, would be clear, but a report will follow in Sept.
55	Balnagask Motte Regeneration	CH&I on 16/1/18 agreed to (i) to withdraw the report from today's agenda; and (ii) to instruct the Head of Land and Property Assets to further review the legal and financial implications of the report prior to it being re-submitted to Committee for decision making.		Stephen Booth	Corporate Landlord	Resources	Remit 1.1	D	A report was originally due at the June meeting as further information had been provided by the legal team in respect of various transfers of ownership between different Services, further work is required to fully interpret this information.
56	31 October 2018 - SPECIAL MEETING FOR QUARTERLY ACCOUNTS								
57	Council Financial Performance - Quarter 2, 2018/19	To present the Council's financial position for the quarter.		Lesley Fullerton	Finance	Resources	1.3		
58	27 November 2018								

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59	City Events 2019/20	To present the events programme for approval.		Dawn Schultz	City Growth	Place	Purpose 6		
60	Joint Initiative for Vehicle Emissions (Jive 2) Report	To seek approval to deploy a further ten H2 buses.	A report will also be submitted to the Strategic Commissioning Committee	Yasa Ratnayake/ Laura Paterson	City Growth	Resources	Remit 1.3.4	D	A report was due in June, however there was a need to first bottom out costs for Jive 1 before a report was prepared and submitted to Committee for Jive 2.
61	Site at Beach Esplanade / King Street	Council 21/6/17 The Finance, Policy and Resources Committee agreed to approve the minute subject to amending Article 5(iii) to read 'that in relation to item 22 (Site at Beach Esplanade/King Street), to instruct officers to take forward the full Council resolution on 16 December 2015 with the founding trustees of the Aberdeen Islamic Charitable Trust and to report back to Council on progress at the meeting on 21 June 2017. The Council resolution of 16 December 2015 (Article 26) was as follows:- (1) to confirm that it is still the intention of the Council to see the site developed as a Mosque and Islamic Centre; and (2) to instruct the Head of Land and Property Assets to continue the dialogue with the Muslim Community to progress the development of a Mosque and Islamic Centre, taking account of all previous correspondence and Council decisions and report to the Property Sub Committee in June 2016. Council agreed that item 4 (OP85 - King Street/Beach Esplanade), be transferred back to the Finance, Policy and Resources Committee Business Statement with a due date of 30 November 2017.	Discussions continuing with AICT's appointed agent for a ground lease over the land. Several meetings have taken place between the parties throughout the first quarter of 2018. Officers will report back to a future Committee once Heads of Terms for the land have been provisionally agreed.	Stephen Booth	Corporate Landlord	Resources		D	Service update will be presented for the June meeting with a full report being submitted in November. To date there has not been significant progress therefore no decisions are required at this stage.
62	Energy Plan for Aberdeen	CH&I Committee on 16/1/18 agreed to instruct the Interim Director of Communities, Housing and Infrastructure to report back to CH&I Committee when the energy plan is complete.			Strategic Place Planning	Place	Purpose 6 and Committee Decision		
63	Fairtrade Resolution	Reporting the biennial review of the Fairtrade Resolution and seeking approval of the Resolution		Sinclair Laing	Strategic Place Planning	Place	GD 7.1		
64	Any property Disposal Recommendation	To present the outcome of the marketing exercise of any proposed property disposal			Corporate Landlord	Resources	3.3		

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65	Conditions and Suitability Programme	To present the rolling programme to define projects to upgrade the condition and suitability of current estate.			Corporate Landlord	Resources	Purpose 4		
66	Asset Management Plan (including school estate and housing stock)	To present the asset management plan (including school estate and housing stock) for approval.			Corporate Landlord	Resources	3.1		
67	Shaping Middlefield Triangle - CHI/17/293	CH&I on 16/1/18 agreed to instruct the Head of Land and Property Assets to openly market the site in accordance with Aberdeen City Council's aspirations and report back with the outcome to a future and appropriate Committee in due course.	Nov-18	Kay Diack	Corporate Landlord	Resources	3.3		
68	Credit Review Rating Annual Report	To present the outcome of the annual review of credit rating by Moody's.		Sandra Buthlay	Finance	Resources	1.3		
69	Creation of a Living Wall	Council on 5/3/18 agreed (1) to instructs the Interim Director of Communities, Housing and Infrastructure (or equivalent) to bring forward a business case to a future meeting of the Communities, Housing and Infrastructure Committee (or equivalent), based on the viability of locating City Tree(s), or other solutions, in key locations in the city where immediate improvements in air quality are deemed necessary; and (2) to instruct the Director of Resources to investigate the opportunity to create a "living wall" on the St Nicholas Centre elevation of Flourmill Lane. Working with relevant partners to identify costs to create, deliver and maintain a living wall, funding streams available, consents from building owners, the health and other benefits of a living wall and to report back to the appropriate committee.		Stephen Booth	Corporate Landlord	Resources			
70	Reserves Strategy	Council on 6/3/18 agreed h) to instruct the Chief Officer – Finance to report back to the City Growth and Resources Committee before December 2018 on a detailed reserves strategy.		Sandra Buthlay	Finance	Resources			
71	Collections Development Policy	To approve the Collections Development Policy 2018-2022 for Aberdeen Art Gallery & Museums		Helen Fothergill	City Growth	Resources	1.2		
72			07 February 2019						

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73	Aberdeen City Region Hydrogen Strategy	Communities, Housing and Infrastructure on 16/1/18 instructed a review of all Council policies within fleet, transport, energy, economic and environment to support the adoption of hydrogen.	To be reported in January 2019 as part of the annual report on the Hydrogen Strategy.	Andrew Win	City Growth	Place	2.2		
74	Developer Obligation Review - Community Asset Plans	Communities, Housing and Infrastructure on 8/11/7 - The Committee instructed the interim Head of Planning and Sustainable Development to prepare Community Asset Plans on a secondary school catchment basis and to return to committee at the next available opportunity to seek approval(s) of these plans.	To be reported in January 2019 - Service updates will be provided on a bi-annual basis during the development of community asset plans.		Strategic Place Planning	Place	2.2		
75	Visit Aberdeenshire Update - Negotiated Contract	Finance, Policy and Resources Committee - 01/02/18 - The Committee agreed to note that details of the negotiated contract would be reported back to the Committee.	To be reported January/February 2019	Richard Sweetnam	City Growth	Place	2.2		
76	Corporate Debt Policy	To seek approval of the Corporate Debt Policy		Sandra Buthlay	Finance	Resources	GD 7.1		
77	Any property Disposal Recommendation	To present the outcome of the marketing exercise of any proposed property disposal.			Corporate Landlord	Resources	3.3		
78	Update on Recruitment of Developer Obligations Officer	City Growth and Resources Committee on 24/04/2018 agreed to instruct the Interim Chief Officer - Strategic Place Planning to report back to Committee in 9 months to report on recruitment and operation of the Developer Obligation Service.		Gale Beattie/David Dunne	Strategic Place Planning	Place	1.2		
79			25 April 2019						
80	Any property Disposal Recommendation	To present the outcome of the marketing exercise of any proposed property disposal.			Corporate Landlord	Resources	3.3		
81	Annual Committee Effectiveness Report	To present the annual effectiveness report for the Committee.		Mark Masson	Governance	Governance	GD 7.4		
82			May 2019 onwards						
83	Following the Public Pound	To present the reviewed following the public pound policy.	To be reported September 2019	Sandra Buthlay	Resources	Finance	1.3.7		
84	Community Planning Aberdeen - Local Outcome Improvement Plan Annual Report	To present the LOIP annual report.		Michelle Cochlan	Strategic Place Planning		Purpose 6		
85			DATE TBC						

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86	Developing an Energy Plan for Aberdeen	Communities, Housing and Infrastructure Committee on 16/1/18 instructed the interim Director of Communities, Housing and Infrastructure to report back to CH&I Committee when the plan is complete.			Strategic Place Planning	Place	2.2		
87	Policy that Specifies the Existing Granite Setts and Lock Block Streets - NOM Former Cllr Corall	Council 15/03/17 referred the terms of the motion to Communities, Housing and Infrastructure Committee. "agrees to instruct the Interim Director of Communities, Housing and Infrastructure to develop a policy that specifies: a. the location of existing granite setts and lock block streets; b. which ones should be maintained; and c. what maintenance procedure should be used; and gives a commitment that any future repair work will be carried out sympathetically and appropriately."		Doug Ritchie	Operations and Protective Services	Operations	2.2 and GD 7.1		
88	Scottish Government Public Sector Pay Policy - Financing Options	Council on 5/3/18 agreed to note that the budget assumes a pay award in line with the Scottish Government Public Sector Pay Policy and that in the event of national negotiations exceeding this assumption and to instruct the Chief Officer -Finance to report back to City Growth and Resources Committee on options to finance the additional costs.		Sandra Buthlay	Finance	Resources	1.2	R	Should the agreed 2018/19 pay award be higher than budgeted, this will be dealt with through the quarterly financial reporting regime.
89	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.			Chief Executive	Chief Executive	1.2		
90			AD HOC REPORTS (CYCLE DEPENDENT ON REQUIREMENT TO REPORT)						

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91	Pension Fund Guarantee Requests	To consider any pension fund guarantee requests received		Lesley Fullerton	Finance	Resources	1.3.4		
92	Unit 24 Howemoss Drive, Kirkhill Industrial Estate Dyce	Proposed purchase of Industrial Investment property by City Council		Stephen Booth	Corporate Landlord	Resources	3.3		
93	Willowbank House (Aberdeen Business Centre) - Option Appraisal and Future Use	Willowbank House (Aberdeen Business Centre) is a City Council-owned investment property, under the management of the Head of Land & Property Assets. The report discusses its present condition, its market appeal, and sets out various options for the future of this property asset.		Stephen Booth	Corporate Landlord	Resources	3.3		
94	Business Case for the Acquisition of ex-Council Properties in Buildings where the Council is the Majority Owner	Council on 6/3/18 agreed to instruct the Director of Resources to report back to the relevant future committee with a business case for the acquisition of ex-Council properties in buildings where the Council is the majority owner and the income stream generated would cover the cost of acquisition as well as any other properties that were previously Council owned.		Stephen Booth	Corporate Landlord	Resources			
95	Small Financial Assistance Grants and Gala Funding	To consider any requests not approved under delegated powers.	To be reported as and when required.	Karen Black	Finance	Resources	GD3		
96	All of the below will recommended to be reported by means of a service update report, and should any decisions on any of the below be required then a report would be submitted to Committee at the appropriate time.								
97	Denburn Car Park Site	Property Sub Committee - 17/11/15 - The Sub Committee agreed to instruct the Head of Land and Property Assets to open discussions with NHS Grampian (The Scottish Ministers) over the future of the Denburn car park site and report back to a future meeting of this Committee.		Stephen Booth	Corporate Landlord	Resources	3.3		
98	Former Bon Accord Baths Disposal	Property Sub Committee -02/09/15 - It was agreed to instruct the Head of Land and Property Assets to enter into dialogue with Bon Accord Heritage and report back to this Sub Committee at a future meeting, by 24 May 2016 at the latest, with further detail in relation to their proposals, delivery strategy and timing.	A Service Update was circulated on 23 January 2018.	Stephen Booth	Corporate Landlord	Resources	3.3		
99	Ferryhill Engine Shed Lease	Property Sub Committee - 02/09/15 - It was agreed to note that the Head of Land and Property Assets will report to the Property Sub Committee on 29 March 2016, with details of what the Trust has provided and a recommendation on a way forward.		Stephen Booth	Corporate Landlord	Resources	3.3		

