

	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Purpose of Report	Update	Report Author	Chief Officer	Directorate	Terms of Reference	If delayed, removed, transferred or withdrawn, enter either D, R, T or W	Explanation if delayed, removed, transferred or withdrawn
3			7 June 2018						
4	Procurement workplans	To present the procurement workplans detailing all contracts expected to be procured per Function in the next year.		Craig Innes	Commercial and Procurement	Commissioning	Purpose 3	D	Commercial and Procurement are working with each Function to finalise the respective workplans and each will be reported to the next meeting of the Committee.
5	Development of Models for Civic Leadership and Engagement	To consider models for Civic Leadership and Engagement		Derek McGowan	Early Intervention and Community Empowerment	Customer		R	Following the decision at Full Council on 5 March to 'endorse the values and principles of civic leadership and engagement as set out in Appendix L' there was not a further requirement to report to Committee. This has therefore been removed from the planner. Any future proposals regarding civic leadership and engagement will be presented to the appropriate committee for consideration.
6	Construction Charter	To seek approval of the proposed construction charter.		Stuart Calderwood	Commercial and Procurement	Commissioning	3.4	R	The charter has been approved and signed as per the Council decision on 22 February 2017 therefore a report is not required.

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7	ESCo	To present the Energy Services Company (ESCo) Business Plan for managing the councils energy and energy projects, to achieve the objectives and deliver on the instructions from the Business Case presented to Council 17 th August 2016.		Mike Smith	Commercial and Procurement	Commissioning	Purpose 3	D	There are several queries from ESCo Officer/Member Working Group that need to be addressed in order to make the proposed plan robust and these will be responded to in full late May at the next Officer/Member Working Group meeting. APSE Energy are providing support to reshape the Business Model and Plan. The revised workscope is due to be complete early June thereafter and reported to Committee in September 2018.
8	Extension to Domestic Gas Servicing and Maintenance Contract	To seek approval to extend the existing contract.	A report is on the agenda.	Craig Innes	Commercial and Procurement	Commissioning	Purpose 1 and remit 3.4		
9	Review of Sports Organisations - Long Term Future Viability and Sport Aberdeen Contract	Finance, Policy and Resources Committee 6/12/17- The Committee agreed to request that the Head of Finance report back to the next meeting of the Committee setting out the options regarding the long term future viability of an organisation identified in the exempt report.	At its meeting on 30 April 2018, the Committee noted that these actions had been delayed to enable the new Commissioning Directorate to review the options and would now be submitted to the Committee on 7 June 2018.	Craig Innes	Commercial and Procurement	Commissioning	Purpose 7	R	Both aspects will be reported alongside the report on the best way forward for Sport in Aberdeen to be submitted to the Committee in September 2018 as per the Council decision on 6/3/18.
10		Finance, Policy and Resources Committee 6/12/17- The Committee agreed to instruct the Head of Policy, Performance and Resources and Head of Commercial and Procurement Services to report back to the next meeting of the Committee with appropriate recommendations on adjusting and extending Sport Aberdeen's legal contract with a view to refocusing the partnership under a new 'Commissioning Framework Agreement'.							
11	Customer Experience	To present the experience of service users and citizens for consideration.	A report is on the agenda.	Martin Murchie	Commissioning	Commissioning	Remits 1.4, 1, 2, 3, 4		

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2	Schoolhill Public Realm Enhancement	To approve the proposed estimated expenditure and procurement.	Report to be considered by Capital Programme Committee on 23 May with recommendation that it be referred to this Committee for consideration of approval of the proposed estimated expenditure and procurement.	Scott Davidson	Corporate Landlord	Resources	Purpose 2 and remit 3.4		
12									
13	Torry Heatnet Pilot Project (Torry Phase 1A)	The Special Council Meeting of 24th October 2016 approved the development of this pilot project, subject the development and approval of a Full Business Case. Report seeks approval of the procurement process.	A report is on the agenda.	Bill Watson	Capital	Resources	Remit 3.4		
14	Middlefield/Northfield Place-Making (3rd report)	To seek approval from Committee for the implementation of the procurement process for the next steps of this Place Making project.	A report is on the agenda.	Bill Watson	Capital	Resources	Remit 3.2, 3.4		
15	CareFirst Contract Extension	To approve the extension of the existing maintenance and support agreement.	A report is on the agenda.	Anne Donaldson	Integrated Children and Family Services	Operations	Remit 3.4		
16	Demolition of Torry Academy and Kincorth Academy	To approve the proposed estimated expenditure and procurement.	A report is on the agenda.	Alastair Reid	Corporate Landlord	Resources	Remit 3.4		
17	Joint Initiative for Vehicle Emissions (Jive 2) Report	To provide an update on the Joint Initiative for Vehicle Emissions (JIVE) and seeks approval to procure vehicles and hydrogen supply to deliver the project.	A report is on the agenda.	Andrew Win	City Growth	Place	Remit 3.1, 3.2, 3.4		
18	Occupational Health Contract	Finance, Policy and Resources Committee 6/12/17- The Committee agreed to delegate authority to the Interim Head of Human Resources following consultation with the Head of Commercial and Procurement Services, to undertake a tender process for the procurement of a contract for the provision of occupational health services for an initial duration of 3 years, with the option to extend for a further period up to 24 months; and to report back a future meeting of this committee with appropriate recommendations.	A report is on the agenda.	Mary Agnew	Governance	Governance	Remit 3.1 and 3.4		
19			13 September 2018						

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2	Participatory Budgeting	Finance, Policy and Resources 19/4/16 - The Committee resolved to request officers to develop a Corporate Policy for participatory budgeting and report to this Committee.	At its meeting on 30 April 2018, the Committee noted that this item on the submission of a Participatory Budgeting Policy had been delayed to the Committee's meeting on 13 September 2018.	Neil Carnegie	Early Interventions and Community Empowerment	Customer	GD 7.1		
20									
21	Aberdeen Performing Arts Business Plan Annual Report	To present the annual business plan for consideration.		Craig Innes	Commercial and Procurement	Commissioning	4.1 and 4.4		
22	Aberdeen Heat and Power Business Plan Annual Report	To present the annual business plan for consideration.		Craig Innes	Commercial and Procurement	Commissioning	4.1 and 4.4		
23	Bon Accord Care Annual Report	To present Bon Accord Care's Annual Report.		Craig Innes	Commercial and Procurement	Commissioning	4.1 and 4.4		
24	Community Benefit Policy	To seek approval of the refreshed policy.		Craig Innes	Commercial and Procurement	Commissioning	GD 7.1		
25	Aberdeen Sports Village Business Plan Annual Report	To present the annual business plan for consideration.		Craig Innes	Commercial and Procurement	Commissioning	4.1 and 4.4		
26	Sport Aberdeen Business Plan Annual Report	To present the annual business plan for consideration.		Craig Innes	Commercial and Procurement	Commissioning	4.1 and 4.4		
27	Strategic Allocation of Resources	To report on the strategic allocation of resources, including the draft commissioning intentions and strategy.		Frank McGhee	Commissioning	Commissioning	Purpose 8 and Remit 2.2		
28	Interim Population Needs Assessment	To present the interim Population Needs Assessment for consideration.	The PNA is an iterative process and will be reported to SCC as and when required. The Committee on 30/14/18 agreed to instruct the Director of Commissioning to complete a population needs assessment in accordance with the Terms of Reference. The outcome of the assessment will be reported to the Committee in September 2018.	Frank McGhee	Commissioning	Commissioning	1.1		

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2									
	Best Way Forward for Sport in Aberdeen	Council on 6/3/18 agreed to 1. Instruct the Chief Officer – Commissioning & Procurement to bring forward an all options business case report to the September 2018 City Growth and Resource Committee on the best way forward for Sport in Aberdeen given the imminent contractual 10-year agreement with Sport Aberdeen is about to end.	City Growth and Resources Committee agreed on 24/4/18 to transfer this item to the Strategic Commissioning Committee Business Planner as it falls within its Terms of Reference	Craig Innes	Commercial and Procurement	Commissioning	Purpose 1 and Remit 1.3		
29									
30			20 November 2018						
	Final Population Needs Assessment	To present the final Population Needs Assessment for consideration.	The PNA is an iterative process and will be reported to SCC as and when required.	Martin Murchie	Commissioning	Commissioning	1.1		
31									
32			29 January 2019						
	Strategic Outcomes Framework	To present the proposed Strategic Outcomes Framework which is linked to the refresh of the Local Outcome Improvement Plan.		Frank McGhee	Commissioning	Commissioning	2.3		
33									
34			28 March 2019						
	Heat Network Torry - Phase 1	To report on commissioning proposals and to seek approval for the implementation of their procurement.		Bill Watson	Capital	Resources	3.4		
35									
36									
37			April 2019 Onwards						
	Annual Committee Effectiveness Report	To present the annual effectiveness report for the Committee.	May-19		Governance	Governance	GD 7.4		
38									
39									
40			DATE TBC						