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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			05 July 2023						
4	Cluster Risk Registers - Governance / SPP / City Growth / Finance / Commercial & Procurement Services / Capital and Corporate Landlord	To present and report the Cluster Risk Registers in accordance with Committee TOR		Ronnie McKean	Governance	Governance	2.1.4		
5	Work Plan & Business Cases	To seek approval of the estimated expenditure on the procurement business cases.		Mel Mackenzie	Commercial and Procurement	Commissioning	1.1.5 & 1.1.6		
6	City Centre Six Monthly Update - Streetscape Programme	Council on 14/12/22 agreed the Streetscape Full Business Case (Appendix B) and to instruct the Director of Resources, following consultation with the Chief Officer - Commercial & Procurement and Chief Officer - Capital, to proceed with the negotiation and execution of contracts for delivery of the following programmes in the first instance and to report progress to the Finance and Resources Committee on a 6 monthly basis from the date of this report: (a) Union Street Central; (b) Market Streetscape Phase 1; and (c) Schoolhill/Upperkirkgate		Sandy Beattie/Craig Innes	Commercial and Procurement	Resources	1.1.15		
7	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/Louise Fox	Data & Insights	Customer	2.1.3		
8	Invest Aberdeen Update	To update the Committee on the work and plans of Invest Aberdeen		Jim Johnstone/Joel Evans	City Growth	Commissioning	2.1.1 & 3.4		
9	Place Based Investment Programme	The purpose of this report is to secure the Committee's approval for the allocation of grant funding from the Place Based Investment Programme (PBIP) fund 2023/24.		Stuart Bews	City Growth	Commissioning	1.1.8, 1.1.11, 3.4		

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10	UK Shared Prosperity Fund	The Committee on 29/3/23 agreed to defer the decision on the application for up to £167,112 to Tillydrone Community Development Trust for the Benholms Tower Project to the meeting of Finance and Resources Committee on 5th July 2023		Stuart Bews	City Growth	Commissioning	1.1.8, 1.1.11 & 3.4		
11	Financial Settlement from Transport Scotland for the De-trunking of the A92/A96 (Haudagain Improvement)	Following the new link road opening in 2022 the report will outline the financial settlement from Transport Scotland for the detrunking of the old section of the Trunk Road, relative to the new Haudagain improvement which was handed back to ACC on 1/4/2023.		Neale Burrows	Operations and Protective Services	Resources	1.1.18 & 1.1.19	D	Transport Scotland have yet to provide the settlement for the A92 de-trunking due to the Haudagain Improvement. This settlement has been due for a number of months but should be with ACC during June to allow us to report to the next committee cycle.
12	Sale of UTG Gates to Birkhall Estate for Reuse	Seeking authorisation to sell cast iron gate from Union Terrace Garden's duntakings to Birkhall Estate.		Ross Wilson/Sian Loftus	Strategic Place Planning	Commissioning	1.1.17 & 2.2		
13	Denis Law Legacy Trail	Update on delivery of Phase 1 of the Denis Law Trail and instruction to develop business case for Phase 2		Laura Paterson	City Growth	Commissioning	1.1.17		
14	School Estate Plan: Hazlehead/ Countesswells Secondary School Provision - Outline Business Case	To seek approval of an outline business case for establishing new secondary school provision for Hazlehead and Countesswells, as detailed in the School Estate Plan	The Committee on 17/5/23 agreed to defer this item for the following reason outlined in the planner:- The announcement of projects to be funded through Phase 3 of the Learning Estates Investment Programme was postponed to January, but has been further delayed, so it has not been possible to progress the project as quickly as had been anticipated. Work on the OB Case is now progressing, following confirmation of funding for the project in the Non Housing Capital Programme which was agreed at the Council budget meeting on 01/03/23. It is expected that the completed OBC will be presented to the Committee for approval at its meeting on 05/07/23	Andrew Jones/Maria Thies	Corporate Landlord	Commissioning	1.1, 1.1.4, 1.1.9 & 4.1	D	Work on the OBC is progressing well within the overall New Schools Programme however the timeline to present the project to OBC stage will take longer than originally anticipated. A service update will be provided to members prior to the meeting on 13/09/23

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22	Union Street Empty Shops Grant Scheme	To seek delegated authority for Chief Officer – City Growth and Chief Officer – Finance to approve grant awards from the Union Street Reconfiguration Fund up to a maximum amount of £50,000.		Jen Lawie	City Growth	Commissioning	1.1.15		
23	Reconfiguration of working arrangements with Arm's Length External Organisations (ALEOs)	the purpose of this report is to seek approval for officers, in conjunction with our ALEOs, to carry out an options appraisal, considering all potential working arrangements and delivery models for our ALEOs		David Leslie	Commercial and Procurement	Commissioning	2.1.1 & 2.1.2		
24	Union Street Partnership Ltd	To agree that a representative of Aberdeen City Council be appointed as a board observer in respect of Union Street Partnership Ltd		Richard Sweetnam	City Growth	Commissioning	2.1.1, 2.1.2 & 3.2		
25	International Travel (Tall Ships) 2023/24	To seek approval of proposed international travel and conference attendance by officers, required to support Tall Ships 2025 activities in 2023/24.		Matthew Williams	City Growth	Commissioning	GD 5		
26			8 August 2023 (Special)						
27	Council Financial Performance - Quarter 1, 2023/24	to present the Council Financial Performance - Quartely report to Committee for consideration.		Lesley Fullerton	Finance	Resources	1.1		
28			13 September 2023						
29	Fleet Replacement Programme (Annual Report)	To present the current position of the programme for Fleet Vehicles and Assets		John Weir	Operations and Protective Services	Operations	1.1.6		
30	Work Plan & Business Cases	To seek approval of the estimated expenditure on the procurement business cases.	There may not be a need to present a report for each meeting, this would be dependent on submission of business cases required.	Mel Mackenzie	Commercial and Procurement	Commissioning	1.1.5 & 1.1.6		

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31	School Estate Plan: Northfield ASG Primary Schools Excess Capacity - Outline Business Case	To seek approval of an outline business case for reducing the number of primary schools in the Northfield ASG, as detailed in the School Estate Plan		Andrew Jones/Maria Thies	Corporate Landlord	Commissioning	1.1, 1.1.4, 1.1.9 & 4.1		
32	School Estate Plan: Oldmachar ASG Primary Schools Excess Capacity - Outline Business Case	To seek approval of an outline business case for reducing the number of primary schools in the Oldmachar ASG, as detailed in the School Estate Plan		Andrew Jones/Maria Thies	Corporate Landlord	Commissioning	1.1, 1.1.4, 1.1.9 & 4.1		
33	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		John Wilson	Capital	Resources	1.1		
34	Sustainable Drainage System (SUDS) Section 7	Maintenance of SuDS within the boundaries or curtilage of a private property, such as a residential driveway or a supermarket car park, is the responsibility of the land owner or occupier. The Scottish Environment Protection Agency's (SEPA's) preference is for SuDS constructed outside the boundaries or curtilage of a private property to be adopted by Scottish Water, the local authority or a public body, and as such SEPA seeks a guarantee for the long term maintenance and sustainability of any SuDS implemented. The CG&R Committee on 3/2/22 agreed to defer this. Officers continue to liaise with Scottish Water, latest request for update was week commencing 10/1/22, however at this time officers are still in the same position as per the update in Column C	A Service Update was circulated on 25/8/22 This will be reported once ongoing discussions with Scottish Water are concluded (updated provided by David Dunne on 25/10/22)	Claire Royce	Operations and Protective Services	Operations	3.2 & 3.3		
35	UK Shared Prosperity Fund	The Committee on 29/3/23 agreed to note the officer review outcome in relation to the Lemon Tree Redevelopment – Design Development proposals and instructs the Chief Officer – City Growth to report back to the Finance and Resources Committee by September 2023 with details of work done to support Aberdeen Performing Arts in identifying alternative sources of funding.		Stuart Bews	City Growth	Commissioning	1.1.8, 1.1.11 & 3.4		
36	Complex Care - Full Business Case	The Committee on 29/3/23 agreed to instruct the Chief Officer – Capital to progress to Full Business Case and to report back the outcome to this Committee on 13 September 2023		Kay Diack/John Wilson	Capital	Resources	1.1.4		
37	Commercial Property Auction - Former St Peters Nursery, The Hollies, 43 King's Gate	The Committee on 17/5/23 agreed to instruct the Chief Officer - Corporate Landlord to carry out a pilot project to dispose of the asset noted within the report through a commercial property auction route and report the outcome to a future committee.		Stephen Booth	Corporate Landlord	Resources	4.1 & 4.4		

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38			22 November 2023						
39	Work Plan & Business Cases	To seek approval of the estimated expenditure on the procurement business cases.	There may not be a need to present a report for each meeting, this would be dependent on submission of business cases required.	Mel Mackenzie	Commercial and Procurement	Commissioning	1.1.5 & 1.1.6		
40	School Estate Plan: Harlaw Academy Condition & Suitability Improvements - Outline Business Case	To seek approval of an outline business case for making improvements to the condition and suitability of the Harlaw Academy building, as detailed in the School Estate Plan		Andrew Jones/Maria Thies	Corporate Landlord	Commissioning	1.1, 1.1.4, 1.1.9 & 4.1		
41	School Estate Plan: St Machar Academy Outdoor Space Improvements (Modular Classroom Buildings) Condition & Suitability - Outline Business Case	The EODC on 08/09/22 agreed to instruct the Chief Officer – Corporate Landlord to make arrangements to carry out a feasibility study to consider the options for the removal of unused modular classroom buildings at St Machar Academy, and for carrying out general improvements to the outdoor space at the school, and to present a costed outline business case to the Finance and Resources Committee for consideration.		Andrew Jones/Maria Thies	Corporate Landlord	Commissioning	1.1, 1.1.4, 1.1.9 & 4.1		
42	School Estate Plan: Ferryhill School Condition & Suitability Improvements Outline Business Case	To seek approval of an outline business case for making improvements to the condition and suitability of the Ferryhill School building, as detailed in the School Estate Plan		Andrew Jones/Maria Thies	Corporate Landlord	Commissioning	1.1, 1.1.4, 1.1.9 & 4.1		
43	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		John Wilson	Capital	Resources	1.1		
44	Council Financial Performance - Quarter 2, 2023/24	to present the Council Financial Performance - Quartely report to Committee for consideration.		Lesley Fullerton	Finance	Resources	1.1		
45	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/Louise Fox	Data & Insights	Customer	2.1.3		

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2	Annual Committee Effectiveness Report	To present the Annual Committee Effectiveness Report		Mark Masson	Governance	Governance	GD 8.5		
46	Torry Heat Network	The CG&R Committee on 21/9/22 agreed to (1) authorise the Chief Officer Corporate Landlord to enter into commercial discussions with Grampian Housing Association with regard to the potential supply of heat to their proposed mixed-use re-development of the former Victoria Road school, and report the outcome to a future meeting of this committee; and (2) authorise the Chief Officer - Corporate Landlord to enter into commercial discussions with Ark Housing Association with regard to the potential supply of heat to their Balnagask Court premises and report the outcome to a future meeting of this committee.	The Committee on 1/2/23 noted that The Design works for the delivery of the design of Phase 2 of the Torry Heatnetwork is being progressed at this time. Delivery costs and Pricing is subject to more detail being available to allow commercial discussions with the 3rd parties mentioned. It is intended to Report the outcome of this to Committee in late 2023.	Stephen Booth	Corporate Landlord	Resources	4.1		
47	Denis Law Trail	Update on the Denis Law Trail Phase 1 & 2; Approval to spend budget associated with Phase 1 Delivery; Approval of Phase 2 Business Case, pending outcome of external funding applications; Instruction to report back to Committee following result of external funding applications		Laura Paterson	City Growth	Commissioning	1.1.4		
48									
49			2024						
50	External Transportation Links to Aberdeen South Harbour	The CG&R Committee on 25/8/21 agreed that subject to approval by the UK and Scottish Governments, instruct the Chief Officer - Capital to progress the next stages of project delivery, including but not limited to, surveys and investigations, design development, obtaining all necessary approvals, permissions, licences, agreements and consents required to develop the design and an Outline Business Case for the project and to report back to this Committee and the City Region Deal Joint Committee upon completion in 2024, and to provide an update if not completed by that time.		John Wilson	Capital	Resources	1.1		
51	School Estate Plan: Victorian School Building Improvements - Outline Business Case	To seek approval of an outline business case for making improvements to the condition and suitability of Victorian school buildings, as detailed in the School Estate Plan	TBC - May 2024	Andrew Jones/Maria Thies	Corporate Landlord	Commissioning	1.1, 1.1.4, 1.1.9 & 4.1		
52	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	TBC - May 2024	Andrew Jones/Maria Thies	Corporate Landlord	Commissioning	1.1, 1.1.4, 1.1.9 & 4.1		

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53	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	TBC - July 2024	Andrew Jones/Maria Thies	Corporate Landlord	Commissioning	1.1, 1.1.4, 1.1.9 & 4.1		
54	School Estate Plan: Loirston Loch Primary School Provision - Outline Business Case	To seek approval of an outline business case for establishing new primary school provision for Loirston Loch, as detailed in the School Estate Plan	TBC - July 2024	Andrew Jones/Maria Thies	Corporate Landlord	Commissioning	1.1, 1.1.4, 1.1.9 & 4.1		
55	School Estate Plan: Grandhome / Oldmachar / Bridge of Don Secondary School Provision - Outline Business Case	To seek approval of an outline business case for future secondary school provision for Grandhome, Oldmachar and Bridge of Don, as detailed in the School Estate Plan	TBC - September 2024	Andrew Jones/Maria Thies	Corporate Landlord	Commissioning	1.1, 1.1.4, 1.1.9 & 4.1		
56	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	TBC - September 2024	Andrew Jones/Maria Thies	Corporate Landlord	Commissioning	1.1, 1.1.4, 1.1.9 & 4.1		
57	Vacant Units on Union Street Action Plan	Council on 14/12/22 agreed to instruct the Chief Officer - City Growth to report back on progress of the plan to the Finance and Resources Committee in early 2024.	TBC - Early 2024	Richard Sweetnam	City Growth	Commissioning			
58	Public Art Guidance and Panel	The F&R Committee on 7/12/22 agreed to review the process after 12 months of operation and to report back to this committee after 12 months.	TBC - Early 2024	Elspeth Winram	City Growth	Commissioning	2.1.2		
59	Events Plan	The F&R Committee on 1/2/23 agreed to instruct the Chief Officer - City Growth to re-convene the Event 365 Group as outlined in Section 3.19-3.21 in this report and to report annually to this Committee on the progress to implement the Event Plan	Early 2024	Matthew Williams	City Growth	Commissioning	2.1.2 & 3.2		
60	Hazlehead/Countesswells Secondary School	Council at the Budget Meeting on 1/3/23 agreed to instruct the Chief Officer - Corporate Landlord to progress the new Hazlehead/Countesswells Secondary School to an Outline Business Case and to report back to the Finance and Resources Committee by the end of the financial year 2023/24	TBC - Early 2024	Stephen Booth	Corporate Landlord	Resources			

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61	Review of all Grants Awarded by the Council - Alignment to 3 Tier Prevention Approach	Council at the Budget Meeting on 1/3/23 agreed to instruct the Director of Commissioning to undertake a review of all grants awarded by the Council in order to ensure alignment to the 3 Tier Prevention Approach, which included the Family Support Model, as per the Prevention Report and to report back to the Finance and Resources Committee before the end of the financial year 2023/24.	TBC - Early 2024	Gale Beattie		Commissioning			
62	Aberdeen City Business Charter Review	Council at the Budget Meeting on 1/2/23 agreed to instruct the Chief Officer - City Growth to undertake a review of the Business Charter and report back to the Finance and Resources Committee before the end of the financial year 2023/24.	TBC - Early 2024	Richard Sweetnam	City Growth	Commissioning			
63	Christmas Village Feedback Report	The Committee on 29/3/23 agreed to instruct the Chief Officer – City Growth to report back to the Finance and Resources Committee in March 2024 with the evaluation report of the 2023 event.	TBC - March 2024	Matthew Williams	City Growth	Commissioning	2.1 & 3.2		
64	Newhill Additional Primary School	The F&R Committee on 17/5/23 agreed to instruct the Chief Officer – Corporate Landlord to report back to a future meeting of the Finance and Resources Committee in 2024 with the Full Business Case	TBC - 2024	Andrew Jones/Maria Thies	Corporate Landlord	Commissioning	1.1, 1.1.4, 1.1.9 & 4.1		
65			TBC						
66	Developer Obligations - Asset Plans	<p>The CG&R Committee on 26/09/19 agreed to note that the Chief Officer – Strategic Place Planning would undertake the consultation on the draft Asset Plan template as outlined within this report and report the outcomes to a future meeting of this committee.</p> <p>Council on 10/03/21 agreed that given the significant impact on the development industry in the last 12 months, to instruct the Chief Officer - Strategic Place Planning to report to the City Growth and Resources Committee by the end of 2021 on the legally binding developer obligations that have been signed with the Council</p> <p>The CG&R Committee on 3/2/22 agreed to defer this.</p> <p>The recent publication of the Draft National Planning Framework 4 (NPF4) and draft Development Plan Regulations, building on the provisions of the Planning (Scotland) Act 2019, and associated proposed infrastructure levy, may now have superseded the proposals to develop asset plans. In the absence of a clear route forward it is recommended to provide a service update when more information is known on the Scottish Governments position on the current consultations and the possible introduction of an infrastructure levy.</p>	National Planning Framework 4 was just published in February 2023, officers are looking at the implications of that in relation to Developer Obligations and the yet to be defined Infrastructure Levy including in the planning Act. (update provided by David Dunne for the 29/3/23 meeting)	David Dunne/James Welsh	Strategic Place Planning	Commissioning	3.2		

