

	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	27 August 2020								
4	Procurement Workplans	To present the procurement workplans for 2020/2021 for review	Originally due April 2020 Included in workplans and business cases report	Craig Innes	Commercial and Procurement	Commissioning	2.2		
5	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.	Originally due April 2020	Craig Innes	Commercial and Procurement	Commissioning	1.2	D	Delayed due to COVID-19 - a service update will be circulated meantime
6	Operational Delivery Models - Bon Accord Care and Sport Aberdeen	Council Budget 03/03/20 - To instruct the Head of Commercial and Procurement, following consultation with the Chief Officer Health and Social Care, to report back to the Strategic Commissioning Committee on 11 June 2020 on future operational delivery models for Bon Accord Care and Sport Aberdeen	Originally due June 2020	Craig Innes	Commercial and Procurement	Commissioning	1.2		
7	Christmas Village 2019 Evaluation	To allow Aberdeen Inspired to present their feedback and evaluation of the 2019 Christmas Village.	Originally due June 2020	Stephen O'Neill	City Growth	City Growth	4.3		
8	Annual Committee Effectiveness Report	To present the annual effectiveness report for the Committee.	Originally due June 2020	Martin Murchie	Data and Insights	Customer	GD 8.5		
9	Procurement Business Cases	To seek approval of the estimated expenditure on the procurement business cases.	Note that urgent business cases were approved at UBC in May/June	Craig Innes	Commercial and Procurement	Commissioning	3.1.1		
10	Performance Management Framework	To report updates to the Performance Management Framework		Martin Murchie	Data and Insights	Customer	4.1		

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2									
11	Performance Report - Commercial and Procurement	To present the performance report for the Commercial and Procurement cluster		Louise Fox	Data and Insights	Customer	5.1.3		
12	British Art Show	To seek approval for the spend in relation to the Art Show which is a partnership project with Wolverhampton, Plymouth and Manchester Art Galleries, led by the Hayward Gallery, London		Deirdre Grant	City Growth	Commissioning	3.1.3		
13	CPA Annual Outcome Improvement Report 2019/20	To present the annual report for the Local Outcome Improvement Plan		Michelle Cochlan	Data and Insights	Customer	4.2		
14	Sport Aberdeen Annual Report	To present the Sport Aberdeen Annual Report for review.		Craig Innes	Commercial and Procurement	Commissioning	4.4	D	Will be reported in November 2020 along with other ALEO annual reports in light of COVID-19
15	12 November 2020								
16	Procurement Business Cases	To seek approval of the estimated expenditure on the procurement business cases.		Craig Innes	Commercial and Procurement	Commissioning	3.1.1		
17	Locality Plans Annual Reports	To present the annual reports		Neil Carnegie	Early Intervention & Community Empowerment	Customer	4.2		
18	Aberdeen Performing Arts Annual Report	To present the Aberdeen Performing Arts Annual Report for review.		Craig Innes	Commercial and Procurement	Commissioning	4.4		
19	Bon Accord Care Annual Report	To present the Bon Accord Care Annual Report for review.		Craig Innes	Commercial and Procurement	Commissioning	4.4		
20	Aberdeen Sports Village Annual Report	To present the Aberdeen Sports Village Annual Report for review.		Craig Innes	Commercial and Procurement	Commissioning	4.4		
21	Population Needs Assessment	To present the Population Needs Assessment every two years to understand the needs which public bodies must address.		Martin Murchie	Data and Insights	Customer	1.1		
22	Annual Performance Report	To present the annual performance report for review		Craig Innes	Commercial and Procurement	Commissioning	GD 8.6		
23	Commissioning Risk Register	To present the risk register.		Craig Innes/Martin Murchie	Commercial and Procurement and Data and Insights	Commissioning	GD 8.4		
24	11 February 2021								

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25	Community Benefit Clauses	Council Budget 03/03/20 - to instruct the Head of Commercial and Procurement to incorporate community benefit clauses into new contracts let during 2020/21 that increase the contribution of the Council to the Local Outcome Improvement Plan outcomes, and submit a year-end report to SCC		Craig Innes	Commercial and Procurement	Commissioning	3.1		
26	Climate Friendly Weighting for Contracts	Council Budget 03/03/20 - to instruct the Head of Commercial and Procurement to introduce a climate friendly weighting for contracts the Council procures and report back to the Strategic Commissioning Committee on the outcomes achieved annually		Craig Innes	Commercial and Procurement	Commissioning	3.1		
27	Procurement Business Cases	To seek approval of the estimated expenditure on the procurement business cases.		Craig Innes	Commercial and Procurement	Commissioning	3.1.1		
28	15 April 2021								
29	Procurement Business Cases	To seek approval of the estimated expenditure on the procurement business cases.		Craig Innes	Commercial and Procurement	Commissioning	3.1.1		
30									
31	16 June 2021								
32	Procurement Business Cases	To seek approval of the estimated expenditure on the procurement business cases.		Craig Innes	Commercial and Procurement	Commissioning	3.1.1		
33	Annual Committee Effectiveness Report	To present the annual effectiveness report for the Committee.		Martin Murchie	Data and Insights	Customer	GD 8.5		
34	6 October 2021								
35	Procurement Business Cases	To seek approval of the estimated expenditure on the procurement business cases.		Craig Innes	Commercial and Procurement	Commissioning	3.1.1		
36	LOIP Annual Report	To present the annual report for the Local Outcome Improvement Plan		Allison Swanson / Michelle Cochlan	Data and Insights	Customer	4.2		

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37	Locality Plans Annual Reports	To present the annual reports		Neil Carnegie	Early Intervention & Community Empowerment	Customer	4.2		
38	Aberdeen Performing Arts Annual Report	To present the Aberdeen Performing Arts Annual Report for review.		Craig Innes	Commercial and Procurement	Commissioning	4.4		
39	Bon Accord Care Annual Report	To present the Bon Accord Care Annual Report for review.		Craig Innes	Commercial and Procurement	Commissioning	4.4		
40	Aberdeen Sports Village Annual Report	To present the Aberdeen Sports Village Annual Report for review.		Craig Innes	Commercial and Procurement	Commissioning	4.4		
41	Sport Aberdeen Annual Report	To present the Sport Aberdeen Annual Report for review.		Craig Innes	Commercial and Procurement	Commissioning	4.4		
42	8 December 2021								
43	Commissioning Risk Register	To present the risk register.		Craig Innes/Martin Murchie	Commercial and Procurement and Data and Insights	Commissioning	GD 8.4		
44	Procurement Business Cases	To seek approval of the estimated expenditure on the procurement business cases.		Craig Innes	Commercial and Procurement	Commissioning	3.1.1		
45	Annual Performance Report	To present the annual performance report for review		Craig Innes	Commercial and Procurement	Commissioning	GD 8.6		