

	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>24 June 2021</b>						
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	Chief Officer – Data and Insights	Customer	2.1.4	R	No report this cycle given that local and national data availability timescale for submission would be limited. PMF reporting to Committee will recommence in August,
5	Aberdeen Low Emission Zone – Preferred Option	The CG&R Committee on 6 February 2020 agreed to instruct the Chief Officer – Strategic Place Planning to undertake public and stakeholder engagement on options for a city centre LEZ encompassing multiple vehicle types and report the outcomes of this process to the Committee in October 2020.  The CG&R Committee on 28/10/20 agreed to instruct the Chief Officer – Strategic Place Planning to report the outcomes of traffic modelling and engagement exercises to this Committee in June 2021.		Will Hekelaar	Strategic Place Planning	Commissioning	3.2		
6	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		Will Hekelaar	Strategic Place Planning	Commissioning		D	The outcomes of the study are currently under consideration and additional time is required to review the study and develop an optimum solution for this corridor. Defer to 25 August 2021 meeting.
7	Investor Ready Propositions	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	3.3		

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8	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		D	This is an extensive piece of work. Officers need to assess contents of city plaques (c.120) and Aberdeen street names (3197) for connections to slavery and slavery products to give an indication of costs associated with any new interpretation; plus clear understanding of process, resources and costs to seek and gain permission from property owners where such an interpretation plaque may be placed. For a holistic review considerable resources would need to be applied to this undertaking. Officers believe the report won't be available before summer.
9	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	R	There are no Business cases to be submitted for Committee consideration this cycle.
10	Update on Spaces for People interventions	The CG&R Committee on 11/5/21 agreed to note the timetable as set out by the Scottish Government in relation to Covid-19 Protection Levels. Notes that by the 7 June 2021, Aberdeen is on track to be level one and an announcement is to be made by the Scottish Government regarding level zero. Therefore, instructs Chief Officer - Strategic Place Planning in consultation with Public Health Scotland to bring forward a report on the timetable for removal of the Spaces for People initiatives to the next Committee in June taking into consideration any decisions made by this Committee in respect of the City Centre Masterplan and associated reports		David Dunne	Strategic Place Planning	Commissioning	3.2		

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11	Feasibility of a Food & Crafts Market – Rubislaw Terrace Gardens	The CG&R Committee on 11/5/21 agreed to instruct the Chief Officer – City Growth to engage with businesses and other interested parties seeking to establish the feasibility for a local food and crafts market in the vicinity of Rubislaw Terrace Gardens and to report back to the next meeting of this Committee detailing options for potential implementation in Summer 2021 in consultation with the Depute Provost.		Andrew Stephen	City Growth	Commissioning	3.3		
12	Aberdeen Performing Arts - Contract Terms and Conditions	This report provides the Committee with the opportunity to consider a proposal presented by Aberdeen Performing Arts in relation to the provision of pension for their staff who are members of the North East Scotland Pension Fund.		Jonathan Belford	Finance	Resources	1.1		
13	Countesswells Primary	To update members of progress with plans to develop a new primary at countesswells including the situation with developer contributions.	Transferred from the Capital Programme Committee Planner as there were financial implications associated with the project which required a decision from the City Growth and Resources Committee	Stephen Booth	Corporate Landlord	Resources	4.1		
14	Disposal of Former Office & Training Centre, Frederick Street	To advise committee of the offer received at the recent closing date.		Peter Thatcher	Corporate Landlord	Resources	4.1 & 4.4		
15			<b>10 August 2021</b>						
16	Council Financial Performance, Quarter 1, 2021/22	To present the Council's financial position for the quarter.	:	Lesley Fullerton	Finance	Resources	1.1.1		
17			<b>25 August 2021</b>						

	A	B	C	D	E	F	G	H	I
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18	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	R	This work has been absorbed into the draft programme of work submitted as part of Aberdeen City Council's submission to the Scottish Government's Bus Partnership Fund. A report on the outcome of this application is anticipated to be presented to the August meeting of the CG&R Committee.
19	Freeport/Greenport update	The CG&R on 11/5/21 agreed to instruct the Chief Officer - City Growth to report back to this Committee on the development and outcome of any proposals if they progress.	It is expected that a report will be submitted to this meeting.	Jamie Coventry	City Growth	Commissioning			
20	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		
21	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			

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22	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			
23	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		Mike Matheson	Capital	Resources			
24	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		
25	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		
26	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		
27	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	This was due at the 11/5/2021 meeting, however officers decided to withdraw the report and defer until August Committee meeting to enable sufficient time for a robust financial delivery solution to be developed.	Sandy Beattie	Finance	Resources	3.2 & 3.3		



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30	City Centre Masterplan	The CG&R Committee on 11/5/21 agreed (1) to instruct the Director of Resources to carry out a review of the Aberdeen City Centre Master plan Objectives and their associated workstreams as contained within the 2015 approved Masterplan and to report back findings to the City Growth and Resources Committee on 10 August 2021 and also to report back on the Phase 1 and 2 projects contained within the city centre masterplan as approved in 2015; (2) instruct the Chief Officer - City Growth and the Communication and Marketing Manager to use the CCMP Review to integrate further "smart city thinking" into our medium-term plans to develop and undertake engagement exercise with the public, all appropriate partners and stakeholders to seek their views on the City Centre Review, what it would take to attract them back to the city centre in the short-term, how the changed travel patterns and reductions in travel experienced throughout the pandemic can be embedded and report the results to the City Growth & Resources Committee in August 2021, as part of the CCMP report detailing how best the city can be a leader in the digital economy		Sandy Beattie/ Richard Sweetnam/ David Ewen	Corporate Landlord	Resources			
31	Review and Visioning Exercise on the Streetscape and Infrastructure Works for the whole length of Union Street	The CG&R Committee on 11/5/21 agreed that notwithstanding any decision taken by Committee in respect of item 12.2 (Market/Union Street) on the agenda, agrees to instruct the Director of Resources to carry out a review and visioning exercise on the streetscape and infrastructure works for the whole length of Union Street and to report back the outcomes to the August 2021 Committee.		Sandy Beattie	Corporate Landlord	Resources			
32	Beach Masterplan	The CG&R Committee on 11/5/21 agreed to instruct the Director of Resources to report back an update on the output of the technical feasibility studies, public consultation and proposed Beach Masterplan to the City, Growth and Resources Committee on the 10th August 2021		Craig Innes	Head of Commercial and Procurement	Resources			

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33	Covid-19 Discretionary Fund	Seek approval for the disbursement of funding to support local businesses impacted by Covid-19 and update on support provided to date.		Mark Brebner	City Growth	Commissioning	1.1.3		
34			<b>03 November 2021</b>						
35	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		
36	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		
37	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		
38	Council Financial Performance, Quarter 2, 2021/22	To present the Council's financial position for the quarter.		Lesley Fullerton	Finance	Resources	1.1.1		

	A	B	C	D	E	F	G	H	I
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39	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		
40	Annual Committee Effectiveness Report	To present the Annual Effectiveness report for the Committee.		Mark Masson	Governance	Commissioning	GD 8.5		
41	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			
42	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		

	A	B	C	D	E	F	G	H	I
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43	Socio Economic Rescue Plan	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		Ishbel Greig	City Growth	Commissioning			
44	Chapel Street Car Park	The CG&R Committee on 11/5/21 approved in principle the allocation of 400 spaces in the Chapel Street Car Park at the rental identified in the report (being index linked and excluding VAT) subject to a minimum 15-year lease with the proposed occupier of the building outlined in the report and report back to a future meeting of this Committee not later than November 2021 on progress		Stephen Booth	Corporate Landlord	Resources			
45			<b>2022</b>						
46	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		

	A	B	C	D	E	F	G	H	I
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47	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		
48	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			
49	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			

	A	B	C	D	E	F	G	H	I
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2	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		
50	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.	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		
51									
52			TBC						

	A	B	C	D	E	F	G	H	I
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53	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		
54	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		
55	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		







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62	Hydrogen Hub Programme	Council on 10/3/21 agreed to note that also included within the General Fund Capital Programme is £19million gross in relation to enhancing the Hydrogen refuelling infrastructure and bus programme within the city and authorise the Chief Officer - City Growth, in consultation with the Head of Commercial and Procurement, to undertake a procurement exercise for the appointment of a partner to deliver the Hydrogen Hub programme and to instruct the Chief Officer - City Growth to report back to the City Growth and Resources Committee on the outcome and progress		Emma Watt	City Growth	Commissioning			
63	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			
64	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.  The CG&R Committee on 11/5/2021 agreed to retain this item on the planner for the timebeing.	A report will be brought back to Committee by officers if and when funding streams become available	Stuart Bews	City Growth	Commissioning			
65	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			

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2	Aberdeen Market - Full Business Case	The CG&R Committee on 11/5/21 agreed the outline business case for the former site of the Aberdeen Market and former BHS retail unit and that this progress to Full Business Case, considering all options to deliver the development including delivery with a development partner and operator and to report the outcome of this to this committee at the earliest opportunity.		Sandy Beattie	Corporate Landlord	Resources			