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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			13 March 2024						
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	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		
6	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		D	This report has been delayed to fully consider criteria for grant funding including the 3 Tier Prevention Approach to ensure our decision making framework is robust. The Chief Officer City Development and Regeneration will report back to 8 May 2024.
7	Business Charter for Aberdeen City Council	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.		Jim Johnstone	City Growth	Commissioning	2.1.2		

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2									
8	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	R	The Design Manual for Roads and Bridges Stage 3 Scheme Assessment is now concluded. OBC on the preferred option was approved by the City Region Deal Joint Committee on 9th February 2024. The way forward and next steps will be submitted to Full Council on 17th April 2024.
9	Union Street Empty Shops Action Plan – Progress Update	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	1.1.17		
10	Beachfront Masterplan Phase A: Projects Update	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		
11	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	Corporate Landlord	Commissioning	1.1.4	D	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 the outline business case for Harlaw Academy improvements, which is now expected to be submitted to the Finance and Resources Committee for approval on 08/05/24.

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18	Lease of Sports Pitch at Cloverhill	To advise Committee of the proposed lease for the Community Sports Facility at Cloverhill		Cate Armstong	Corporate Landlord	Resources	4.1 4.4		
19			08 May 2024						
20	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		
21	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	Corporate Landlord	Commissioning	1.1.4	D	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 the outline business case for the Victorian Schools improvements, which is now expected to be submitted to the Finance and Resources Committee for approval in early 2025.
22	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	Commissioning	1.1.4	D	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 changes to the use of space at Sunnybank School, which would be expected to be submitted to the Finance and Resources Committee for approval on 07/08/24.

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30	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.	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 the outline business case for St Machar Academy outdoor space improvements, which is now expected to be submitted to the Finance and Resources Committee for approval on 08/05/24.	Andrew Jones/Maria Thies	Corporate Landlord	Commissioning	1.1.4		
31			07 August 2024						
32	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		
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		Andrew Jones	Corporate Landlord	Commissioning	1.1.4	D	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.

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34	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	Corporate Landlord	Commissioning	1.1.4	D	The ECS Committee on 20/02/24 agreed a revised programme for implementing projects within the School Estate Plan. The revised programme indicates there is no immediate requirement to consider new school provision for Loirston Loch. and that this will be revisited post 2024.
35	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		
36	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 Customer	Customer	2.1.3		
37	Cluster Risk Register	To present Cluster Risk Register and Assurance Maps in accordance with TOR		Ronnie McKean	Chief Officers	Directors			
38	Cultural Funding Investment Framework and Application Process	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 Growth	Commissioning			
39			12 September 2024						
40	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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41	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		Andrew Jones	Corporate Landlord	Commissioning	1.1.4	D	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 the outline business case for secondary school provision at Grandhome / Oldmachar / Bridge of Don, which is now expected to be submitted to the Finance and Resources Committee for approval in early 2025.
42	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	Corporate Landlord	Commissioning	1.1.4	D	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.
43	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		
44	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		
45	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		

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46	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 Customer	Customer	2.1.3		
47	Fleet Replacement Programme (Annual Report)	To present the current position of the programme for Fleet Vehicles and Assets		John Weir/Derek Jamieson	Operations and Protective Services	Operations	1.1.6		
48	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	Resources	1.1		
49	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	Resources	1.1		
50			05 November 2024						
51	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		
52	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		

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53	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 Armstong	Corporate Landlord	Resources	4.1 4.4		
54	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	Commissioning	GD 8.5		
55			TBC						
56	Newhills 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	The ECS Committee on 20/02/24 agreed a revised programme for implementing projects within the School Estate Plan. The revised programme indicates that there is no immediate requirement to undertake a consultation on a proposed new school at Newhills, which would be required prior to presenting a full business case. An update on likely timescales for the consultation and full business case for the new school will be included within the update to the School Estate Plan to be presented to the ECS Committee in September 2024, at which point a further update will also be provided to the F&R Committee.	Andrew Jones/Maria Thies	Corporate Landlord	Commissioning	1.1, 1.1.4, 1.1.9 & 4.1		
57	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		

