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1	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.								
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			22 November 2023						
4	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		
5	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	1.1.4	D	In light of recent developments with RAAC concrete in school buildings, and the impact this may have on timescales for the delivery of projects, officers are reviewing the overall programme of work for the School Estate Plan. Due to the work the team has been undertaking in relation to RAAC at the start of the school session, these reports will not be ready to present to committee in November. An updated timescale for when they will be ready cannot be given until officers have completed the review of the School Estate Plan programme.
6	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	1.1.4	D	as above
7	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		

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2									
15	The Outcome of Commercial Property Auctions Pilot Project	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.	Within the planner, the F&R Committee on 13/9/23 noted that The available auction for the properties is on 7th September 2023. a Report will be brought to the November meeting on the outcome and future approach.	Cate Armstrong	Corporate Landlord	Resources	4.1 & 4.4		
16	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.	Within the planner, the F&R Committee on 13/9/23 noted that Transport Scotland have yet to provide the settlement for the A92 de-trunking due to the Haudagain Improvement. This settlement had been due for a number of months. The most recent update from Transport Scotland has delayed this further until August and as such it would be preferred to delay until the next committee cycle	Neale Burrows	Operations and Protective Services	Resources	1.1.18 & 1.1.19	D	Transport Scotland have confirmed on 16th October 2023 that the report is due imminently and is awaiting final input prior to issuing. Officers will need time to review and consider prior to finalising the report to committee. Officers will aim to submit a report to the next meeting in January 2024.
17	Outline Business Case: New Secondary School Provision for Hazlehead and Countesswells	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		Maria Thies	Corporate Landlord	Resources	1.1.4		
18	St Peter's RC School – Long Term Education Provision	Council on 3 March 2020 agreed to instruct the Chief Officer Corporate Landlord to take forward the proposals for investment for works at Riverbank School to accommodate the relocation of St. Peter's School once Riverbank School relocates to the City Growth and Resources Committee on 28 October 2020 with an indicative programme. Council on 10 March 2021 agreed to note that also included within the General Fund Capital Programme is £500,000 for the relocation of St Peters RC School to the current Riverbank School site is added to the Capital Plan and instruct the Chief Officer - Corporate Landlord to take forward design development to allow the full business case and construction costs to be reported to the City Growth and Resources Committee in advance of the 2023 budget process. Education Operational Delivery Committee on 8th September 2022 agreed		Maria Thies	Corporate Landlord	Resources	1.1.4		

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2	Bucksburn Swimming Pool – Update November 2023	Council on 14 June 2023 agreed to instruct the Chief Executive, in consultation with Sport Aberdeen, to engage with Bucksburn and Newhills Community Council and Save Bucksburn Swimming Pool and any other relevant group and report the outcome of this engagement to the Finance and Resources Committee in September 2023.	Within the planner, the F&R Committee on 13/9/23 noted that Officer's have been in contact with the groups regarding the possibility of a community asset transfer and have met with groups on site to look at the building. A comprehensive range of information has been provided to the group by both Sport Aberdeen and Council officers. At the time of the committee deadline officers had been unable to agree dates to meet the group to discuss a CAT. It is the intention to bring a full update to the next meeting.in November	Stephen Booth	Corporate Landlord	Resources	1.1	R	The CO Corporate Landlord has met with representative of the Save Bucksburn Pool Group and have raised the possibility of a Community Asset Transfer. They have advised that at this stage they are not in a position to make any formal approach for a Community Asset Transfer. It is recommended that this action is removed from the planner and be re-introduced if required at a later date.
19	Disposal of the Bucksburn Primary School Site	To advise Committee of the offers received for the Site and request their approval of the recommendation to appoint the preferred bidder		Cate Armstrong	Corporate Landlord	Resources	4.1 & 4.4		
20	Partnership with NHS Grampian to provide Statutory Mortuary Services on behalf of Aberdeen City Council	To inform and obtain approval from the committee on the arrangements being progressed between Aberdeen City Council and the NHS. This is the formation of an agreement with NHS Grampian to deliver ACCs' statutory duties in relation to mortuary provision, and the subsequent implications on the current service.		Hazel Stevenson	Operations and Protective Services	Resources	2.1.1 & 2.1.2		
21	New Lease Policy	This policy sets out the process that needs to be followed when hiring, renting or leasing an asset to ensure compliance with a new Accounting Standard IFRS 16 that the council will adopt in 2024/25. This Lease Policy has also been drawn up as a response to Internal Audit Recommendations		Lesley Fullerton	Finance	Resources	2.1.5		
22	Aberdeen Archives, Gallery and Museums Annual Review June 2022 – May 2023	The purpose of this report is to present the Aberdeen Archives, Gallery and Museums Annual Review (June 2022 – May 2023) (Appendix A) to Committee for approval.		Helen Fothergill	City Growth	Commissioning	2.1.1		
23	UK Shared Prosperity Fund	Proposals for allocation of UK Shared Prosperity fund to projects in Aberdeen City.		Stuart Bews/ Jim Johnstone	City Growth	Commissioning	1.1.8, 1.1.11 & 3.4		
24									
25			30 January 2024						
26	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	Commissioning	1.1.5 & 1.1.6		

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27	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.		Elspeth Winram	City Growth	Commissioning	2.1.2		
28	Council Financial Performance - Quarter 3, 2023/24	to present the Council Financial Performance - Quartely report to Committee for consideration.		Lesley Fullerton	Finance	Resources	1.1		
29	Belmont Cinema	The F&R Committee on 13/9/23 agreed to instruct the Chief Officer – City Growth to report back to the first meeting of the Finance and Resources Committee in 2024 on progress and any implications for the Council		Mark Bremner	City Growth	Commissioning	4.1		
30	Aberdeen City's Affordable Housing Delivery Programme	To provide an update on the Aberdeen City affordable housing delivery programme and approve allocation of funding		Mel Booth	Strategic Place Planning	Commissioning			
31	International Travel 2024/25	To seek approval for international project priorities for 2024/25 and for any associated travel required to support these and our international networks and partnerships		Jen Lawie	City Growth	Commissioning	2.1.1		
32			13 March 2024						
33	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	Commissioning	1.1.5 & 1.1.6		
34	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.		Matthew Williams	City Growth	Commissioning	2.1 & 3.2		
35	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.		Gale Beattie		Commissioning			
36	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.		City Growth	City Growth	Commissioning			

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37	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		
38	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.		Jen Lawie	City Growth	Commissioning			
39	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	Resources	1.1		
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	Within the planner, the F&R Committee on 13/9/23 noted that The feasibility study is under way, however, due to pressure on staffing resources, and also the complexity of this project, more time is required to complete this work. It is now anticipated that an outline business case will be presented for consideration by Committee in March 2024	Andrew Jones/Maria Thies	Corporate Landlord	Commissioning	1.1.4		
41			08 May 2024						
42	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	Commissioning	1.1.5 & 1.1.6		
43	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		Andrew Jones/Maria Thies	Corporate Landlord	Commissioning	1.1.4		
44	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/Maria Thies	Corporate Landlord	Commissioning	1.1.4		

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45	Invest Aberdeen Update	The F&R Committee on 6 July 2023 agreed to instruct the Chief Officer – City Growth to circulate a report to the committee members by June 2024.		Joel Evans	City Growth	Commissioning	2.1.1 & 3.4		
46	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		Matthew Williams	City Growth	Commissioning	2.1.2 & 3.2		
47	Council Financial Performance - Quarter 4, 2023/24	to present the Council Financial Performance - Quartely report to Committee for consideration.		Lesley Fullerton	Finance	Resources	1.1		
48			07 August 2024						
49	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	Commissioning	1.1.5 & 1.1.6		
50	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		Andrew Jones/Maria Thies	Corporate Landlord	Commissioning	1.1.4		
51	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		Andrew Jones/Maria Thies	Corporate Landlord	Commissioning	1.1.4		
52	Council Financial Performance - Quarter 1, 2024/25	to present the Council Financial Performance - Quartely report to Committee for consideration.		Lesley Fullerton	Finance	Resources	1.1		
53			12 September 2024						

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54	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	Commissioning	1.1.5 & 1.1.6		
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	1.1.4		
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		Andrew Jones/Maria Thies	Corporate Landlord	Commissioning	1.1.4		
57	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	Resources	1.1		
58	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	Commissioning	1.1.5		
59	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	Resources	1.1.5, 1.1.8 & 4.1		
60			05 November 2024						
61	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	Commissioning	1.1.5 & 1.1.6		
62	Council Financial Performance - Quarter 2, 2024/25	to present the Council Financial Performance - Quartely report to Committee for consideration.		Lesley Fullerton	Finance	Resources	1.1		
63			TBC						

