

	A	B	C	D	E	F	G	H	I
1	STRATEGIC COMMISSIONING 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			29 August 2019						
4	Procurement Business Cases	To seek approval of the estimated expenditure on the procurement business cases.		Craig Innes	Commercial and Procurement	Commissioning	Purpose 1 and 2 and Remit 4.2		
5	Sport Aberdeen Annual Report	To present the Sport Aberdeen Annual Report for review.		Craig Innes	Commercial and Procurement	Commissioning	Remit 4.5 and 5.5		
6	Aberdeen Sports Village Annual Report	To present the Aberdeen Sports Village Annual Report for review.		Craig Innes	Commercial and Procurement	Commissioning	Remit 4.5 and 5.5	D	This will now be reported to the November 2019 meeting to enable a full 12 month period of performance data to be reported.
7	Update on Customer / Citizen Review	To provide an update on the customer/citizen review of outcome statements.		Martin Murchie	Business Intelligence and Performance	Commissioning	Remit 1.1	R	The update will be reported by Service Update as no decision is required by the Committee at this time.
8	Strategic Commissioning Approach	To present financial analysis based on outcomes.		Craig Innes	Commissioning	Commissioning/Resources	Purpose 6 and Remit 2.2		
9	APA Memorandum and Articles of Association	To advise of a request from the Board of Aberdeen Performing Arts ("APA") for approval to amend its Memorandum and Articles of Association to increase the maximum number of Board members from 12 to 16.		Mark Bremner	Commissioning	Commissioning	Remit 4.4		

	A	B	C	D	E	F	G	H	I
	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
2									
10	Options for changing the delivery model for services provided by the Beach Ballroom	To provide Committee with the findings of an appraisal of options to deliver services provided by the Beach Ballroom.		Richard Sweetnam	City Growth	Place	Remit 2.3 and 4.3		
11			21 November 2019						
12	Review of Sustainable Procurement and Community Benefits Policy	At its meeting on 20/11/18 the Committee agreed, amongst other things, (iv) to instruct the Head of Commercial and Procurement Services to report back to the Committee at its November 2019 meeting on the progress made in the implementation of the policy and its application to the LOIP.		Craig Innes	Commercial and Procurement	Commissioning	GD7.1 and Remit 5.3		
13	Procurement Business Cases	To seek approval of the estimated expenditure on the procurement business cases.		Craig Innes	Commercial and Procurement	Commissioning	Purpose 1 and 2 and Remit 4.2		
14	Aberdeen Performing Arts Annual Report	To present the Aberdeen Performing Arts Annual Report for review.		Craig Innes	Commercial and Procurement	Commissioning	Remit 4.5 and 5.5		
15	Bon Accord Care Annual Report	To present the Bon Accord Care Annual Report for review.		Craig Innes	Commercial and Procurement	Commissioning	Remit 4.5 and 5.5		
16	Collaboration with Businesses Regarding Community Involvement programmes provided by businesses	Council Budget Meeting 05/03/19 - Council agreed to instruct the Head of Commercial and Procurement Services to bring forward a report to the relevant Committee on how best Aberdeen City Council can work with Aberdeen businesses to bring about positive collaboration to ensure Aberdeen citizens benefit from the many community involvement programmes that Aberdeen businesses already provide.		Craig Innes	Commercial and Procurement	Commissioning	Remit 1.1 and 2.3		

	A	B	C	D	E	F	G	H	I
	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
2									
17	Aberdeen Christmas Village 2020 onwards	The SCC agreed to instruct the Chief Officer – City Growth to provide a procurement business case to the meeting of the Strategic Commissioning Committee on 21 November 2019, detailing all procurement options, including financial commitment required for each, available for the delivery of the Aberdeen Christmas Village for 2020 onwards, noting that any budgeting decision for future years would be considered as part of the Council's budget process.		Stephen O'Neill	City Growth	City Growth	Remit 2.3, 4.1, and 4.2		
18	Commissioning Risk Register	To present the risk register.		Craig Innes/Martin Murchie	Commercial and Procurement and Business Intelligence and Performance	Commissioning	GD 7.4		
19			30 January 2020						
20	Procurement Workplans	To present the procurement workplans for 2020/2021 for review		Craig Innes	Commercial and Procurement	Commissioning	Purpose 3 and remit 3.4		
21	Procurement Business Cases	To seek approval of the estimated expenditure on the procurement business cases.		Craig Innes	Commercial and Procurement	Commissioning	Purpose 3 and remit 3.4		
22			02 April 2020						
23	Procurement Business Cases	To seek approval of the estimated expenditure on the procurement business cases.		Craig Innes	Commercial and Procurement	Commissioning	Purpose 1 and 2 and Remit 4.2		
24			11 June 2020						
25	Procurement Business Cases	To seek approval of the estimated expenditure on the procurement business cases.		Craig Innes	Commercial and Procurement	Commissioning	Purpose 1 and 2 and Remit 4.2		
26			27 August 2020						
27	Procurement Business Cases	To seek approval of the estimated expenditure on the procurement business cases.		Craig Innes	Commercial and Procurement	Commissioning	Purpose 1 and 2 and Remit 4.2		

	A	B	C	D	E	F	G	H	I
	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
2									
28	Annual Procurement Performance Report	To present the annual procurement performance report.		Craig Innes	Commercial and Procurement	Commissioning	Remit 5.2		
29		At its meeting on 20/11/18 the Committee agreed, amongst other things, (iv) to instruct the Head of Commercial and Procurement Services to report back to the Committee at its November 2019 meeting on the progress made in the implementation of the policy		Craig Innes	Commercial and Procurement	Commissioning	GD 7.1		
30	Sport Aberdeen Annual Report	To present the Sport Aberdeen Annual Report for review.		Craig Innes	Commercial and Procurement	Commissioning	Remit 4.5		
31			12 November 2020						
32	Procurement Business Cases	To seek approval of the estimated expenditure on the procurement business cases.		Craig Innes	Commercial and Procurement	Commissioning	Purpose 1 and 2 and Remit 4.2		
33	Aberdeen Performing Arts Annual Report	To present the Aberdeen Performing Arts Annual Report for review.		Craig Innes	Commercial and Procurement	Commissioning	Remit 4.5		
34	Bon Accord Care Annual Report	To present the Bon Accord Care Annual Report for review.		Craig Innes	Commercial and Procurement	Commissioning	Remit 4.5		
35	Aberdeen Sports Village Annual Report	To present the Aberdeen Sports Village Annual Report for review.		Craig Innes	Commercial and Procurement	Commissioning	Remit 4.5		
36	Population Needs Assessment	To present the Population Needs Assessment every two years to understand the needs which public bodies must address.		Martin Murchie	Business Intelligence and Performance	Commissioning	Remit 2.1		

	A	B	C	D	E	F	G	H	I
	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
2									
37	Commissioning Risk Register	To present the risk register.		Craig Innes/Martin Murchie	Commercial and Procurement and Business Intelligence and Performance	Commissioning	GD 7.4		
38			Date TBC						
39	Annual Committee Effectiveness Report	To present the annual effectiveness report for the Committee.	To be reported May 2020	Martin Murchie	Business Intelligence and Performance	Commissioning	GD 7.5		