

	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	21 November 2019								
4	Review of Sustainable Procurement and Community Benefits Policy	SCC 20/11/18 - 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.	To be covered in the Annual Performance report (item 5 below)	Craig Innes	Commercial and Procurement	Commissioning	GD7.1 and Remit 5.3		
5	Annual Performance Report	To present the annual performance report for review		Craig Innes	Commercial and Procurement	Commissioning	General Delegation 7.6		
6	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		
7	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		
8	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		
9	Aberdeen Sports Village Annual Report	To present the Aberdeen Sports Village Annual Report for review.	In August 2019, SCC noted that this had been delayed and would now be reported to the November 2019 meeting to enable a full 12 month period of performance data to be reported.	Craig Innes	Commercial and Procurement	Commissioning	Remit 4.5 and 5.5		
10	Collaboration with Businesses Regarding Community Involvement programmes provided by businesses	Council Budget 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.	Information has been included in the Annual Procurement Performance report on the agenda, and a further report will be presented to Committee in January 2020 with further detail of work undertaken	Craig Innes	Commercial and Procurement	Commissioning	Remit 1.1 and 2.3		

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11	Aberdeen Christmas Village 2020 onwards	SCC 28/05/19 - 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.	Will be presented as part of the procurement business cases item	Stephen O'Neill	City Growth	City Growth	Remit 2.3, 4.1, and 4.2		
12	Commissioning Risk Register	To present the risk register.		Craig Innes/Martin Murchie	Commercial and Procurement and Business Intelligence and Performance	Commissioning	GD 7.4		
13	Strategy Framework	SCC 29/08/19 - In respect of the Strategic Commissioning Approach report, to instruct the Chief Officer Governance to bring forward the results, including any proposals for decommissioning and recommissioning strategies, of the review of Council and IJB strategies to the Strategic Commissioning Committee (and the IJB)		David Leslie	Governance	Governance	Purpose 6 and remit 4.3		
14			30 January 2020						
15	Procurement Workplans	To present the procurement workplans for 2020/2021 for review		Craig Innes	Commercial and Procurement	Commissioning	Purpose 3 and remit 3.4		
16	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		
17			02 April 2020						
18	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		
19			11 June 2020						
20	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		

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21			27 August 2020						
22	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		
23	Annual Procurement Performance Report	To present the annual procurement performance report.		Craig Innes	Commercial and Procurement	Commissioning	Remit 5.2		
24	Sport Aberdeen Annual Report	To present the Sport Aberdeen Annual Report for review.		Craig Innes	Commercial and Procurement	Commissioning	Remit 4.5		
25			12 November 2020						
26	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		
27	Aberdeen Performing Arts Annual Report	To present the Aberdeen Performing Arts Annual Report for review.		Craig Innes	Commercial and Procurement	Commissioning	Remit 4.5		
28	Bon Accord Care Annual Report	To present the Bon Accord Care Annual Report for review.		Craig Innes	Commercial and Procurement	Commissioning	Remit 4.5		
29	Aberdeen Sports Village Annual Report	To present the Aberdeen Sports Village Annual Report for review.		Craig Innes	Commercial and Procurement	Commissioning	Remit 4.5		
30	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		
31	Commissioning Risk Register	To present the risk register.		Craig Innes/Martin Murchie	Commercial and Procurement and Business Intelligence and Performance	Commissioning	GD 7.4		
32			Date TBC						
33	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		