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FINANCE 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.									
1	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									
3			07 August 2024						
4	Work Plan & Business Cases	To seek approval of the estimated expenditure on the procurement business cases.		Mel Mackenzie	Commercial and Procurement	Corporate Services	1.1.5 1.1.6		
5	Council Financial Performance - Quarter 1, 2024/25	to present the Council Financial Performance - Quartely report to Committee for consideration.		Lesley Fullerton	Finance	Corporate Services	1.1		
6	Performance Management Framework Report	To present Committee with the status of key cluster performance measures and activity indicators relating to the Commissioning and Resources functions		Alex Paterson	Data Insights	Corporate Services	2.1.3		
7	Cluster Risk Registers and Assurance Maps	To present Cluster Risk Register and Assurance Maps in accordance with TOR		Vikki Cuthbert / Ronnie McKean	Chief Officers	Directors	2.1.4		
8	Cultural Investment Framework	Council on 07/02/24 agreed to instruct the Chief Officer - City Growth to begin work on an investment framework and application process for cultural funding, informed by the Culture Review recommendations and to report back to the Finance and Resources Committee in 2024 for approval		Mark Bremner	City Development and Regeneration	City Regeneration and Environment	1.1.11 3.4		
9	School Estate Plan: Sunnybank School relocation of additional services - Outline Business Case	To seek approval of an outline business case for relocation of additional services currently accommodated at Sunnybank School, as detailed in the School Estate Plan		Andrew Jones	Corporate Landlord	Families and Communities	1.1.4	R	The School Estate Plan identified a potential need to create additional capacity at Sunnybank School, and a proposal to achieve this by relocating services currently using space within the building. There is no longer pressure on classroom space at the school, so to avoid unnecessary disruption, the proposal to relocate services has not been taken forwards. Approval of an outline business case is therefore no longer required.

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10	Heritage and Place Programme - Governance	To obtain approval for the governance structure for the Heritage and Place Programme (H&PP) and H&PP , to allow the structure and terms of reference to form part of the second round (Delivery Phase) application to Historic Environment Scotland and the National Lottery Heritage Fund		Sian Loftus	Strategic Place Planning	City Regeneration and Environment	3.2 3.4		
11	UK Shared Prosperity Fund	The purpose of this report is to seek the Committee's approval for the proposed allocation of grant funding of the UK Shared Prosperity Fund (UKSPF).		Laura Paterson	City Development and Regeneration	City Regeneration and Environment	1.1.8 1.1.11 3.4		
12	Fair Tax Mark	Report relating to Councillor Thomson's Motion - The F&R Committee on 30/1/24 agreed to Instruct the Chief Officer - Finance following consultation with the Chief Officer – Corporate Landlord and the Head of Commercial and Procurement Services to bring a report back to the Finance and Resources Committee on 8 May 2024 on the implications of implementing the motion.		Michelle Pittendreich	Finance	Corporate Services	1.1	D	Work has been undertaken to establish if a Fair Tax Mark can be introduced within Council Tender processes. Unfortunately this has not been concluded to meet this Committee cycle but a full detailed report will be presented from Commercial & Procurement Services to this Committee on 12th Septmeber 2024
13	Disposal of Former Offices at 1 Queens Gardens	To Advise Committee of the outcome of the marketing of 1 Queens Gardens	The Committee on 8/5/24 noted that Officers had gone back to the bidder asking for clarification around the details of his offer so that they could more fully understand how the offer price would be affected by the suspensive conditions. The report would be taken back to Committee (at the next meeting) for approval once this was more fully understood	Cate Armstrong	Corporate Landlord	Families and Communities	4.1 4.4	R	The Report in relation to the disposal of 1 Queen's Gardens is not being brought back to Committee as it is considered that the offers received do not reflect best value for the Council. A Service Update will be circulated prior to the Committee Meeting
14	Contributing to Your Care and Support – Adult Social Care (Non-Residential) Charging Policy	Report will seek approval for the revised/updated version of our Charging Policy (last updated 2019)		Tracey McMillan & Kevin Toshney	Aberdeen City Health & Social Care Partnership	Aberdeen City Health & Social Care Partnership	2.1.5		
15	Development Plan Scheme 2024	To seek approval of the Development Plan Scheme (DPS). The Planning (Scotland) Act 2019 (the Act) requires all Councils to prepare a Development Plan Scheme annually. The first Development Plan Scheme for the 2028 Local Development Plan was approved by Finance and Resources Committee on 5 July, this report will be the first annual update.		Abigail Burrows	Strategic Place Planning	City Regeneration and Environment	3.3		

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23			12 September 2024						
24	Work Plan & Business Cases	To seek approval of the estimated expenditure on the procurement business cases.	It may be the case that there are no Business Cases to consider and the report is withdrawn	Mel Mackenzie	Commercial and Procurement	Corporate Services	1.1.5 1.1.6		
25	Beachfront Masterplan – Progress Update – Phase A Projects	Council on 11/9/23 agreed to instruct the Chief Officer - Commercial and Procurement to proceed with the appointment of Hub North Scotland to deliver the Beachfront medium-term interventions, and to report progress to the Finance and Resources Committee on a 6 monthly basis from the date of this report		Craig Innes	Commercial and Procurement	Corporate Services	1.1		
26	District Heating – Network Expansion / Waste Heat Utilisation (City Centre Link)	The Committee on 13/9/23 agreed to instruct the Head of Commercial and Procurement to explore external funding sources to support the capital delivery of this project and to report the outcomes of recommendations 2.1 and 2.2 to this Committee during Q3 2024		Barry Davidson	Commercial and Procurement	Corporate Services	1.1.5		
27	Condition & Suitability 3 Year Programme (Annual Report)	This report seeks approval of an updated 3-year Condition and Suitability (C&S) Programme.		Alastair Reid	Corporate Landlord	Families and Communities	1.1.5, 1.1.8 4.1		
28	Performance Management Framework Report – Commissioning and Resources	To present Committee with the status of key cluster performance measures and activity indicators relating to the Commissioning and Resources functions		Alex Paterson	Data Insights	Corporate Services	2.1.3		
29	Fleet Replacement Programme (Annual Report)	To present the current position of the programme for Fleet Vehicles and Assets		John Weir/Derek Jamieson	Operations	City Regeneration and Environment	1.1.6		
30	Capital Programme Delivery:Projects Update	The purpose of this report is to summarise the general progress of delivery of key capital expenditure projects identified within the approved Capital Programme from the General Fund and Housing Revenue Accounts. Council on 13/12/23 agreed to instruct the Chief Officer - Capital to report back to a future meeting of the Finance and Resources Committee in 2024 with a progress update report in relation to St Peter's RC School Old Aberdeen House Development.	This report will include an update on the St Peter's RC School Old Aberdeen House Development.	John Wilson	Capital	City Regeneration and Environment	1.1		

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31	Housing Revenue 30 Year Account Business Plan	Council on 13/12/23 agreed to instruct the Chief Officer - Finance, in consultation with the Chief Officers - Corporate Landlord and Early Intervention and Community Empowerment to prepare an updated 30-year HRA Business Plan, commissioning external support where necessary, and reporting back to the Finance and Resources Committee before the end of September 2024		Jonathan Belford	Finance	Corporate Services	1.1		
32	Common Good Budget Review	Council on 6/3/24 agreed to instruct the Chief Officer - Finance to carry out a review of the Common Good budget, and the grant application criteria, and report to the Finance and Resources Committee by September 2024		Helen Sherrit	Finance	Corporate Services	1.1		
33	School Estate Plan: Denominational Primary Schools	To seek approval of an outline business case for considering future arrangements for denominational primary school provision, as detailed in the School Estate Plan	The ECS Committee on 20/02/24 agreed a revised programme for implementing projects within the School Estate Plan. The revised programme includes an updated timescale for the submission of an outline business case (should this be required) for the Denominational Schools options, which would be expected to be submitted to the Finance and Resources Committee for approval on 12/09/24.	Andrew Jones	Corporate Landlord	Families and Communities	1.1.4		
34			05 November 2024						
35	Work Plan & Business Cases	To seek approval of the estimated expenditure on the procurement business cases.	It may be the case that there are no Business Cases to consider and the report is withdrawn	Mel Mackenzie	Commercial and Procurement	Corporate Services	1.1.5 1.1.6		
36	Council Financial Performance - Quarter 2, 2024/25	to present the Council Financial Performance - Quartely report to Committee for consideration.		Lesley Fullerton	Finance	Corporate Services	1.1		
37	Commercial Property Auctions Annual Report (Annual Report)	The Committee on 22/11/23 agreed to instruct the Chief Officer - Corporate Landlord to put an annual report to Committee advising which subjects were put forward to auction and the outcome of this action.		Cate Armstrong	Corporate Landlord	Families and Communities	4.1 4.4		
38	Annual Committee Effectiveness Report	The purpose of this report is to present the annual report of the Finance and Resources Committee to enable Members to provide comment on the data contained within (Reporting Period is 15 October 2023 to 15 October 2024)		Mark Masson	Governance	Corporate Services	GD 8.5		

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2	Denis Law Trail	The F&R Committee on 5/7/23 agreed:- (1) to instruct the Chief Officer – City Growth to develop a business case for Phase 2 delivery of the murals, including identifying external funding opportunities, and report back to Finance and Resources Committee 22 November 2023; and (2) to instruct the Chief Officer – City Growth to obtain the necessary agreements from the Denis Law Legacy Trust as noted at 5.1 of the report before proceeding to spend public money on this project to include confirmation that appropriate intellectual property rights/licences for design of the trail and images licence have been agreed for phase 2 delivery of the murals, and including identifying external funding opportunities, and report back to the Finance and Resources Committee on 22 November 2023.	On 13/3/24, the Committee noted that the business case for phase 2 of the Denis Law Trail is further delayed due to the retirement of the officer leading the project and delays in replacing that resource. Following discussions with Denis Law Trust we have received suitable assurances in respect of the image licences and are moving forward to commission an artist for the trail and publish a prior information notice (PIN) for the provision of the two murals on the multi storey flats at Clifton Courts. Phase 1 commissioning of artists – 15th April with delivery of trail in Summer 2024. Phase 2 PIN for murals published mid March 2024, business case to follow by 5th November 2024	Jim Johnstone	City Development and Regeneration	City Regeneration and Environment	1.1.4		
39	School Estate Plan: Bucksburn and Dyce Secondary School Provision - Outline Business Case	To seek approval of an outline business case for future secondary school provision for Bucksburn and Dyce, as detailed in the School Estate Plan	The ECS Committee on 20/02/24 agreed a revised programme for implementing projects within the School Estate Plan. The revised programme includes an updated timescale for the submission of an outline business case (should this be required) for secondary school provision at Dyce and Bucksburn, which would be expected to be submitted to the Finance and Resources Committee for approval on 05/11/24.	Andrew Jones	Corporate Landlord	Families and Communities	1.1.4		
40	Grant Review	The F&R Committee on 8/5/24 agreed to instruct the Chief Officer – City Development and Regeneration, following consultation with the Chief Officer – Finance, Chief Officer – Governance and Chief Officer – People and Citizen Services, to undertake a full grant review and report back to the Finance and Resources Committee on 5 November 2024 with recommendations for future grant activity. To agree for the avoidance of doubt, that the UK Shared Prosperity Fund would be contained within the full review, within the context of the three tiered approach		Laura Paterson	City Development and Regeneration	City Regeneration and Environment	1.1.11 2.1.6		
41									
42			TBC						

