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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>06 June 2019</b>						
4	Town Centre Capital Grant Fund	The Council on 5 March 2019 agreed to note the Union of Shop, Distributive and Allied Workers Union "save our shops" campaign and instruct the appropriate officer to bring forward a report to the next appropriate City Growth and Resources Committee on how the Council can best allocate the £1.351 million awarded through the Town Centre Fund in alignment with the aims and aspirations of the City Centre Masterplan		Susan Cameron	City Growth	Place	Purpose 1 and 2		
5	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.		Alan Robertson	Operations and Protective Services	Operations	Purpose 1	<b>D</b>	Delayed till September meeting. 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 future maintenance of SuDS will be funded.

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6	Aberdeen City Local Housing Strategy 2018 - 2023	City Growth and Resources Committee of 18 September 2018 agreed to instruct Chief Officer - Strategic Place Planning to produce an annual update report on progress for each of the strategic outcomes to allow progress to be monitored and evaluated and to report back to City Growth & Resources Committee in June each year.	A service update was circulated on 28 May 2019	Mel Booth	Strategic Place Planning	Place	Purpose 4 & 5	R	It was proposed that this be circulated as a service update as only progress is being monitored and there are no committee decisions to be taken.
7	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	Further work is being undertaken on the alignment to the Council's Digital Transformation programme, current Smart Cities projects and the City Region Deal Digital programme. Officers will update the City Region Deal Joint Committee at their meeting in May 2019 and a report will be submitted to CG&R Committee in June 2019.	Wendy Robertson	City Growth	Place	2.2	D	An Aberdeen Smart City Strategy will be submitted to the Committee in September 2019, after which the Action Plan will follow at a subsequent committee
8	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		







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18	Aberdeen Cross City Connections – STAG Part 2 Appraisal	This report will advise Members of the outcomes of the Scottish Transport Appraisal Guidance (STAG) Part 2 Appraisal that have been submitted by Peter Brett Associates consultants for Aberdeen Cross City Transport Connections.	This was originally due to be reported at the April 2019 meeting, however officers were working with partners to review the outcomes and determine next steps from the consultant's report.	Ken Neil	Strategic Place Planning	Place	2.3		
19	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 due to be reported at the April 2019 meeting, but had been delayed a cycle to ensure that the specific instructions in respect of external funding from the Council Budget can be included within this report.	Susan Cameron	City Growth	Place	Purpose 1	D	EU Exit will impact the funds available to ACC and local organisations. Information on the replacement UK Shared Prosperity Fund is not available yet. This information is required to Plan based on evidence, therefore the paper is delayed as we await the release of that information from UK Government.
20	North East Scotland Roads Hierarchy	Communities, Housing and Infrastructure 29/08/17 - The Committee requested that officers report back with the next level of detail as described in para 3.6 the first half of 2018, and consider the responses to the recent Strategic Car Parking Review as well as the objectives of the new Quality Partnership.	This was due at April 2019 meeting, however it was delayed till June as officers had not received the final report from the consultants and wished to allow sufficient time for Elected Member engagement	Will Hekelaar	Strategic Place Planning	Place	Purpose 5 and 2.2		
21	Sale of Site, Springfield Road	To seek approval for the sale of the site based on the previously agreed terms.		Peter Thatcher	Corporate Landlord	Resources	3.4		
22	Charging Policy for Adult Social Care Services	To seek approval to update the previously approved charging policy for adult social care. The updates cover legislative developments and the re-introduction of Housing Support.		Alison MacLeod	Health and Social Care Partnership	ACH&SCP	Purpose 1		

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23	Invest Aberdeen Annual Report	To update Committee on the work of Invest Aberdeen.		Matt Lockley	City Growth	Place	2.2; 2.3		
24			<b>31 July 2019 (Special)</b>						
25	Council Financial Performance, Quarter 1, 2019/20	To present the Council's financial position for the quarter.		Lesley Fullerton	Finance	Resources	1.2		
26			<b>26 September 2019</b>						
27	Following the Public Pound	To present the reviewed following the public pound policy.		Sandra Buthlay	Resources	Finance	1.3.7		
28	Granite City Growing; Aberdeen's Food Growing Strategy	Advise committee of the duty to prepare a food growing strategy under the Community Empowerment (Scotland) Act 2015. Present and seek approval for the draft strategy (Granite City Growing), and associated Environmental Report, to go for public consultation. Update committee on the progress of the community food-growing programme.		Sandy Gustar	Strategic Place Planning	Place	2.2		
29	Developer Obligation Review - Community Asset Plans	Communities, Housing and Infrastructure on 8/11/17 - 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.	A service update was circulated on 30 January 2019 and a report will be presented to the Committee in September 2019, thereafter service updates will be provided on a bi-annual basis during the development of community asset plans.	David Dunne	Strategic Place Planning	Place	2.2		

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30	A90 Murcar North Cycleway	To seek approval from members to construct cycleway between A90 Ellon Road (Murcar roundabout) and Blackdog	This was originally due to be reported at the meeting in February 2019. This has been delayed due to confirming land ownership and will be reported in September 2019. This is fully funded by AWPR NMU mitigation monies.	Claire Royce	Operations and Protective Services	Operations	2.2		
31	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		
32	Business Case for the refurbishment of Harlaw Road Pavilion	<p>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.</p> <p>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.</p>		Andrew Jones	Corporate Landlord	Resources			



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33	Introduction of a Cycle Hire Scheme	Council on 6/3/18 agreed to note the success of similar projects in UK cities and instructs the Chief Officer – Strategic Place Planning to provide a business case to the Capital Programme Committee around the introduction of a cycle hire scheme which would have the potential to bring a real sea-change to transport in the city.		Gale Beattie	Strategic Place Planning	Place			
34	Condition and Suitability 3 Year Programme.	Council on 5/3/18 agreed to instruct the Chief Officer - Corporate Landlord to incorporate the Northfield Pool Refurbishment and Balnagask Motte projects into the Corporate Condition and Suitability Programme, and present an updated 3 year programme to the September meeting of the relevant Committee		Alastair Reid	Corporate Landlord	Resources			
35	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;		Richard Sweetnam	City Growth	Place			
36	Granite City Growing – Aberdeen Growing Food Together	To advise committee about the requirement to have and implement a Food Growing Strategy under the requirements of the Community Empowerment (Scotland) Act 2015.	This report was due in April, however the draft Food Growing Strategy was being informed/shaped by a number of information sources which were yet to be received as detailed in the Service Update which was circulated in April 2019.	Sandy Gustar	Strategic Place Planning	Place	2.2		
37	Schoolhill Public Realm Enhancement and Living Wall	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.	This was originally due to be reported in April, however it was delayed in light of the Council decision on 5 March 2019. A report outlining the outcome of whether external funding can be secured is likely to be presented to the Committee in September 2019.	Stuart Bews/Susan Cameron	City Growth	Place			

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38	Mortuary Provision	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		Steve Whyte		Resources			
39			<b>30 October 2019 (Special)</b>						
40	Council Financial Performance, Quarter 2, 2019/20	To present the Council's financial position for the quarter.		Lesley Fullerton	Finance	Resources	1.2		
41			<b>26 November 2019</b>						
42	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		
43	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	Corporate Landlord	Resources			
44	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.		Derek McGowan	Early Intervention and Community Empowerment	Customer			

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45	Aberdeen Adapts: Aberdeen's Climate Adaptation	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:- <ul style="list-style-type: none"> <li>• An update on governance proposals for Aberdeen Adapts;</li> <li>• The findings of the public consultation; and</li> <li>• A final version of Aberdeen Adapts and associated Environmental Report for approval and publication.</li> </ul>		Alison Leslie	Strategic Place Planning	Place	2.2		
46			<b>DATE TBC</b>						
47	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		
48	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		







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57	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			
58	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		
59	<b>All of the below have been recommended/agreed 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 added to the planner and submitted to Committee at the appropriate time.</b>								
60	Economic Policy Panel	The City Growth and Resources Committee on 27 November 2018 agreed to note the recommendations of the policy panel in appendix 1 and to approve the officers proposed response to recommendations, with a Service Update being provided by the Chief Officer - City Growth, by the 25th April 2019 to members of the City Growth and Resources Committee noting progress on each recommendation.		Richard Sweetnam/ Jamie Coventry	City Growth	Place	2.1	R	Service Update to be circulated prior to the meeting on 6 June 2019