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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			25 August 2021						
4	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.		Jamie Coventry	City Growth	Commissioning		D	A note of interest for an Aberdeen City and Peterhead Freeport was submitted to the Scottish Government on 27 July 2021. The UK Government and Scottish Government are discussing the next stage and there is no update on when bids will be invited, and therefore a date for submission.
5	Performance Management Framework Report – City Growth and Resources Functions	To inform Members of service delivery performance, commitments and priorities relating to City Growth and Resources as reflected within the Council's commissioning intentions and the Council Delivery Plan.		Alex Paterson	Chief Officer – Data and Insights	Customer	2.1.4		
6	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		D	An update will be provided within the City Centre Masterplan report (Appendix A)

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2									
7	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	3.2		
8	Berryden Corridor Improvement Business Case Update	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	1.1.3 & 1.1.7		
9	External Transportation 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	3.2		
10	Wellington Road Multimodal Corridor Study STAG Part 2	The CG&R Committee on 3/2/21 agreed to instruct the Chief Officer – Strategic Place Planning to continue with the Wellington Road Multimodal Corridor Study, ensuring that subsequent appraisal work reflects the decision of this Committee on a preferred option from the External Transportation Links to the Aberdeen South Harbour study, and to report the outcomes of the Wellington Road STAG Part 2 appraisal to this Committee in June 2021	Originally due at the meeting on 24/6/21, however 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.	Will Hekelaar	Strategic Place Planning	Commissioning	3.2	D	Further work on the financial implications of the options is required and the report had been delayed.
11	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		

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16	Denis Law Projects Update	The CG&R Committee on 11/5/21 agreed to defer all options as outlined in the report. Instruct the Chief Officer - City Growth to work with the Denis Law Legacy Trust and representatives of the St Joseph Church and community representatives to bring forward to the August committee meeting of the City Growth and Resources Committee a feasibility study outlining timescales and costs for the delivery of the murals as outlined in paragraph 3.5 of the report	Originally due at 24/6/21 meeting, however In order to fulfil the action expected, Officers will need to conduct a robust consultation with residents as well as undertake a survey of the buildings involved. Due to procurement timescales for a survey of the building walls and the process of designing, delivering and assessing the consultation, it would not be feasible to submit a report to the August meeting.	David Officer	City Growth	Commissioning	3.2		
17	Place Based Investment Programme	Require Committee Instruction to spend the allocated Place Based Investment Fund in Aberdeen.		Stuart Bews	City Growth	Commissioning	1.1.7		
18	Disposal of Eastside of Carnie – Lands of Skene House	To advise Committee of the outcome of the Closing Date set for the Disposal of the Eastside of Carnie Farmhouse.		Cate Armstrong	Corporate Landlord	Resources	4.1 & 4.4		
19	Aberdeen International Market – August 2021 Update Report	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.	This will be an update report as this stage.	Sandy Beattie	Corporate Landlord	Resources	4.1		
20	Chapel Street Car Park – Lease Proposal	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	4.1		

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21	Capacity Exemption Applications – Tour of Britain and Other Future Events	To approve a temporary delegation to the Chief Officer – City Growth to determine future capacity exemption applications, in consultation with the Chief Officer – Operations and Protective Services, and the Chief Officer – Governance.		Stephen O'Neil	City Growth	Commissioning	3.2		
22			03 November 2021						
23	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		
24	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		
25	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		
26	Council Financial Performance, Quarter 2, 2021/22	To present the Council's financial position for the quarter.		Lesley Fullerton	Finance	Resources	1.1		

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31	Socio Economic Rescue Plan and ACC Business Charter	<p>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.</p> <p>The UBC on 30 June 2020 agreed to instruct the Chief Officer City Growth, following consultation with the Chief Officer Customer Services, to take all actions necessary in order to implement the ACC Business Charter working with the relevant Council services and business network representatives; instructs the relevant Chief Officers to monitor performance in delivering the charter; and report back to the Council's City Growth & Resources Committee.</p>		Jim Johnstone	City Growth	Commissioning			
32	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.	Originally due at 24/6/21 meeting, however 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.	Jenny Brown	City Growth	Commissioning			

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33	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		
34	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.	Originally due at 11/05/2021 meeting, however, officers are still awaiting the publication of the UK Government's prospectus for the Prosperity Fund which was due to be published in summer. A report will be brought before Committee in November 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.	Stuart Bews	City Growth	Commissioning			
35			03 February 2022						

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36	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		
37	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		
38	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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2	Developer Obligations Asset Plans	<p>The CG&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&R Committee on 11/05/2021 agreed that a Service Update be circulated.</p>	Originally due on 11/5/21, however, due to instruction from Council on 10/03/21 "that given the significant impact on the development industry in the last 12 months, to instruct the Chief Officer - Strategic Place Planning to report to the City Growth and Resources Committee by the end of 2021 on the legally binding developer obligations that have been signed with the Council" combined with the ongoing impact of COVID and the work being undertaken looking at community benefit, it is proposed to report back to this committee after that report and any subsequent instructions from City Growth and Resources Committee, and in the interim look at what opportunities there are to combine the asset plans with existing or proposed community engagement to reduce the burden on communities.	David Dunne/David Berry	Strategic Place Planning	Commissioning	3.2		

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40	Energy Transition Zone Training and Jobs Plan	Council on 3 March 2020 agreed to instruct the Chief Officer City Growth to evaluate the Energy Transition Zone Training and Jobs Plan and report back to the Council's City Growth and Resources Committee on 28 October 2020 on the extent to which local people are accessing training or job opportunities that are generated if any development occurs.	A key element of the overall business case for the ETZ, being led by Opportunity North East, is that Aberdeen Harbour is the location of choice for developers and suppliers to the ScotWind East Region Sites. In response, Skills Development Scotland, supported by NESCOL is leading a workstream that will focus on development of an energy transition skills programme, that will also involve the Council and the universities so that local people in the city are able to access new training and jobs opportunities in offshore wind, carbon capture, utilization and storage (CCUS) and Hydrogen. It is also intended to promote and stimulate broader 'green skills' that will also be in demand as the city responds to the net zero vision and the Council's own Route Map.	Angela Taylor	City Growth	Commissioning	3.2		
41	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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42	Sustainable Drainage System (SUDS) Section 7	Maintenance of SuDS within the boundaries or curtilage of a private property, such as a residential driveway or a supermarket car park, is the responsibility of the land owner or occupier. The Scottish Environment Protection Agency's (SEPA's) preference is for SuDS constructed outside the boundaries or curtilage of a private property to be adopted by Scottish Water, the local authority or a public body, and as such SEPA seeks a guarantee for the long term maintenance and sustainability of any SuDS implemented.	This was originally due to be reported to the June 2019 meeting. Officers had consulted other LAs to determine how they came to the decision as to whether to sign up to the MOU with Scottish Water and have found that the interpretation of what Scottish Water consider to be below ground, and therefore their responsibility for maintenance, is key. We have asked for clarification from Scottish Water and are awaiting a response. Without this clarification we are not in a position to make a recommendation as to whether the MOU should be signed. A Service Update will be circulated. A Service Update was circulated on 21 January 2021.	Claire Royce	Operations and Protective Services	Operations	3.2 and 3.3		
43			21 June 2022						
44	Roads and Transport Related Budget Programme 2022 - 2023 (Annual Report)	This report is Business Critical to spend the allocated capital Budget approved at the Council Budget meeting and brings together the proposed roads and transportation programme from the approved Capital Budgets for 2022/2023. This is presented as a provisional programme and Members are asked to approve specific schemes where detailed and the budget headings for the remainder. In addition provisional programmes for 2023/24 and 2024/25 are also included where possible.	To be submitted at the first CG&R meeting following the Council Budget Meeting in March 2022	Doug Ritchie	Operations and Protective Services	Operations			

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45	Performance Management Framework Report – City Growth and Resources	To inform Members of service delivery performance, commitments and priorities relating to City Growth and Resources as reflected within the Council's commissioning intentions and the Council Delivery Plan.		Alex Paterson	Chief Officer – Data and Insights	Customer	2.1.4		
46	Procurement Workplan and Business Cases - Capital	The purpose of this report is to present procurement workplans for each Function to Committee for review and to seek approval of the total estimated capital expenditure for the proposed contracts as required by ACC Procurement Regulations 2021.	There may not be a need to present a report for each meeting, this would be dependant on submission of business cases required.	Mel Mackenzie	Head of Commercial and Procurement	Commissioning	1.1.6		
47	Flood Risk Management Strategies	The CG&R Committee on 3/2/21 agreed to instruct the Chief Officer – Operations and Protective Services to bring a report on the final Flood Risk Management Strategies and Plans to this Committee at the first possible meeting following the end of the consultation		Claire Royce	Operations and Protective Services	Operations	3.2 & 3.3		
48			4 August 2022 (Special)						
49	Council Financial Performance, Quarter 1 2022/23	To present the Council's financial position for the quarter.		Lesley Fullerton	Finance	Resources	1.1		
50			21 September 2022						

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51	Review of School Estate	Council on 6/3/18 agreed to instruct the Chief Officer – Corporate Landlord to bring a review of the School Estate report within the next 9 months to the Education Operational Delivery Committee, thereafter to forward the report to the Capital Programme Committee.	Council on 3/3/21 agreed to instruct the Chief Officer - Corporate Landlord to present the finalised School Estate Plan to the Education Operational Delivery Committee in summer 2022. Officers will recommend that the report is thereafter forwarded to the City Growth and Resources Committee.	Stephen Booth / Andrew Jones	Corporate Landlord	Resources	4.1		
52	Performance Management Framework Report – City Growth and Resources	To inform Members of service delivery performance, commitments and priorities relating to City Growth and Resources as reflected within the Council's commissioning intentions and the Council Delivery Plan.		Alex Paterson	Chief Officer – Data and Insights	Customer	2.1.4		
53	Procurement Workplan and Business Cases - Capital	The purpose of this report is to present procurement workplans for each Function to Committee for review and to seek approval of the total estimated capital expenditure for the proposed contracts as required by ACC Procurement Regulations 2021.	There may not be a need to present a report for each meeting, this would be dependant on submission of business cases required.	Mel Mackenzie	Head of Commercial and Procurement	Commissioning	1.1.6		
54			2 November 2022 (Special)						
55	Council Financial Performance, Quarter 2 2022/23	To present the Council's financial position for the quarter.		Lesley Fullerton	Finance	Resources	1.1		
56			07 December 2022						

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57	Proposals for Investment for Works at Riverbank School to Accommodate the Relocation of St. Peter's School	Council on 3 March 2020 agreed to instruct the Chief Officer Corporate Landlord to take forward the proposals for investment for works at Riverbank School to accommodate the relocation of St. Peter's School once Riverbank School relocates to the City Growth and Resources Committee on 28 October 2020 with an indicative programme.	Given the Council decision on 10/03/21 (See Column B) a report will now be submitted in late 2022.	Andrew Jones/Maria Thies	Corporate Landlord	Resources	4.1		
58	Performance Management Framework Report – City Growth and Resources	To inform Members of service delivery performance, commitments and priorities relating to City Growth and Resources as reflected within the Council's commissioning intentions and the Council Delivery Plan.		Alex Paterson	Chief Officer – Data and Insights	Customer	2.1.4		
59	Procurement Workplan and Business Cases - Capital	The purpose of this report is to present procurement workplans for each Function to Committee for review and to seek approval of the total estimated capital expenditure for the proposed contracts as required by ACC Procurement Regulations 2021.	There may not be a need to present a report for each meeting, this would be dependant on submission of business cases required.	Mel Mackenzie	Head of Commercial and Procurement	Commissioning	1.1.6		
60			TBC						
61	Impact on Aberdeen of Scottish Government Funding	Council on 5/3/18 agreed as part of our commitment to Civic Leadership and Urban Governance instruct the Chief Executive to bring a report to the City Growth and Resources Committee working with partners to include our ALEOs, Aberdeen and Grampian Chamber of Commerce, Aberdeen Burgesses Federation of Small Businesses, Opportunity North East, and Scottish Enterprise to assess the impact on Aberdeen of Scottish Government funding in comparison to the funding received by other local authorities and identify how the council can encourage the Scottish Government to provide a better financial settlement for Aberdeen.		Richard Sweetnam	City Growth	Commissioning	1.1 & 3.2		

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65	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			
66	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			
67	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			