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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			11 May 2021						
4	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	Data and Insights	Customer	2.1.4		
5	Council Financial Performance, Quarter 4, 2020/21	To present the Council's financial position for the quarter.		Lesley Fullerton	Finance	Resources	1.1.1		
6	Aberdeen Coastal Management.	To advise the Committee of the findings of studies carried out to provide a strategic overview of Aberdeen coastal protection and to request reallocation of existing budget to carry out optioneering and detailed design in the short term (next two years) to identify phased significant construction works which may be required over the next 5 to 20 years.		James Howden	Operations and Protective Services	Operations	1.1.7	R	It has been determined that officers have delegated powers to proceed without Committee approval. Once the next stage of the project has been concluded, a report will return to committee on the options, cost estimates and the required programme for delivery.

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7	Cooperative Development Funding	<p>The UBC on 30 June 2020 agreed (1) to instruct the Chief Officer – Early Intervention and Community Empowerment to investigate the feasibility of the Council working in partnership with businesses, existing Co-ops, Co-operative UK and social enterprise, and local citizens to set up or enable citizens, communities' entrepreneurs, social enterprise and others to set up Community Benefit Societies and Co-operatives within Aberdeen; and report back to the appropriate Committee; and (2) to agree to redistribute the £75,000 from the Co-op development fund to bring forward the initiative set out in paragraph 8 above and instruct the Chief Officer – Early Intervention and Community Empowerment to report to the City Growth and Resources Committee within 2 cycles and thereafter for the report to be forwarded to the Community Planning Partnership.</p> <p>Council on 3/3/21 agreed from within the report that "No one in Aberdeen will go without food due to poverty by 2026" (the LOIP stretch outcome) and "Increasing food resilience at individual and community level by establishing self-governing community co-operatives to offer further supportive ways of providing food." Therefore, to instruct the Chief Officer - Early Intervention and Community Empowerment to work with the Fairer Aberdeen Board to use the £75,000 allocated within the Administration's 2020/21 agreed budget proposals to establish a co-operative and report back to the next City Growth and Resources Committee on how this can be progressed</p>		Paul Tytler/Andrew Stephen	Early Intervention and Community Empowerment	Customer	1.1	T	Transfer to Operational Delivery Committee. Co-operative proposals to be included in a single report on tackling food insecurity and allocation of £100k funding agreed at budget setting meeting. Report to ODC in September 2021.
8	City Centre Masterplan Review	The CG&R Committee 03/02/21 agreed to review the Masterplan and instructs the Director of Resources and the Head of Commercial and Procurement Services to develop a specification for a review of the Masterplan to incorporate appropriate surrounding areas, including the area known as the beach, in consultation with the Co-Leaders and the Convener of the Capital Programme Committee reporting back to the committee on 11th May 2021		Steve Whyte/Sandy Beattie	Resources	Resources	2.1.5, 3.2 & 3.3		

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9	Results of Report on the Feasibility of an Aberdeen Region Greenport Bid	The CG&R Committee on 03/02/21 agreed to note and welcome the U-turn by the Scottish Government in respect of Freeports. Notes the strategic role of local government in the governance of potential implementation of the UK Government's Freeport model proposals. Instructs the Chief Officer - City Growth to work with the UK Government, the devolved Scottish Government, Aberdeen Harbour Board and all other stakeholders on a feasibility study of a city region Freeport and to report back to the 11th May 2021 committee on the results of the study.		Richard Sweetnam/ Jamie Coventry	City Growth	Commissioning	3.2 & 3.3		
10	Living Wall	The CG&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.		Stuart Bews	City Growth	Commissioning		R	A report will be brought back to Committee by officers if and when funding streams become available
11	Site 16 - Lang Stracht - Demolition and Disposal Progress Update	The CG&R Committee on 3/2/21 agreed to report back to the next meeting of the Committee on the progress to date.		Peter Thatcher	Corporate Landlord	Resources	4.1 & 4.4		
12	Pinewood - Amendment to Sale Contract Update May 2021	The CG&R Committee on 3/2/21 agreed to instruct the Chief Officer – Corporate Landlord to submit a progress report to the next meeting of the Committee.		Stephen Booth	Corporate Landlord	Resources	4.1		
13	International Trade Plan 2021 - 2022	To present for approval the international trade priorities for 2021-22 and for associated travel expenditure		Morag McCorkindale/ Ishbel Greig	City Growth	Commissioning	2.1.1 & 3.3		

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14	Printfield 10 Project and Denis Law Statue Relocation.	<p>(1) To provide an update and approve recommendations on the Printfield 10 Project.</p> <p>This report will also include:-</p> <p>(2) Council on 3/3/21 agreed that Aberdeen City Council should approach the Denis Law Legacy Trust with a view to enabling the bronze statue of Denis Law to be sited outside/near vicinity of Provost Skene's House; and instructs the Chief Executive to bring forward a report on the cost and feasibility of enabling the above to happen to the next meeting of City Growth and Resources Committee.</p>		Stephen O'Neil	City Growth	Commissioning	3.2		
15	Roads and Transport Related Budget Programme 2021 - 2022 (Annual Report)	<p>(1) This report is Business Critical to spend the allocated capital Budget approved at the Council Budget meeting on 10/3/2021 and brings together the proposed roads and transportation programme from the approved Capital Budgets for 2021 / 2022. This is presented as a provisional programme. Members are asked to approve specific schemes where detailed and the budget headings for the remainder. In addition provisional programmes for 2022/23 and 2023/24 are also included where possible.</p> <p>This report will also include:-</p> <p>(2) Council on 10/03/21 agreed to instruct the Chief Officer - Operations and Protective Services, in conjunction with the Chief Officer - Capital to bring forward a report to the City Growth and Resources Committee on 11 May 2021 on proposals to spend the remaining £6.4 million of the additional £10 million roads investment as part of the Administration budget in 2018 to advance the delivery of roads improvements included in the capital programme.</p>		Doug Ritchie	Operations and Protective Services	Operations	1.1, 2.1.1. & 2.2		
16	Joint Integrated Mortuary Project	Council on 10/03/21 agreed to instruct the Director of Resources to report back to the City Growth and Resources Committee on 11 May 2021 on the negotiations that have taken place to secure a suitable funding package to enable the progression of the Joint Integrated Mortuary project		Sandy Beattie	Finance	Resources	3.2 & 3.3	D	Officers have decided to withdraw the report and defer until August Committee meeting to enable sufficient time for a robust financial delivery solution to be developed.

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17	Prosperity Fund	Council on 10/03/21 agreed to note the UK shared Prosperity Fund set up by the UK Government, noting that the funding will be available to local authorities. Instruct the Chief Executive to bring forward a report to the next City Growth and Resources Committee on how best the Council should work with the UK Government to ensure the Council receives its fair share of funding.		Stuart Bews	City Growth	Commissioning		D	Officers are awaiting the publication of the UK Government's prospectus for the Prosperity Fund which is due to be published in summer. A report will be brought before Committee in August 2021 following the release of the UK Shared Prosperity Prospectus which will detail the criteria of the fund including the deadline for applications to be submitted which is anticipated to be around April 2022.
18	Socio-Economic Rescue Plan Final Update	The purpose of this report is to provide a final update on the Socio Economic Rescue Plan		Ishbel Greig	City Growth	Commissioning	3.3		
19	Fleet Replacement Programme	The report seeks approval of the updated fleet replacement programme for 2021/22.		John Weir	Operations and Protective Services	Operations	1.1.5		
20	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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21	Update on Support to Businesses for Outdoor Trading	UBC on 12/4/21 agreed (1) that in recognition of the ongoing difficulties for businesses caused by Covid-19, to instruct the Chief Officer - Capital, following consultation with the Chief Officer - Strategic Place Planning and the Chief Officer - Operations and Protective Services, to determine requests from businesses for outdoor trading, provided that any approvals so granted would be on a temporary basis and subject to any such conditions as the authorising Chief Officer considered appropriate; and (2) to instruct the Chief Officers of Capital, Strategic Place Planning and Operations and Protective Services to report back to the next meeting of the City Growth and Resources Committee with a list of all decisions that had been taken under (1) above and an update of the requirement or otherwise for the measures to assist businesses to remain in place.		Claire McArthur	Capital	Commissioning	2.1.1		
22	Chapel Street Car Park – Offer to Purchase	Report on an offer to purchase the Car Park and identify and in principle decision from the Committee.		Stephen Booth	Corporate Landlord	Resources	4.1		
23	Beach Masterplan	This report is complementary to the City Centre Masterplan Review and presents the specification for the beach area of that review.		Craig Innes	Head of Service – Commercial and Procurement Services	Resources	2.1.5, 3.2 & 3.3		
24	Aberdeen Market and Union Street Central	This report is complementary to the City Centre Masterplan Review (Ref RES/21/115) and sets out potential options for the purchase and redevelopment of Aberdeen Market and former BHS retail unit, together with reimagining public realm in the associated central section of Union Street.		Stephen Booth	Corporate Landlord	Resources	2.1.5, 3.2 & 3.3		
25			24 June 2021						

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29	Wellington Road STAG Part 2 Appraisal	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		Ken Neil	Strategic Place Planning	Commissioning			
30	Strategic Infrastructure Partnership with North East Scotland Pension Fund	The CG&R Committee on 3/2/21 agreed to note the content of the report and instruct the Chief Officer – City Growth to report back to the Committee within two cycles on the methodology and approach to bring investor ready proposals to the market, including resource implications and timescales for developing the opportunities described within the various economic and infrastructure strategies.		Lynn Mutch/ Morag McCorkindale	City Growth	Commissioning			
31	Information Plaques Relating to Slavery and Slavery Products	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.		Helen Fothergill	City Growth	Commissioning			
32	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		
33			10 August 2021						
34	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		

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35	Aberdeen to Westhill Transport Corridor Study	The CG&R Committee on 28/10/20 agreed (1) to instruct the Chief Officer – Strategic Place Planning to develop a programme for the delivery of the Low Delivery Package measures, subject to available funding, as detailed in the Action Plan at Appendix 1 and report these back to City Growth and Resources committee for approval; and (2) to instruct the Chief Officer – Strategic Place Planning to develop the Outline Business Case for the Medium/High Delivery Package measures as detailed in the Action Plan at Appendix 1, subject to available funding and report back to the Committee in Summer 2021.		Gregor Whyte	Strategic Place Planning	Commissioning	3.2 & 3.3		
36	Council Financial Performance, Quarter 1, 2021/22	To present the Council's financial position for the quarter.		Lesley Fullerton	Finance	Resources	1.1.1		
37	Queen Street Redevelopment	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. The CG&R Committee on 28/10/20 agreed to instruct the Director of Resources to procure a development partner to develop options for the redevelopment of the area and report the results back to this Committee.		Sandy Beattie	Finance	Resources			
38	Bus Partnership Fund Bid	The CG&R Committee on 3/2/21 agreed to instruct the Chief Officer – Strategic Place Planning, to report back to this Committee on the success or otherwise of this bid, on any additional resource requirements to deliver a successful bid and, in consultation with the Chief Officer Governance and Chief Officer Finance, with recommendations for appropriate governance arrangements should the bid be successful, at its meeting on 10 August 2021		Joanna Murray	Strategic Place Planning	Commissioning			

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39	Berryden Corridor Project	Council on 10/03/21 agreed (1) to instruct the Chief Officer - Capital to review the Berryden Corridor project and report back to the meeting of City Growth and Resources Committee on 10 August 2021 with updated costs and the implications for the Capital Programme; and (2) to note that by reviewing the Berryden Corridor project this supports the application to the Bus Partnership Fund for bus priority measures		Alan McKay	Strategic Place Planning	Commissioning			
40	External Links to Aberdeen South Harbour – Updated Strategic Business Case	Agreement of a Business Case to be submitted to the UK and Scottish Governments to seek approval to progress to the design stage of the project.		Ken Neil	Strategic Place Planning	Commissioning	1.1.4		
41	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		
42	Commemorative and Court Plaques Policy	Seeking Committee approval for a revised version of the Council's Commemorative and Court Plaques Policy, last revised in 2002.		Katy Kavanagh	City Growth	Commissioning	2.1.5		
43			03 November 2021						
44	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		
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		

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46	Proposals for Investment for Works at Riverbank School to Accommodate the Relocation of St. Peter's School	<p>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.</p> <p>Council on 10 March 2021 agreed to note that also included within the General Fund Capital Programme is £500,000 for the relocation of St Peters RC School to the current Riverbank School site is added to the Capital Plan and instruct the Chief Officer - Corporate Landlord to take forward design development to allow the full business case and construction costs to be reported to the City Growth and Resources Committee in advance of the 2023 budget process.</p>		Andrew Jones/Maria Thies	Corporate Landlord	Resources	4.1	D	Given the Council decision on 10/03/21 (See Column B) a report will now be submitted in late 2022.
47	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		
48	Council Financial Performance, Quarter 2, 2021/22	To present the Council's financial position for the quarter.		Lesley Fullerton	Finance	Resources	1.1.1		

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49	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.	This was originally due for the August 2020 meeting, however development of the Car Parking Framework has been delayed due to sensitivities in terms of consulting with members of the public and stakeholders on such an issue during this time, given the disruption that has been caused to residents and businesses and to the city centre economy by the pandemic and ongoing restrictions, and the mixed reaction to the temporary city centre Spaces for People measures. Assuming that the impacts of the pandemic lessen as a vaccine is rolled out, the car parking consultation will be revisited in late 2021.	Will Hekelaar	Strategic Place Planning	Commissioning	3.3		
50	Annual Committee Effectiveness Report	To present the Annual Effectiveness report for the Committee.		Mark Masson	Governance	Commissioning	GD 8.5		
51	Medium Term Financial Strategy	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			
52	Legally Binding Developer Obligations	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	3.2		
53			2022						

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54	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		
55	Local Authority Bus Services/Controlled Bus Companies	<p>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.</p> <p>The CG&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		
56	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			

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57	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			
58			TBC						
59	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		
60	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.		John Wilson	Capital	Resources	4.1		

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61	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	Alan McKay	Capital	Resources	3.2		
62	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	Commissioning	3.2 & 3.3		
63	Transient Visitor Levy - Engagement and Options	Council on 3 March 2020 agreed to instruct the Chief Officer - City Growth to provide a report on the Transient Visitor Levy to the City Growth and Resources Committee on 28 October 2020 on engagement and options.	As a result of the Covid-19 pandemic, in March 2020, Scottish Government postponed consideration of the transient visitor levy. As more detail on the next steps regarding a Bill to the Scottish Parliament emerges, officers will report on the implications to the Council.		City Growth	Commissioning	3.2		

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69	Council Housing	Council on 10/03/21 agreed to note that a second tranche procurement exercise is being progressed to seek out further opportunities for developer led proposals and report the outcome of this to a future meeting of the City Growth and Resources Committee and to note that this will exceed the 2,000 houses if successful		Stephen Booth	Corporate Landlord	Resources			